

 BRANDON UNIVERSITY	Admission Policy (Graduate Studies Program)	Approved by: Education Faculty Council
Faculty of Education Administrative Policy	First Approved: June 1994	Updated: September 2018

1.0 Policy General Purpose

The admissions policy outlines the process of admitting students.

2.0 Policy Guidelines

Admission Requirements

The admission requirements for the Master of Education program include:

- a Bachelor of Education degree* (must be conferred at time of application). Only in exceptional circumstances will applicants without a B.Ed degree be considered for admission. Applicants with a relevant undergraduate degree and professional experiences may apply.
- a minimum grade point average of 3.0
- a valid teaching certificate
- Normally, a minimum of two years teaching experience in a related field*
- two reference letters, attesting to character, teaching ability, and scholarly aptitude
- competence in spoken and written English
- International students (see English Proficiency Requirements at: <https://www.brandonu.ca/graduate-studies/international-applicants/english-proficiency-requirements/>)
- Pre-Admission Statement of Interest and Sample of Written Work
- Application fee, payable at time of application

Annual Application & Documents Deadline Date: February 15th

Master of Education Application Fee

A one time, non-refundable application fee , payable at time of application.

Conditional Admissions

In cases where applicants do not meet certain admission requirements, the Graduate Education Committee can recommend that the applicant register with ‘Special Student’ status and be approved for up to a maximum of nine credit hours of course work.

3.0 Scope of the Policy

Applies to all students in Graduate Studies program.

4.0 Definitions

5.0 Reference to Other Policies

Professional Standards Policy (Graduate Program)

- Students are expected to attend and participate in all classes whether on-campus or at a distance. Participation in class activities may be considered in the assigning of a grade. (Graduate Calendar 3.7.1)
- If a student must be away, it will be discussed with the instructor, or if unable to do so, immediately after the absence. (Graduate Calendar 3.7.1)

6.0 Approval Process

Graduate Studies Program

Graduate Education Committee

Faculty of Education

7.0 Appendices

N/A

Procedures

Inquiries may be directed to the Office of the Dean of Education at deanofed@brandonu.ca or (204) 727-9616.
