

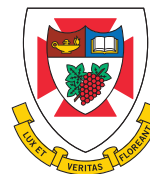
# Certification Year 5 Information

for Senior Years Stream Students  
for September, 2019



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THE UNIVERSITY OF  
**WINNIPEG**

# Regulations

## Related to Scheduling and Registration

In order to guarantee that all students are able to fulfill their degree requirements, students will be assigned to a particular timetable of courses. By doing this, we ensure that all students are able to register for the courses they need without worrying about potential conflicts or courses filling up. Students must register for the specific courses and sections to which they have been assigned. Many students have valid reasons for wanting particular courses or sections; however NO EXCEPTIONS will be made. To be fair and consistent, we cannot consider individual requests to accommodate work schedules, commuting time, child care, course preferences, extra-curricular activities at the practicum school, or any other reasons for wanting specific courses or sections.

Certification Year students will receive a mailing with a list of their assigned courses and schedules by mid June. Until then, students should plan to be available for classes and practicum every day, from 8:30 a.m. – 6:30 p.m.

All other activities, including work, child care arrangements, and extra-curricular activities in the host school must be scheduled around classes and practicum commitments. Students who are unable to devote this time to their studies should defer certification until they are in a position to do so. Students who are unable to attend Certification Year 5 can request to have their space in the program held for a maximum of one year.

It is expected that students are familiar with the rules and regulations governing the education program. Ignorance of requirements and policies will not be considered in determining the validity of special requests.

Students entering Certification Year 5 will register in Tier 2, which typically takes place in mid to late June, 2020. Students are expected to register at their appointed time. If they do not, the Faculty of Education Office will not guarantee entry into required courses that have filled. We will not register students over capacity in any course. We do not maintain waiting lists for courses.

Students are advised to consult the [General Calendar > Areas of Study > Education > Faculty of Education Rules and Regulations](#) (pages 19 and 20), for additional rules governing courses, practicum, and performance in Certification Year 5.

<https://www.uwinnipeg.ca/academics/calendar/index.html>

# Required Courses

## Overview of Certification Year 5 Requirements

### **SY C, I & A: Alternative and Associated Practicum**

Senior stream students will register for EDUC-4852(5) “SY C, I & A: Alternative”. This course will introduce students to instructional approaches and assessment techniques relevant to teaching in alternative programs or settings. This course is tied to Practicum Blocks III and IV. Students registering for this course must also register for these practicum blocks. Students will be assigned to a particular section of this course.

### **Practicum Blocks III and IV**

Students will again complete extended practicum blocks at the end of the Fall and Winter terms. In addition, students will attend their host schools for one full day or two half days per week throughout both terms.

### **Other Course Requirements**

Senior Stream students will take EDUC-2410(3) “The School System”, EDUC-4602(3) “SY C, I & A: Integrating Educational Technology into Senior Years Teaching”, EDUC-4701(3) “Creating and Managing Effective Learning Environments”, and EDUC-4401(3) “Just and Effective Schools”. Students will be assigned to a particular section of each of these courses. In addition, students will complete a 3 credit hour course to fulfill the “Special Education II” requirement, and a 3 credit hour course to fulfill the “Trends and Topics in Education” requirement. Students will be assigned to specific courses to meet each of these requirements.

## Certification Year 5 — Senior Years

<b>Course No</b>	<b>Course Title</b>	<b>Credit Hours</b>
EDUC-4852(5)	SY C, I & A: Alternative	5
EDUC-4880(2.5)	Practicum Block III – SY	2.5
EDUC-4883(2.5)	Practicum Block IV - SY	2.5
EDUC-4401(3)	Just and Effective Schools	3
EDUC-2410(3)	School System	3
EDUC-4602(3)	SY C, I & A: Integrating Technology into Senior Years Teaching	3
EDUC-4701(3)	Creating and Managing Effective Learning Environments	3
	Assigned “Special Ed II” course	3
	Assigned “Trends and Topics” course	3
<b>TOTAL</b>		<b>28</b>

# Timeline

## of Upcoming Events

### **January, 2019 - French Immersion School Placements**

Students who wish to be placed in a French immersion school must meet an oral and written language proficiency requirement. Students who are interested in a French immersion placement must submit their names to the Practicum Office by January 25, 2019. We will forward the list of names to Université de Saint-Boniface (USB), where the testing is administered. USB will contact students to arrange testing appointments. Students must have been tested and evaluated by April 1, 2019 in order to be considered for an immersion placement.

Students are advised to make a realistic assessment of their oral and written French skills. Generally speaking, students undertaking French testing should have recently completed a major in French, with a grade point average well in excess of 2.0.

### **May, 2019 - Certification Eligibility Review**

When grades become available at the end of May, your eligibility to attend Certification Year 5 will be assessed. In order to be eligible, you must have completed all required Certification Year 4 courses and practicum blocks, and achieved a minimum grade of “C” in all C, I & A courses. If you have any questions about your eligibility, please consult the Academic Advisor for the Faculty of Education.

### **June, 2019 - Mailing of Registration Materials**

By mid June, the Education Office will mail out a package of information, which will include an updated degree checklist, a list of your required courses and sections for Certification Year 5, a timetable, and a link to a Registration Information Booklet which will be posted on our website. This booklet will include detailed information and dates for Certification Year 5.

### **June, 2019 - School Placement Notification**

In June, you will receive an email informing you of your school placement. You will need to contact your school to make arrangements for the “Start of School” experience, which will take place September 3 – 6, 2019. Check the University website for the release date for practicum placement. This information will not be provided over the phone. Please remember that practicum placements are non-negotiable.

## June, 2019 - Registration

Registration for Certification Year 5 should take place in approximately mid June. All students will be assigned an online WebAdvisor Registration start date and time for Fall/Winter 2019-2020. This information will be e-mailed to you in late May. If you do not register at your appointed time, the Education Office will not guarantee entry into required courses. Program completion may be delayed if you are unable to complete courses due to late registration.

## August 27, 2019 - Certification Orientation

All students must be available on Tuesday, August 27, 2019, from 9:00 a.m. to 12:00 p.m. to attend a Practicum Orientation. This meeting is mandatory, and all students must attend. The meeting will take place at the University, and the specific time and location will be listed in the registration materials which will be mailed out in June.

## September 3 – 6, 2019 - “Start of School” Experience

In order to experience the beginning of the school year, you will be expected to be at your host school from September 3 - 6, 2019. The “Start of School” experience is an integral component of your practicum requirement, and participation is mandatory. Students who do not attend the “Start of School” experience will have their application to attend Certification Year 5 withdrawn.

### Important Dates (these dates are subject to change)

Aug 27, 2019: Certification Orientation

Sept 3 - 6, 2019: “Start of School” Experience

Sept 9 - Nov 12, 2019: Condensed Fall term lectures

Sept 9 - Nov 12, 2019: Student teaching one day per week

Oct 15- 18, 2019: **Fall Term Reading Week** — **does not apply to Cert Year students**, classes and practicum will continue as scheduled.

Nov 13 - Nov 19, 2019: Fall term exam period

Nov 20 - Dec 20, 2019: Student Teaching Block I

Dec 23, 2019 - Jan 3, 2020: Holiday Break – no classes or practicum

Jan 6 - Mar 13, 2020: Condensed Winter term lectures

Jan 6 - Mar 13, 2020: Student teaching one day per week

Feb 17 - 21, 2020: Louis Riel Day and Reading Week, no classes or practicum

Mar 16 - Mar 20, 2020: Winter term exam period

Mar 23 - May 1, 2020: Student Teaching Block II

Mar 30 - April 3, 2020: School Spring Break – no practicum

Certification Year dates are not open to negotiation. If you miss days of practicum, you must contact the Student Teaching Office.

### **September, 2019 - “Contact to Contract” Begins**

The Faculty of Education will offer a series of career exploration seminars and workshops for certification year students. These sessions will cover a variety of topics, such as writing effective resumes and cover letters, developing professional portfolios, preparing for job interviews, and making contacts in the field of education. As well, several school divisions will be invited to present information sessions on employment prospects and application procedures.

### **December, 2019 - Initial Graduation Information**

Information on graduation and applying for a teaching license will be mailed to students.

### **Late December, 2019 - January, 2020 – Criminal Records Check**

The Professional Certification Unit requires that students provide an original and current (not more than 3 months old) criminal records check and vulnerable sector screening as part of the application for a Manitoba teaching license. The deadline to apply for the teaching license is typically early March. Students should apply for their criminal records check no earlier than mid to late December, to ensure that it is current at the time of application.

### **February, 2020 - Graduation Application**

Students must apply online for graduation through Web Advisor/Student Planning. The deadline to apply for graduation is February 1, 2020. Students should order an official transcript at this time, and request that the transcript be held until after Convocation in June, and sent directly by the university to the Professional Certification Unit.

### **March, 2020 – Application for Teaching Licence**

Students must apply for a Manitoba Teaching Certificate. The application form is generally available online. If you wish to look at the application form for 2019 for preliminary information, you can go to:

<http://www.edu.gov.mb.ca/k12/profcert/certificates/bedgradap.html>

This information is subject to change, but up to date information will be included in the December mailing.

### **June, 2020 - Convocation**

Spring Convocation will be held in early June (the specific date will be listed in the 2019-2020 General Calendar). Teaching licences will be mailed to you by the Department of Education by the end of July, 2020.

**PLEASE NOTE:** If you have any HOLDS on your file (ie, outstanding tuition, overdue library books, etc), your transcript will not be released by Student Records, and will not be forwarded to the Certification Branch. If the Certification Branch does not receive your transcript, they will not issue a teaching license.

If you decide not to register for Certification Year 5, please notify the Faculty of Education Office as soon as possible. If you do not attend Certification Year 5, please be advised that you must submit a written request, and receive permission from the Education Academic Advisor to have your space in the program held.

As we will be doing a number of mailings throughout the year, please ensure that the address on your record at the University of Winnipeg is up to date, and that we have a working, current email address.

# Spring Term

## Working Ahead

The main university timetable will be available online at <http://www.uwinnipeg.ca/index/timetable-index> by early to mid February. Registration typically begins in mid to late March. Please be aware that there are limited spaces available in Spring courses. We cannot guarantee entry into any course. If courses fill, we will not be able to register students over capacity.

### Course Restrictions

#### Section 245

The Community Based Aboriginal Teacher Education Program (CATEP) is a separate program within the Faculty of Education. Courses with a section number of 245 have been reserved for students in the CATEP program, and are not available to other students.

#### Section 250

The Winnipeg Education Centre (WEC) is a separate program within the Faculty of Education. Courses with section numbers in the 250's are offered by the WEC program. Occasionally, some WEC courses may be open to other students. When this is the case, WEC will offer two sections of the same course. One section will be reserved exclusively for WEC students, while the other section will have some limited space for non-WEC students.

#### Section 720

Courses with a section number of 720 are reserved for students participating in the Thailand program, and are not available to other students.



## **Spring Courses offered through WEC**

The WEC program anticipates having a limited number of spaces in the following courses. Each course will have two section numbers — both sections will represent the same course. One section will be reserved for students in the WEC program, and the other section will be open for other students (number of available spaces is tentative).

## **5000 Level Courses**

The Education department will offer a number of 5000 level courses in the Spring term. These courses are only available to students who have been admitted to the Post Baccalaureate Diploma in Education. Credit for these courses CANNOT be applied toward an undergraduate degree (i.e. B.Ed., B.A., or B.Sc.)

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