

## **Education Assistant**

## **Application Checklist**

Signed Surrey Community College application form and \$90.00 non-refundable enrollment fee. Applicants must be at least 18 years of age.
Photo Identification: birth certificate, Canadian passport, Canadian citizenship card or Permanent Resident Card
English 12 with a minimum grade of C+ (67%) or Communications 12 with a minimum grade of A (86%) or a post-secondary English course with a minimum grade of C- (50%) from a recognized post-secondary institution where English is the primary language of instruction. An English assessment may be required.
Proof of secondary school completion. If you have studied out of the country your education credentials may need to be evaluated. We accept WES or visit <u>www.bcit.ca/ices</u> If you have a degree, you may not need to have the documents evaluated. Contact the office to check.
Two character reference forms from a professional (non-family, non-friend) who have know you for a minimum of two years.
<b><u>Handwritten</u></b> letter of introduction outlining interest and experience with children, youth or adults with disabilities. Computer generated documents will not be accepted. This letter must be handwritten.
Police Information Check- go to the RCMP/local police office in the city where you live and ask for a Police Information Check with vulnerable sector screening. Must be done within six months of the course start date. Date Issued:
Experience form - 80 hours work or volunteer experience completed within the last year, with children, preferably with neurodiverse children.

REQUIRED: Students must have a tablet or laptop for classes.

Watch our online EA Info Session <u>https://www.youtube.com/watch?v=gBJJVWczR8o</u>