

**NORTHERN LIGHTS COLLEGE  
REGISTRAR'S OFFICE  
PROGRAM INFORMATION AND COMPLETION GUIDE**

**Program Name:** Education Assistant  
**Credential/Certification:** Diploma in Education Assistant  
**Date Submitted:** November 2024  
**Effective Date:** September 2025

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**Program Description:**

The Diploma in Education Assistant prepares learners to support children and youth with diverse abilities in British Columbia K-12 classroom settings. This credential is grounded in the principles of positive, person-centred support and holistic development of individual potential. The importance of making personal connections to knowledge, content, and ways of being are reflected in course design, enabling Education Assistants (EAs) to support children and youth to become connected, competent, caring, and autonomous individuals.

The Diploma in Education Assistant comprises 20 courses, blending theoretical, practical, and experiential learning while supporting students as they continue to develop an Integrative Learning Portfolio.

**Admission Requirements:** A. Domestic students and students from counties that practice Standard Written English ([see Appendix A](#)) must have official transcripts demonstrating that they have met the English Requirements: One of the following with a 'C' grade or higher: English 12 or English Literature 12 or English First Peoples 12, ENGL 050, or ENGL 099. Alternatively, any university-level English course with a 'C' grade or higher. Students who do not meet one of the above English Requirements must complete the NLC Writing Assessment for appropriate course placement.

B. International students who do not meet the requirement A above, and domestic students who received their secondary education in French or another language, must show that they have met the NLC English requirement: [see Appendix A \(General Academic English Language Proficiency Requirements\)](#).

C. Submission of an Entrance Questionnaire (included in Application Package).

D. All applicants currently residing outside of Canada and intending to study in Canada, must submit a Police Certificate (see Immigration, Refugees and Citizenship Canada) in English, for every country in which they have been a resident for the previous five years (not including Canada). The Police Certificate must be received before a Letter of Acceptance will be issued.

Note that some course options have specific prerequisites. Meeting the program entrance requirements does not ensure course prerequisites have been met for all available courses.

**Post-Admission Requirements:**

Clearance letter from the Ministry of Public Safety & Solicitor General for a Schedule B Criminal Record Check (works with Children) or (works with Children and Vulnerable Adults) must be received prior to registration. Please see the NLC website for completion instructions and more information pertaining to Criminal Record Checks. CRCs must be renewed if they expire before the program is completed. Under no circumstance are students permitted to complete any practical work without having a CRC on file with the NLC's Office of the Registrar. Failure to ensure a valid CRC is on file may result in a requirement to withdraw from the program. Students are obligated to report any Schedule B criminal convictions that occur after they authorize a CRC while still enrolled in the program.

**Length of Program:** (weeks and total hours)

Full-time: The minimum possible time to complete under ideal conditions is 16 months.

Part-time: Three or more years, depending on course offerings.

810 theory course hours + 290 practica hours = 1100 total hours

**Program Intake:** (start/finish dates) September; January; or May

**Available Seats:** Based on capacity

**Application Deadline:**

August 1 for Fall semester.

December 1 for Winter semester.

April 1 for Spring/Summer semester.

**Career Prospects:** Qualified Education Assistants are employed in public and independent (private) schools around the province. Graduates of the Northern Lights College Education Assistant program may seek a variety of positions in elementary and secondary education settings, including Special Needs Support Worker, Personal Care Attendant, Settlement Workers in Schools and Playground and/or School Supervision Monitor. Education Assistants may be employed at any grade level, from kindergarten

to high school graduation, to provide support to children with varying levels of special needs or they may provide general support in the delivery of educational programs to a number of children.

Prospective students are encouraged to research employment prospects for Education Assistants in their local community and school districts prior to applying to the program.

**Affiliations/Partnerships:**

1. Northern Lights College has a Memorandum of Agreement with Collège Éducacentre for delivery of NLC's EA Certificate and Diploma programs to French-speaking students. Students applying for studies at Educacentre must complete the French language test with a "C" or higher. This replaces the English proficiency requirement for entrance into the program.
2. School District 60 Memorandum of Agreement allows employees of SD 60 to register in courses at a reduced rate of tuition as per the agreed upon conditions
3. Justice Institute of British Columbia: NLC's EA Diploma graduates are eligible for direct admission into the JIBC's Advanced Specialty Certificate in Community Care Licensing. Advanced standing is granted for HD EC 104: Human Development 2, provided HDEC 104 is chosen as the General elective.
4. Douglas College: NLC's EA Diploma graduates are invited to seek Chair advice on potential advanced standing in Douglas College's Behaviour Intervention Certificate.

**Location:** The entire program is offered regularly through a blended model of online delivery, including asynchronous and synchronous modes of delivery. Students complete practica within their own communities provided options exist for acceptable placements. Students unable to locate suitable practicum placements in their own community may need to relocate to another community for one or more of the practicum courses. Face-to-face offerings may be available within the Northern Lights College region depending on student interest and project funding.

**Additional Requirements/Supplies:** (fees, supplies, materials)

- Instructional-related fees
- Textbooks and/or course packages
- Access to high speed internet
- A computer with a webcam

**Eligibility for Canada Student Loans:** (Yes or No)

Yes

**Required Minimum Grade:** (overall and/or minimum within a course)

Minimum of "C" in each course

**Residency Requirement:** (percentage of courses which must be taken at NLC)  
Five courses comprising a minimum of 15 credits and one practicum

**Required Courses:** (list courses required to complete credential  
and total hours for each course)

Foundation Requirements (18 credits; 270 hours):

HDEC 100: Essential Skills for Human Service Workers (3 credits; 45 hours)

HDEC 101: Human Development 1 (3 credits; 45 hours)

HDEC 103: Guiding and Caring (3 credits; 45 hours)

HDEC 121: Interpersonal Communications (3 credits; 45 hours)

ENGL 100: Academic Writing (3 credits, 45 hours); OR

FRAN 100: Français Académique (3 credits, 45 hours) [Educacentre only]

FNST 100: Aboriginal Peoples of Canada (3 credits, 45 hours)

Specialty Requirements (21 credits; 315 hours):

EDAS 141A: Education Assistant Foundations (3 credits; 45 hours)

EDAS 142A: Supporting Students with Exceptionalities (3 credits; 45 hours)

EDAS 143: Personal Care (3 credits; 45 hours)

EDAS 144: Curriculum Foundations (3 credits; 45 hours)

EDAS 145: Social Foundations of Special Education (3 credits; 45 hours)

EDAS 146: Understanding Learning Challenges (3 credits; 45 hours)

EDAS 148: Exploring Diversity (3 credits; 45 hours)

Practicum Requirements (7 credits; 290 hours):

EDAS 152: Practicum 1 (3 credits; 130 hours); OR

APS 120: Pratique réflexive 1 (3 credits; 130 hours; Educacentre only)

EDAS 153: Practicum 2 (4 credits; 160 hours); OR

APS 121: Pratique réflexive 2 (4 credits; 160 hours; Educacentre only)

Specialty Electives (minimum 12 credits; 180 hours) - Students must choose at least 4 courses from the list below:

EDAS 240: Language Development and Disorders (3 credits; 45 hours)

EDAS 241: Autism Spectrum Disorder (3 credits; 45 hours)

EDAS 242: Fetal Alcohol Spectrum Disorder (3 credits; 45 hours)

EDAS 243: Supporting Children's Mental Health (3 credits; 45 hours)

EDAS 244: High School Literacy and Numeracy (3 credits; 45 hours)

Open Elective (minimum 3 credits; 45 hours) - students must choose one additional course among the Specialty Electives above, or any 3 credit University Arts and Sciences course, or any one of the following:

ECEC 201: Building Professional Family Partnerships (3 credits; 45 hours)

HDEC 104: Human Development II (3 credits; 45 hours)

HDEC 102: Health, Safety, and Nutrition (3 credits; 45 hours)

ECEC 203: Current Perspectives on Practice (3 credits; 45 hours)

ECED 203A: Development 3 Infants and Toddlers (3 credits; 45 hours)

FRPC 200: Roots and Principles of Family Resource Programs in Canada (3 credits; 45 hours)  
EDUC 100: Questions and Issues in Education (3 credits; 45 hours)  
EDUC 220: Introduction to Educational Psychology (3 credits; 45 hours)  
EDUC 230: Introduction to Educational Philosophies (3 credits; 45 hours)  
EDUC 240: Social Issues in Education (3 credits; 45 hours)  
WGST 100: Women and Gender Studies (3 credits; 45 hours)  
MGMT 303: Non-Profit Management (3 credits; 45 hours)  
PSYC 224: Organizational Behavior (3 credits; 45 hours)

Additional Notes:

1. Diploma in Education Assistant students who want to maximize course substitutions toward NLC's Social Services Worker Diploma are advised to take HDEC 104 or ECEC 201 as an Open Elective. Course substitutions will be granted as follows provided HDEC courses were completed within six years with a minimum grade of C+: HDEC 100, HDEC 101, HDEC 103, HDEC 104, and HDEC 121 = SSWD 110, PSYC 211, and SSWD 215. Alternatively, HDEC 100, HDEC 101, and HDEC 103 = SSWD 110 and SSWD 215; ECEC 201 = PSYC 235 or SOCI 204.
2. Diploma in Education Assistant students who have previously completed NLC's ECEC Diploma with ECED 210: Practicum - Diverse Abilities will be granted a course substitution for EDAS 148: Exploring Diversity.
3. Diploma in Education Assistant students who seek advanced standing in the JIBC's Advanced Specialty Certificate in Community Care Licensing must take HDEC 104 as a General Elective. Consult the NLC program Chairs for more information.
4. Diploma in Education Assistant students who plan to apply to Douglas College's Behaviour Intervention Certificate must take ECEC 201 as a General Elective. Consult the NLC program Chairs for more information.