

**Brandon University  
Faculty of Education  
Master of Education Program**

***Frequently Asked Questions:***

**1. Why should teachers enter a Master of Education program?**

A Master of Education degree program strengthens the process of continuous professional learning, and remains the best way for teachers (in MB) to receive classification increments. Teachers enrolled in a Master of Education program learn critical pedagogical and administrative skills, in addition to academic skills such as scholarly writing and research design.

**2. What program options are available at Brandon University?**

Students have the following program options:

i) complete the first M.Ed degree (36 credit hours).

For teachers in Manitoba: the Professional Certification Unit recognizes this for one classification increment.

ii) complete a second M.Ed degree at BU, with additional 24 credit hours (for a total of 60 credit hours). Manitoba Teacher Certification recognizes the second M.Ed for one (1) additional increment. (one's 1<sup>st</sup> M.Ed. must be from BU in order to be eligible for our 2<sup>nd</sup> M.Ed.)

**3. How much time do students have to complete a graduate program?**

Students must complete all Master of Education program requirements within six (6) years of the commencement date of their 1<sup>st</sup> graduate course registration.

**4. What areas of specialization are available in the Faculty of Education at Brandon University for the Master of Education program?**

Students may choose from the following specialization areas: Inclusive Education, Curriculum and Pedagogy, Educational Administration, or Guidance & Counselling.

<https://www.brandonu.ca/master-education/graduate-level-programs/>

**5. Are students required to write a thesis in the M.Ed?**

In the first Master of Education program, students are admitted initially into the course route, however once 15 credit hours (including the 2 core courses: 07.752, and 07.714) have been successfully completed, the student, in consultation with the department chair, may then begin the process to apply for consideration, into the Thesis route for the Master of Education program (as per the approved Master of Education Thesis Protocol available on our website)

**6. What is required for Admission to the Master of Education Program?**

The annual application and documents deadline for our M.Ed. program is February 15<sup>th</sup>. For those who are new to Brandon University, please note: you must first have applied for & received your 6-digit student number from the Admissions Office, and then applied for & completed our Master of Education application by this application/documents deadline.

**Step #1.** Apply online to the Admissions Office *only if you do not have an existing BU student number* at:

<https://webapp.brandonu.ca/pls/admission/f?p=114:LOGIN:369849276202>

**Step # 2.** For returning students to BU, or those who are “new” and once you have received a 6 digit student number from the Admissions Office, you may then continue & apply online to our Master of Education program at:

<https://webapp.brandonu.ca/pls/med/f?p=124:101>

**When completing our online Master of Education application, you will also need to scan & upload the following:**

- a copy of your valid teaching certificate.
- a letter from your employer on letterhead, verifying at least two years of teaching experience.
- an original transcript indicating a grade point average of 3.0 or higher in the B.Ed. degree. (For those that received their B.Ed. degree from BU, this document will upload automatically).
- Resume (optional, but recommended for those applying into Guidance & Counselling)
- Statement of Interest / Writing Sample (see our application site for directions).

**M.Ed. Application Fee:** \$100.00 CDN, due at time of application to our M.Ed., or by mailing a cheque or money order directly to our office after submitting the M.Ed. application online. Please include your 6-digit student number if mailing in your payment.

**Two letters of reference** are required. You will find our template to download/print on our online application site. The two referees are to email the completed letters directly to our office, by the February 15<sup>th</sup> application & documents deadline. Please visit our website, for program information, online Master of Education application information, etc. at: <https://www.brandonu.ca/master-education/admissions/>

**7. Can students transfer previous course work into the M.Ed.?**

Students may be eligible to transfer up to a maximum of 6 credit hours of “extra” graduate level course work from another university, providing the courses are current (within 6 years), have not been used for credit towards a previous program, are recognized for BU graduate level course equivalency, and approved for credit within the student’s program of study.

**8. What are the current tuition costs / application fee(s) at B.U.?**

Please visit the registration guide website for current tuition schedules at:

<https://www.brandonu.ca/registration/>

For all students: in addition, a \$250.00 fee may be charged annually per student, where applicable, for student health and dental insurance. Contact B.U.S.U. at 877-469-2509 for information about insurance or “opt-out” or “opt-in” information.

**9. Health Insurance for International students only:**

International students: Please refer to the following website for Health Insurance information: <https://www.brandonu.ca/international-activities/information-for-international-students/health-insurance/>

**10. Application(s) Fees:**

The Brandon University Central Admissions Office charges an application fee of \$70.00 (for “new” Canadian students who are applying to Brandon University) and \$140.00 (for “new” International students).

The Faculty of Education Master of Education program requires a one-time / non-refundable application fee “per” degree program of \$100.00 (CDN), which is required at time of on-line application to our M.Ed. program.

**11. Can students take courses through distance delivery?**

The Master of Education program continues to increase its focus on alternative course delivery strategies, especially for off-campus students. For distance delivery, courses are

offered using a combination of on-line (NET/NT1 or NT2=internet delivery). In addition, video-conferencing (Zoom) is now being used widely in our program. While many courses are available on-line or by distance, some still require face-to-face instruction (A10 or A00), such as those in the Guidance & Counselling Master of Education program. In these cases, the required courses are generally scheduled during weekends, allowing off-campus students to more conveniently attend classes. Courses offered in summer session may include daytime classes.

**12. What research opportunities are available for graduate students?**

With the official launch in November 2008 of the Brandon University Centre for Aboriginal and Rural Education Studies (BU CARES), the Graduate Studies program is now in a position to promote and fund field research for graduate students. Visit the BU CARES web site at [www.brandonu.ca/bu-cares/](http://www.brandonu.ca/bu-cares/) for more information.

**13. What graduate scholarships are available?**

Visit the Scholarship link: <https://www.brandonu.ca/scholarships/> for information on available scholarships. In addition, there may be opportunities for substantive provincial and federal scholarships for students in a Thesis route, which are communicated via email to our graduate students as available.

**14. How can students receive additional information about the program at BU?**

The Graduate Studies website is located at: [www.brandonu.ca/master-education/](http://www.brandonu.ca/master-education/)  
Currently, the following are available on our website: access to the Graduate calendar (pdf), link to online registration, registration guides, tuition payment, Moodle, BU Library, BUSU Health & Dental Insurance and International Health Insurance information, Office of International Activities, etc.

**Contacts in the Faculty of Education Graduate Studies Office:**

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