

ACADEMIC CALENDAR 2020-2021



"...tell the next generation..."

PSALM 78:4

ACADEMIC CALENDAR 2020-2021



410 Crerar Drive
Hamilton Ontario Canada



410 Crerar Drive
Hamilton ON
L9A 5K3



www.covenantteacherscollege.com



covenant@covenantteacherscollege.com



905.385.0634



905.385.8409

Extensions:

Business Office - **905.385.0634 – ext. 112**

Library - **905.385.0634 – ext. 117**

Office and Administration:

Donna Van Huisstede, Administrator and OSAP FAO: **905.385.0634 – ext. 110**

Jo-anne van Leeuwen, Administrative Assistant and OSAP FAA: **905.385.0634 – ext. 112**

Office Hours:

Monday - Friday 8:30 a.m. to 5:00 p.m.

Emergency Numbers: Police / Fire / Medical Emergency - Call 911

Nearest Emergency Department: Juravinski Cancer Centre - Hamilton Health Sciences
Address: 699 Concession St, Hamilton, ON L8V 5C2
Phone: (905) 521-2100

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CONTACT INFORMATION

TELEPHONE: 905.385.0634

FAX NUMBER: 905.385.8409

EMAIL ADDRESS: covenant@covenantteacherscollege.com

WEBSITE: covenantteacherscollege.com

FULL-TIME FACULTY: **Jack Huizenga**
jhuizenga@covenantteacherscollege.com
Christine van Halen-Faber
cvanhalen@covenantteacherscollege.com
Menco Wieske
mwieske@covenantteacherscollege.com

ADMINISTRATOR
AND FINANCIAL
AID OFFICER: **Donna Van Huisstede**
donna_v@ covenantteacherscollege.com

ADMINISTRATIVE
ASSISTANT AND
FINANCIAL AID
ADMINISTRATOR: **Jo-anne van Leeuwen**
jo-annev@covenantteacherscollege.com

LIBRARIAN: **Eleanor Boeringa**
eleanorb@covenantteacherscollege.com

STREET ADDRESS: 410 Crerar Drive
Hamilton, ON

POSTAL ADDRESS: Covenant Canadian Reformed Teachers College
410 Crerar Drive
Hamilton, ON L9A 5K3

FOR APPLICATIONS: Admissions Office
Covenant Canadian Reformed Teachers College
410 Crerar Drive
Hamilton, ON L9A 5K3

PRINCIPAL AND CEO

C. van Halen-Faber, BA; M.Ed.; PhD
Administration: Principal
Dean of Students
Accreditation Coordinator
Registrar - Transcripts and Student Records
Foundational Studies:
Special Education;
Survey of Children's Literature;
Foundations of Reformed Education;
Introduction to Educational Research
Curriculum and Instruction:
The Arts: Music
Teaching at the Primary/Junior;
Junior/Intermediate Divisions:
Teaching Studies 3

FACULTY

J. Huizenga, B.Sc.; B.Ed.; M.Ed.; PhD (Cand.); OCT
Administration: Program Coordinator
Foundational Studies:
History of Education;
Mathematics for Elementary Teachers;
Learning Theories and Assessment;
Curriculum and Instruction:
Mathematics;
Science and Technology;

M. Wieske, Dip. Ed.; MA
Administration: Practicum Coordinator
Foundational Studies:
Schooling, Government, and Society;
Child Development;
Foundations of Reformed Ethics and
Standards of Practice
Curriculum and Instruction:
Social Studies;
Teaching at the Primary/Junior;
Junior/Intermediate Divisions:
Teaching Studies 1/7, 2/8, 4, 6/10

ADJUNCT FACULTY

D. G. J. Agema, M. Div.
Foundational Studies:
Bible Study: Survey of Old and New Testament
1, 2;
Reformed Doctrine

B. Faber, BA (Hons); D.Phil.
Foundational Studies:
Foundations of Reformed Identity;
Perspectives on Literature

K. Sikkema, Dutch Teaching Certificate; BA; M.Ed.
Administration: Registrar - Admissions
Foundational Studies:
Church History 1, 2, 3, 4
Curriculum and Instruction:
Foundations of Curriculum
Teaching at the Primary/Junior;
Junior/Intermediate Divisions:
Teaching Studies 5/9

SESSIONAL INSTRUCTORS

C. Van Eerden, B.Ed.; BA; OCT
Curriculum and Instruction:
The Arts: Visual Arts

C Vanderpol, B.A.Sc.; M.Ed.
Curriculum and Instruction:
Language Arts – Reading;

E. VanMiddelkoop, BA; B.Ed.; OCT
Curriculum and Instruction:
French

T. Wildeboer, B.Sc. (Kin); B.Ed.; OCT
Curriculum and Instruction:
Health and Physical Education

ADMINISTRATIVE STAFF

E. Boeringa, Library Technician

D. Van Huisstede, Administrator,
Financial Aid Officer

J. van Leeuwen, Administrative Assistant,
Financial Aid Administrator

K. VanVeen, Controller

SCHEDULE OF DATES 2020-2021

FALL SEMESTER

September 8	CCRTC Orientation Day
September 9	First day of classes Fall Semester
October 2	Practicum Observation Day (EDU 1, DT 1)
October 9	Graduation - <i>Class of 2020</i>
October 12	Thanksgiving Day
October 16	Practicum Observation Day (EDU 1, DT 1)
October 26 – November 13	Practicum session 1 (DT 1, DT 2)
October 26 – November 20	Practicum session 2 (EDU 1, EDU 2, DT 3)
November 16	Practicum portfolio preparation day (DT 1, DT 2)
November 20	Practicum portfolios due (DT 1, DT 2)
November 25	Practicum portfolios due (EDU 1, EDU 2, DT 3)
December 10	Last day of classes Fall Semester
December 11 – 17	Final exams Fall Semester
December 21 – January 1	Christmas Break

SCHEDULE OF DATES 2020-2021

WINTER SEMESTER

January 4	First day of classes Winter Semester
January 14-15, 18	CRTS Conference
February 15	Family Day
February 8 – March 5	Practicum session 2 (DT 1, DT 2)
February 8 – March 12	Practicum session 2 (EDU 1, EDU 2, DT 3)
March 8 - 11	Theme Week (DT 1, DT 2)
March 10	Practicum portfolios due (DT 1, DT2)
March 15 – 19	March Break
March 22	Practicum portfolios due (EDU 1, EDU 2, DT 3)
April 2	Good Friday
April 5	Easter Monday
April 29	Last day of classes Winter Semester
April 30 – May 6	Final exams Winter Semester
May 24	Victoria Day
May 28	Graduation - <i>Class of 2021</i>

COVENANT CANADIAN REFORMED TEACHERS COLLEGE

Covenant... the definitive source for Reformed teacher training

▶ 1. INTRODUCING COVENANT CANADIAN REFORMED TEACHERS COLLEGE (CCRTC)

1.1 MISSION AND PURPOSE

Covenant Canadian Reformed Teachers College is to be the definitive source for Reformed teacher training through providing academic teacher training and professional development in faithful submission to the Word of God as summarized in the confessional standards:

The Belgic Confession, the Heidelberg Catechism, and the Canons of Dort.

In keeping with its purpose as the definitive source for Reformed teacher training in Ontario, CCRTC offers programs leading to a Diploma of Education and a Diploma of Teaching. Both programs are structured to provide students with a high quality education which is firmly principled, theoretically sound as well as practical. In addition, CCRTC seeks to serve the schools by providing opportunities for the professional development of in-service teachers. This includes a program of part-time studies intended for practicing teachers and leading to the Certificate of Reformed Education.

1.2 INSTITUTIONAL HISTORY

The first steps to establish a Canadian Reformed institution for the training of teachers were taken in 1976 at a meeting of the League of Canadian Reformed School Societies. Two years later, the Canadian Reformed Teachers College Association was formed with representatives from Ontario, Manitoba, Alberta, and British Columbia school societies serving as a Board of Governors. The CCRTC opened in September of 1981, with two full-time lecturers, two part-time instructors, and six students.

During the first years, classes were held in the Cornerstone Canadian Reformed church building in Hamilton. CCRTC operated from its own premises on Mohawk Road from 1988 to 1998 when it moved into its present facilities. Enrolment has been relatively stable and over the years CCRTC has graduated over 250 students, many of whom are currently employed by Canadian Reformed schools across Canada.

1.3 INSTITUTIONAL STATUS

CCRTC is a non-accredited, non-profit institution.

1.4 ACADEMIC PRINCIPLES

The faculty and students have the right to expect that all teaching and learning be conducted within the context of the institutional purpose as described above. CCRTC practises academic freedom in scholarly activities, along with the associated rights and responsibilities.

CCRTC recognizes that academic freedom makes intellectual discourse, critique, and commitment possible. Academic freedom carries with it the duty to use that freedom in a manner consistent with the scholarly obligation to base research and teaching on an honest search for insight into truth and knowledge. Therefore, informed by their common faith in God and in adherence to the statement of purpose, the institution, faculty, staff and students have the right to academic freedom, meaning the unhindered and responsible investigation of ideas. Faculty members are encouraged to investigate a wide variety of material pertinent to the achievement of the learning outcomes of the course being taught as documented in the course outline. Faculty members are also expected to encourage their students to do the same. The material investigated should lead to a free exchange of ideas and then to a collaborative testing and challenging of the views presented without fear of discrimination or reprisal.

1.5 CCRTC AND REFORMED EDUCATION

CCRTC serves Reformed Christian schools and their supporting communities by preparing teachers for these schools and by providing in-service support for practicing teachers. CCRTC, therefore, carries out its task within the broader

context of Reformed Christian education. Both the content and the delivery of its programs reflect the same principled perspectives that give Reformed education its distinctive identity.

- *Reformed education is covenantal in character:* The binding relationship of love which God has established with his people is the framework within which children are to be nurtured in godliness and equipped to live out their calling as prophets, priests, and kings.
- *Reformed education is confessional in character:* Education is normative because all of life is governed by the Word of God.
- *Reformed education recognizes the antithesis.* Children are equipped with the knowledge and skills that enable them to live discerning lives to the honour and glory of God.
- *Reformed education functions in a unity of purpose of home, school, and church:* When home, school, and church are united with respect to the education of the children, the work of each benefits all in the communion of saints.

Students at CCRTC learn how these principles inform the practice of Reformed Christian schools. The Reformed school carries out its academic task in an environment where children are safe and protected and where their physical, spiritual, social, emotional, and intellectual well-being is nurtured. This concern with the growth of the whole child is reflected in educational programs and methodological practices that foster intellectual curiosity, critical thinking, and discernment. This concern also informs the assessment and discipline practices of Reformed schools. Teachers recognize the importance of a purposeful transfer of responsibility from teachers to students in preparing children to be salt and light in the world.

1. INTRODUCING CCRTC

1.6 PROFILE OF A REFORMED TEACHER CANDIDATE

In keeping with its purpose, with the Reformed Christian schools it serves, and with the *Ontario Foundations of Professional Practice*, CCRTC seeks to graduate teacher candidates who can teach effectively by demonstrating:

Knowledge of

- the Bible, the Reformed confessions, and Church history
- the distinctive character of Reformed education and its application to schooling
- the inter-connectedness of theory and practice
- the standards of practice and conduct for teachers in Ontario
- legislation and government policy for education in Ontario
- learning theory and the stages of child development
- orientations of curriculum design models and teaching methodologies
- school curricula and the application of expectations outlined in Ontario's Ministry of Education curriculum documents
- assessment and evaluation strategies and tools.

Skill in

- applying principles of Reformed education to their work in the classroom
- analyzing and evaluating information, perspectives, and theories in order to make discerning and sound instructional decisions
- communicating effectively with a variety of audiences, both in speech and in writing
- devising and executing instructional plans that will optimize the learning of all students
- selecting and incorporating a variety of instructional and assessment strategies into their teaching practice
- modifying and refining their teaching practice through ongoing reflection and inquiry.

Commitment to

- using their talents and gifts for God's glory and the benefit of others
- modelling conduct characterized by love, care, compassion, justice, and integrity
- equipping students to be "salt and light" (The Bible, Matthew 5:13-16) as beneficial influences and beacons of hope in society
- creating a school and classroom environment where students are safe and protected
- fostering the growth of the whole person
- fostering literacy, in its broadest sense, across the curriculum
- encouraging student learning in a manner that stimulates intellectual curiosity, critical thinking, and discernment
- working with others in a spirit of Christian professionalism
- pursuing academic and professional excellence by means of ongoing reflection, inquiry, self-assessment, and professional development.

1.7 ACADEMIC AND PROFESSIONAL STANDARDS

The programs leading to the Diploma of Education and the Diploma of Teaching provide the teacher-candidate with a firmly principled, soundly theoretical, and highly practical teacher education program. CCRTC has developed Degree/Diploma Level Expectations (DLEs) for its current Diploma of Education and Diploma of Teaching programs. The DLEs provide a framework of academic standards for these programs while reflecting the institution's graduate expectations as described in the Profile of a Reformed Teacher Candidate.

In structuring the DLEs, CCRTC follows the Ontario Qualifications Framework (OQF) determined by the Postsecondary Education Quality Assessment Board (PEQAB) of the Ontario Ministry of Colleges and Universities [Source: Ontario Qualifications Framework www.tcu.gov.on.ca/pepg/programs/oqf/]. The rationale for these expectations includes the need to be able to compare academic credits from one institution to another. CCRTC's DLEs apply the OQF expectations, and do so in a manner that reflects the College's mission, ethos, values, and culture.

The DLEs are divided into six broad categories:

1. Depth and breadth of knowledge
2. Knowledge of methodologies
3. Application of knowledge
4. Communication skills
5. Autonomy and professional capacity
6. Awareness of limits of knowledge

In addition, the Diploma of Education and the Diploma of Teaching programs are designed to meet the professional expectations outlined in the Professional Learning Framework for the Teaching Profession (2016) published by the Ontario College of Teachers (OCT) in which the standards of practice and the ethical standards for the teaching profession are described. In developing its DLEs, CCRTC ensures that the language used reflects the professional outcomes contained in the OCT Accreditation Resource Guide (2017).

A comprehensive list of DLEs for both programs as well as the professional expectations outlined in the OCT Accreditation Resource Guide (2017) can be viewed on the CCRTC website.

2. GOVERNANCE

2.1 OBJECTS OF INCORPORATION

Covenant Canadian Reformed Teachers College (CCRTC) was established on October 18, 1980 and incorporated on March 26, 1991. The *Objects of Incorporation* are:

- a. The maintenance and operation of a College for the academic training of teachers in accordance with the Basis of the Corporation, namely, the infallible Word of God, which is summarized in the Confessional Statements of the Canadian and American Reformed Churches.
- b. To carry on educational programs in order to promote generally the knowledge respecting teaching methods, teaching skills and teaching aids, through research, education and publication and distribution of books, papers, reports, periodicals, and pamphlets, and to provide funds to charitable organizations which carry on such educational purposes.
(*Letters Patent*, 1991)

In keeping with these Objects, CCRTC is governed by the By-laws adopted in February, 2010. The By-laws of the corporation are available upon request.

2.2 MEMBERSHIP AND FINANCES

The members of CCRTC are school societies established within Canadian/American church communities in Ontario, Manitoba, Alberta, British Columbia, and Washington. Each member school society delegates a person who will serve as a member of the Board of Governors.

CCRTC is a non-publicly funded, non-profit institution. CCRTC meets its financial obligations from income derived from annual membership fees paid by member school societies, from tuition fees, and from donations received from individuals and businesses.

CCRTC is a charitable organization and it issues tax receipts.

2.3 BOARD OF GOVERNORS, 2020-2021

The Board of Governors is responsible for the direction and operation of CCRTC. It consists of an Executive Committee and of Board members who are delegated by member school societies and appointed by the Board of Governors.

EXECUTIVE

Chairman	Mr. B. Poort ^[2022]
Vice Chairman	Vacant
Secretary	Mrs. M. DeBoer ^[2020]
Treasurer	Mr. D. Witten ^[2022]
Past Chairman	Mr. R. Feenstra ^[2022]

BOARD MEMBERS

Lynden, WA	Mrs. S. Bareman ^[2023]
Chilliwack, BC	Vacant
Langley, BC	Mrs. H. Bulthuis ^[2022]
Smithers, BC	Mrs. J. Hofsink ^[2021]
Surrey, BC	Mr. J. Van Seters ^[2024]
Calgary, AB	Vacant
Coaldale, AB	Vacant
Edmonton, AB	Mr. R. Veldkamp ^[2020]
Neerlandia, AB	Mr. R. Bouwman ^[2024]
Carman, MB	Mr. L. Lodder ^[2023]
Winnipeg, MB	Mr. H. Slaa ^[2021]
Amaranth, ON	Mr. J. Menken ^[2020]
Attercliffe, ON	Mr. J. Homan ^[2021]
Chatham, ON	Vacant
Fergus, ON (ECHS)	Mr. H. Nobel ^[2024]
Fergus, ON (MCS)	Mrs. J. DeBoer ^[2020]
Guelph, ON	Mrs. L. Penninga ^[2022]
Hamilton, ON (Guido)	Mr. H. Van Iperen ^[2021]
Hamilton, ON (Timothy)	Mrs. R. Woudenberg ^[2023]
London, ON	Vacant
Millgrove, ON	Vacant
Mount Hope, ON	Mrs. E. Dykstra ^[2023]
Ottawa, ON	Mrs. E. Smith ^[2023]
Owen Sound, ON	Vacant
Smithville, ON	Mr. K. Riesebosch ^[2023]
Woodbridge, ON	Mrs. B. DenBroeder ^[2022]

3.1 ACADEMIC ENTRANCE REQUIREMENTS

DIPLOMA OF EDUCATION

For admission to the two-year program leading to a *Diploma of Education*, applicants must minimally hold a Bachelor's degree from an accredited university or college (e.g., Bachelor of Arts, Bachelor of Science).

Candidates will select a program specialization in the Primary/Junior (P/J) or Junior/Intermediate (J/I) divisions, and must meet the applicable criteria. For additional information, contact the Registrar.

DIPLOMA OF TEACHING

For admission to the three-year program leading to a *Diploma of Teaching*, applicants must hold a secondary school diploma qualifying them for university entrance: a minimum of six Grade 12 courses taken at the University (code U) or University/College (code M) level.

Candidates in this program will prepare themselves for a teaching career in elementary schools. It is important, therefore, that applicants have a broad academic background.

HOME-SCHOOLED STUDENTS

A student whose academic background is based upon home education may be admitted on the basis of evidence of each of the following:

- a minimum ACT score of 26 or SAT score of 1250 (out of 1600), to be submitted by the application deadline
- grade 12 equivalency including the completion of courses that qualify the student for university entrance
- a learning portfolio that documents the student's secondary school program in place of submitting secondary school transcripts.

Persons interested in applying are strongly advised to contact the Registrar-Admissions early to ensure all required documentation is submitted by the February 1 deadline.

INTERNATIONAL STUDENTS

All applicants whose first language is not English must provide evidence of proficiency in English (i.e., in reading, listening, speaking, and writing) in order to be admitted to CCRTC. Proficiency is demonstrated through the completion of the Test of English as a Foreign Language (TOEFL) with a total score of:

- 580 (paper-based test); or
- 250 (computer-based test including a minimum score of 55 of the Test of Spoken English); or
- 100 (internet-based test including speaking and writing scores of 27 each, listening and reading scores of 22 each).

Applicants must submit a TOEFL (or its equivalent) score report as part of the application procedure. All correspondence between CCRTC and the applicant will be conducted in English.

Note: CCRTC is currently not accepting foreign student applications.

3.2 APPLICATION PROCEDURE

The following steps describe the application procedure:

1. Prospective applicants contact the Registrar-Admissions in order to initiate the application process. CCRTC strongly encourages applicants to arrange a site visit during this initial stage. Applicants can discuss their enrolment with the Registrar-Admissions and obtain an Application for Admission package which contains forms for:
 - **Application for Admission**
 - **Academic Information**
 - **Personal Essay**
 - **Official transcripts of results of Secondary and Post-secondary studies**
 - **References (3)**
2. An interview is mandatory for applicants who are members of a non-supporting Reformed Christian church. The Principal

3. ADMISSIONS

and a member of the Board of Governors will be present at this interview.

3. Applicants arrange to have official transcripts from previously attended educational institutions (high school, community college, university, etc.) sent directly to the Admissions Office.
4. Applicants arrange to have three letters of reference (academic, pastoral, personal/employment) attesting to the applicant's suitability for admission to CCRTC. Letters must be written on the forms provided by CCRTC and sent directly to the Admissions Office.
5. Applicants fill in the remaining forms and forward them together with a \$30 non-refundable application processing fee to:
CCRTC Admissions Office
410 Crerar Drive
Hamilton, ON L9A 5K3
6. All required documents and the processing fee must reach CCRTC by February 1.
7. It is the applicant's responsibility to submit final transcripts as soon as they become available.

3.3 ADMISSION PROCEDURE

Upon receipt of all admission documents, the following admission procedure will be administered:

1. The faculty will review the documents and will propose each applicant to the Program and Personnel Committee (PPC) for (non) admission to one of CCRTC's programs.
2. The PPC may consider applicants who do not meet the standard admission requirements. Such applicants will be admitted on probation. The conditions for the probation will be stated in a student's records.
3. The PPC may consider late applications.
4. Recommendations for admission are submitted by the PPC to the Board of Governors for approval.
5. Applicants will receive written notice of the Board's decision.

6. Within two weeks after receipt of this notice from the Board, applicants shall notify CCRTC of their acceptance using the **Acceptance Form** provided for that purpose.

3.4 UPON ADMISSION INTO A CCRTC PROGRAM

1. Upon admission into one of the programs at CCRTC, students will be issued a CCRTC email address for use in all College communications. Students will also receive an electronic copy of the CCRTC Student Handbook. The handbook contains useful and helpful information, including the various policies the College adheres to in order to protect and assist the student. It is the student's responsibility to become familiar with the handbook.
2. Students will be granted access to the CCRTC Online Resource Environment (CORE) by which instructors may choose to convey course-related materials. Note that Google Classroom may also be used as a communication platform. At all times it is the student's responsibility to act in keeping with CCRTC's mission and purpose when using information technology (IT). Details of CCRTC's expectations regarding the use of electronic means of communication can be found in the Acceptable IT Use ⁽²¹⁵⁾ policy in the CCRTC Student Handbook.
3. A student who has been accepted into one of CCRTC's programs is required to provide the following documentation in order to be eligible for practicum placements:
 - a. a doctor's certificate stating that the student has tested TB-negative on a One Step Tuberculin Skin Test Screening.
 - b. proof that a vulnerable sector screening check has been conducted on persons of 18 years or older.

4. FINANCIAL INFORMATION

4.1 FEES AND METHOD OF PAYMENT

Tuition fees are determined by the Board of Governors and are subject to annual review. Current fees have been set as follows:

2020-2021 • \$7,703
2021-2022 • \$7,934

CCRTC is completely funded by the members of the Canadian and American Reformed churches and/or its supporting school societies. If a student is not a member of these churches, a donation of 50% above the published tuition fee will be required.

All tuition fees must be paid in full by the first day of school in September. These fees must be paid by cheque, or money order payable to Covenant CRTC. These fees may also be paid by e-Transfer to **covenant@covenantteacherscollege.com**. A receipt will be issued upon payment. Enrolment is not complete until all fees have been received by the CCRTC Administrator.

4.2 TUITION REFUNDS

CCRTC is a small College and is greatly affected by enrolment. For this reason, the Board of Governors has put in place a progressive refund policy based on the following time line:

- tuition paid is refundable on a pro-rata basis up until 63 days after the commencement of classes in the Winter Semester, less the application processing fee
- after 63 days, 100% of the tuition is non-refundable.

4.3 FINANCIAL ASSISTANCE

ONTARIO STUDENT ASSISTANCE PROGRAM

Students enrolled in the *Diploma of Teaching* or the *Diploma of Education* programs of study may be eligible, if qualified, for loans, grants, or awards granted under the Ontario Student Assistance Program (OSAP).

Details can be found on the OSAP website:
<https://osap.gov.on.ca/>

EDUCATION LINE OF CREDIT

Most of the chartered banks in Canada can provide an Education Line of Credit for qualified students. With an Education Line of Credit, the student pays interest only on the money actually used and not on the total credit limit. The student can pay down the principal amount at any time without penalty. Most banks have a six to twelve month period following graduation during which students are allowed to continue paying interest only. Students should contact their local bank for further information.

TUITION AND ENROLMENT CERTIFICATE (T2202 TAX FORM)

All full-time students will receive a T2202 tax form late in February for tuition fees paid between January and December of the previous year. A \$10 charge shall apply for a duplicate T2202 form.

It is the responsibility of graduating students to supply the College Administrator with up-to-date contact information.

▶ 4. FINANCIAL INFORMATION

4.4 TEXTBOOKS AND SUPPLIES

At the start of each semester, students receive a textbook list and are expected to purchase textbooks as required by their instructors. Textbooks are selected on the basis of their usefulness within course structures, as well as their usefulness to practising teachers.

Textbooks are available through CCRTC. Students may expect an annual textbook cost that falls in the range of \$700 - \$800 per academic year. There may be an additional course fee for any courses requiring particular materials (e.g., art supplies, recorders). Textbooks along with applicable invoices are distributed at the beginning of each semester. Payment of invoices is expected upon receipt of same.

4.5 DUPLICATION AND PRINTING

At the beginning of each academic year, each student is assigned an access code number for the photocopier. All students are charged an annual non-refundable duplication and printing fee of \$65 to cover College-related use of photocopiers and printers. This fee will be included with the book invoice issued in January at the start of the second semester.

Students are required to pay \$0.10 per page for personal use of College duplication/printing facilities.

5. ACADEMIC REGULATIONS

5.1 ACADEMIC INTEGRITY

Academic integrity refers to a high standard of moral uprightness and honesty in the delivery of and participation in the academic programs at Covenant Canadian Reformed Teachers College (CCRTC). Faculty, students, and staff work together to promote good academic practice in an atmosphere of trust and support.

The faculty is expected to provide students with clear directions about scholarly and academic practices. Faculty members will also provide adequate support to help students fulfill course requirements.

Students are expected to demonstrate good work habits by completing assignments punctually, conscientiously, and in accordance with standard academic practices. Students are expected to display honesty and deal fairly with fellow students by being active and responsible participants in collaborative learning sessions and projects.

CCRTC seeks to uphold good academic practice and, therefore, all forms of suspected academic dishonesty will result in a meeting between the instructor and the student, and may result in academic penalty. Documentation describing the offence and the subsequent outcome will be placed in the student's file. Practices that are considered forms of academic dishonesty include:

- unacknowledged use, whether intentional or unintentional, of the ideas and work of others whether that be in written, oral, or graphic form (plagiarism)
- seeking double credit for a single assignment submitted to two different instructors in two different courses without the prior consent of both instructors (double-dipping)
- claiming authorship of a paper or assignment completed by someone else.

5.2 STUDENT RECORDS AND PRIVACY OF INFORMATION POLICY

In accepting the offer of admission to CCRTC, a student acknowledges the right of CCRTC to collect and maintain personal information under its Student Records and Privacy of Information ⁽²¹⁰⁾ policy. Signing the Use of Photographs Waiver allows CCRTC to use any photographs in which a student may appear for College-approved publications.

CCRTC is committed to protecting the confidentiality and privacy of the personal information in every reasonable manner. CCRTC will not disclose the confidential contents of a student record outside CCRTC, unless compelled by law to do so, or when authorized by the student in writing. An electronic record of a student's achievement is preserved permanently.

STUDENT ACCESS

Students have the right to inspect all documents contained in their own records, with the exception of documents which have been supplied to or by CCRTC with the understanding that they remain confidential (e.g., letters of reference).

PUBLIC OR THIRD PARTY ACCESS

It is CCRTC policy to make available to all legitimate inquirers the following information:

- confirmation of registration during a particular semester
- confirmation of program completion and graduation.

All other information (e.g., requests from credit bureaus, parents, police) will be disclosed only with the student's written consent.

5. ACADEMIC REGULATIONS

LEGALLY MANDATED ACCESS

Specific records may be provided to persons or agencies pursuant to a subpoena, warrant or court order directing the release of this information; to Statistics Canada and the Ministry of Colleges and Universities in connection with enrolment audits; or in accordance with the requirements of duly constituted licensing or certification bodies.

EMERGENCY DISCLOSURES

In emergency situations involving the health and safety of an individual, the Principal may authorize release of personal information if such a release is deemed to be in the best interest of the student. The student will then be informed of the disclosure.

TRANSCRIPTS

A copy of the student's current transcript will be placed in the student's file. Decisions with respect to probation or dismissal (academic or disciplinary) will be reflected on the transcript.

Copies of student transcripts will be released upon request for up to 25 years after a student leaves CCRTC. A student's signature or request via a personal email address is required for such a release. Transcripts released to the student directly will be marked "Issued to Student".

5.3 ACADEMIC YEAR

The academic year of CCRTC runs from the beginning of September to the end of May and as a rule observes the same holidays as the elementary/secondary schools in Ontario.

An academic year is divided into a Fall Semester and a Winter Semester.

5.4 ATTENDANCE

All components of the program must be completed in full: Students are expected to attend all classes, theme weeks, orientation/observation days, and practicum sessions. CCRTC maintains an active participation policy and keeps a record of attendance. Students are expected to call CCRTC before 9:00 a.m. in order to report an absence. Sickness and family/personal emergencies constitute valid reasons for absence. CCRTC reserves the right to request a doctor's certificate as medical proof of absence.

Should a student be absent for more than 10 cumulative instructional days per semester, without due cause, this may result in the student being withdrawn from the program. If a student is to be absent during a practice-teaching session, the student must notify the associate teacher or the school Principal, as well as the supervising CCRTC faculty member.

5.5 COMPONENTS OF COLLEGE PROGRAMS

Both programs offered by CCRTC consist of two components:

- an academic component consisting of approximately 12 weeks of course work per semester
- a practicum component consisting of:
 - nine weeks of practice teaching per academic year for students in the Diploma of Education program
 - seven weeks of practice teaching for year one and two and nine weeks in year three in the Diploma of Teaching program.

5. ACADEMIC REGULATIONS

5.6 COURSE SYLLABI

Instructors will distribute a course syllabus at the beginning of each semester. This document will serve as a contract to which both instructor and students are held. In addition to the course description, format, texts, requirements and evaluation, and course schedule, the syllabus may also include specific expectations an instructor has throughout the course.

Deadlines will stand as published. Should changes be necessary, students will be informed and consensus shall be sought.

5.7 COURSE CREDIT AND LOAD

Unless indicated otherwise, courses offered at CCRTC are full-credit courses based on three hours of class contact per week for a 12 week semester for a total of 36 hours of class contact time per course.

A typical study load for Diploma of Education and Diploma of Teaching consists of the equivalent of six full-credit courses per semester. Students may expect 18 to 20 hours of class contact time per week.

5.8 PRACTICE TEACHING

Students in the Diploma of Education program will be placed in schools that follow the Ontario curriculum, with teachers who hold an Ontario Teachers Certificate.

Students in the Diploma of Teaching program gain field experience by means of practicum

placements in schools in Ontario and/or in the provinces of Manitoba, Alberta, and British Columbia. Some placements are arranged with Reformed schools in the United States (e.g., Washington, Michigan).

Each student will receive a current edition of the *Practicum Guidelines for Teacher Candidates*. This document outlines the requirements of the practicum program for each year and each program. A parallel document *Practicum Guidelines for Associate Teachers* may be found on CCRTC's website at www.covenantteacherscollege.com/resources/.

In compliance with local school requirements, CCRTC will not place a student teacher in a school if he/she has not submitted proof of a vulnerable sector check (available to those 18 years or older) and a doctor's certificate (see Section 3.4).

5.9 EVALUATION OF STUDENT LEARNING

ACADEMIC COMPONENT

In addition to in-class participation and overall preparedness, students will be evaluated on the basis of at least three of the following:

- term quizzes and tests and/or a final exam
- portfolio assignment; instructional unit plan
- formal papers (e.g., essays, position papers)
- critical book and/or article reviews
- seminar presentations; oral reports
- performance tasks.

As a rule, when evaluating student assignments faculty members shall use the CCRTC Grading Criteria Guideline published in the CCRTC Student Handbook.

5. ACADEMIC REGULATIONS

PRACTICUM COMPONENT

The practicum component of a student's work is evaluated separately by a College supervisor on the basis of the student's practicum portfolio which consists of:

- two lesson plans selected by the student
- two lesson reflections based on the selected lesson plans
- daily log book entries
- the associate teacher's evaluation reports
- the faculty supervisor's observation report
- a collection of all lesson plans, schedules, activities, notes, etc. pertaining to the session.

The final (or induction) practicum in Year Two of the Diploma of Education program and Year Three of the Diploma of Teaching program is evaluated on the basis of the following components:

- the associate teacher's evaluation reports
- the Principal's (or designate's) observation report
- CCRTC supervisor's observation report
- the content and presentation of the student's practicum portfolio
- log book entries for weeks one and two of this session
- a detailed reflection on the induction experience.

5.10 ASSIGNMENTS

Written and oral assignments constitute an important part of course requirements. Instructors will advise students of due dates for assignments by means of a course syllabus. Such requirements can be changed only after mutual consultation and agreement. Instructors will provide written guidelines and/or assistance as needed.

Students are expected to complete all assignments with diligence and academic integrity (Section 5.1). Students are urged to consult with their instructors during all stages of assignment preparation.

STANDARD EXPECTATIONS FOR WRITTEN ASSIGNMENTS

Unless otherwise indicated by instructors, all written assignments should:

- be word-processed, double-spaced, and page-numbered.
- be clearly identified by a title page.
- adhere to the referencing format of the American Psychological Association (APA).

LATE ASSIGNMENTS

Instructors reserve the right to impose a penalty on assignments submitted after their due dates unless a student has requested and received an extension.

5. ACADEMIC REGULATIONS

5.11 EXAMINATIONS

An examination week is held toward the end of each semester. Students will receive advance notice of the examination schedule by means of a special timetable. Both final and mid-term exams may be written during an examination week.

Course syllabi will indicate the weighting of final and mid-term exams. As a rule, an examination will not exceed 25% of the final grade for a course.

Students who must be absent from an examination/mid-term because of illness or a significant personal emergency must notify CCRTC prior to the start of the examination. CCRTC reserves the right to request a doctor's certificate to confirm an illness. Opportunity to make up a missed examination will be scheduled by CCRTC.

Unless specifically requested by an instructor, students shall not bring electronic devices, notes, or books into the examination room.

The normal duration of an examination is two hours. Students must remain in the examination room for at least 45 minutes. If needed, students may receive a maximum of 15 additional minutes to finish an examination.

The student is responsible for submitting all parts of a completed examination to the faculty supervisor.

Students with recognized disabilities may request special accommodations (e.g., use of assistive devices, additional time) to write examinations.

5.12 GRADING AND GRADE REPORTS

STUDENT PROGRESS REPORTS

Twice during an academic year, students receive a report on their progress. The first term report is dated January 15; the second term report is dated June 15. No final reports will be released until a student's account has been paid in full and all library materials returned.

GRADING

All designated course and practicum work will be assessed and awarded a numerical grade on final transcripts according to the following scale:

EXCEPTIONAL

A+ 90 - 100 %

EXCELLENT

A 80 - 89 %

GOOD

B+ 75 - 79 %

B 70 - 74 %

FAIR

C+ 65 - 69 %

C 60 - 64 %

POOR

D+ 55 - 59 %

D 50 - 54 %

FAILURE

F 0 - 49 %

5. ACADEMIC REGULATIONS

To obtain credit for a course, a student must achieve a minimum of 50% in that course.

A student must maintain an overall average of 70% in the academic component of his/her program in order to continue in his/her program and/or to be considered eligible for graduation.

When a student does not achieve the expected average, his/her academic progress will be reviewed by the faculty. A student may be placed on probation as the result of such a review.

A student needs to maintain an average of 70% in practicum work in order to remain in the practicum component of his/her program. A student may continue the academic component of his/her program even though he/she is not going to complete the practicum component. An *Academic Certificate* may be issued upon the successful completion of all course work.

5.13 COURSE FAILURE

A student who fails one or more courses may request the opportunity to repeat these courses when they become available. Generally, courses are repeated either in the following academic year, or as part of a two- or three-year cycle.

CCRTC reserves the right to stipulate the length of time that a student will be given to make up the required courses.

5.14 REAPPRAISAL OF FINAL GRADES

Under exceptional circumstances, a student may request a reappraisal of a final grade. This applies to situations in which there is reasonable evidence that an instructor has made an error in assigning the final grade, or has treated the student unfairly.

Such a reappraisal must be initiated by the student within two weeks of receiving the grades, and must be directed to the instructor. The instructor will respond in writing within two weeks of receiving the request for a reappraisal, and will copy the Principal on this correspondence.

Should a student not be satisfied with the process of the reappraisal of his/her final grade, he/she may follow the steps of a formal grievance procedure (see Section 6.3).

5. ACADEMIC REGULATIONS

5.15 PENALTY AND DISMISSAL PROCEDURE

A student's status at CCRTC will be subject to review when there are concerns about his/her:

- academic performance or integrity
- professional conduct in schools
- general standards of conduct.

Such a review is initiated by the Principal, involves the faculty, and is reported to the Executive Committee of the Board. The outcome of the review process may lead to a letter of warning, disciplinary penalty, or dismissal. The final decision to dismiss a student requires the approval of the Board, and will be communicated to the student in writing. Details with respect to the appeal procedure are outlined in the letter of dismissal. A copy of the Board's decision will be placed in the student's file. If a student is dismissed from CCRTC for academic reasons, the student's transcript will reflect this decision.

5.16 GRADUATION REQUIREMENTS

In order to be considered eligible for graduation, students in the Diploma of Education program must have:

- completed a total of 24 academic courses with an overall minimum average of 70%
- completed a total of 4 practicum placements with an overall minimum average of 70%.

In order to be considered eligible for graduation, students in the Diploma of Teaching program must have:

- completed a total of 36 academic courses by completing all course work with an overall minimum average of 70%
- completed a total of 6 practicum placements with an overall minimum average of 70%.

In addition, students in both programs must have:

- completed a professional portfolio
- paid all fees, dues and other costs by the date stipulated by the Board
- returned all library and other College materials before graduation.

6. COLLEGE LIFE

6.1 STANDARDS OF CONDUCT

As Christian believers, all persons involved in the Covenant Canadian Reformed Teachers College (CCRTC) community will conduct themselves socially and academically in a manner that reflects Biblical norms. Created by God the Father and redeemed by God the Son, Christian believers exhibit the fruit of the Holy Spirit – love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control (*The Bible*, Galatians 5:22-23). At all times, in thought, word, and deed, faculty and students at CCRTC are expected to reflect who they are in Christ through their attitude, behaviour, dress, and interaction with others. Student teachers carry this same responsibility into the schools during practicum placements, into the broader church community, and into the world.

6.2 HARASSMENT AND DISCRIMINATION

Adherence to Christian standards for behaviour also implies that students, faculty, and staff may expect to work and interact in an environment that is safe and supportive and free of any form of harassment or discrimination. CCRTC applies the following definitions in implementing its Harassment and Discrimination⁽²⁰⁷⁾ policy:

- *Harassment* refers to any improper behaviour by a student or instructor that is directed at and offensive to another student or instructor, and which the perpetrator knows, or should reasonably have known, would be unwelcome. It comprises objectionable conduct, comment, or display made on either a one-time or continuous basis that demeans, belittles, or causes personal humiliation or embarrassment to a student or instructor. It includes harassment within the meaning of the *Canadian Human Rights Act* (i.e., based on any of the prohibited grounds of discrimination listed in that Act).

- *Sexual harassment* refers to any conduct, comment, gesture, or contact of a sexual nature, whether on a one-time basis or in a series of incidents, that might reasonably be expected to cause offence or humiliation to a student or instructor. Generally, sexual harassment is deliberate, unsolicited, coercive, and one-sided. Both male and female students or instructors may be the victim or the perpetrator.
- *Discrimination* refers to the denial of rights, benefits, justice, equitable treatment or access to facilities available to others, to an individual or group of people because of their race, age, gender, handicap or other defining characteristics.
- *Abuse of authority* is a form of harassment which occurs when an instructor improperly uses the power and authority inherent in his/her position in order to force compliance from a student. It includes intimidation, threats, blackmail, and coercion.

If a student believes that he/she is subject to harassment or discrimination, the student follows the procedure outlined in the Grievances and Appeals section below.

6.3 GRIEVANCES AND APPEALS

There may be times that a disagreement or conflict arises between a student and a faculty or staff member. If a student feels he/she has a grievance that affords reason for a formal expression of complaint against a faculty or staff member, he/she should follow the Student Conflict Resolution⁽²⁰⁸⁾ policy procedure described below:

LEVEL 1

The student shall speak directly with the faculty member (principle of Matthew 18, *The Bible*). It is to be expected that most issues will be resolved at this level.

LEVEL 2

If the matter is not resolved, the student may appeal to the Principal. The Principal meets with the two parties and either negotiates a solution or renders a judgment.

LEVEL 3

If the matter is still not resolved, the student may appeal the Principal's decision to the Executive Committee of the Board. The Executive Committee will hear the student, the faculty member, and the Principal. On the basis of this hearing, the Executive Committee makes a decision and communicates its decision in writing to all parties involved.

In case a decision of reconciliation or judgment cannot be reached at Level 3, the matter shall be placed before an impartial mediation committee. The decision of this committee is binding and will be conveyed in writing to all parties.

If the student grievance involves a significant claim of harassment or discrimination, the student may elect to begin the grievance process at Level 2.

6.4 USE OF COLLEGE FACILITIES

Normally, the building is open from 8:30 a.m. to 4:30 p.m. Monday through Friday. Students who wish to work at CCRTC after hours may make arrangements with a faculty member. College premises are a no smoking/vaping area and consumption of cannabis is prohibited.

6.5 COLLEGE LIBRARY

The library serves as a resource centre for faculty and students, as well as school communities affiliated with the League of Canadian Reformed School Societies. Presently, it houses a collection of 15,000 volumes, CDs, DVDs, videos, journals, and curriculum support kits. In addition, students and faculty have access to the EBSCO *Education Full Text* electronic database. The library houses the *Tony VanderVen Collection* consisting of a complete set of the Caldecott Medal and Newbery Medal books, and the *Dr. Frederika G. Oosterhoff Collection* comprised of books dealing with worldview issues.

All library materials are catalogued using the Dewey Decimal system. Some materials are limited to in-library use only. The library catalogue of holdings can be accessed via the CCRTC website.

CCRTC library cards are issued to all registered students. Those who wish to borrow library materials shall use the self-checkout station. A patron is expected to adhere to circulation policies, and shall assume full responsibility for all materials borrowed under his/her name.

The library is designated as a quiet study area.

6.6 DEVOTIONS

Faculty and students take turns leading the opening devotions at the beginning of each day of classes. As a rule, students lead in devotions before lunch and faculty members do so at the close of the final class of the day.

6. COLLEGE LIFE

6.7 CANCELLATION OF CLASSES

In cases of inclement weather, students are advised to check the CCRTC website.

6.8 STUDENT CENTRE

An attractive lounge offers students opportunities to interact and socialize between classes. Students have access to the kitchen facilities. All students are responsible for keeping this public space tidy. Limited locker space is available for students.

6.9 STUDENT COUNCIL

Each year the student body elects a Student Council which consists of one representative from each year and program. The Student Council nominates representatives on the Academic Council, organizes and coordinates special events, and maintains open lines of communication with the faculty through the faculty liaison.

6.10 TIMETABLES

Weekly timetables are made available before each new semester begins. As a rule, classes are held Monday through Thursday from 9:00 a.m. to 3:00 p.m. Irregular class hours will be indicated on the timetable. Exceptions in the weekly timetable will be announced at morning openings.

A separate timetable is prepared for each semester's examination period.

6.11 PART-TIME STUDENTS

By scheduling some of its regular courses in the late afternoon and/or evening, CCRTC makes these courses available to other interested persons and to practising teachers who wish to take them as in-service professional development courses on a part-time basis.

6.12 COMPUTERS AND INTERNET ACCESS

CCRTC offers wireless internet access to students. A limited number of computer work stations are available for student use. Students are expected to make legal, responsible, and respectful use of all computers, including their own, while on CCRTC premises.

6.13 COPYRIGHT

CCRTC maintains a copying license for print materials through Access Copyright, The Canadian Copyright Licensing Agency. Students and faculty are expected to abide by the copyright guidelines. A summary of these guidelines is posted at all photocopiers.

6.14 ACCOMMODATION

Students who need accommodation in Hamilton may request assistance from the CCRTC Registrar-Admissions.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

DOMAIN:

COURSES:

Foundational Studies

EDU 101 Bible Study: Survey of Old and New Testament 1
EDU 102 Bible Study: Survey of Old and New Testament 2
EDU 104 Church History 1: From Pentecost to Renaissance*
EDU 105 Church History 2: From Renaissance to Revolution*
EDU 106 Church History 3: From Revolution to the Present
EDU 107 Church History 4: From Pentecost to the 19th Century*
EDU 201 Foundations of Reformed Education
EDU 202 Foundations of Curriculum in a Christian Context
EDU 203 Introduction to Educational Research
EDU 204 History of Education
EDU 205 Mathematics for Elementary Teachers
EDU 206 Schooling, Government, and Society
EDU 303 Child Development
EDU 304 Special Education
EDU 305 Learning Theories and Assessment
EDU 503 Perspectives on Literature
EDU 504 Survey of Children's Literature
EDU 506 Foundations of Reformed Identity:
Worldview and Apologetics
EDU 507 Foundations of Reformed Ethics and
Standards of Practice

** Teacher candidates will complete one of these courses.*

Curriculum and Instruction

EDU 402 French as a Second Language
EDU 404 Language Arts: Reading
EDU 405 Language Arts: Writing
EDU 407 Mathematics
EDU 409 Physical Education and Health
EDU 410 Science and Technology
EDU 411 Social Studies: History and Geography
EDU 413 The Arts: Music and Visual Arts
EDU 607 Teaching Studies 1: Introduction to Teaching;
Classroom Management
EDU 608 Teaching Studies 2: Technology in the Classroom
EDU 609 Teaching Studies 3: Planning for Instruction;
Differentiated Instruction
EDU 610 Teaching Studies 4: Induction into the
Teaching Profession

Practicum

EDU 707 Field Experience: Practicum 1 [4 weeks]
EDU 708 Field Experience: Practicum 2 [5 weeks]
EDU 709 Field Experience: Practicum 3 [4 weeks]
EDU 710 Field Experience: Practicum 4 [5 weeks]

90 days of practicum placements total in the two-year program.

Professional Portfolios

See: EDU 608 Teaching Studies 2: Developing a Professional (e)Portfolio

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

7.1 COURSE CREDITS AND CODES

Courses have a value of three credits and are typically one semester in duration at three hours of contact time per week.

The prefix EDU refers to courses leading to the Diploma of Education. All courses are identified by a 3-digit number (e.g., 307). The first digit indicates the course group to which a course belongs:

FOUNDATIONAL STUDIES	100.	RELIGIOUS STUDIES
	200.	EDUCATION STUDIES
	300.	STUDIES IN EDUCATIONAL PSYCHOLOGY
	500.	CULTURE, ETHICS, AND WORLDVIEW STUDIES
CURRICULUM AND INSTRUCTION	400.	CURRICULUM STUDIES
	600.	TEACHING STUDIES
PRACTICUM	700.	FIELD EXPERIENCE: PRACTICUM
PROFESSIONAL PORTFOLIO	800.	PROFESSIONAL PORTFOLIO

The second and third digits refer to the number of a course within a course group (e.g., 105 is the fifth course offered in the Religious Studies group).

7.2 COURSE DESCRIPTIONS: DIPLOMA OF EDUCATION

FOUNDATIONAL STUDIES

Foundational Studies consist of courses that prepare teacher candidates with foundational religious/philosophical/theoretical and cultural/social/political-context understandings needed to teach in a Reformed Christian school. While links will inevitably be made with classroom practice and realities of the world in which we live, the emphasis is on developing thoughtful understanding, knowledge, skills, and commitment that will serve as the teacher candidate's critical basis for and outlook on Reformed Christian education. Foundational Studies comprises four sub-groups: Religious Studies, Education Studies, Educational Psychology, and Culture, Ethics, and Worldview.

100. RELIGIOUS STUDIES

Religious Studies consist of courses designed to help teacher candidates cultivate foundational and thoughtful understanding of the content and message of the Bible, as well as the history of the Christian Church from Pentecost to today. These courses will equip teacher candidates to teach Bible and Church History at the P/J or J/I levels.

EDU 101 BIBLE STUDY: SURVEY OF OLD AND NEW TESTAMENT 1 (3.0 credits)

This course is a survey of the main contents of Biblical history from Genesis 1 to the Captivity of Judah. This period also includes the Wisdom

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

Literature of the Old Testament and the most of the Old Testament Prophets. The course will identify thematic lines that run through this part of Biblical history. An outline of each narrative Bible books will be presented, as well as the main themes in each of these books. The aim of the course is to help teacher candidates in their preparation for teaching Biblical history by looking at the main themes and lines in the history of redemption. This will expose them to a thematic lesson planning approach. Students are required to make presentations on topics connected to the customs and ceremonies of the Old Testament as well as to the world of the Old Testament. Choices for these presentations will reflect the P/J or J/I teaching focus.

EDU 102 BIBLE STUDY: SURVEY OF OLD AND NEW TESTAMENT 2 (3.0 credits)

This course is a survey of the main contents of Biblical history from the Captivity of Judah to the end of Acts. This includes the time between the Old and New Testament and the New Testament Letters. The course will identify thematic lines that run through this part of Biblical history. An outline of each narrative Bible book will be presented, as well as the main themes in each of these books. The aim of the course is to help teacher candidates in their preparation for teaching Biblical history by looking at the main themes and lines in the history of redemption. This will expose them to a thematic lesson planning approach. Students are required to make presentations on topics connected to the time between the Testaments and the Gospels. Choices for these presentations will reflect the P/J or J/I teaching focus.

EDU 104 CHURCH HISTORY 1: FROM PENTECOST TO RENAISSANCE* (3.0 credits)

This course traces the history of the church of Jesus Christ from Pentecost (c. 30) through the fall of the Roman Empire to the concluding centuries of the Middle Ages and the Renaissance (c. 1400). Topics focus on the struggle of the church against heresy, persecution, domination by the state, and papal hierarchy. Students conduct an independent research project on the increasingly apparent need for Reformation during the Renaissance; how it actually happened and was resisted in one relevant European country; and what became of it during the 17th and 18th centuries of Rationalism and the Enlightenment.

EDU 105 CHURCH HISTORY 2: FROM RENAISSANCE TO REVOLUTION* (3.0 credits)

This course traces the history of the church of Jesus Christ from the Renaissance (c. 1400) through the ages of the Reformation and Enlightenment to the 18th-century revival and missionary movements (c. 1800). Reformation is followed by division as the church of Jesus Christ struggles to live by the word of God in an increasingly humanistic world climate leading up to the French Revolution. A divided Christian church begins to bring the gospel to the ends of the earth during the 17th and 18th centuries. Students conduct an independent study on an aspect of Church historical developments prior and connecting to the Renaissance. Topics could include the Development of Heresies and Creeds; Persecution and Growth; Church, State, and Investiture; Islam and the Crusades.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

EDU 106 CHURCH HISTORY 3: FROM REVOLUTION TO THE PRESENT INCLUDING DEVELOPMENTS IN NORTH AMERICA

(3.0 credits)

This course traces the history of Reformed churches in the Netherlands after c. 1800 and their North American “daughter” churches, with particular attention for the roots and ecclesiastical contacts of the Canadian Reformed Churches. It explores the origins of various other churches on the Atlantic seaboard in the 17th and 18th centuries, their establishment in Canada after the American Revolution, and their current presence and characteristics as “neighbourhood churches”. The course incorporates the pedagogy of teaching Church History.

EDU 107 CHURCH HISTORY 4: FROM PENTECOST TO THE 19TH CENTURY*

(3.0 credits)

This course traces the history of the Church of Jesus Christ with a European emphasis. The first part (Early Christian Church to the Middle Ages), focuses on the struggle of the Church against heresy, persecution, domination by the state, and papal hierarchy. The second part focuses on developments from the Renaissance (c. 1400) through the ages of Reformation and Enlightenment, to the 18th century revival and missionary movements (c. 1800).

NOTE: * Teacher candidates will complete one of these courses.

200. EDUCATION STUDIES

Education Studies consist of courses that help teacher candidates develop a biblically sound view of the nature and purpose of Reformed education by exposing them to philosophical and worldview perspectives that underlie education. Through the lens of a Reformed Christian worldview teacher candidates will critically examine various curriculum perspectives, conduct educational research and come to understand their role as teachers in the school and in the community.

EDU 201 FOUNDATIONS OF REFORMED EDUCATION

(3.0 credits)

This course examines the structure of a Reformed Christian school in which Biblical instruction across the entire curriculum is normative. Relationships between home, school, and church are explored, with a special emphasis on the home-school (parent-teacher) relationship in the teaching and learning setting of the classroom.

EDU 202 FOUNDATIONS OF CURRICULUM IN A CHRISTIAN CONTEXT

(3.0 credits)

An introduction to the elements and development of curriculum at various levels (from philosophical to practical units of study), and associated issues and tensions. Students examine a variety of curriculum orientations and how they are reflected in the Ontario curriculum and educational journals, and applied in secular and Christian textbooks/units of study. Applying the theory, students prepare a critique of a curriculum unit applicable to their P/J or J/I specialization.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

EDU 203 INTRODUCTION TO EDUCATIONAL RESEARCH (3.0 credits)

Given the significance of research in today's educational settings, this course introduces students to various research designs, methods, and approaches, and to the tenets of doing educational research responsibly. Students learn how to design, research, and report on an inquiry topic related to education in the elementary and/or secondary school setting. Students will select a topic that is relevant to their P/J or J/I specializations. With the guidance of a faculty advisor, they will experience how to access, interpret, evaluate and use educational research literature. Using a collegial and collaborative approach, they will collect and use data responsibly in conjunction with other information and knowledge. Students will be expected to share their research with faculty and fellow-students in a formal presentation setting. The evaluation of the final project will include a second reader selected from the faculty.

EDU 204 HISTORY OF EDUCATION (3.0 credits)

A historical survey of the purpose and practice of education in its social and political context from the Greek and Roman to Western civilization in general, with a focus on developments in Canada and specifically in Ontario from about 1800 to today. Along with attention for the relevance of each era for today, special emphasis is placed on the role of the parents, the state, and the church.

EDU 205 MATHEMATICS FOR ELEMENTARY TEACHERS (3.0 credits, optional)

This course is a survey of mathematical topics within The Ontario Curriculum Grades 1-8 Mathematics: P/J specialists (grades 1-6) and J/I specialists (grades 4-10). Problem solving and conceptual understanding will be an integral part of the course. Through practice, the course is intended to prepare teachers to teach mathematics in Christian elementary schools with confidence.

EDU 206 SCHOOLING, GOVERNMENT, AND SOCIETY (3.0 credits)

This course focuses on the legal and moral duties, rights, and responsibilities of teachers in the context of the Ontario College of Teachers document, *The Standards of Practice for the Teaching Profession* (OCT, 2016). Legislation, government policies and regulations regarding education in Ontario are reviewed in relation to the applicability to Reformed Christian schools. Issues of particular relevance to today's society will also be discussed in light of the teacher's role within a school setting.

300. STUDIES IN EDUCATIONAL PSYCHOLOGY

Studies in Educational Psychology consist of courses that focus on foundational theory and research on physical, cognitive, and psychosocial development. Attention will be paid to learning theories and assessment, diversity among learners, and provisions for students with special needs. A primary emphasis in these courses is the development of a sound understanding of the covenant child and his/her uniqueness as a creature of God in the context of Reformed Christian schooling.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

EDU 303 CHILD DEVELOPMENT

(3.0 credits)

This course presents a brief historical overview of the child and his/her place in culture, society, family, and school. The physical, cognitive, and psycho-social dimensions of child development are examined from the beginning of life at conception, and special attention is paid to the school-aged and adolescent youngster.

Throughout the course explicit connections will be made to learning and to current issues that affect schooling.

EDU 304 SPECIAL EDUCATION

(3.0 credits)

This course acquaints the students with a wide range of special needs children within a typical classroom setting in a Reformed Christian school. Suggestions for early detection, referral, and initial modification of programs and materials are presented. In addition, specific teaching approaches (e.g., differentiated instruction) and the role of the teacher in implementing IEPs will be introduced.

Topics such as anxiety and depression will receive special emphasis. Students will be expected to tailor their readings and assignments to reflect their P/J or J/I specialization.

EDU 305 LEARNING THEORIES AND ASSESSMENT

(3.0 credits)

The first part of the course provides an overview of behaviourist, cognitive, and constructivist theories of learning. Their relevance to the classroom setting are examined and evaluated from the Biblical perspective that every child is uniquely created by God.

The second part of the course examines the role of assessment for, as, and of learning as a vital component of the instructional process. The Ontario Ministry of Education *Growing Success* document forms a central resource for this course. Topics include traditional testing, the use of rubrics and authentic, performance-based, portfolio assessment, and differentiated instruction and assessment. Students are expected to apply the course assignments in a way that reflects their P/J or J/I specialization.

500. CULTURE, ETHICS, AND WORLDVIEW STUDIES

Culture, Ethics, and Worldview Studies consist of courses designed to help teacher candidates develop a discerning mind as Reformed Christian teachers living in the midst of an ever-changing culture. Through these courses, teacher candidates will apply Biblical norms and values to the study of literary works, ethics, worldview and apologetics, and standards of professional practice.

EDU 503 PERSPECTIVES ON LITERATURE

(3.0 credits)

This course introduces students to perspectives on literature from the classical, medieval, modern, and post-modern eras, and it invites students to develop their own perspective on literature in the light of Scripture and the Reformed confessions. As a seminar-style class, students take a leading role in the discussion of assigned readings throughout the course.

EDU 504 SURVEY OF CHILDREN'S LITERATURE

(3.0 credits)

This course is a survey of the literary genres found in children's books. Students will explore the role of children's literature as a reflection of culture throughout all times and places, including the challenges of critical literacy and censorship. The course is intended to broaden the teacher candidate's own knowledge of children's books across a wide range of age, interest, fiction/non-fiction categories with a focus on a P/J or J/I area of specialization. In addition to developing an extensive annotated bibliography of their own readings, students will familiarize themselves with the body of work of one particular author/illustrator of choice. Special attention will be paid to indigenous writings, and award-winning books (e.g., Canadian Children's Book Centre, Newbery, Caldecott). The use of trade books to structure and support a classroom language arts program will be emphasized throughout the course.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

EDU 506 FOUNDATIONS OF REFORMED IDENTITY: WORLDVIEW AND APOLOGETICS (3.0 credits)

Using a historical and chronological approach, the course presents a survey of main philosophical themes arising out of the history of Western thought. Students will seek to find answers to questions that are common among today's Christians in the Western world. Cognizant of their chosen vocation as future teachers, students will articulate a Christian worldview that will assist them in defending their faith in the context of society.

EDU 507 FOUNDATIONS OF REFORMED ETHICS AND STANDARDS OF PRACTICE (3.0 credits)

The norms of Scripture and the principles derived from the Ten Commandments will be applied to ethical issues in society and education. Special attention will be given to *The Ethical Standards for the Teaching Profession* (OCT, 2016) and their implications for professional practice in Reformed Christian schools. One module focuses on Christian intellectual character development for teacher candidates and the application in a P/J or J/I classroom setting.

CURRICULUM AND INSTRUCTION

Curriculum and Instruction courses prepare teacher candidates with knowledge and understanding of content, skills, and pedagogies needed to thoughtfully plan, teach, and assess learning at the P/J or J/I levels in Reformed Christian schools. Teacher candidates will actively engage with the Ontario Ministry of Education Curriculum and other relevant documents. Curriculum and Instruction comprises two sub-groups: Curriculum Studies and Teaching Studies.

400. CURRICULUM STUDIES

Curriculum Studies consist of courses that provide teacher candidates with subject-specific content and pedagogical knowledge specific to such content. These courses equip teacher candidates with background knowledge and an understanding of the nature and purpose of the various disciplines in the elementary and/or secondary school curriculum. Teacher candidates will be equipped with skills for planning, teaching, and assessment in the context of specific disciplines. Curriculum Studies courses are linked to the expectations outlined in Ontario Ministry of Education curriculum documents, and reflect the applications to Reformed Christian schools.

EDU 402 FRENCH AS A SECOND LANGUAGE (3.0 credits)

The focus is two-fold: Improving one's own French language skills, and becoming a responsible, competent, and creative French language teacher with P/J or J/I applications to elementary schools. Through a variety of activities, students will practice listening, speaking, reading, and writing French in the context of French culture studies. Assignments and activities are designed to provide students with ideas and activities for future classroom applications.

EDU 404 LANGUAGE ARTS: READING (3.0 credits)

This course is an introduction to the teaching of language arts in the elementary school. It examines connections among the six language arts: reading, listening, speaking, representing, viewing, and writing. Although the emphasis is on the reading component, students will be equipped to prepare a well-balanced language arts program for their future classrooms. Theoretical issues as well as practical classroom applications (e.g., programming, planning, methodology, resources, assessment, etc.) are examined.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

EDU 405 LANGUAGE ARTS: WRITING

(3.0 credits)

This course focuses on teaching elementary school children to write effectively in a variety of genres. Building on the connection between writing and reading, this course introduces students to the traits of good writing and the process of writing. Students will also be introduced to frameworks used in elementary schools for teaching the language arts (e.g., Four Blocks, 6+1 Traits of Writing). This course has a dual focus: the development of students' own writing and the teaching of writing across the various age levels of the elementary school. Students are shown how to design teaching activities as well as checklists and rubrics that help the teacher assess not only the content and form of students' writing, but also how well children use the process of writing.

EDU 407 MATHEMATICS

(3.0 credits)

Introduction to the content and teaching methodology of mathematics in Christian elementary schools. Historical and theoretical underpinnings of mathematics education (e.g., constructivism, conceptual/procedural understanding) are explored in the context of teaching and learning mathematics. Students will become acquainted with *The Ontario Curriculum, Grades 1-8, Grades 9 and 10 Mathematics: P/J specialists (grades 1-6); J/I specialists (grades 4-10)*. Students will also consider the place of various mathematics programs (e.g., *JUMP, Saxon, Math Makes Sense*, etc.) in the development of a lesson plan for an elementary mathematics lesson.

EDU 409 PHYSICAL EDUCATION AND HEALTH

(3.0 credits)

This course is an introduction to the teaching of physical education in the context of a Biblical orientation to the subject content, theory, and practice. Movement concept and skill, physical fitness, personal health and wellness, skill mechanics, activity/games skill development, and positive social skills development form the core of the course. Instructional effectiveness, lesson planning and delivery, long-term organization and evaluation, and structuring student participation are also included. The P/J and J/I specializations will be addressed using the *Ontario Curriculum Grades 1-8 Health and Physical Education*.

EDU 410 SCIENCE AND TECHNOLOGY

(3.0 credits)

Introduction to the content and teaching methodology of science in Christian elementary schools. Historical and theoretical underpinnings of science education (e.g., constructivism, conceptual understanding, inquiry method) are explored in the context of teaching and learning science. Students will become acquainted with the *Ontario Curriculum Grades 1-8 Science and Technology, Grades 9 and 10 Science: P/J specialists (grades 1-6); J/I specialists (grades 4-10)*.

EDU 411 SOCIAL STUDIES: HISTORY AND GEOGRAPHY

(3.0 credits)

This course provides an in-depth examination of the purpose, content, teaching/learning, and assessment of Social Studies/History and Geography in the elementary and middle school from a Biblical perspective. P/J and J/I specializations will be addressed through the application of the Ontario Curriculum. Special attention will be given to writing a position paper about a current topic and to developing a unit based on a historical novel.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

EDU 413 THE ARTS: MUSIC AND VISUAL ARTS (3.0 credits)

This course consists of two modules: One dealing with music in which the place of music in today's Reformed Christian classroom is explored, with an emphasis on developing the student's skills in learning and teaching music at P/J and J/I. Music theory and music history are reviewed, and teaching strategies based on the Kodaly and Orff methods are introduced. Practice in leading singing and in playing the recorder is provided.

The second module acquaints students with the language of art, explores art in its variety of forms, and investigates a wide variety of materials and equipment. This course aims to equip teacher candidates with the knowledge and skills to teach P/J and J/I art with confidence and imagination, fostering in their students a greater appreciation for the aesthetic dimensions of God's creation.

600. TEACHING STUDIES: TEACHING AT THE P/J AND J/I DIVISIONS

Teaching Studies consist of courses informed by educational theory to help teacher candidates develop skills for effective classroom practice at the P/J or J/I level. Beginning with an introduction to teaching and initial practicum preparation, the courses develop readiness for induction into the teaching profession through a focus on skills such as classroom management, narration as a teaching methodology, differentiated instruction, lesson planning, use of technology, and unit design.

EDU 607 TEACHING STUDIES 1: INTRODUCTION TO TEACHING; CLASSROOM MANAGEMENT (3.0 credits)

This course focuses on lesson planning, essential presentation skills, classroom management, and preparation for practicum placement. Students are given opportunity to develop skills in narration particularly as it applies to the teaching of Bible. Students are expected to focus on readings and assignments in keeping with their P/J or J/I specialization.

EDU 608 TEACHING STUDIES 2: TECHNOLOGY IN THE CLASSROOM (3.0 credits)

With a view to their P/J or J/I specializations, students will examine the place of information and communication technology in teaching and learning. This includes the theoretical elements (a Biblical worldview in relation to technology, current research, and a critical review of how we manage the impact technology has on our lives) as well as practical applications. The emphasis will be both on teaching and on learning with technology. Students will be expected to apply their learning by developing a technology guided lesson as well as a professional (e)portfolio.

EDU 609 TEACHING STUDIES 3: PLANNING FOR INSTRUCTION; DIFFERENTIATED INSTRUCTION (3.0 credits)

With specific references to their P/J or J/I specialization, students will apply the Understanding by Design model to all aspects of unit planning and delivery. Included in this course is an in-depth review of the application of differentiated instruction as an effective means of reaching all learners in a Reformed Christian school.

7. PROGRAM OVERVIEW: DIPLOMA OF EDUCATION

EDU 610 TEACHING STUDIES 4: INDUCTION INTO THE TEACHING PROFESSION (3.0 credits)

In this culminating course, students will examine the professional qualities and characteristics necessary to become a successful P/J or J/I teacher. Topics include reporting student progress and parent-teacher conferences, a review of the application and appointment process, contracts and salary schedules, handbooks and policies, short- and long-term planning, and preparing to enter the teaching profession in a Reformed Christian school.

PRACTICUM

700. FIELD EXPERIENCE: PRACTICA

The practicum experience is designed to provide teacher candidates the opportunity to put theory into practice. During classroom placements, teacher candidates will observe and practise teaching, while developing their lesson planning, lesson delivery, and assessment skills. Practicum placements within their area of specialization (P/J or J/I) also allow teacher candidates to acquire the skills to work with colleagues, develop their understanding of students, and respond to a wide range of student needs. With a minimum of 90 days in the classroom, teacher candidates are required to demonstrate narrative reflective practice and self-assessment by providing a practicum portfolio of artifacts (including a logbook) as evidence of their learning in key areas.

DIPLOMA OF EDUCATION PRACTICA

EDU 707 Practicum 1	4 weeks
EDU 708 Practicum 2	5 weeks
EDU 709 Practicum 3	4 weeks
EDU 710 Practicum 4	5 weeks
Total field experience	18 weeks

PROFESSIONAL PORTFOLIO

800. PROFESSIONAL PORTFOLIO

Students are required to develop a professional (e)portfolio during their studies at CCRTC. The portfolio is intended to reflect the narrative of the teacher candidate's personal and professional growth and development. Components of the portfolio have been incorporated into various courses in both programs. In their final year at CCRTC, students complete their portfolios in preparation for the application, interview, and hiring process. A professional portfolio should contain: a cover letter, a résumé, statements of Reformed education and faith, summaries of practicum experiences and learning, and examples of work as teachers-to-be (e.g., unit plan, position paper).

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

DOMAIN:

COURSES:

Foundational Studies

DT 101 Bible Study: Survey of Old and New Testament 1
DT 102 Bible Study: Survey of Old and New Testament 2
DT 103 Biblical History and Reformed Doctrine
DT 104 Church History 1: From Pentecost to the Renaissance
DT 105 Church History 2: From Renaissance to Revolution
DT 106 Church History 3: From Revolution to the Present
DT 201 Foundations of Reformed Education
DT 202 Foundations of Curriculum in a Christian Context
DT 203 Introduction to Educational Research
DT 204 History of Education
DT 205 Mathematics for Elementary Teachers
DT 206 Schooling, Government, and Society
DT 301 Learning Theories
DT 302 Assessment
DT 303 Child Development
DT 304 Special Education
DT 501 Survey of English Literature 1: Anglo-Saxon to Neo-Classical
DT 502 Survey of English Literature 2: Romantic to Postmodern
DT 503 Perspectives on Literature
DT 504 Survey of Children's Literature
DT 507 Foundations of Reformed Ethics and
Standards of Practice

Curriculum and Instruction

DT 401 The Arts: Visual Arts
DT 402 French as a Second Language 1
DT 403 French as a Second Language 2
DT 404 Language Arts: Reading
DT 405 Language Arts: Writing
DT 407 Mathematics
DT 408 The Arts: Music
DT 409 Physical Education and Health
DT 410 Science and Technology
DT 411 Social Studies: History and Geography
DT 601 Teaching Studies 1: Introduction to Teaching;
Academic Writing
DT 602 Teaching Studies 2: Technology in the Classroom
DT 603 Teaching Studies 3: Teaching for Understanding;
Classroom Management
DT 604 Teaching Studies 4: Teaching Strategies; Narration
as Methodology
DT 605 Teaching Studies 5: Planning for Instruction;
Differentiated Instruction
DT 606 Teaching Studies 6: Induction into the Teaching Profession

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

DOMAIN:

COURSES:

Practicum

DT 701 Field Experience: Practicum 1 [3 weeks]
 DT 702 Field Experience: Practicum 2 [4 weeks]
 DT 703 Field Experience: Practicum 3 [3 weeks]
 DT 704 Field Experience: Practicum 4 [4 weeks]
 DT 705 Field Experience: Practicum 5 [4 weeks]
 DT 706 Field Experience: Practicum 6 [5 weeks]

115 days of practicum placements in the three-year program.

Professional Portfolios

See: DT 602 Teaching Studies 2: Developing a Professional (e)Portfolio

Theme-based Studies

DT 900 Series: Special Focus Topics

8.1 COURSE CREDITS AND CODES

Courses have a value of three credits and are typically one semester in duration at three hours of contact time per week.

The prefix DT refers to courses leading to the Diploma of Teaching. All courses are identified by a 3-digit number (e.g., 307). The first digit indicates the course group to which a course belongs:

FOUNDATIONAL STUDIES

100.
200.
300.
500.

RELIGIOUS STUDIES

EDUCATION STUDIES

STUDIES IN EDUCATIONAL PSYCHOLOGY

CULTURE, ETHICS, AND WORLDVIEW STUDIES

CURRICULUM AND INSTRUCTION

400.
600.

CURRICULUM STUDIES

TEACHING STUDIES

PRACTICUM

700.

FIELD EXPERIENCE: PRACTICUM

PROFESSIONAL PORTFOLIO

800.

PROFESSIONAL PORTFOLIO

THEME-BASED STUDIES

900.

SPECIAL FOCUS TOPICS

The second and third digits refer to the number of a course within a course group (e.g., 105 is the fifth course offered in the Religious Studies group).

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

8.2 COURSE DESCRIPTIONS: DIPLOMA OF TEACHING

FOUNDATIONAL STUDIES

Foundational Studies consist of courses that prepare teacher candidates with foundational religious/philosophical/theoretical and cultural/social/political-context understandings needed to teach in a Reformed Christian school. While links will inevitably be made with classroom practice and realities of the world in which we live, the emphasis is on developing thoughtful understanding, knowledge, skills, and commitment that will serve as the teacher candidate's critical basis for and outlook on Reformed Christian education. Foundational Studies comprises four sub-groups: Religious Studies, Education Studies, Educational Psychology, and Culture, Ethics, and Worldview.

100. RELIGIOUS STUDIES

Religious Studies consist of courses designed to help teacher candidates cultivate foundational and thoughtful understanding of the content and message of the Bible, as well as the history of the Christian Church from Pentecost to today.

DT 101 BIBLE STUDY: SURVEY OF OLD AND NEW TESTAMENT 1 (3.0 credits)

This course will survey the main contents of Biblical History from Genesis 1 to the Captivity of Judah. This period also includes the Wisdom Literature and the most of the Old Testament Prophets. The course will identify thematic lines that run through this part of Biblical history. An outline of each narrative Bible books will be presented, as well as the main themes in each of these books. The aim of the course is to help teacher candidates in their preparation for teaching Biblical history by looking at the main themes and lines in the history of redemption. This will expose them to a thematic lesson planning approach. Students are required to make presentations on topics connected to the customs and ceremonies of the Old Testament

as well as to the world of the Old Testament. Choices for these presentations will reflect the P/J or J/I teaching focus.

DT 102 BIBLE STUDY: SURVEY OF OLD AND NEW TESTAMENT 2 (3.0 credits)

This course will survey the main contents of Biblical history from the captivity of Judah to the end of Acts. This includes the time between the Old and New Testament and the New Testament Letters. The course will identify thematic lines that run through this part of Biblical history. An outline of each narrative Bible books will be presented, as well as the main themes in each of these books. The aim of the course is to help teacher candidates in their preparation for teaching Biblical history by looking at the main themes and lines in the history of redemption. This will expose them to a thematic lesson planning approach. Students are required to make presentations on topics connected to the time between the Testaments and the Gospels. Choices for these presentations will reflect the P/J or J/I teaching focus.

DT 103 BIBLICAL HISTORY AND REFORMED DOCTRINE (3.0 credits)

The teaching of Biblical History is to be done within the framework of the Reformed confessions. This perspective explains the two components of the course: Reformed Doctrine and Narration of Biblical History. This course builds on the other Bible courses (DT 101; DT 102).

Part 1 • Reformed Doctrine: Survey of Reformed and Presbyterian Confessions

This part of the course works within the context of the historical developments in the Reformed Christian churches hailing from the 16th Century Reformation. As such, the course deals with all the topics of Reformed doctrine by examining the Scriptural basis for each doctrine, and by studying the expressions

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

and terms used in Scripture and confessions. Throughout the course, connections will be made to doctrinal issues in church history and to current doctrinal issues. Where applicable, direct links to classroom practice will be made. The connection between doctrine and life, as well as between doctrine and personal faith will receive attention.

Part 2 • Narration of Biblical History

The purpose of this part of the course is to equip the student with the knowledge and skills necessary to prepare for teaching Biblical history, and in particular the narration of it. Teacher candidates will work with the main themes of the history of redemption and apply these to their P/J or J/I teaching focus. They will become acquainted with different approaches to working with the narratives of the Bible. The CARE templates will be used as the model for preparing Bible lessons. Although the emphasis of the course is on working properly with the material necessary for narration, the course will also pay attention to teaching Biblical History in different non-narration formats for the J/I level. The link with the Reformed confessions will be emphasized.

DT 104 CHURCH HISTORY 1: FROM PENTECOST TO THE RENAISSANCE (3.0 credits)

This course traces the history of the church of Jesus Christ from Pentecost (c. A.D. 30) through the fall of the Roman Empire to the concluding centuries of the Middle Ages (c. 1400). Topics focus on the struggle of the church against heresy, persecution, domination by the state, and papal hierarchy.

DT 105 CHURCH HISTORY 2: FROM RENAISSANCE TO REVOLUTION (3.0 credits)

This course traces the history of the church of Jesus Christ from the Renaissance (c. 1400) through the ages of Reformation and Enlightenment to the 18th century revival and missionary movements (c. 1800). Reformation is followed by division as the church of Jesus

Christ struggles to live by the Word of God in an increasingly humanistic world climate. A divided Christian church begins to bring the gospel to the ends of the earth during the 17th and 18th centuries.

DT 106 CHURCH HISTORY 3: FROM REVOLUTION TO THE PRESENT INCLUDING DEVELOPMENTS IN NORTH AMERICA (3.0 credits)

This course traces the history of Reformed churches in the Netherlands after ca.1800 and their North American “daughter” churches, with particular attention for the roots and ecclesiastical contacts of the Canadian Reformed Churches. It explores the origins of various other churches on the Atlantic seaboard in the 17th and 18th centuries, their establishment in Canada after the American Revolution, and their current presence and characteristics as “neighbourhood churches”. The course incorporates the pedagogy of teaching Church History.

200. EDUCATION STUDIES

Education Studies consist of courses that help teacher candidates develop a biblically sound view of the nature and purpose of Reformed education by exposing them to philosophical and worldview perspectives that underlie education. Through the lens of a Reformed Christian worldview teacher candidates will critically examine various curriculum perspectives, conduct educational research and come to understand their role as teachers in the school and in the community.

DT 201 FOUNDATIONS OF REFORMED EDUCATION (3.0 credits)

This course examines the structure of a Reformed Christian school in which biblical instruction across the entire curriculum is normative. Relationships between home, school, and church are explored, with a special emphasis on the home-school (parent-teacher)

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

relationship in the teaching and learning setting of the classroom. The course includes topics such as school governance and government relations.

DT 202 FOUNDATIONS OF CURRICULUM IN A CHRISTIAN CONTEXT (3.0 credits)

An introduction to the elements and development of curriculum at various levels (from philosophical to practical units of study), and associated issues and tensions. Students examine a variety of curriculum orientations and how they are reflected in the Ontario curriculum and educational journals, and applied in secular and Christian textbooks/units of study. Applying the theory, students prepare a critique of a curriculum unit.

DT 203 INTRODUCTION TO EDUCATIONAL RESEARCH (3.0 credits)

Given the significance of research in today's educational settings, this course introduces students to various research designs, methods, and approaches, and to the tenets of doing educational research responsibly. Students learn how to design, research, and report on an inquiry topic related to education in the elementary and/or secondary school setting. Students will select a topic that is relevant to their P/J or J/I specializations. With the guidance of a faculty advisor, they will experience how to access, interpret, evaluate and use educational research literature. Using a collegial and collaborative approach, they will collect and use data responsibly in conjunction with other information and knowledge. Students will be expected to share their research with faculty and fellow-students in a formal presentation setting. The evaluation of the final project will include a second reader selected from the faculty.

DT 204 HISTORY OF EDUCATION (3.0 credits)

A historical survey of the purpose and practice of education in its social and political context from the Greek and Roman to Western civilization in general, with a focus on developments in Canada and specifically in Ontario from about 1800 to today. Along with attention for the relevance of each era for today, special emphasis is placed on the role of the parents, the state, and the church.

DT 205 MATHEMATICS FOR ELEMENTARY TEACHERS (3.0 credits)

This course is a survey of mathematical topics within the *Ontario Curriculum Grades 1-8 Mathematics* and taught in Christian elementary schools. Problem solving and conceptual understanding will be an integral part of the course. Through practice, the course is intended to prepare teachers to teach elementary school mathematics with confidence.

DT 206 SCHOOLING, GOVERNMENT, AND SOCIETY (3.0 credits)

This course focuses on the legal and moral duties, rights, and responsibilities of teachers in the context of the Ontario College of Teachers document, *The Standards of Practice for the Teaching Profession* (OCT, 2016). Legislation, government policies and regulations regarding education in Ontario are reviewed in relation to the applicability to Reformed Christian schools. Issues of particular relevance to today's society will also be discussed in light of the teacher's role within a school setting.

300. STUDIES IN EDUCATIONAL PSYCHOLOGY

Studies in Educational Psychology consist of courses that focus on foundational theory and research on physical, cognitive, and psychosocial development. Attention will be paid to learning theories and assessment, diversity among learners, and provisions for students with special needs. A primary emphasis in

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

these courses is the development of a sound understanding of the covenant child and his/her uniqueness as a creature of God in the context of Reformed Christian schooling.

DT 301 LEARNING THEORIES

(3.0 credits)

After a brief introduction to educational psychology, behaviourist, cognitive, and constructivist theories of learning and their application to the classroom setting are examined and evaluated from the Biblical perspective that every child is a unique creature of God. The work of theorists such as Pavlov, Skinner, Piaget, Bruner, Vygotsky and others will be introduced.

DT 302 ASSESSMENT

(3.0 credits)

This course introduces students to assessment in education. It is based on the premise that the assessment for, as, and of learning is a vital component of the instructional process and that the primary purpose is the improvement of learning. Topics include traditional and authentic assessment, use of rubrics, differentiated instruction and assessment, and portfolio assessment. This course includes a detailed study of the Ontario Ministry of Education document *Growing Success*.

DT 303 CHILD DEVELOPMENT

(3.0 credits)

This course presents a brief historical overview of the child and his/her place in culture, society, family, and school. The physical, cognitive, and psycho-social dimensions of child development are examined from the beginning of life at conception, and special attention is paid to the school-aged and adolescent youngster.

Throughout the course explicit connections will be made to learning and to current issues that affect schooling.

DT 304 SPECIAL EDUCATION

(3.0 credits)

This course acquaints students with a wide range of special needs children within a typical classroom setting in a Reformed Christian school.

Suggestions for early detection, referral, and initial modification of programs and materials are presented. In addition, specific teaching approaches (e.g., differentiated instruction) and the role of the teacher in implementing IEPs will be introduced.

Topics such as anxiety and depression will receive special emphasis. Students will be expected to tailor their readings and assignments to reflect their teaching interests.

500. CULTURE, ETHICS, AND WORLDVIEW STUDIES

Culture, Ethics, and Worldview Studies consist of courses designed to help teacher candidates develop a discerning mind as Reformed Christian teachers living in the midst of an ever-changing culture. Through these courses, teacher candidates will apply Biblical norms and values to the study of literary works, ethics, worldview and apologetics, and standards of professional practice.

SURVEY OF ENGLISH LITERATURE

A two-year chronological survey of British literature, this course explores major themes in the history of literature, especially as these themes reflect man's relationship with his God, his tations, and written assignments, students will learn to articulate clearly and persuasively their responses to literature. Some attention will be paid to the writing of academic essays.

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

DT 501 ANGLO-SAXON TO NEO-CLASSICAL (3.0 credits)

An examination of seminal works over the period, including a major work by Shakespeare, with some emphasis on historical and cultural contexts as a means to better understanding individual texts and the development of English literature overall. Students will develop their academic writing and research skills.

DT 502 ROMANTIC TO POSTMODERN (3.0 credits)

A study of poetic, dramatic and prose forms from a wide range of historical periods and social contexts. Through textual analysis and close reading, this course acquaints students with the characteristic techniques and styles of influential writers and movements within English literature. Students will continue to advance their abilities in essay writing and assessing secondary sources.

DT 503 PERSPECTIVES ON LITERATURE (3.0 credits)

This course explores the connections between philosophy and theories of reading in the classical, medieval, modern and post-modern eras. The approaches to literature in these four major phases in the history of ideas will be related to major paradigms of thought in order to examine how people's foundational beliefs shape their perspective on literature. We will illustrate the perspectives offered by the philosophies in the theoretical writings with representative selections of literature, art and music.

DT 504 SURVEY OF CHILDREN'S LITERATURE (3.0 credits)

This course is a survey of the literary genres found in children's books. Students will explore the role of children's literature as a reflection of culture throughout all times and places, including the challenges of critical literacy and censorship. The course is intended to broaden the teacher candidate's own knowledge of children's books across a wide range of age,

interest, fiction/non-fiction categories with a focus on a P/J or J/I area of specialization. In addition to developing an extensive annotated bibliography of their own readings, students will familiarize themselves with the body of work of one particular author/illustrator of choice. Special attention will be paid to indigenous writings, and award-winning books (e.g., Canadian Children's Book Centre, Newbery, Caldecott). The use of trade books to structure and support a classroom language arts program will be emphasized throughout the course.

DT 507 FOUNDATIONS OF REFORMED ETHICS AND STANDARDS OF PRACTICE (3.0 credits)

The norms of Scripture and the principles derived from the Ten Commandments will be applied to ethical issues in society and education. Special attention will be given to *The Ethical Standards for the Teaching Profession* (OCT, 2016) and their implications for professional practice in Reformed Christian schools. One module focuses on Christian intellectual character development for teacher candidates and the application in a P/J or J/I classroom setting.

CURRICULUM AND INSTRUCTION

Curriculum Studies consist of courses that provide teacher candidates with subject-specific content and pedagogical knowledge specific to such content. These courses equip teacher candidates with background knowledge and an understanding of the nature and purpose of the various disciplines in the elementary and/or secondary school curriculum. Teacher candidates will be equipped with skills for planning, teaching, and assessment in the context of specific disciplines. Curriculum Studies courses are linked to the expectations outlined in Ontario Ministry of Education curriculum documents, and reflect the applications to Reformed Christian schools.

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

400. CURRICULUM METHODS STUDIES

Curriculum Studies consist of courses that provide teacher candidates with subject-specific content and pedagogical knowledge specific to such content. These courses equip teacher candidates with background knowledge and an understanding of the nature and purpose of the various disciplines in the elementary and/or secondary school curriculum. Teacher candidates will be equipped with skills for planning, teaching, and assessment in the context of specific disciplines. Curriculum Studies courses are linked to the expectations outlined in Ontario Ministry of Education curriculum documents, and reflect the applications to Reformed Christian schools.

DT 401 THE ARTS: VISUAL ARTS

(3.0 credits)

This course acquaints students with the language of art, explores art in its variety of forms, and investigates a wide variety of materials and equipment. This course aims to equip teacher candidates with the knowledge and skills to teach art with confidence and imagination, fostering in their students a greater appreciation for the aesthetic dimensions of God's creation.

DT 402 FRENCH AS A SECOND LANGUAGE 1

(3.0 credits)

DT 403 FRENCH AS A SECOND LANGUAGE 2

(3.0 credits)

Both courses focus on improving the student's own French language skills. Student achievement upon entrance to either course will determine whether a student takes a course at a general or advanced level. Both courses also promote student growth and development in becoming responsible, competent, and creative French language teachers for elementary schools. Through a variety of activities, students will practise listening, speaking, reading, and writing French in the context of French

culture studies. Assignments and activities are designed to provide students with ideas and activities for their future classrooms.

DT 404 LANGUAGE ARTS: READING

(3.0 credits)

This course is an introduction to the teaching of language arts in the elementary school. It examines connections among the six language arts: reading, listening, speaking, representing, viewing, and writing. Although the emphasis is on the reading component, students will be equipped to prepare a well-balanced language arts program for their future classrooms. Theoretical issues as well as practical classroom applications (e.g., programming, planning, methodology, resources, assessment, etc.) are examined.

DT 405 LANGUAGE ARTS: WRITING

(3.0 credits)

This course focuses on teaching elementary school children to write effectively in a variety of genres. Building on the connection between writing and reading, this course introduces students to the traits of good writing and the process of writing. Students will also be introduced to frameworks used in elementary schools for teaching the language arts (e.g., *Four Blocks*, *6+1 Traits of Writing*). This course has a dual focus: the development of students' own writing and the teaching of writing across the various age levels of the elementary school. Students are shown how to design teaching activities as well as checklists and rubrics that help the teacher assess not only the content and form of students' writing, but also how well children use the process of writing.

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

DT 407 MATHEMATICS

(3.0 credits)

Introduction to the content and teaching methodology of mathematics in Christian elementary schools. Historical and theoretical underpinnings of mathematics education (e.g., constructivism, conceptual/procedural understanding) are explored in the context of teaching and learning mathematics. Students will become acquainted with *The Ontario Curriculum, Grades 1-8: Mathematics, 2005* through a thorough introduction to the five strands of the mathematics curriculum. Students will also consider the place of various mathematics programs (e.g., *JUMP*, *Saxon*, *Math Makes Sense*, etc.) in the development of a lesson plan for an elementary mathematics lesson.

DT 408 THE ARTS: MUSIC

(3.0 credits)

This course explores the place of music in today's Christian classroom with an emphasis on developing the students' own skills in learning and teaching music at the elementary level. Music theory and music history are reviewed, and teaching strategies based on the Kodaly and Orff methods are introduced. Practice in leading singing and in playing the recorder is provided.

DT 409 PHYSICAL EDUCATION AND HEALTH

(3.0 credits)

This course is an introduction to the teaching of physical education in the context of a biblical orientation to the subject content, theory, and practice. Movement concept and skill, physical fitness, personal health and wellness, skill mechanics, activity/games skill development, and positive social skills development form the core of the course. Instructional effectiveness, lesson planning and delivery, long-term organization and evaluation, and structuring student participation are also included.

DT 410 SCIENCE AND TECHNOLOGY

(3.0 credits)

Introduction to the content and teaching methodology of science in Christian elementary schools. Historical and theoretical underpinnings of science education (e.g., constructivism, conceptual understanding, inquiry method) are explored in the context of teaching and learning science. Students will become acquainted with the *Ontario Curriculum Grades 1-8 Science and Technology*.

DT 411 SOCIAL STUDIES: HISTORY AND GEOGRAPHY

(3.0 credits)

This course examines the purpose, content, teaching/learning, and assessment of Social Studies/History and Geography in the elementary and middle school (K-8) from a Biblical perspective with special reference to the Ontario curriculum. Current events, Canadian icons, and indigenous awareness receive special attention.

600. TEACHING STUDIES

Teaching Studies consist of courses informed by educational theory to help teacher candidates develop skills for effective classroom practice. Beginning with an introduction to teaching and initial practicum preparation, the courses develop readiness for induction into the teaching profession through a focus on skills such as classroom management, narration as a teaching methodology, differentiated instruction, lesson planning, use of technology, and unit design.

DT 601 TEACHING STUDIES 1: INTRODUCTION TO TEACHING; ACADEMIC WRITING

(3.0 credits)

The focus of this course is on lesson planning, essential presentation skills, introduction to curriculum, and preparation for practicum placement. Students are given the opportunity to develop skills in narration particularly as it applies to the teaching of Bible.

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

DT 602 TEACHING STUDIES 2: TECHNOLOGY IN THE CLASSROOM

(3.0 credits)

Students will examine the place of information and communication technology in teaching and learning. This includes the theoretical elements (e.g., a Biblical worldview in relation to technology, current research, and a critical review of how we manage the impact technology has on our lives) as well as practical applications. The emphasis will be both on teaching and on learning with technology. Students will be expected to apply their learning by developing a technology-guided lesson as well as a professional (e)portfolio.

DT 603 TEACHING STUDIES 3: TEACHING FOR UNDERSTANDING; CLASSROOM MANAGEMENT

(3.0 credits)

The major focus of this course is on developing student understanding. Teacher candidates will be introduced to the six facets of understanding (Wiggins & McTighe, 2005) along with nine instructional strategies (Dean et al., 2012) that aim to develop student understanding. The last module in the course will provide an introduction to classroom management and discipline. Students will craft a classroom management plan that will be included in their professional portfolio.

DT 604 TEACHING STUDIES 4: TEACHING STRATEGIES; NARRATION AS METHODOLOGY

(3.0 credits)

This course develops a theoretical foundation for narration as methodology. Its practical application builds planning and delivery skills and confidence for narration as a teaching strategy across the curriculum. Other teaching methods and strategies will be reviewed also.

DT 605 TEACHING STUDIES 5: PLANNING FOR INSTRUCTION; DIFFERENTIATED INSTRUCTION

(3.0 credits)

With specific references to their P/J or J/I specialization, students will apply the Understanding by Design model to all aspects of unit planning and delivery. Included in this course is an in-depth review of the application of differentiated instruction as an effective means of reaching all learners in a Reformed Christian school.

DT 606 TEACHING STUDIES 6: INDUCTION INTO THE TEACHING PROFESSION

(3.0 credits)

In this culminating course, students will examine the professional qualities and characteristics necessary to become a successful teacher. Topics include reporting student progress and parent-teacher conferences, a review of the application and appointment process, contracts and salary schedules, handbooks and policies, short- and long-term planning, and preparing to enter the teaching profession in a Reformed Christian school.

PRACTICUM

700. FIELD EXPERIENCE: PRACTICA

The practicum experience is designed to provide teacher candidates the opportunity to put theory into practice. During classroom placements, teacher candidates will observe and practise teaching, while developing their lesson planning, lesson delivery, and assessment skills. Practicum placements within their area of specialization also allow teacher candidates to acquire the skills to work with colleagues, develop their understanding of students, and respond to a wide range of student needs. With a minimum of 90 days in the classroom, teacher candidates are required

8. PROGRAM OVERVIEW: DIPLOMA OF TEACHING

to demonstrate narrative reflective practice and self-assessment by providing a practicum portfolio of artifacts (including a logbook) as evidence of their learning in key areas.

DIPLOMA OF TEACHING PRACTICA

DT 701	Practicum 1	3 weeks
DT 702	Practicum 2	4 weeks
DT 703	Practicum 3	3 weeks
DT 704	Practicum 4	4 weeks
DT 705	Practicum 5	4 weeks
DT 706	Practicum 6	5 weeks
Total Field Experience		23 weeks

PROFESSIONAL PORTFOLIO

800. PROFESSIONAL PORTFOLIO

Teacher candidates are required to develop a professional e-portfolio that reflects the narrative of the teacher candidate's personal and professional growth and development. Components of the portfolio are incorporated into several courses in the program. In their final year at CCRTC, teacher candidates complete their portfolios in preparation for the application, interview, and hiring process. A professional portfolio should contain items such as: A cover letter, a résumé, statements of Reformed Christian education and faith, and summaries of practicum experiences and learning.

THEME-BASED STUDIES

900. SPECIAL FOCUS TOPICS

During the Winter Semester, teacher candidates in the first and second year of the Diploma of Teaching program participate in a week long exploration of a thematic topic. The intent of these theme weeks is to broaden and deepen the personal knowledge of teacher candidates. Participation is reflected as a pass/fail on the transcript. Theme week topics include multiculturalism, poverty in the city, persons living with special needs, holocaust studies, foreign mission, and indigenous studies.



Covenant

CANADIAN REFORMED TEACHERS COLLEGE

410 Crerar Drive, Hamilton ON L9A 5K3

covenantteacherscollege.com

covenant@covenantteacherscollege.com

905.385.0634