

UNIVERSITY OF NEW BRUNSWICK

FREDERICTON

FACULTY OF EDUCATION
APPLICATION PACKAGE #3

Faculty of Education Program

For

Post-Degree Applicants

Deadline December 31st



University of
New Brunswick

PO Box 4400
Fredericton, NB
Canada

Tel 506 453-4862
Fax 506 453 3569
WWW.UNBF.CA/EDUCATION/

**Office of the Dean of
Education**

Dear Applicant:

Thank you for your interest in the Bachelor of Education program at the University of New Brunswick's Faculty of Education.

The UNB teacher education program combines the benefits of a long tradition in its field with recent reforms in teacher education. The faculty at UNB is highly qualified and their expertise covers a wide variety of disciplines in teaching, research, development, and publishing. The work of our Faculty is highly regarded nationally and internationally.

We work closely with School Districts, the provincial Department of Education, and the New Brunswick Teachers' Association to ensure that the preparation of teachers reflects the important perspectives that the partners bring to education and teaching. Our goal at UNB is to educate high quality pre-service teachers who will enhance the calibre of the teaching force.

Central to the strength of our program is the quality of those who are admitted. Consequently, we undertake an intensive screening of those who apply. In addition to academic grades, we carefully consider experience profiles and references. On the basis of this information, some applications are selected for personal interviews. Please take great care in the preparation of your application.

The application form and all the supporting documents must be sent to the Registrar's Office at the University of New Brunswick on the dates specified for the particular program you wish to enter: December 31st for Bachelor of Education (BEd) or March 31st for Faculty of Education Admission Advantage (FEAA). Files completed after this date may be considered. Final decision on the status of your application will be made as soon as possible.

We look forward to your application.

A handwritten signature in cursive script that reads 'Ann Sherman'.

Dr. Ann Sherman
Dean of Education

UNIVERSITY OF NEW BRUNSWICK
INFORMATION SHEET FOR
POST-DEGREE BACHELOR OF EDUCATION APPLICANT

You will find answers to many of the most commonly asked questions below and on our website: <http://www.unb.ca/> If you have further questions please contact the Faculty of Education at (506) 453-3508 or e-mail: BEd-prog@unb.ca

1. Eligibility to Apply:

To be considered for admission to the **post-degree Bachelor of Education** program in the Faculty of Education, applicants must have successfully completed an undergraduate degree with teachable subjects from a recognized university, college, or other post-secondary institution. **If applying to this program, please complete the entire Bachelor of Education Application Package #3, including three references. The deadline for applying to this program is December 31st.**

2. Academic Standing:

Only candidates with good academic standing are considered. Candidates on academic probation or candidates having been asked to withdraw from university are not eligible.

3. The Competitive Nature of the Admissions Procedure:

Admission is competitive and the number of spaces in the program is limited.

4. Required documentation:

a) *Profile & Personal Interest form:* Great care must be taken in the preparation of this document, which should be typed or neatly written.

b) *Personal Statements:* Applicants are asked to provide three short pieces of writing for the application – an assessment of learning from education related experience; an assessment of professional preparation from their undergraduate education; and a statement of professional and personal goals for the B.Ed program. Each of these should be submitted on a separate piece of paper.

c) *References:* Applicants are advised to discuss their plans with potential referees before deciding which three people to ask for recommendations. Please be careful to send the appropriate reference form to the person you wish to have address that aspect of your background. Strong references can only help a file, while poor references will weaken it. It is imperative to stress the importance of submitting the recommendations on or before the December 31st deadline.

d) *Official Transcripts:* Official transcripts are those forwarded directly to the Registrar's Office from each post-secondary educational institution attended by the candidate. Please note that UNB transcripts are already on file.

5. Interview:

Those applicants required to attend an interview will be notified in due course. Expenses incurred will be the responsibility of the applicant. Not all applicants will be interviewed.

6. Documents:

Documents are kept on file for one year. They are then destroyed. Documents are the property of UNB and cannot be returned to applicants or forwarded outside UNB.

7. Deadline Date for Applications:

The application forms and ALL SUPPORTING DOCUMENTS must be forwarded to the Registrar's Office on or before December 31st.

8. Criminal Background Check, (Including Vulnerable Sector):

Successful applicants will also be asked to produce a current police check.

PROFILE & PERSONAL INTEREST FORM FOR POST-DEGREE APPLICANTS

APPLICANT'S NAME _____
(Family Name) (First Name) (Middle Name)

POST SECONDARY EDUCATION

List in order of attendance (most recent first) all colleges, universities, or other post-secondary educational institutions you have attended. Include summer sessions and part-time studies.

NAME OF INSTITUTION	LOCATION	PROGRAM	YEARS ATTENDED

PROGRAM AND LEVEL OF STUDIES

AREAS OF STUDY FOR FIRST DEGREE

Major _____ Minor _____ Other _____

LEVEL APPLYING FOR

Mark 1st choice with a (1) and 2nd choice with a (2)

SCHOOL OPTIONS

ELM (K-Grade 5) MYA (Grade 6-12)

For those applicants who possess the appropriate French language skills, please indicate if you wish to pursue either French Immersion , Core/Intensive French .

***A minimum of “advanced” on the NB Oral Proficiency Interview is required for entry into this concentration. PROOF OF AN ADVANCED LEVEL OF ORAL PROFICIENCY MUST BE PROVIDED WITH YOUR APPLICATION. This documentation must be dated within the last year.**

Please indicate your preferred area of concentration. This area **MUST** be supported by course work in your first degree. The following are possible concentrations:

- Art
- *Core/Intensive French
- Social Studies
- English Second Language (ESL)
- Health & Physical Education
- Early Years
- English/ Language Arts
- Mathematics
- *French Immersion
- Science

NON-SCHOOL OPTION

Adult Education

EDUCATION-RELATED EMPLOYMENT AND EXPERIENCE

List below your educated related experience. These can include both paid and volunteer positions.

Position	Responsibilities	Hours/Days Per Week	Duration

Select one or two of the above and on a separate page briefly explain (300 words or less) what you learned from the experience(s) about the processes of teaching and learning.

OFFICIAL TRANSCRIPTS AND ORIENTATION TO KNOWLEDGE

To ensure your application is being processed as quickly as possible, please record below the institutions other than UNB from which you have requested **official transcripts** to be sent for all post-secondary course work completed. If surname on transcripts differs from current name, indicate other name(s):

Name of Institution	Program	Date Ordered

Reflecting on your post-secondary education, select one or two areas of study and on a separate page briefly describe (300 words or less) how particular courses and/or the program as a whole contribute to your development as an educator. For example, you might explore insights on the nature of knowledge gained from the study of particular disciplines (math, science, history, art, psychology etc.). In short, how has your post-secondary education to date prepared you for teaching?

NOTE: APPLICATION DEADLINE FOR POST-DEGREE APPLICATIONS IS DECEMBER 31ST. These are the dates by which applications and all supporting documents must be received at the Registrar’s Office, UNB Fredericton

I certify that the foregoing information is true and complete to the best of my knowledge.

DATE _____ SIGNATURE _____

PERSONAL AND PROFESSIONAL GOALS
--

Identify two specific goals you hope to work toward in the B.Ed program at UNB and on a separate page say why these are important areas of personal or professional learning for you to address.

PLEASE REMOVE AND GIVE TO YOUR ACADEMIC REFEREE
THE UNIVERSITY OF NEW BRUNSWICK
LETTER OF RECOMMENDATION TO THE FACULTY OF EDUCATION
FOR POST-DEGREE APPLICANTS

1. To be completed by the applicant:

Give this form to your academic referee, a professional individual (other than relative) who knows you and your scholastic ability well enough to evaluate your academic performance candidly (e.g. Professor or Post-Secondary Instructor). This referee should be a person who has awareness of your qualities as a post-secondary student.

Surname:	Given Name:	Date of Birth: UNB Student No:
----------	-------------	-----------------------------------

2. To be completed by the referee:

Responses are confidential and for the use of the Admissions Office only. Please complete and address this form to the Registrar's Office, UNB, Box 4400, Fredericton, N.B., E3B 5A3. We are seeking candidates who display the kinds of personal, interpersonal and intellectual qualities that you would like to see in someone seeking a career in education.

N.B. The deadline for submission is December 31st. Please comply with this deadline in order not to delay the admissions procedures and hinder the applicant's chance of being admitted.

Indicate with a check mark (✓) your rating of this candidate in the categories listed below. Additional comments would be greatly appreciated.

I have known the applicant ____ year(s) ____ months in my capacity as _____

	Excellent	Good	Average	Poor	No Opportunity to Observe
Appropriate personal qualities (empathy, presence, leadership, etc.)					
Interpersonal skills					
Oral self-expression					
Written communication skills					
Level of intellectual curiosity					
Academic ability					
Openness to new ideas					
Ability to work collaboratively					
Ability to work independently					
Imagination and creativity					
Sense of responsibility					
Response to Feedback					
Adaptability					

Additional Comments:

(Please comment on the candidate's orientation to, and ability within, the subject you taught to them)

Name of referee: (Please print)	Position:
Institution/Organization:	Address:
Signature of referee:	Date

PLEASE REMOVE AND GIVE TO EDUCATION REFEREE
THE UNIVERSITY OF NEW BRUNSWICK
LETTER OF RECOMMENDATION TO THE FACULTY OF EDUCATION
FOR POST-DEGREE APPLICANTS

1. To be completed by the applicant:

Give this form to your education referee, a professional individual (other than relative) who knows you and your teaching ability well enough to evaluate your potential as a future teacher candidly (e.g. Teacher, Coach, Camp Director, Volunteer Coordinator, etc). This referee should be a person who has seen you interact with, direct, and relate to children, young people or adults in a teaching/learning situation.

Surname:	Given Name:	Date of Birth: UNB Student No:
----------	-------------	-----------------------------------

2. To be completed by the referee:

Responses are confidential and for the use of the Admissions Office only. Please complete and address this form to the Registrar's Office, UNB, Box 4400, Fredericton, N.B., E3B 5A3. We are seeking candidates who display the kinds of personal, interpersonal and intellectual qualities that you would like to see in someone seeking a career in education.

N.B. The deadline for submission is December 31st. Please comply with this deadline in order not to delay the admissions procedures and hinder the applicant's chance of being admitted.

Indicate with a check mark (✓) your rating of this candidate in the categories listed below. Additional comments would be greatly appreciated.

I have known the applicant ____ year(s) ____ months in my capacity as _____

	Excellent	Good	Average	Poor	No Opportunity to Observe
Appropriate personal qualities (empathy, presence, leadership, etc.)					
Interpersonal awareness					
Oral self-expression					
Written communication skills					
Openness to new ideas					
Ability to manage groups of people					
Ability to motivate others					
Ability to work collaboratively					
Ability to work independently					
Imagination and creativity					
Sense of responsibility					
Response to Feedback					
Adaptability					

Additional Comments:

(Please comment on the candidate's ability to interact with, direct, and relate to children, young people or adults in a teaching/learning situation)

Name of referee: (Please print)	Position:
Institution/Organization:	Address:
Signature of referee:	Date

PLEASE REMOVE AND GIVE TO CHARACTER REFEREE
THE UNIVERSITY OF NEW BRUNSWICK
LETTER OF RECOMMENDATION TO THE FACULTY OF EDUCATION
FOR POST-DEGREE APPLICANTS

1. To be completed by the applicant:

Give this form to your character referee, an individual (other than relative) who knows you and what you are like as a person in professional contexts (e.g. Teacher, Employer, Coach, Minister, Volunteer Coordinator, etc). This referee should be a person who has seen you interact with others in a professional context and can attest to what you are like as a person and why that suggests you will be a good teacher.

Surname:	Given Name:	Date of Birth: UNB Student No:
----------	-------------	-----------------------------------

2. To be completed by the referee:

Responses are confidential and for the use of the Admissions Office only. Please complete and address this form to the Registrar's Office, UNB, Box 4400, Fredericton, N.B., E3B 5A3. We are seeking candidates who display the kinds of personal, interpersonal and intellectual qualities that you would like to see in someone seeking a career in education.

N.B. The deadline for submission is December 31st. Please comply with this deadline in order not to delay the admissions procedures and hinder the applicant's chance of being admitted.

Indicate with a check mark (✓) your rating of this candidate in the categories listed below. Additional comments would be greatly appreciated.

I have known the applicant ____ year(s) ____ months in my capacity as _____

	Excellent	Good	Average	Poor	Inadequate Opportunity to Observe
Appropriate personal qualities (empathy, presence, leadership, etc.)					
Interpersonal skills					
Oral self-expression					
Written communication skills					
Level of intellectual curiosity					
Response to Feedback					
Openness to new ideas					
Maturity					
Enthusiasm					
Imagination and creativity					
Sense of responsibility					
Adaptability					

Additional Comments:

(Please comment on the candidate's personal characteristics that lead you to believe they would be effective and inspiring educators)

Name of referee: (Please print)	Position:
Institution/Organization:	Address:
Signature of referee:	Date

CHECKLIST for Post-Degree Bachelor of Education Application

DEADLINE FOR APPLICATION – December 31st

Remember to do the following:

(√) **Done**

- Submit the “UNB Application for Admission” with the application fee to the Admissions, Registrar’s Office.
- Submit the “Profile & Personal Interest Form” and your “Personal and Professional Goals” directly to the Admissions, Registrar’s Office.
- Give the “Letter of Recommendation to the Faculty of Education” to **three** referees, being careful to send the appropriate form to the person best able to assess that aspect of your background. Please remind them to forward the form to the Admissions, Registrar’s Office, prior to the December 31st deadline. Otherwise the application cannot be processed.
- Arrange for official transcripts from all post-secondary institutions attended, other than the University of New Brunswick, to be sent directly to our office by the December 31st deadline, and for grades registered after that date to be sent on as soon as possible. Unofficial transcripts, i.e. transcripts in the applicant’s possession, are not acceptable.
- Ensure the postage is sufficient and the address is correct:

Admissions
Registrar’s Office
University of New Brunswick
P.O. Box 4400
Fredericton, N.B. E3B 5A3
Canada
- For students applying to French Immersion or Core/Intensive French, submit recent NB French Oral Proficiency certificate.

Incomplete applications will not be processed. Applicants are strongly urged to assemble and submit the completed application as early as possible.

Please submit requested documents only. Photographs, résumés, etc., are not acceptable.