



## Faculty of Education (Secondary) Tip Sheet 2022

The Bachelor of Education Degree in Secondary prepares you to teach your major and minor subjects in secondary school (Grade 7 to Grade 12) providing minors are “teachable” subjects according to the Alberta Education Program of Studies.

### ACCEPTING YOUR OFFER

Students must go online to accept their admission offer and, if applicable, pay a tuition deposit by the deadline indicated in [UALberta Launchpad](#). This will confirm your intention to attend and allow you to build your schedule and register in courses, once course registration opens. **Please note it may take 2-3 business days to process your tuition deposit payment, so ensure you allow enough time prior to attending a workshop or registering in courses.**

Log in to the [UALberta Launchpad](#) application system. Click on “Accept Offer” to be taken to the Application Status page, where you will see a list of your program choices. Click the “Accept Offer” button beside the program of your choice. Then, you may complete the online payment if applicable.

Learn more at:

<https://www.ualberta.ca/admissions/undergraduate/admission/after-you-apply/how-to-accept-our-offer>

### REGISTERING IN COURSES

Students will use [Bear Tracks](#) to view courses, build their timetable, and register in courses. Log in to Bear Tracks using your CCID and password. This will be the same log-in information as your @ualberta.ca email address!

The degree program is worth **120 credits**. If taken as designed, the program will be completed in four years.

## RESOURCES

There are many resources available to help you select courses and plan your program.

1. **Program Sheet** – You will be provided with an individualized Program Sheet or will have access to Academic Requirements in Bear Tracks. Details on this will be sent to your @ualberta.ca email after you are admitted to the Faculty of Education. Refer to your Program Sheet or Academic Requirements in Bear Tracks for a list of your specific program requirements.
2. **U of A Calendar**
  - a. The [U of A Calendar](#) is an important resource for students.
  - b. [General Faculty of Education Information](#)
  - c. [Secondary Education Route](#) (Scroll to Education Chart 1 for majors and Education Chart 2 for minors)

## PROGRAM REQUIREMENTS

EDU 100, EDU 210, and EDU211	<b>*9 Credits</b>	<b>NOTES:</b> <ol style="list-style-type: none"> <li>1. One course is typically equal to *3 credits.</li> <li>2. A full course load is *15 credits per term (normally 5 classes); however, students will be considered full-time if they are registered in 3 classes per term in Fall/Winter.</li> <li>3. Non-Education Options are any courses that do not have the ED prefix.</li> <li>4. Open Options are any course offered at the University, including Education courses.</li> <li>5. <a href="#">Education Electives</a> are any 300- or 400-level courses offered by the Faculty of Education (EDU, EDPY, EDPS, EDIT, EDEL, EDSE, EDES).</li> </ol>
English/French Literature and Composition	<b>*6 Credits</b>	
Open Options	<b>*6 Credits</b>	
Major Teaching Subject	<b>*36 Credits</b>	
Minor Teaching Subject	<b>*18 Credits</b>	
Year 3 & 4 Education Courses	<b>*15 Credits</b>	
Introductory Professional Term	<b>*15 Credits</b>	
Advanced Professional Term	<b>*15 Credits</b>	
<b>Total</b>	<b>*120 Credits</b>	

## YOUR FIRST YEAR

Everyone's first year is unique; please ensure that you follow your personalized Program Sheet or Academic Requirements in Bear Tracks.

Education Courses	*6 English/French Literature and Composition	Major	Minor
Complete EDU 100 in your first year, if possible, followed by EDU 210 and 211 in your first or second year.	It is recommended that you aim to complete these *6 credits in your first year. At least one course should be a Literature course (e.g. ENGL 102, ENGL 103).	It is recommended that you aim to complete at least *12 credits from your Major in your first year.  For your Major requirements please refer to your Program Sheet or to <a href="#">Education Chart 1</a> in the U of A Calendar.	It is recommended that you complete at least *3-6 credits from your Minor in your first year.  For your Minor requirements please refer to your Program Sheet or to <a href="#">Education Chart 2</a> in the U of A calendar.

## SAMPLE PLANS

Below are sample plans for two first-year students in the Faculty of Education. **Use the drop-downs on your Program Sheet to view all choices or refer to your Academic Requirements on Bear Tracks.**

Sample #1

Term 1	Term 2
EDU 100	EDU 210
Literature and Composition	Major
Major	Major
Major	Minor
Minor	Literature and Composition
<b>Total: *15 Credits</b>	<b>Total: *15 Credits</b>

## TIPS & TRICKS

1. **Create a balanced timetable:** Do not register for more than three courses with attached labs; you will have lab assignments and exams in addition to regular coursework.
2. **A full course load is \*15 credits per term** (normally 5 classes); however, students will still be considered full-time if they are registered in at least \*9 credits (normally 3-5 classes) per term in Fall/Winter.
3. **Make sure to check prerequisites:** Some classes will need you to present certain prerequisite courses prior to taking them. This information can be found in the course descriptions on Bear Tracks or in the Calendar.
4. **When registering for your [Education Elective](#):** Ensure that you register in a 300- or 400-level class offered by the Faculty of Education (EDU, EDPY, EDPS, EDIT, EDEL, EDSE, EDES).
5. **If the class you want is full:** Put the class on your “Watch List” (found on Bear Tracks). You will be notified via email or text message if a spot becomes available in the class.
6. **It is not uncommon to encounter errors when you are registering, but don’t panic!** You can find instructions and troubleshooting information on the [Registration Issues](#) section of the Faculty of Education website.

## HAVING ISSUES ENROLLING IN A REQUIRED COURSE?

If you find that you are getting the message “restrictions not met” or some variation of this, please read the error message notes, as well as the notes on Bear Tracks. You may need to contact the department that is running the course.

Send your inquiry using the format below to [edreg.undergrad@ualberta.ca](mailto:edreg.undergrad@ualberta.ca)

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Ensure you email from your @ualberta.ca account with the following information:

First and Last name

ID #

Section #

Course #

Term (Fall/Winter)

★ Please attach a copy of your program sheet

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## **ADDITIONAL ASSISTANCE**

We are available to answer any questions related to your program. Please contact us at:

**Undergraduate Student Services**

Email: [educ.info@ualberta.ca](mailto:educ.info@ualberta.ca)

Website: <https://education-student-services.ualberta.ca/>

Our website contains information on our programs, field experiences, scholarships and awards, and volunteer opportunities. It also includes educational and career resources, as well as links to our service request forms.

## **IMPORTANT DATES**

**April 4** Register in Courses

**April 30** Apply for Guaranteed Spot in Residence at [uab.ca/residence](http://uab.ca/residence)

**August 1** Outstanding Documents Deadline (High School Students only)

**August 31** Orientation

**September 1** First Day of Classes

**September 15** Fall Add/Drop Deadline