



Faculty of Education

401 Sunset Avenue, Windsor

Ontario, Canada N9B 3P4

T 519-253-3000 ext. 3800 F 519-971-3698

www.uwindsor.ca/education

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Dear Consecutive Year 2 and Concurrent Year 5 Teacher Candidates:

Welcome back to the University of Windsor's Faculty of Education! We look forward to our continued journey toward completion of your Bachelor of Education (B.Ed.) degree program.

All B.Ed. classes will be entirely online for the **Fall** term. Information about **Winter 2022** classes is not available at this time and will be provided as soon as possible. Practicum information for Fall 2021 will be provided when it becomes available. (Please see the "**PRACTICE TEACHING PLACEMENTS [PRACTICUM]**" section of this letter).

COVID-19 has presented challenges to traditional teaching pedagogy, and to safeguard the health and well-being of our students, faculty, and staff, we plan to deliver a high-quality education experience, while providing a supportive, inclusive, and equitable online environment. We will continue to offer student-centred teaching and mentoring, and create virtual environments where students are fully supported, work with friends and colleagues, meet new people and explore new ideas and opportunities.

FALL 2021 SEMESTER UPDATES – UNIVERSITY/CAMPUS-WIDE

For continuous updates about the Fall 2021 semester, we recommend that you consult the university's "[Return to campus life and community](#)" resources for students. You can also use the keyword search or choose answers from lists of topics through [ask.UWindsor](#).

PROFESSIONALISM WITHIN THE PROGRAM

It is important to note that that your full-time schedule consists of classes from Monday to Thursday, and Professional Development Workshops on Fridays. Do not schedule personal activities that interfere with professional obligations in the Pre-Service Education Program.

ACADEMIC TIMETABLE AND COURSE REGISTRATION

Like last year, you will receive your course schedule by email in **August**. You cannot choose your own courses or timeslots. Your schedule is fixed and dependent on your division and/or teaching subject(s). Most of your course registration will be done on your behalf, though you will select and register for one of the Service Learning Project (SLP) course options. Again, all course information and registration

instructions will be provided in **August**. Year 5 Concurrent students will receive information in the coming weeks regarding continuation in the SLP course they enrolled in when in Year 3. Read all the information contained in this letter carefully.

Complete the mandatory **Returning Teacher Candidate Survey** by the stated deadline of **July 16th**. Please note that obtaining your **Police Vulnerable Sector Check** by the stated deadline of **September 10th** is imperative. You will not be provided a fall semester practice teaching (practicum) placement if you miss this deadline, which will impact your status in the program. Should you have any questions or concerns, please do not hesitate to contact our office staff by email at **educ@uwindsor.ca**.



George Zhou, Ph.D. Professor
Acting Associate Dean, Teacher Education

RETURNING TEACHER CANDIDATE SURVEY COMPONENTS and INSTRUCTIONS

All Year 2 Consecutive / Year 5 Concurrent Teacher Candidates must complete a **Returning Teacher Candidate survey** for the 2021/22 year. You will be sent a **separate email** (from Qualtrics^{XM}) that contains a link to this survey by no later than **Wednesday, June 30th**.

If you do not see an email with the survey link, please check your junk/spam/clutter, etc. email folders first, or search all mail for noreply@qemailserver.com. If you do not receive an email with the link to the survey by **June 30th**, please email **educ@uwindsor.ca** to inform us, so that we may send you the link again.

You must complete the survey by no later than **FRIDAY, JULY 16th, 2021**.

PERSONAL INFORMATION

The personal information requested in the survey is for returning Teacher Candidates who need to update their personal information with the Program Office. Remember that it is imperative that the Faculty of Education maintains current and accurate records for each Candidate. If you are **certain** that answers to personal information questions you provided in Year 1/Year 3 remain the same, then you do not need to complete fields in the survey that are not applicable to you.

***IMPORTANT: Any updates you make to personal/other information through the UWinsite Student platform do not automatically transfer to the Faculty of Education's internal records. Therefore, keeping the Faculty of Education informed of updates directly is critical.**

LEGAL NAME CHANGE (if applicable)

If you married and changed your name, upload a copy of your original **marriage certificate**. If you changed your name legally, upload a copy of your original **change of name certificate** or the **court order** that changed your name.

Acceptable **file formats** for uploading a supporting document is PDF or image. If image, a .JPEG file is requested and preferred. For security reasons, executable files (such as those ending in .exe) are not permitted. Apple's .HEIC file format will not be accepted. The maximum **file size** is 100 MB.

OTHER IMPORTANT INFORMATION/ REQUIREMENTS (not included in the Survey)

PRACTICE TEACHING PLACEMENTS (PRACTICUM)

The COVID-19 pandemic presents challenges for all the school boards in Ontario, and we are working closely with boards to ensure that your field experience in the classroom - whether virtual or in person - will meet all the requirements of the Ontario College of Teachers while being a rewarding experience.

The format of the required practice teaching (or practicum) component of the program is dependent on what happens in the K-12 school system. Once we know the Ministry's decision about the format schools will be adopting in the fall, we will be able to plan accordingly.

We will be providing you with more information as it unfolds. In the meantime, it is important to be aware that your practicum could be face-to-face if that is the mode of delivery for the school boards. If that is the case, it means you will need to be physically present at an assigned school. You should also understand that school boards could implement a policy wherein proof of COVID-19 vaccination is mandatory for a placement. Again, we will share information as it becomes available.

POLICE VULNERABLE SECTOR CHECK (PVSC) (*DUE SEPTEMBER 10, 2021*)

You will receive a **separate email** from our Field Experience Office with instructions for submission of a new PVSC. This process must be completed by no later than **September 10th**. You will not be assigned your next practicum placement until we receive a current PVSC. You are required to make up any missed practicum days due to late submission of a current PVSC.

This initiative forms part of the provincial government's Safe Schools policy, wherein parents, teachers and students are assured that everything possible is being done to create a safe, secure learning

environment. This schoolboard requirement is independent of any subsequent requirement by the Ontario College of Teachers as part of their teacher certification process.

FIELD EXPERIENCE HANDBOOK and CONSECUTIVE PROGRAM GUIDE

The Field Experience Handbook (Course EDUC-5499) and Consecutive Program Guide contain policies and procedures related to field placement and your course work. Both are available on our website at [Program Handbooks & Forms | Faculty of Education \(uwindsor.ca\)](#). **We strongly recommend that Teacher Candidates reference these important Guides throughout the academic year.** You are required once again to submit a signed form to your Faculty Advisor acknowledging your understanding of both the Field Experience Handbook and Program Guide at your first Advisory Group meeting.

REMINDER: In the upcoming days/weeks, you will receive the following information:

- A link to the mandatory, “**Returning Teacher Candidate**” survey
- Police Vulnerable Sector Check (PVSC) instructions
- Your academic timetable and course registration instructions
- Health & Safety Requirements