Applying to Developmental Studies Program

Introduction

Welcome! This handbook will guide you through the process of applying to the UWinnipeg Arts program to register for the final three Core Developmental Studies Courses at the end of the Advanced Diploma in Leadership in ECCE PACE program:

- DEV-3100(3) The Child, Family, and Social Policy (36 hours)
- DEV-3610(3) Topics in Leadership in Early Childhood Education (36 hours)
- DEV-3630(3) Advanced Internship (36 hours)

Students admitted to the Advanced Diploma in Leadership in ECCE must be on track to complete their PACE courses before taking the three Core Arts Degree credits.

Deadline to apply for Fall/Winter registration is March 1st

Step-by-Step Application Process

Step 1: Prepare Your Application

- You will need to upload your PACE documents (application/credentials etc.) in the UWinnipeg Recruit system: **Welcome**. If you need help with the application or have any questions about the process, please email **welcome@uwinnipeg.ca**

  Note: It is important for the UW Admissions team to have your PACE documents, otherwise your application to take the UW DEV Studies courses will not be complete.

Step 2: Submit Your Application

- Fill out application for UW: http://www.uwinnipeg.ca/future-student/apply/index.html

  ☐ Check off General Arts when choosing a program.

  ☐ Email admissions@uwinnipeg.ca to indicate that you are an ADL in ECCE student.

  Note: You do not need to pay the fee (just click on debit or cheque for payment method).

Step 3: Wait for Confirmation

- If you have any questions regarding the application process or your application status, email welcome@uwinnipeg.ca
- Once your application has been fully processed, you will receive an Official Letter of Acceptance from the Admissions Office.

Step 4: Register for the Three Required Courses

- Request permission to register for the following courses by using the link here: Academic Advising | Developmental Studies | The University of Winnipeg

    - DEV-3100(3) The Child, Family, and Social Policy (36 hours)
    - DEV-3610(3) Topics in Leadership in Early Childhood Education (36 hours)
    - DEV-3630(3) Advanced Internship (36 hours)

- When registering for DEV-3610 Topics in Leadership in Early Childhood Education and DEV-3630 Advanced Internship, you will need to use the winter term **"Register Now"** button. This allows you to register for both courses at the same time which is what is needed for co-requisite courses.

WebAdvisor

Please visit WebAdvisor to check when the three Core Developmental Studies Courses will be offered.

WebAdvisor is the University's online registration system. Anyone can go to the University's website and click on WebAdvisor to search and read about course offerings for an upcoming term: WebAdvisor | WebAdvisor | The University of Winnipeg.

Registration

- If you are not familiar with how the Student Planning and Registration system works, here are links to instructions and videos to help:

    - Home | Student Planning | The University of Winnipeg (uwinnipeg.ca)
    - webadvisor-step-by-step.pdf
    - Fall & Winter Registration Process and Procedures | Registration | The University of Winnipeg (uwinnipeg.ca)

- If you have questions about registration, please email **registration@uwinnipeg.ca**

Academic Advising

The Developmental Studies Advising page can be accessed here: Academic Advising | Developmental Studies | The University of Winnipeg.

Contact Information

Developmental Studies Office
204.258.3858
dev.studies@uwinnipeg.ca

Admissions Office
204.786.9159
admissions@uwinnipeg.ca

Recruitment Office
welcome@uwinnipeg.ca

Registration Office
registration@uwinnipeg.ca

PACE Part Time Advising
paceptadvising@uwinnipeg.ca