

**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 Master of Education degree (36 credit hours).

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

ii) complete a second Master of Education degree at Brandon University, 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 1st Master of Education degree must be from Brandon University in order to be eligible for our 2nd Master of Education program)*

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 1st graduate course registration. *(Fall term start only)*

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. What does a typical course schedule look like in the M.Ed. program?

While the delivery method may vary from one specialization to another, typically the courses take place as follows (all posted time slots on schedules are in "Central Time"):

- Regular Session (Fall & Winter): evenings during the week (or weekends, for Guidance & Counselling)
- Spring Session (Both Term): evenings during the week (or weekends, for Guidance & Counselling)
- Summer Session (Term 1 & Term 2): daytime: Monday-Friday

6. 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/NT2/NT3/NT4 = online/distance delivery). In addition, video-conferencing (Zoom or MS Teams) is widely used within 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. Graduate Courses offered during the Summer Session may also include daytime on-campus classes.

7. 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*)

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

There is a 2-step process for all applicants, which includes 2 applications as outlined below (and via our website).

The annual application and documents deadline(s) for our Master of Education program:

International applicants only:

December 15th: Central Admissions application & transcripts in by deadline.

January 15th: Master of Education application & documents in by deadline.

International Student Tuition Deposit: please [click here](#) for important information!

Domestic (Canadian) applicants only:

February 25th: Central Admissions application & transcripts in by deadline.

March 15th: Master of Education application & documents in by deadline.

The Brandon University Central Admissions Office charges an application fee during the 1st application submission:

- \$ 70.00 CDN\$ for Domestic (Canadian) applicants (*waived for BU graduates of 2021 or later*)
- \$140.00 CDN\$ for International applicants

When completing the secondary online application, for the Master of Education program (*after being cleared by Central Admissions*), you will also need to scan & upload all of the following documents:

- copy of your valid teaching certificate.
- letter from your employer on letterhead, verifying at least two years of teaching experience.
- 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 Brandon University, this document will upload automatically.*)
- Résumé or Curriculum Vitae (CV)
- Statement of Interest and a Sample of Written Work (*see our website for directions*)

Master of Education Application Fee:

\$100.00 CDN\$. This is due when submitting the online Master of Education application. The Master of Education program requires this one-time / non-refundable application fee “per” degree program (*e.g. 36 or 24 credit hour application*)

Confidential Letters of Reference:

As part of the Master of Education application process, two letters of reference are required, that attest to the candidate's ability to pursue graduate studies (one academic reference, one supervisor reference).

To initiate this process, please forward via email as soon as possible, but no later than:

- **January 15th** for International applicants only.
- **March 15th** for Domestic (Canadian) applicants only.

Forward the names and email addresses of your confirmed referees via email to:

facultyedgrad@brandonu.ca

Include in the email: your full name, the area of specialization (stream) that you will be applying for, and the 6-digit student number (if assigned). Upon receipt, our Graduate Studies Office will then forward the confidential letter of reference form directly to each named referee to complete and return to our office via email by the above noted respective deadline.

Please visit our website, for program information, online Master of Education application information & directions, and the deadlines for International and Domestic (Canadian) applicants at:

<https://www.brandonu.ca/master-education/admissions/>

9. 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) and not at risk of becoming stale-date in the M.Ed. program, have not been used for credit in a previous program & will not be used in future for credit towards another program outside of Brandon University, are recognized for Brandon University graduate level course equivalency, and are approved for credit within the student's program of study.

10. Can students, once enrolled in the M.Ed. take graduate level courses from another university for credit towards their M.Ed. at BU?

Yes, to a maximum of 6 credit hours, via a Letter of Permission (LOP), and in advance of registration with the delivering institution. Please refer to the BU website below for directions on the LOP process:

[Letter of Permission | Financial & Registration Services \(brandonu.ca\)](#)

11. What are the current tuition/fees at Brandon University?

Please visit the registration guide website for current tuition schedules (Domestic and International) at:

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

For all students: in addition to their tuition/fees, a \$350.00 fee is charged annually per student, where applicable, for the BUSU Health and Dental insurance. Contact the B.U.S.U. (Brandon University Student Union) office at 877-469-2509 for information about insurance or for information on their annual "opt-out" or "opt-in" process.

12. 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/>

13. What research opportunities are available for graduate students?

With the official launch in November 2008 of the Brandon University Centre for Applied Research in Indigenous, Rural, and Remote Settings (BU CARES), the Graduate Studies program continues to promote and fund field research for graduate students, where available. Visit the BU CARES web site at www.brandonu.ca/bu-cares/ for more information.

14. 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.

15. How can students receive additional information about the program at Brandon University?

Our Graduate Studies website is located at: www.brandonu.ca/master-education/
Currently, the following information is available via our website: access to the online Graduate calendar, link to the online registration portal, current registration guides by session, 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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