



UNIVERSITY OF
CALGARY

Graduate Division Faculty of Education of Educational Research

Applications to Establish Degree Equivalency

This document is intended for prospective students applying to graduate, course-based programs within the Graduate Division of Educational Research at the University of Calgary.

Applicants who do not possess an undergraduate degree but who have a successful employment history and have demonstrated excellence in post-secondary certificate attainment and undergraduate university coursework will be considered for admission to the Faculty of Graduate Studies at the University of Calgary under the equivalency criteria of the Graduate Division of Educational Research.

Applicants interested in establishing equivalence should submit the following materials:

- Official transcripts of all formal post-secondary learning experiences.
- Documentation for any other coursework they believe to be relevant, including, wherever possible, the course outline and samples of the student's work in the course.
- Curriculum vitae.
- Portfolio of professional products.
- Personal statement of applicant including past work-related experiences.
- Statement of motivation for pursuing this graduate program.
- Three appropriate references.

This documentation will be examined for evidence of recent completion of upper division (last two years) university level course work with marks averaging at or above "B" and some of the following:

- Successful continuing professional improvement through continuing education or training.
- Progressively increasing responsibilities.
- Employer's recognition of skills by promotion or special assignments.
- Experience in the development and production of significant products (e.g., manual, handbook, proposals, operating and management procedures, instruction material, video).
- Responsibility for management of a sizeable educational unit.
- Leadership in curriculum planning, program evaluation, or professional development.
- Particular success stories of, for example, program planning, curriculum development, school administration, or education materials development.
- Experience supervising and mentoring technical and/or support staff.
- Team leadership.

- Use of learning and listening skills in engaging change, school reform, or program planning.
- Attestation of ability, intelligence and versatility by referees.
- Evidence of writing ability.

Applications to establish equivalency to a four-year undergraduate degree will be considered individually on the merit of the complete collection of portfolio items. It is unlikely that admission on a degree-equivalency basis will be granted to someone who does not demonstrate a strong record of performance in several upper division university courses. Finally, admission to graduate programs is competitive and even students who present strong profiles to establish equivalency to a four-year undergraduate degree may not be admitted.