COLLEGE OF
THE ROCKIES

Education Assistant Program (EAP)

Program Outline

PROGRAM IMPLEMENTATION DATE: September 2010
OUTLINE EFFECTIVE DATE: September 2024
PROGRAM OUTLINE REVIEW DATE: March 2029

GENERAL PROGRAM DESCRIPTION:

The Education Assistant Program is designed for students who intend to pursue employment in more highly specialized areas of the Education Assistant field providing direct educational services and supports to school children who need them.

General skills developed: Specific skills for working with populations in the K-12 school system; for example, children and youth with learning disabilities, Autism, Fetal Alcohol Spectrum Disorder, behaviour disorders, communication disorders, health issues, and physical disabilities.

Program Information:

Certificate: Upon completion of the EAP certificate students find employment in K-12 schools. Education Assistants are hired to work under the direction of a teacher and/or administrator as they assist teachers in designing, implementing, supervising and assessing educational programs; providing instruction to individual students and groups of students; providing behavioural management, personal care, and supervision support in the classroom, school, playgrounds and field trips.

Specific responsibilities and duties are outlined in the School Act (Section 17) and regulations (Section 4) as well as in the BCTF document "Roles and Responsibilities of Teachers and Teacher Assistants".

The EA Certificate program enrolls students from all across British Columbia. This certificate program is well subscribed because of its accessibility (available completely or partially online), flexibility (available for part time and full time study) and reputation.

Delivery: All online or part face-to-face and online.

COTR Credits: 42

Hours for EA Certificate Program: 810

Certificate:

Typical Structure of Instructional Hours:

Instructional Activity	Duration
Lecture Hours (F2F and online)	510
Seminars / Tutorials	
Laboratory / Studio Hours	
Practicum / Field Experience Hours	300
Other Contact Hours	
Total	810

Practicum Hours (if applicable):

Type of Practicum	Duration
On-the-job Experience (practicum)	300
Formal Work Experience	
Other	
Total	300

Program Outline Author or Contact:

Heather Wik, MET

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Signature

APPROVAL SIGNATURES:

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Department Head Signature

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Dean Signature

EDCO

Valid from: September 2024 – March 2029

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Education Council Approval Date

PROGRAM PREREQUISITES AND TRANSFER CREDIT:

Admission Requirements:
- Secondary school graduation or equivalent
- Minimum 65% in either English Studies 12, English First Peoples 12, ENGL 090, or equivalent (refer to Course Equivalency information on the College Website)

Non-academic requirements:
- Completion and submission of CYFS Application Package
- Good command of oral and written English language
- Solicitor General Criminal Record Check. Note: Conviction of a criminal offence may influence an applicant's access to practicum placements and employment opportunities following graduation

Flexible Assessment (FA):

Credit can be awarded for this course through FA ☑ Yes ☐ No

Learners may request formal recognition for flexible assessment at the College of the Rockies through one or more of the following processes: External Evaluation, Worksite Assessment, Demonstration, Standardized Test, Self-assessment, Interview, Products/Portfolio, Challenge Exam. Contact an Education Advisor for more information.

Transfer Credit: For transfer information within British Columbia, Alberta and other institutions, please visit http://www.cotr.bc.ca/Transfer.

Students should also contact an academic advisor at the institution where they want transfer credit.

Education Assistant Certificate

Semester One: Fall

Course Number	Course Name	Credits	Hours of Instruction
CYFS 101	Inclusive Interpersonal Communications	3	45
EAP 150	Guiding Behaviour in K-12 Schools	4	60
EAP 112	Introduction to Systems, Structures and Roles in Education	4	60
EAP 102	Technology and Augmentative Communication	3	45
EAP 110	Healthcare in the School System	3	45
Total		**17**	**255**

Semester Two: Winter

Course Number	Course Name	Credits	Hours of Instruction
EAP 104	EAP Practicum 1 (120 Hours)	4	120
EAP 108	Autism	3	45
EAP105	Special Education	3	45
EAP 111	Understanding the K-12 Curriculum	4	60
CYFS 116	Lifespan Development	4	60
Total		**18**	**330**

Semester Three: Spring

Course Number	Course Name	Credits	Hours of Instruction
EAP 151	Trauma and Challenging Behaviours	3	45
EAP 107	EAP Practicum 2 (180 Hours)	4	180
Total		**7**	**225**

CREDENTIAL GRANTED (Total of 42 credits) at the completion of all courses and practica and Education Assistant Certificate is granted. A student must complete the certificate within three years (36 months) from the start date.

COURSE GRADE:

Course grades are assigned as follows:

Grade	A+	A	A-	B+	B	B-	C+	C	F
Mark (Percent)	≥ 90	89-85	84-80	79-76	75-72	71-68	67-64	63-60	< 60

Practicum grades are assigned as follows:

COM	Completed to defined standard (>60%)
NCG	No Credit Granted (<59%)

COURSE DESCRIPTIONS:

CYFS 101 Inclusive Interpersonal Communications
Inclusive Interpersonal Communications enables the student to develop interpersonal communication skills to enhance their professional and personal relationships. We also expect students to clearly evaluate their own values, beliefs, and attitudes that influence their interpersonal communication.

CYFS 116 Lifespan Development
This course explores the development of humans from conception to death. It includes physical, cognitive and psychosocial developmental domains. Students preparing to work in careers that involve other people need to clearly understand the complex, dynamic process of development throughout a person's lifespan. This knowledge can provide students with insight into their own development and the development of those they will encounter in their personal and professional lives.

EAP 102 Technology and Augmentative Communication
This course provides students with an introduction to how technology can be used to support K-12 learners in a school setting. Students explore low, mid, and high-tech options for supporting the BC Ministry of Education's "Core Competencies" (Communication, Thinking, and Personal & Social). Students also look at a variety of ethical and technological issues that emerge when using technology to support children in K-12 classrooms.

EAP 104 EAP Practicum 1
The content of this course is specific to developing the skills, knowledge, and values of an Education Assistant in a school setting. Students have the opportunity to begin integrating theory and skills learned in the classroom within the school setting.

EAP 105 Special Education
This course provides learners with in-depth information on common special needs in the K-12 classroom, including an overview of inclusion and the BC Ministry of Education funding categories. It provides learners with a variety of strategies used to support K-12 students with special needs. The content of this course is specific to developing the core competencies required of education assistants in the K-12 school setting.

EAP 107 Education Assistant Practicum 2
In this ten-week course, students integrate theory and practice skills that have been learned in the Education Assistant program and apply them in a school setting. Students complete a seven week full-time practicum in a classroom setting with concurrent classwork, as well as three weeks of focused online guided reflection.

EAP 108 Autism
This course is designed to provide students with an in depth understanding of Autism Spectrum Disorder (ASD) and how to successfully support children and youth with ASD in the K-12 school system. This includes academic, behavioural, and environmental challenges which are specific to ASD. Students learn various skills and strategies to address sensory stimulation, communication, anxiety, and language challenges.

EAP 110 Healthcare in the School System
In this course, learners will develop a global understanding of healthcare in the K-12 school system, and the roles and responsibilities of an Education Assistant within it. The course looks at current healthy schools initiatives in the province of British Columbia, how to support the healthcare of students with diverse needs, and strategies for managing personal health and wellness as Education Assistants.

EAP 111 Understanding the K-12 Curriculum
This course provides Education Assistant students with the knowledge and understanding of BC's K-12 Curriculum, focusing on the core competencies, the big ideas, and the First Peoples Principles of Learning. Students will learn how literacy and numeracy skills are acquired, as well as a variety of strategies to support student learning. In addition to supporting literacy and numeracy in the classroom, students will also learn how to best support ALL K-12 students in a variety of settings and subjects, including outdoor learning and elective areas.

EAP 112 Introduction to Systems, Structures, and Roles in Education
This course focuses on the systems, structures and roles within the K-12 education system. Students explore the evolution of the education system in British Columbia, levels within that system, alternate forms of education, and the roles and resources related to learners with special needs. The content of this course is specific to developing the core competencies required of Education Assistants and Aboriginal Education Support Workers in the K-12 school setting.

EAP 150 Guiding Behaviours in K-12 Schools
This course focuses on understanding behaviour as communication and on learning strategies to support and guide behaviours in the K-12 classroom. Learners will also explore the influences that inform their own behaviour, including culture, beliefs, lived experiences, and personal biases. A variety of foundational concepts and theoretical perspectives relating to behaviour will be explored. The content of this course is specific to developing the core competencies required of Education Assistants and Aboriginal Education Support Workers in the K-12 school setting.

EAP 151 Trauma and Challenging Behaviours
This course focuses on the acquisition of knowledge and skills in understanding and supporting students with challenging behaviours in the K-12 classroom. Learners will explore topics such as the neurology of challenging behaviour, how trauma impacts behaviour, the challenging behaviours of students who have complex diverse needs, and various internal and external behaviour disorders. The practical skills of strategies, observing and documenting are emphasized throughout the course. The content of this course is specific to developing the core competencies required of Education Assistants in the K-12 school setting.