

EDUCATIONAL ASSISTANT

Overview

Faculty of Health and Community Studies

Department of Human Services and Early Learning

MacEwan.ca/ (<http://MacEwan.ca/SpecialNeeds/>)EducationalAssistant
(<https://www.macewan.ca/academics/programs/special-needs-educational-assistant/>)

The Educational Assistant program prepares graduates to assist teachers in developing and implementing appropriate instructional programs and methods within educational settings. The implementation of inclusive educational policies for students has created a strong demand for trained educational assistants. The certificate provides a solid foundation of theoretical knowledge combined with practical strategies to support classroom instructional, behavioural, and social needs of diverse students.

The Educational assistant program is offered at MacEwan's City Centre Campus. While this program may be completed in its entirety on campus in a face-to-face setting, students may choose to complete some of the courses online. Having courses offered both in-person and online makes the program accessible to students and provides the flexibility to balance studies with professional and family responsibilities. Students enrolled in online courses will learn as part of a virtual community through a combination of self-study and faculty-guided online discussions; they will be able to access their course material and readings online.

Career Potential

Educational assistants are employed as valuable members of learning teams in a variety of educational settings including preschool early intervention programs, kindergarten through grade 12, and post-secondary programs. The demand for program graduates in the field continues to be high.

Contact Information

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PROGRAM OFFICE

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Program Requirements

The following program requirements are needed to complete the credential. Refer to the Student Plan as this plan identifies the usual course schedule.

Code	Title	Credits
TAST 101	Child and Adolescent Development	3
TAST 102	Supporting Behaviour	3
TAST 107	Diverse Learners I	3
TAST 112	Supporting Numeracy and Math	3
TAST 113	Supporting Language and Literacy	3
TAST 117	Diverse Learners II	3
TAST 125	Collaborative Team Practice	3
TAST 128	Educational and Assistive Technology	3
TAST 135	Practicum	3
University-level English (includes WRIT 101)		3
Total Credits		30

The minimum passing grade for a course at MacEwan University is a D unless otherwise noted next to the appropriate course in the program of study.

Program Regulations

Regulations Governing Work Integrated Learning Activities

Completion of one practicum course is required. Learners must comply with the Work Integrated Learning policy and other applicable policies and regulations of the university and host organization. In accordance with the Work Integrated Learning policy, the university reserves the right to remove a learner from the work integrated learning experience at any point in the experience for serious performance issues (i.e., engaging in behaviour that places the client and/or others at risk or that is contrary to the professional or safety requirements of the placement). In such cases and in consultation with the Dean, the learner will be assigned a grade of F in the course. For further information, refer to the Work Integrated Learning policy.

In accordance with the Academic Standing policy, the performance of a Student in a clinical, field placement, ensemble setting, or equivalent learning activity may be reviewed at any time. If the student's performance is inadequate relative to the standards required in the student's program, the student may be placed on probation or required to withdraw from the program. For further information, refer to the Academic Standing policy.

Host organizations may specify additional prerequisite requirements for work integrated learning experiential activities, for example, a current, clear Police Information Check (PIC), current Intervention Record Check or currency of immunization or first aid certification. Any costs incurred are the responsibility of the student.

Students are required to arrange their own transportation for required field placement activities and any costs incurred for meals, travel, and parking are the student's responsibility.

Students acknowledge that, during scheduled course periods, they are expected to attend practicum during the days/hours as outlined in the program and by the host. Students will be notified of their particular

hours prior to the start of the placement. Hours of attendance may vary between host organizations.

Police Information Check

A current, clear Police Information Check (PIC) with Vulnerable Sector is required for practicum placement. This check must be completed no earlier than three months prior to the practicum start date and submitted no later than the document deadline posted by the program (must be received by the program prior to placement). Having a pardon in progress does not meet the admission requirement for a clear Police Information Check.

Students are responsible for obtaining a Police Information Check with Vulnerable Sector and for making these available upon request to both the program and the practicum host.

Students whose PIC status changes or who lack other specified additional requirements compromise their ability to complete the program requirements as they may be denied work integrated learning experiences and, therefore, be unable to meet graduation requirements.

First Aid

First Aid certification may be required by practicum hosts. If so, the student is responsible to obtain and pay for the course/certification.

Student Plan

Students must follow the Student Plan (listed below) to complete this credential in the year(s) indicated by the plan. Students must consult with a program Academic Advisor regarding any deviation from the Student Plan, as this may extend the time it takes to complete the program. The student plan may be subject to change.

Year 1			
Term 1	Credits	Term 2	Credits
TAST 101		3 TAST 102	3
TAST 107		3 TAST 112	3
TAST 125		3 TAST 113	3
TAST 128		3 TAST 117	3
University-level English (includes WRIT 101)		3 TAST 135	3
		15	15
Total Credits 30			

Admission Requirements

Applicants may be admitted to one of the following:

Regular Admission

To be evaluated through the Office of the University Registrar

Applicants must have a minimum overall average of 60 percent, with no course grade lower than 50 percent, in the following high school courses:

1. ELA 30-1 or ELA 30-2
2. Two subjects from Group A, B, C or D

Applicants with nine or more post-secondary level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

Notes:

1. Applicants are strongly encouraged to present a broad range of subjects across the humanities and sciences in order to benefit from the breadth of learning and to increase flexibility of future course choices.
2. A maximum of one Group D subject may be presented. Group D subjects used for admission must be 5 credit or any credit combination of at least 5 credits (e.g. two 3-credit subjects).

Mature Admission

To be evaluated through the Office of the University Registrar

Applicants must be 20 years of age or older and have been out of full-time high school at least one year by the beginning of the intake term. Applicants must have a minimum overall average of 60 percent, with no course grade lower than 50 percent, in the following high school courses.

1. ELA 30-1 or ELA 30-2
2. One subject from Group A, B or C or D

Applicants with nine or more post-secondary level credits must also present a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

Notes:

1. Group D subjects used for admission must be 5 credit or any credit combination of at least 5 credits (e.g. two 3-credit subjects).

Previous Post-Secondary Work

To be evaluated through the Office of the University Registrar

Admission in this category does not imply or guarantee the transfer of any coursework and/or credential unless a block transfer agreement (internal or external) is in effect and published in the calendar by the Office of the University Registrar. In addition, transfer of coursework does not imply or guarantee that an applicant will be admitted.

Applicants must have successfully completed:

- A minimum of 18 post-secondary credits with a minimum Admission Grade Point Average (AGPA) of 2.0 on a 4.0 scale.

Additional Admission Criteria

All applicants must meet the following:

1. English Language Proficiency

To be evaluated through the Office of the University Registrar

Applicable to All Admission Categories

All applicants must meet an acceptable level of English language proficiency. We will require official documents such as high school or post-secondary transcripts or proof of successful completion of standardized language evaluation. Full details are available in MacEwan University's academic calendar or online at MacEwan.ca/ELP.