



SD38 APPLICATION

INTRO TO EARLY CHILDHOOD EDUCATION

FALL 2025

*A Partnership with SD38 Career Programs
and Langara College*

Langara.
THE COLLEGE OF HIGHER LEARNING.

APPLICATION DUE DATE (*NO EXCEPTIONS*)

Must arrive at the SD38 Career Programs Office by

Tuesday, March 4th, 2025 @ 3:30 pm*

Email completed application package to careerprograms@sd38.bc.ca

OR

Drop off at Cambie Secondary – Career Programs (Learning Services)

APPLICANT CRITERIA

- Grade 11 students entering Grade 12 in September 2025 may apply
- Must be a Canadian citizen or hold a valid (current) permanent residency permit
(Not available to International students)
- Excellent attendance, punctuality, communication and organizational skills
- Completion of Language Arts 12 (minimum 50%), or Language Arts 11 (minimum C+)
- Recommended experience working with young children
- Demonstrates initiative, commitment and maturity for success in this rigorous and dynamic program

PROGRAM INFORMATION

- Program runs full-time at Langara College (Sept – Dec 2025) (all day from 8:30am – 3:30pm tentative)
- Return to home school in semester two
- Take four courses at Langara, that may qualify student as an “ECE Assistant”
- All courses taken lead to ECE certificate program and are university transferable
- Tuition is covered by Richmond SD38 (a savings of ~\$2200.00)
- If successful, student earns credit for four Gr. 12 courses (16 credits toward high school graduation)

IF ACCEPTED INTO PROGRAM

- Must complete Criminal Record Review with Ministry of Public Safety and Solicitor General
- Student takes a one-day First Aid Certificate course to participate in program daycare practicum



CHECKLISTS for Student, Parent/Guardian, Counsellor

(Check each item when complete. Please do not submit partially completed applications)

STEP 1 – APPLICATION CHECKLIST for STUDENT			Page	Completed and Enclosed
1.	Applicant Information Page <i>(Include application date and school year applying for)</i>		3	<input type="checkbox"/>
2.	Statement of Interest and Intent <i>(Thoughtfully complete; do rough draft prior to completing the form)</i>		5-6	<input type="checkbox"/>
3.	Applicant Proficiency Self-Assessment Form		7	<input type="checkbox"/>
4.	Teacher Reference Form #1 <i>(Ask a teacher, counsellor or administrator to fill out)</i>		9	<input type="checkbox"/>
5.	Teacher Reference Form #2 <i>(Ask another teacher, counsellor or administrator to fill out)</i>		11	<input type="checkbox"/>
6.	ATTACH Professional Reference Letter <i>(NOT same person as #4 and #5; can use employer, coach, other teacher)</i>		---	<input type="checkbox"/>
7.	ATTACH Up-to-Date Resumé <i>(Highlight skills or experiences related to your chosen program of study)</i>		---	<input type="checkbox"/>

STEP 2 – PARENT/GUARDIAN PERMISSION AND SUPPORT			Page	Completed
1.	Parent/Guardian fully completes: - Information section - Medical/Learning Needs Information		4	<input type="checkbox"/>

STEP 3 – APPLICATION CHECKLIST for COUNSELLOR			Page	Completed and Enclosed
1.	ATTACH Most recent Learning Update/Report Card		---	<input type="checkbox"/>
2.	ATTACH BC Verification Report		---	<input type="checkbox"/>
3.	ATTACH Up-to-date Attendance Profile		---	<input type="checkbox"/>
4.	Indicate Ministry of Ed Special Education Category if Applicable: <i>MoE Code: _____ Code Identification is for: _____ <input type="checkbox"/> Not Applicable</i>		---	<input type="checkbox"/>
5.	IEP MUST be ATTACHED if applicable: <input type="checkbox"/> Not Applicable <i>(if applicable, check box in right column)</i>		---	<input type="checkbox"/>

STUDENT: Submit completed application (with all attachments) to the Career Programs Office (c/o Cambie Secondary – Learning Services)

Timeline after application is submitted...

- ❖ Career Programs sends email to applicant, acknowledging receipt of application and listing any missing components.
- ❖ **INTERVIEWS:** In April with Langara College and Career Programs staff for qualifying (invited) applicants (re: quality/thoroughness of application, clear interest in pursuing this field of study)
- ❖ If successful with the above, notification of acceptance will be sent in early May.
- ❖ **PARENT/STUDENT ORIENTATION:** Will take place at Langara College Campus in June (adult must attend with student).

Acceptance is subject to approval. As program seats are limited, completion of application and granting of an interview do NOT guarantee acceptance.

**** ONLY COMPLETE APPLICATIONS WILL BE PROCESSED. ****

PLEASE KEEP A COPY OF THIS APPLICATION FOR YOUR RECORDS

SD38 APPLICATION – INTRO to ECE PROGRAM

(FALL 2025 – Funded by Ministry of Education and Child Care)

Instructions:

1. Complete this Application (tear off top page prior to submission).
2. **PLEASE PRINT CLEARLY (Applicant MUST be applying in Grade 11 or be a non-graduating Grade 12.)**
3. Email to careerprograms@sd38.bc.ca or deliver to Career Programs – Cambie Secondary by due date found on first page.

STUDENT APPLICANT INFORMATION

Name: _____ Home School: _____ Grade: _____

First.
Last

PEN #: _____ Birthdate (MM/DD/YYYY): ____ / ____ / ____ Age: _____

Student Email (**print clearly**): _____ Student Cell: _____

Mailing Address: _____

City/Prov: _____ Postal Code: _____ Home Phone: _____

Canadian Citizen: YES NO Permanent Resident: YES NO Aboriginal: YES NO

Name of referring Counsellor: _____ Grad Date (MM/YYYY): ____ / ____

APPLICANT STATEMENTS and SIGNATURE

CHECK ALL ONCE READ AND UNDERSTOOD:

- The applicant understands this dual credit program runs full-time at Langara College September – December 2025 (Monday – Friday) from 8:30am – 3:30pm (tentative) and can commit to being available for its duration.
- The program delivery model is face-to-face and includes a volunteer daycare practicum placement.
- The applicant gives permission for a Criminal Record Check to be conducted (required for this field).
- The applicant understands that to participate in the daycare practicum, they must successfully complete a one-day First Aid Certificate* prior to the start of the daycare placement* (VCC arranges both*).
- The program tuition will be covered and is funded by the Ministry of Education and Child Care.
- Upon successful completion, students will qualify to:
 - earn credit for four high school courses (16 credits) + post-secondary credits from Langara College
 - be assisted in their application process with the ECE Registry
 - complete the full Early Childhood Education Certificate Program

Applicant's Signature: I certify that all statements in this application package are true and complete.

Date: _____ Applicant Signature: _____



FOR PARENT/GUARDIAN COMPLETION:

PARENT/GUARDIAN INFORMATION

As Parent/Guardian: I support my child's application to the Intro to Early Childhood Education (ECE) Program, and agree to/understand the following:

- I support my child's commitment to this full-time program being held at Langara College in September – December 2025 (Monday – Friday all day).
- I give consent for Langara College to make application through the Ministry of Public Safety and Solicitor General for a Criminal Record Check to be completed on my child's behalf (a legal requirement for anyone working in a daycare setting)
- I am aware that Richmond SD38 pays the cost of tuition for this program and that my child is responsible for paying the cost of all other program materials (Approximately \$800 for program supplies, books, etc.)
- I am aware that my child must arrange their own transportation to and from Langara and the daycare practicum site.
- I agree that the information contained herein may be provided to the instructor(s) of both Langara College and the assigned daycare placement staff.

Parent/Guardian Name: _____ Relationship: _____
First Last

Email: _____ Cell Phone: _____

Date: _____ Signature: _____

Please respond to the following so that the program instructor may best support the applicant, if accepted.

MEDICAL /LEARNING NEEDS INFORMATION

FOR PARENT/GUARDIAN TO COMPLETE:

1. Please list ALL medical/special needs information that the program instructor should be aware of or that might affect performance during the program (i.e. has IEP, Learning Support Needs, ADD/ADHD, Diabetes, Epilepsy, Medication, Asthma, Allergies etc.).

- No medical/learning needs information to report
- If yes, please describe and explain any that may affect performance in this course.

Care Card Number: _____ Family Doctor: _____ Phone: _____

Emergency Contact: _____ Relationship: _____
First. Last

Daytime phone (work or home): _____ Cell Phone: _____



STATEMENT OF INTEREST AND INTENT

Intro to ECE Program APPLICATION – FALL 2025 at Langara College

**** To only be COMPLETED by hand by the STUDENT APPLICANT. Attach additional pages if needed.****

Applicant FULL Name: _____ **School:** _____

1. What has motivated / interested you to apply for the Intro to Early Childhood Education (ECE) program?

2. What work experiences, volunteer activities, and/or courses have you participated in that will support your progress in this program and your comfort level working with children during a work experience placement?

3. What skills and attributes do you have that will help you to be successful in this program? Explain why they will be a benefit to you when working with others during the program.



4. What are your interests outside of school? (e.g. hobbies, sports, clubs, special talents etc.)

5. What knowledge do you have of the Early Childhood Educator field and given this, do you intend to pursue this or another career pathway beyond high school? If another pathway, what is that?

6. This program runs Monday-Friday from September – December (full-time). The daily schedule runs from 8:30am – 3:30pm (approximate). Please tell us about your commitment to this program and whether you might have any potential conflicts. **Attendance is very important to your success in this program.**



SD38 APPLICANT PROFICIENCY SELF-ASSESSMENT FORM DUAL CREDIT INTRO to EARLY CHILDHOOD EDUCATION (ECE) PROGRAM

I understand this specialized dual credit program is a full-time (full days) commitment from September – December 2025 and requires that I commute to Langara College and my daycare practicum. This self-assessment will assist in determining my suitability and readiness for this program, and for working with young children in a childcare setting.

Please indicate **by highlighting or circling** your proficiency for this post-secondary dual-credit program:

CORE COMPETENCIES	Proficiency Scale				
		Emerging	Developing	Proficient	Extending
		I demonstrate an INITIAL understanding of the concepts and competencies.	I demonstrate a PARTIAL understanding of the concepts and competencies.	I demonstrate a COMPLETE understanding of the concepts and competencies.	I demonstrate a SOPHISTICATED understanding of the concepts and competencies.
Communication <ul style="list-style-type: none"> I can understand and share information about a topic in an organized way (e.g. contribute to class discussion, take initiative) I work with others to achieve a common goal I can represent my learning, and tell how it connects to my experiences and values 		<i>"I am just getting started and learn best with help."</i>	<i>"I am beginning to do more and more on my own."</i>	<i>"I can do it on my own."</i>	<i>"I go beyond what is expected of me."</i>
Creative Thinking <ul style="list-style-type: none"> I generate new ideas or build on other people's ideas, to create new things within the constraints of a form, a problem, or materials I can build on others' ideas, add new ideas of my own, or combine other people's ideas to create new options or solve problems 		<i>"I am just getting started and learn best with help."</i>	<i>"I am beginning to do more and more on my own."</i>	<i>"I can do it on my own."</i>	<i>"I go beyond what is expected of me."</i>
Critical Thinking <ul style="list-style-type: none"> I actively listen to others and analyze evidence from different perspectives I can ask questions and gather information I can consider more than one way to proceed in an investigation or scenario 		<i>"I am just getting started and learn best with help."</i>	<i>"I am beginning to do more and more on my own."</i>	<i>"I can do it on my own."</i>	<i>"I go beyond what is expected of me."</i>
Personal Awareness and Social Responsibility <ul style="list-style-type: none"> I can use strategies that help me manage my feelings and emotions I can persevere with challenging tasks I can clarify issues, generate strategies, weigh consequences, compromise to meet the needs of others, and evaluate actions 		<i>"I am just getting started and learn best with help."</i>	<i>"I am beginning to do more and more on my own."</i>	<i>"I can do it on my own."</i>	<i>"I go beyond what is expected of me."</i>
Positive Personal and Cultural Identity <ul style="list-style-type: none"> I can explain what my values are and how they affect the choices I make I can understand I will continue to develop new abilities and strengths to help me meet new challenges I can reflect on my strengths and identify my potential as a leader in my community 		<i>"I am just getting started and learn best with help."</i>	<i>"I am beginning to do more and more on my own."</i>	<i>"I can do it on my own."</i>	<i>"I go beyond what is expected of me."</i>

Based on my self-assessment I rank my overall proficiency and readiness for this program as (check one):

- Fully Ready
 Somewhat Ready
 Could be Ready (with some support)

Additional Comments: _____

Student FULL Name: _____ Student Signature: _____

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TEACHER REFERENCE FORM #1

SD38 DUAL CREDIT *INTRO to EARLY CHILDHOOD EDUCATION* PROGRAM

Student: _____ Grade: _____
Last Name First Name

This student has applied for the Dual Credit *Intro to Early Childhood Education* Program that runs September – December at Langara College (full-time). When completing, bear in mind that this is a rigorous college-level program that includes a practicum in a childcare centre.

Please check the following attributes as:	Emerging	Developing	Proficient	Extending
1. Demonstrated passion/aptitude for childcare	_____	_____	_____	_____
2. Maturity	_____	_____	_____	_____
3. Accuracy / ability to follow instructions	_____	_____	_____	_____
4. Enthusiasm and interest	_____	_____	_____	_____
5. Adaptable - adjusts to new situations	_____	_____	_____	_____
6. Follows through on assigned tasks	_____	_____	_____	_____
7. Attendance	_____	_____	_____	_____
8. Punctuality	_____	_____	_____	_____
9. Shows motivation to learn new skills	_____	_____	_____	_____
10. Can work independently	_____	_____	_____	_____
11. Has positive attitude towards work	_____	_____	_____	_____
12. Accepts constructive criticism	_____	_____	_____	_____
13. Makes changes as a result of constructive criticism	_____	_____	_____	_____
14. As a candidate for this dual credit program I would rate this student as: (circle the most appropriate description)				

1	2	3	4	5
NOT SUITABLE		SUITABLE		EXCEPTIONALLY SUITABLE

15. Could this student be counted on to represent Richmond SD38 favourably in this post-secondary program?

YES _____ POSSIBLY _____ NO _____

16. Do you feel this student has a sincere interest in this District Dual Credit program?

YES _____ POSSIBLY _____ NO _____

17. Please **PROVIDE COMMENTS** that will aid in the selection of appropriate candidates (do not leave blank).

Teacher Evaluation Completed by:

Print Name: _____ Signature: _____

Subject Area(s): _____ Years Known Student: _____



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TEACHER REFERENCE FORM #2
SD38 DUAL CREDIT *INTRO* to *EARLY CHILDHOOD EDUCATION* PROGRAM

Student: _____ Grade: _____
Last Name First Name

This student has applied for the Dual Credit *Intro to Early Childhood Education* Program that runs September – December at Langara College (full-time). When completing, bear in mind that this is a rigorous college-level program that includes a practicum in a childcare centre.

Please check the following attributes as:	Emerging	Developing	Proficient	Extending
1. Demonstrated passion/aptitude for childcare	_____	_____	_____	_____
2. Maturity	_____	_____	_____	_____
3. Accuracy / ability to follow instructions	_____	_____	_____	_____
4. Enthusiasm and interest	_____	_____	_____	_____
5. Adaptable - adjusts to new situations	_____	_____	_____	_____
6. Follows through on assigned tasks	_____	_____	_____	_____
7. Attendance	_____	_____	_____	_____
8. Punctuality	_____	_____	_____	_____
9. Shows motivation to learn new skills	_____	_____	_____	_____
10. Can work independently	_____	_____	_____	_____
11. Has positive attitude towards work	_____	_____	_____	_____
12. Accepts constructive criticism	_____	_____	_____	_____
13. Makes changes as a result of constructive criticism	_____	_____	_____	_____

14. As a candidate for this dual credit program I would rate this student as: (circle the most appropriate description)

1	2	3	4	5
NOT SUITABLE		SUITABLE		EXCEPTIONALLY SUITABLE

15. Could this student be counted on to represent Richmond SD38 favourably in this post-secondary program?

YES _____ POSSIBLY _____ NO _____

16. Do you feel this student has a sincere interest in this District Dual Credit program?

YES _____ POSSIBLY _____ NO _____

17. Please **PROVIDE COMMENTS** that will aid in the selection of appropriate candidates (do not leave blank).

Teacher Evaluation Completed by:

Print Name: _____ Signature: _____

Subject Area(s): _____ Years Known Student: _____