



**BRANDON  
UNIVERSITY**



**BACHELOR OF EDUCATION  
AFTER DEGREE**

# Degree Requirements for the Bachelor or Education After Degree

## Early Years (grades K-4) and Middle Years (grades 5-8)

- An undergraduate degree with a minimum GPA of 2.50.
- The undergraduate degree must have a minimum of 90 credit hours.

## Senior Years (grades 9-12)

- An undergraduate degree with a minimum GPA of 2.50.
- The undergraduate degree must have a minimum of 90 credit hours.
- **NO D GRADES ACCEPTED TOWARDS TEACHABLE SUBJECTS.**
- **Appropriate number of credit hours in two accepted teachable subject areas (see table below for the list of teachable subjects):**
  - o 24 credit hours in first teachable subject area
  - o 15 credit hours in second teachable subject area

<b>Art</b>	<b>General Science*</b>	<b>Mathematics</b>
<b>Biology</b>	<b>General Social Studies**</b>	<b>Music***</b>
<b>Business Administration</b>	<b>Geography</b>	<b>Physical Education</b>
<b>Chemistry</b>	<b>History</b>	<b>Physics</b>
<b>Computer Science</b>	<b>Human Ecology</b>	<b>Theatre/Drama</b>
<b>English</b>	<b>Indigenous Studies</b>	
<b>French &amp; Francophone Studies</b>	<b>Languages/Applied Linguistics</b>	

For more requirement information about General Science\*, General Social Studies\*\*, or music\*\*\* click [HERE](#).

### Dates to Note

#### Application Deadlines:

Central Admission can take up to two weeks to process Step 1. Apply early to ensure you meet the After Degree deadlines below.

#### International Students:

December 15 - Central Admission Deadline  
January 15 – After Degree Final Deadline

#### Domestic Students:

January 15 – After Degree Early Bird Deadline  
March 1 – After Degree Final Deadline

# How to Apply

## Step 1

- Apply to Central Admissions at: [Admissions | Future Students](#)
- **Note: For applicants who have graduated from Brandon University in 2023 or later, the Central Admissions application fee is waived.**
- Central Admissions will contact you regarding the required paperwork to be submitted. Ex. transcript (Brandon University students do not need to submit a transcript as we have access to it); WES Evaluation (if applicable); PAL (if applicable) etc.
- This could take up to 2 weeks, apply early.

## Step 2

- Once cleared by Central Admissions, apply for the After Degree at the link provided by Central Admissions.
- If you are not currently a BU student, you will need your BU student number from Central Admissions before you can apply. This could take up to 2 weeks, apply early.

## What do you need for the AD application?

- Your current resume and cover letter.
- Three references. your referees **MUST** email their forms from their own work or personal email directly to [FacultyEd@BrandonU.ca](mailto:FacultyEd@BrandonU.ca).

## Application Fees

- Central Admission application fee - \$70 (Domestic) or \$140 (International).
- After Degree application fee - \$100
- Fees can be paid: Online, In person, or By Mail to Financial & Registration. Cheques payable to Brandon University

## Once Accepted

- Submit the **ORIGINAL** Criminal Record Check (**including vulnerable sector**) **AND ORIGINAL** Child Abuse Registry Check dated May 15th or later in the year of acceptance to the Main Office in the Education Building, room 102.
- Original Records Checks are due before **July 31**, and the **ORIGINALS** must be submitted to the Education Office (Field Experience) before you will be able to do any practicums.

# What to expect in the online application

**Name, Address, Student Number, Phone Number, Email, Degree, Date of Conferral (graduation), GPA (minimum 2.5)**

**Stream Selection:** Choose Early Years or Middle Years or Senior Years. There is a section to briefly indicate why you have chosen that stream. If you have applied into one stream and it is full, your application will be considered in another stream if there is room, and you meet the requirements.

**For the Teachable Subjects in the Senior Years stream:** Indicate both of your teachable subjects from the list below. Enter the courses number and name from your transcript to show appropriate number of credit hours to meet the requirements. No D grades are accepted towards teachable subjects. For any courses that you are currently enrolled in or will be taking before you start the After Degree, you can enter TBA or TBD in the grade column.

<b>Art</b>	<b>General Science*</b>	<b>Mathematics</b>
<b>Biology</b>	<b>General Social Studies**</b>	<b>Music***</b>
<b>Business Administration</b>	<b>Geography</b>	<b>Physical Education</b>
<b>Chemistry</b>	<b>History</b>	<b>Physics</b>
<b>Computer Science</b>	<b>Human Ecology</b>	<b>Theatre/Drama</b>
<b>English</b>	<b>Indigenous Studies</b>	
<b>French &amp; Francophone Studies</b>	<b>Languages/Applied Linguistics</b>	

### \*General Science Requirements

1. General Science as a first (24 credit hours) or second (15 credit hours) teachable subject may include courses in: Computer Science, Life Sciences (including Biological Sciences and Anatomy), Physical Sciences (including Chemistry and Physics), Earth and Space Sciences (including Astronomy, Geography, and Geology) and Engineering. Other courses in Natural Science (which do not include Mathematics) may be reviewed for inclusion.
2. Applicants declaring a General Science teachable subject in combination with another science discipline (Biology, Chemistry, Computer Science or Physics), may not include coursework from the same discipline within the General Science. Example: First teachable subject, Chemistry: 24 credit hours CHEM courses, second teachable subject, General Science: 15 credit hours, no CHEM courses.

### \*\*General Social Studies Requirements

1. General Social Studies as a first teachable must include 24 credit hours including:
  - a) At least 6 credit hours of history
  - b) At least 6 credit hours of geography
  - c) 12 or the remaining credit hours from Anthropology, Economics, Indigenous Studies, Law, Philosophy, Political Science, Psychology, or Sociology
2. General Social Studies as a second teachable must include 15 credit hours including:
  - a) At least 6 credit hours of history and at least 3 credit hours of geography **or** at least 6 credit hours of geography and at least 3 credit hours of history
  - b) 6 or the remaining credit hours from Anthropology, Economics, Indigenous Studies, Law, Philosophy, Political Science, Psychology, or Sociology

3. Applicants declaring a General Social Studies teachable subject in combination with Indigenous Studies may not include coursework from the same discipline with the General Social Studies. Example: First teachable subject, Indigenous Studies: 24 credit hours IND courses, second teachable subject, General Social Studies: 15 credit hours, no IND courses.
4. Applicants declaring a General Social Studies teachable subject in combination with Geography or History must include 6 credit hours (for first teachable) or 3 credit hours (second teachable) of Geography or History (opposite to their other declared teachable) and the remaining credit hours from Anthropology, Economics, Indigenous Studies, Law, Philosophy, Political Science, Psychology, or Sociology. Example: First teachable subject Geography: 24 credit hours. Second teachable subject, General Social Studies must include at least 3 credit hours of History and 12 or the remaining credit hours from Anthropology, Economics, Indigenous Studies, Law, Philosophy, Political Science, Psychology, or Sociology

**\*\*\*Music Requirements**

Candidates must declare either Choral or Instrumental Stream.

Required Courses for Entrance:

1. Choral Stream:  
66.378/379 Elementary Conducting and Score Study I & II  
66.478 Advanced Conducting and Score Study
2. Instrumental Stream  
66.474 Beginner Instrumental Techniques and Methods  
66.475 Advanced Instrumental Techniques and Methods  
66.378/379 Elementary Conducting and Score Study I & II  
66.478 Advanced Conducting and Score Study

**Cover Letter and Resume:** Have these ready to upload. Emphasize work/volunteer experiences in an educational or other teaching setting, and/or with children or adolescents. Your cover letter should discuss your intent for learning about Education, or why you chose Education, etc.

**Three References:** Only use the reference form which can be found within the After Degree Program Application. These forms are to be received within a week of your application date. Your referee **MUST** email the completed form, from their work or personal email directly to [FacultyEd@BrandonU.ca](mailto:FacultyEd@BrandonU.ca).

**Application Fee:** is a non-refundable fee which is required upon completion of your application. Your application will not be reviewed until the application fee has been paid. You may pay online or bring/send cash/cheque/money order to Financial & Registration Services.

**ORIGINAL Criminal Record Check (including vulnerable sector) AND ORIGINAL Child Abuse Registry Check:** Are not needed at time of application, but both need to be received at the Education Office (Field Experience) by July 31 prior to beginning the program. Click on the following link for more information regarding record checks: [Checks](#).

**Official Transcript:** If you receive a conditional acceptance that is based on graduating, or completion of additional courses, you will need to submit your final transcript to Central Admissions by June 15. If your undergraduate degree is from Brandon University, you do not need to submit a transcript as we can access it.

**NOTE IF YOU ARE NOT CURRENTLY A BU STUDENT:** Your application to Central Admissions will enable you to obtain a student number, which you will need before you can apply to the After Degree. **The Central Admission application can take up to 2 weeks so apply well before the deadline** to allow you time to complete the After Degree application by the deadlines noted previously.

If you have any questions or concerns with the application process or requirements, please feel free to contact the Office Assistant for Admissions/Advising at any time at [FacultyEd@BrandonU.ca](mailto:FacultyEd@BrandonU.ca) or 204-727-9626.

## Frequently Asked Questions

Q: Is there a required number of courses that I need for my first and second teachable subjects?

A: For Early and Middle Years, no. You require an undergraduate degree, with a minimum GPA of 2.50 and you must have at least 90 credit hours in your undergraduate degree.

For Senior Years, you require an undergraduate degree, with a minimum GPA of 2.50 and you must have at least 90 credit hours in your undergraduate degree. You must also have 24 credit hours in a first teachable subject area and 15 credit hours in a second teachable subject area. No D grades are accepted towards teachable subjects.

Q: Are there any other course requirements?

A: If you are applying to the Senior Years stream of the After Degree Program and have **General Science, General Social Studies, or Music** as a Teachable there are specific requirements. Please click [here](#) for more requirements.

Q: What is a teachable subject?

A: Teachable subject areas refer to the areas in which a student is interested in teaching. The senior years stream students choose at least 2 teachable subjects. Your teachable subjects do not necessarily have to be your major or minor, as long as you have enough credit hours to satisfy the requirements of the senior year's stream.

Q: What is Admission criteria based on?

A: Admission criteria is based on the following:

- GPA is the most important (but not the only) factor. A minimum GPA of 2.50 is required. Students should know that meeting minimum requirements does not guarantee acceptance into the program.
- Relevant Experience and Skills
- Cleared Records Checks
- Teachable Subjects Related to the Program (No D Grades accepted towards teachable subjects)
- Cover Letter (Shows writing skills and speaks to intent)
- Rationale for Stream Selection
- 3 Completed Reference Forms

Q: How can I be more competitive when applying to the After Degree?

A: To make yourself more competitive, please see the suggestions below:

- If your GPA is hovering around 2.50, we encourage you to take a class (or more than one) in your teachable subject area to help bump it up.
- Consider completing a third teachable, or, for Senior Years, even just 3 or 4 courses in another teachable subject area.
- Volunteer or work experience with children, or in an educational setting. Ideally you have been working on this previously, not just in your application year. For example: School Volunteers, Day Cares, After School Programs, Lunch Programs, Coaching, Sunday School, YMCA, Summer Camps, etc.
- Some of your references should be from your volunteer or work experiences with children or in an educational setting.

Q: Where can I find more information regarding the Faculty of Education and the Bachelor of Education After Degree.

A: Additional information can be found in the Undergraduate Calendar at the following link: [Course Calendar | Brandon University](#).

# Field Experience

Field Experience information can be found at the following page on the Brandon University website: [Field Experience | Education](#).

## **Steps to obtain the Criminal Record Check (CRC) & Child Abuse Registry Check (CARC)**

1. Record check application:
    - a. Apply for a Criminal Record Check (CRC), which **must include the vulnerable sector** at your local RCMP Detachment or police (Brandon Police Services, Winnipeg Police Services, Manitoba First Nations Police etc.). We **will not** accept records checks from websites such as mybackcheck.com or certn.com.
    - b. The Child Abuse Registry Check (CARC) application is available online at [http://www.gov.mb.ca/fs/childfam/child\\_abuse\\_registry\\_form.html](http://www.gov.mb.ca/fs/childfam/child_abuse_registry_form.html).
- \*\*\*The CRC and CARC are two different documents and need to be applied for separately.**
2. Any CRC that indicates a possible record will be examined to determine whether the record is relevant to the applicant's honesty, integrity and or suitability to the profession and whether the offence(s) constitute reasonable grounds to deny admission to the program and/or for teacher certification. Terms, conditions, or limitations on registration, in accordance with the Professional Certification Unit may be applied.
  3. The Field Experience office will require a record of the disposition of charges. A "Certification of No Criminal Record" can only be obtained with a submission of a set of fingerprints. This is the students' responsibility.
  4. A school may deny entrance of a Student Teacher depending on the severity and circumstances of charges.
  5. If a student incurs charges after the CRC & CARC are submitted it is imperative that the circumstances are discussed with the Director of Field Experience immediately. Failure to do so may jeopardize continuation in the Faculty of Education.
  6. Remember that it can take 4 to 10 weeks to receive a CARC and 1 - 2 weeks for a CRC to be received.
  7. **ORIGINALS MUST** be submitted to the Education Office. If you wish to keep the originals, you may do so after they have been seen by the Education Office staff.

**RECORDS CHECKS ARE DUE JULY 31 (AFTER ACCEPTANCE) AND MUST BE DATED MAY 15<sup>th</sup> OR LATER IN YEAR OF ENTRY TO THE EDUCATION PROGRAM**

If you have any questions regarding Records Checks or Field Experience, please contact the Office Assistant for Field Experience at 204-727-9647.

Website: <https://www.brandonu.ca/education/field-experience/>

# Professional Certification

Manitoba Teaching Certificates are awarded by the Professional Certification Unit of Manitoba. Bachelor of Education graduating students in Manitoba are eligible for a Kindergarten to Grade 12 teaching certificate.

Students are responsible for applying for their Manitoba teaching certificate through the Professional Certification Unit of Manitoba. Brandon University does not apply for your teaching certificate.

**For International teachers with a Bachelor of Education from outside of Canda**, you can access more information through the Professional Certification Unit of Manitoba at the following link: [Professional Certification | Manitoba Education and Early Childhood Learning](#).

**Please note:**

Post-Secondary education completed outside of Canada or the United States of America requires an **ICAP course-by-course** evaluation by the World Education Services (WES). This course-by-course evaluation must be mailed **DIRECTLY** to the Professional Certification Unit from WES. There is a fee payable to WES for this service.

For more information about the Professional Certification Unit, click on the following link: [Professional Certification | Manitoba Education and Early Childhood Learning](#).

## Master of Education at Brandon University

[Master of Education Program | Brandon University](#)

For more information about our Graduate Studies please refer to the Graduate Calendar or contact the Office Assistant for the Graduate Studies Program

204-727-7406 or [facultyedgrad@brandonu.ca](mailto:facultyedgrad@brandonu.ca)

# Important Contacts

## Faculty of Education

Room 102  
Education Building  
270-18<sup>th</sup> Street  
Brandon MB R7A 6A9  
204-727-9626  
[facultyed@brandonu.ca](mailto:facultyed@brandonu.ca)

## Central Admissions

Room 104  
McKenzie Building  
270-18<sup>th</sup> Street  
Brandon MB R7A 6A9  
204-727-7356 or 204-727-9784  
[admissions@brandonu.ca](mailto:admissions@brandonu.ca)

## Finance and Registration

Second Floor  
Clark Hall  
270-18<sup>th</sup> Street  
Brandon MB R7A 6A9  
204-727-9724 or 204-727-7313  
[finreg@brandonu.ca](mailto:finreg@brandonu.ca)

## Professional Certification Unit

PO Box 700  
402 Main Street N.  
Russell MB R0J 1W0  
1-800-667-2378 (within Manitoba) or  
1-204-773-2998  
[certification@gov.mb.ca](mailto:certification@gov.mb.ca)

## Student Services

Room 105  
A.E. McKenzie Building  
270-18<sup>th</sup> Street  
Brandon MB R7A 6A9  
204-727-9737

For questions about **Financial Aid** you can visit: <https://www.brandonu.ca/future-students/tuition/> or <https://www.edu.gov.mb.ca/msa/planning-for-your-future/what-is-manitoba-student-aid.html>