



McGill

Faculty of Education
McGill University
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MELS Special Student Registration: Please read this information carefully. It will answer many of your questions.

To study at the Faculty of Education, as a special student (referred by MELS), you must send the following documents to [Student Affairs Office](#) or by Fax: (514) 398-4679. If you are sending a fax please include your email and/or telephone number.

- A copy of the letter sent to you by the Ministère de l'Éducation (MELS)
- A copy of your temporary permit.
- Second Language (TESL), MATH and Science students should include a transcript as certain courses require prerequisites that you may already have taken.

A **language proficiency exam** must be taken for those teachers with a permit in Teaching English as a Second Language (TESL) before registering for any Second Language courses (EDSL courses). The exam has three components: oral, written and grammar. The language requirement tests are given in the Spring and Summer. There is a fee of \$30.00 payable by certified cheque or money order. The language testing dates are the following:

- April 14th
- May 17th
- June 21st
- Aug. 18th

Please contact [Alina Broccoli](#) to register for the test.

If you do not pass the language test you may try again the following year. Consider taking some preparation courses offered through Continuing Education. Below are suggested courses:

CEAP 250 Research essay and rhetoric
CESL courses

To Register as a 'Special Student' for Required courses outlined by MELS

On page 3, you will find a list of required courses according to your teaching subject. In order to find out when the courses are offered please consult [Minerva Course schedule](#):

Once you have determined which courses you would like to take please complete and send by email or fax, the [MELS Student Request Form](#). In most cases, you will not be able to register for your course until you receive appropriate department approval. Permission is granted for each course prior to the start of every term and is valid for that one term only. You must bring your permission form with you at the time of registration. **Note that permission DOES NOT guarantee that you will be registered in the course. Registration is determined by available space.**

Once you have been granted permission to register for a course, first time students must call (514) 398-2900 the School of Continuing Studies (SCS) to make a registration appointment and to obtain a McGill Student ID number. You will be considered a SCS Special Student (School of Continuing Studies). School of Continuing Studies students remain active students for 3

consecutive terms after the initial in person registration (consequently you will be able to register on Minerva for additional courses for three consecutive semesters following your in-person registration).

**For more information on registration dates please contact:
School of Continuing Studies**

688 Sherbrooke Street West, 11th floor
(514) 398-2900 (appointment line), (514) 398-6200 (general information)

More information on [Registering as a Special Student](#) (not in a Program)

A number of **legal documents that affect your tuition and registration status** are required:

- Proof of Canadian Citizenship or Permanent Resident status, Proof of Residency Quebec, and your Permanent Code
- One other piece of personal identification
- A letter from the Education Student Affairs Office giving permission to take our courses. (signed MELS Special Student Request Form)

Important Websites

['How to' log-in to Minerva](#) (to consult course offerings and schedules)

[Fee information](#)

[On-line courses available](#) (EDPI 309 and EDPE 304)

[Student information](#)

McGill University Courses for Teacher Certification

MELS may require that you complete 15 credits in order to obtain your teaching license. Please choose the courses from the list indicated below according to the **subject area indicated on your teaching permit.**

- 3 Credits in Evaluation in learning
- 3 Credits in Special needs
- 6 Credits in Didactics (methodology) in your subject area
- 3 Credits in Policy Issues in Quebec

Note: Courses are offered in the Fall (September), Winter (January) and Spring/Summer (May-August) Course Schedules for the entire year are available as of Mid-March. Courses schedules may change without notice.

Choose 1

3 credits in Evaluation in learning

(évaluation des apprentissages)

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| Secondary | EDPE 304 Measurement & Evaluation) (or EDPE 575 Educational Measurement) **EDPE 304 Measurement and Evaluation for Secondary and Elementary (on-line) |
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| Elementary | EDEE 355 Classroom based Evaluation EDPE 304 Measurement and Evaluation for Secondary and Elementary (on-line) |
| TESL | EDSL 412 Assessment in TESL |
| TFSL | EDSL 402 Évaluation en français langue seconde (Course given at the Université de Montréal ETA 3100) |
| Music | EDPE 304 Measurement & Evaluation |
| PHE | EDKP 307 Evaluation in Physical Education |

Choose 1

3 credits in Special needs: intervention with handicapped students or students with social maladjustments of learning difficulties.
(intervention auprès des élèves handicapés ou en difficulté d'adaptation ou d'apprentissage)

EDPI 309 Exceptional Students
EDPI 341 Instruction in Inclusive Schools

**EDPI 309 is also offered on-line

****If you would like to take the [on-line](#) course EDPI 309 or EDPE 304, please visit the following site for more information:**

Choose 1

3 credits in Policy Issues in Quebec

(le système scolaire du Québec)

EDEC 247 Policy Issues in Quebec Ed. Or
EDEC 247 Policy Issues in Quebec on-line

Choose 2 (these courses are not available on-line)

6 credits in Didactics/Methods – based on your subject area on your permit

Elementary Education

EDEE 332 Teaching Mathematics
EDEE 250 The Kindergarten Classroom
EDEE 275 Science Teaching
EDEE 282 Teaching Social Sciences
EDEE 223 Language Arts (Fall, Winter)
EDEA 332 Art Curriculum & Instruction
EDEA 342 Art Curriculum & Instruction Drama Education
EDEA 345 Music Curriculum & Instruction for Generalists
EDKP 332 Physical Education Curriculum & Instruction
EDSL 447 Third Year Methods in TESL
(pre-requisite EDSL 350 and EDSL 311)
EDSL 330 L2 Literacy Development
(pre-requisite EDSL 350)

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| Inclusive Ed/ Special Ed. | EDPI 441 Students with Behavior Difficulties EDPI 442 Students with Learning Difficulties |
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Secondary Teacher - based on your subject area on your permit

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| Mathematics | EDES 353 Teaching Secondary Mathematics 1 EDES 453 Teaching Secondary Mathematics 2 |
| Science | EDES 335 Teaching Secondary Science 1 EDES 435 Teaching Secondary Science 2 |
| TESL | EDSL 447 3 rd Year Methods in TESL (Prereq. EDSL 350 Essentials of English Grammar) EDSL 458 4 th Year Methods in TESL |
| TFSL | EDSL 345 Enseignement du FLS – immersion EDSL 472 Enseignement du FLS – secondaire (Course given at the Université de Montréal DID 3510) |
| Music | EDEA 442 Elementary Music Curriculum & Instruction EDEA 472 Secondary Music Curriculum & Instruction |
| PHE | EDKP 342 Physical Education Methods EDKP 442 Physical Education Pedagogy |
| English | EDES 361 Teaching Secondary English 1 EDES 461 Teaching Secondary English 2 |
| History & Geog | EDES 334 Teaching Secondary Social Studies 1 EDES 434 Teaching Secondary Social Studies 2 |
| History & Ethics | EDES 334 Teaching Secondary Social Studies 1 EDER 372 Ethics & Religious Culture |

Additional Information

Job Search sites and other resources:

- [French and English School Board Websites in Quebec](#)
- [Q.A.I.S.](#) (English Private Schools)
- [C.A.I.S.](#)
- [F.E.E.P.](#) (French Private Schools)
- [Apply to Education](#) (over 200 school boards in Canada post here)
- [McGill Career Planning Service](#) (CV and Cover Letter podcasts and publications, teach abroad and job search sites for teachers):
- [Explore Careers](#)
- [Jobs In Education](#) (Canada & USA)
- [Education Canada](#)
- [Canadian Teachers.Net](#)
- [Council of Ministries of Education Across Canada](#)
- [Aboriginal Canada](#)
- [Centre Génération Emploi](#) (Career Counselors to help with job search)