

166 Bedford Highway, Halifax, NS, B3M 2J6 902-457-6788

## **Bachelor of Education Application for Admission 2010-2011 Academic Year**

**Admissions Office  
Mount Saint Vincent University  
Halifax, Nova Scotia B3M 2J6  
Canada  
Tel: 1.902.457.6117  
Fax:1.902.457.6498  
Email: [admissions@msvu.ca](mailto:admissions@msvu.ca)**

***[www.msvu.ca/applyonline](http://www.msvu.ca/applyonline)***

**Mount Saint Vincent University**  
**Application for Admission: Bachelor of Education**

Also available online at [www.msvu.ca/applyonline](http://www.msvu.ca/applyonline)

**OFFICE USE ONLY**  
Mount Student ID:

**Personal Information**

*please print*

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First & Middle Names

\_\_\_\_\_  
Former Last Name

Gender  F  M      Date of Birth (dd/mm/yyyy) \_\_\_\_\_      E-mail address \_\_\_\_\_

\_\_\_\_\_  
Permanent Mailing Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Prov

\_\_\_\_\_  
Country

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Local Mailing Address

\_\_\_\_\_  
City

\_\_\_\_\_  
Prov

\_\_\_\_\_  
Country

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Permanent Telephone

\_\_\_\_\_  
Cellular Telephone

\_\_\_\_\_  
Work Telephone

I am a Canadian citizen:       Yes       No      Primary Language: \_\_\_\_\_

If not a Canadian citizen, indicate country of citizenship: \_\_\_\_\_      Indicate the status you will have while in Canada:  
 Permanent Resident       Other: \_\_\_\_\_  
 Student Visa      (Must Specify)

**Educational History**

**Official transcripts must be sent directly from each issuing post-secondary institution.**

\_\_\_\_\_  
Name of High School

\_\_\_\_\_  
Location of High School

\_\_\_\_\_  
Highest Grade Completed

\_\_\_\_\_  
Date Completed

**Previous/Current Post-Secondary Study:**

**List all institutions attended. Failure to disclose previous post-secondary study will result in dismissal. Please note applicants do not have to submit transcripts for course work taken at MSVU.**

*Attach additional pages if necessary*

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Program of Study

\_\_\_\_\_  
Years of Attendance

\_\_\_\_\_  
Graduation Date

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Program of Study

\_\_\_\_\_  
Years of Attendance

\_\_\_\_\_  
Graduation Date

\_\_\_\_\_  
Name of Institution

\_\_\_\_\_  
Program of Study

\_\_\_\_\_  
Years of Attendance

\_\_\_\_\_  
Graduation Date

Major in 1<sup>st</sup> completed degree, if any: \_\_\_\_\_      Minor in 1<sup>st</sup> completed degree, if any: \_\_\_\_\_

**Program of Study**

*choose one*

**Degree Program:**

Elementary Education

Secondary Education

**Secondary Program Only**

First Teachable Subject (check one)

Business

English

Family Studies

French

Math

Science

Social Studies

Visual Arts

Second Teachable Subject (must be different from first teachable)

Business

English

Family Studies

French

Math

Science

Social Studies

Visual Arts

**Influences to Apply**

How did you hear about Mount Saint Vincent University?

Advertisement       Family or Friend       BEd Information Session

Alumnae       Magazine or Online Publication       MSVU Website

Brochure       Guidance Counsellor       Other (specify): \_\_\_\_\_

**Application Fee**

A \$40, non-refundable fee must accompany this application

 Cheque Money Order

→ Payable to Mount Saint Vincent University. No post-dated cheques.

 Visa Mastercard

Card #: \_\_\_\_\_ Exp: \_\_\_\_/\_\_\_\_

**References**

1

**Academic**

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

Have you applied previously to the BEd program at MSVU?

 No**General**

2

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

 Yes, what year? \_\_\_\_\_**General**

3

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

**Affirmative Action**

Are you submitting the optional affirmative action policy form included in the supplementary application package?

 No Yes**Mount Connections***Has either of your parents attended the Mount?**Mother's Name:* \_\_\_\_\_*Years attended:* \_\_\_\_\_*If yes, please provide the following information: Father's Name:* \_\_\_\_\_*Years attended:* \_\_\_\_\_*Do you have any other relatives who have attended the Mount? (Please use the reverse if more room is needed)**Name:* \_\_\_\_\_*Relationship to you:* \_\_\_\_\_*Years Attended:* \_\_\_\_\_**Privacy Act**

At the request of the Maritime Provinces Higher Education Commission (MPHEC) and Statistics Canada, Mount Saint Vincent University includes the following information regarding the disclosure of personal information to these bodies:

"Under the federal *Privacy Act*, individuals can request access to their own, individual information held on federal information banks, including those held by Statistics Canada.

Students who do not wish to have their information used are able to ask Statistics Canada to remove their identifying information from the national database."

The information on this Application form may be released to other University departments and, if so, will be used in accordance with the *Personal Information Protection and Electronic Documents Act* (PIPEDA) and the *Freedom of Information and Protection of Privacy* (FOIPOP) Act. For further information, please refer to the University *Academic Calendar*.**Certification**By signing and submitting this Application for Admission form, I certify that the information above is complete and accurately represents my personal and academic background. If offered admission to Mount Saint Vincent University, I agree to abide by all regulations of the University as outlined in the University *Academic Calendar*.**Documents submitted to MSVU become the property of the institution and will not be returned to the applicant.**\_\_\_\_\_  
Signature of Applicant\_\_\_\_\_  
Date (dd/mm/yy)**Send Completed Application to:**Admissions Office  
Mount Saint Vincent University  
166 Bedford Highway  
Halifax, Nova Scotia B3M 2J6  
Canada  
Fax: 902.457.6498**Application deadline for September 2010 Enrolment:**

January 29 Bachelor of Education

Please note application materials must be received by the Admissions Office by January 29<sup>th</sup>, 2010 for September enrolment. Applications received after the deadline date will be considered only if there is space remaining in the program.

# Application Instructions for Student

Review the following sections to ensure your application is complete. Please note that your writing sample, cover letter and resume may be submitted electronically by emailing the documents as attachments to [admissions@msvu.ca](mailto:admissions@msvu.ca). Please include your full name, birth date and student ID, if available, in the email.

## Basic Program Information

Review the Basic Program Information for the Bachelor of Education (Elementary) or the Bachelor of Education (Secondary) to ensure you meet the pre-requisites or co-requisites for the program. Please note all application materials must be received by the Admissions Office by January 29<sup>th</sup>, 2010 for September enrolment. Applications received after the deadline date will be considered only if there is space remaining in the program.

## Application

Complete and submit an Application Form for the program you wish to apply to:

- Bachelor of Education (Elementary)
- Bachelor of Education (Secondary)

Please ensure that all sections are completed and that you have signed and dated the Certification section of the form.

If you wish to apply to both programs, you must submit a separate Application for Admission form and supplementary information package, and pay the application fees for each program.

## Application Fee

Submit a \$40 non-refundable application fee. Cheques and money orders can be made out to Mount Saint Vincent University.

## Transcripts

Submit two copies of the official transcript (in the university's sealed envelope) from each post-secondary institution you have attended. Transcripts can be sent directly from the issuing institution to the Admissions Office, Mount Saint Vincent University or enclosed (in the university's sealed envelope) with the application package. Please note applicants do not have to submit transcripts for course work taken at MSVU.

## Writing Sample

Please respond, in an essay of no more than two pages (500 words), to the appropriate Elementary or Secondary case study (attached to the applicant information form).

## Affirmative Action Policy Form (Optional)

Mount Saint Vincent University's Faculty of Education has adopted an affirmative action policy for members of the African-Nova Scotian and Mi'kmaw communities. Completion of this form is optional.

## Cover Letter

This one-page letter of introduction gives applicants the opportunity to draw attention to any special circumstances affecting their application or add any further information that may be helpful to the Admissions Committee.

## Resume

Applicants must submit their resume on plain white paper, which outlines the following in order (include dates and descriptions where appropriate):

- Education
- Employment record (employer, type of work and responsibilities)
- Experiences relevant to teaching
- Awards and recognitions
- Group, society, or term activities
- Hobbies, recreational, or leisure time activities
- Personal assets that enhance your contribution to teaching (skills, abilities, and community involvement)
- Computer skills

## Reference Forms

Three letters of reference are required: one Academic Reference and two General Suitability for Teaching References:

- **Academic Reference:** This reference form specifically addresses your most recent university experiences. Applicants who have not undertaken academic course work in the past 5 years may submit a Professional Reference using the Academic Reference form.

- **General Suitability for Teaching References:** Both references should address your general suitability for teaching. Referees should be from persons at arms length from the applicant and familiar with her/his recent experiences.

Send the appropriate Reference form to your referee. Your referee should complete the form, enclose the form in a sealed envelope signed across the seal and either return it to you for inclusion in your application package or to the address below.

**Admissions Office**  
**Mount Saint Vincent University**  
**166 Bedford Hwy**  
**Halifax NS B3M 2J6**

**Fax: 902.457.6498**

## **Residence & Housing**

- Information and application for on-campus housing is sent with the Letter of Admission. Students interested in living in residence should complete the application promptly, as space is limited, and return it to the Housing Office (902.457.6356 or [housing@msvu.ca](mailto:housing@msvu.ca)).
- MSVU offers three styles of residence: Westwood, 158-bed, co-ed residence with apartment-style and dormitory accommodations; Assisi Hall, 12-story co-ed building with single and double rooms for 142 students; and The Birches, five townhouses each with 21 single rooms. (Townhouses are designated either female or co-ed.)

## **Students with Identified Disabilities**

- Upon admission to MSVU, students with identified disabilities (e.g., visual or hearing impairment, learning disabilities, ADD/ADHD, etc.) are required to arrange an appointment with the Disabilities Services Co-ordinator at 902.457.6567 for a confidential discussion of their needs. Please refer to the University *Academic Calendar* for further information.

## **Language Requirements**

- Students whose first language is not English must submit official reports with acceptable scores from the Michigan English Language Test, the Test of English as a Foreign Language (TOEFL), the CanTest, the International English Language Training System (IELTS) or the Canadian Academic English Language Test (CAEL).
- MSVU has a long-standing partnership with the East Coast School of Languages (ECSL) for training in English as a Second Language. Applicants who meet our admission requirements but whose English skills do not meet language requirements are referred to ECSL for assessment. Depending on ECSL's recommendation, students can begin at any of the five levels of the English for Academic Purposes (EAP) program. Upon completion of the fourth level, students can study part-time at MSVU. The fifth level is offered at MSVU, and upon its completion, students become full-time MSVU students. The EAP program does not require students to write any other English language proficiency exams. Contact the Admissions Office for additional information 902.457.6117 or [admissions@msvu.ca](mailto:admissions@msvu.ca).