



## EAP-104 – EAP Practicum 1

### Health and Human Services

**Effective Term & Year:** Fall 2026

**Course Outline Review Date:** 2031-04-01

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**Program Area:** Child Youth and Family Studies

**Description:**

The content of this course is specific to developing the skills, knowledge, and values of an Education Assistant in a school setting. Students have the opportunity to begin integrating theory and skills learned in the classroom within a school setting.

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**Program Information:**

This course is a required course for the CYFS Education Assistant Specialty certificate.

**Delivery Methods:** Online, Practicum

**Credit Type:** College of the Rockies Credits

**Credits:** 4

**Instructional Activity and Hours:**

| Activity                                          | Hours |
|---------------------------------------------------|-------|
| Classroom, Directed Studies or Online Instruction |       |
| Seminar/Tutorials                                 |       |
| Laboratory/Studio                                 |       |
| Practicum/Field Experience                        | 120   |
| Co-op/Work Experience                             |       |
| Other                                             |       |
| Total                                             | 120   |

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## Course Requisites:

- Complete all of the following
  - Earned a minimum grade of C+ (65%) in at least 1 of the following:
    - [ENST 12](#) – English Studies 12
    - [ENFP 12](#) – English First Peoples 12
    - [ENGL090](#) – English – Provincial Level
  - Completed the following:
    - [CYFS101](#) – Inclusive Interpersonal Communications (3)
    - [EAP112](#) – Introduction to Systems, Structure and Roles in Education (4)
    - [EAP150](#) – Guiding Behaviours in K-12 Schools (4)

**Prior Learning and Recognition:** No

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## Course Transfer Credit:

For information about receiving transfer credit for courses taken at either British Columbia or Alberta institutions, please see <https://www.bctransferguide.ca/> or <https://transferalberta.alberta.ca> . For more transfer credit information, please visit <https://www.cotr.bc.ca/Transfer>

All requests for course transfer credit from institutions in British Columbia or elsewhere should go to the College of the Rockies Enrolment Services office.

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## Textbook Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Haig, J., & MacMillan, V. (2020). *Cites & sources: An APA documentation guide* (6th ed). Nelson Publishing.

Harber, Mary and Rao, Asha. (2019). *The role of an education assistant: Supporting inclusion*. Toronto, Ontario: Canadian Scholars.

Wik, H. & Eckersley, B. (2022). *Observing and documenting for education assistants and aboriginal education support workers*. College of the Rockies.

*Please see the instructor's syllabus or check COTR's online text calculator  
<https://textbook.cotr.bc.ca/>  
for a complete list of the currently required textbooks.*

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## **Learning Outcomes:**

Upon the successful completion of this course, students will be able to

- describe the contents of an Individualized Education Plan for a K-12 student, and how it connects to professional practice;
  - identify the various government funding categories and the implications in schools and classrooms;
  - support K-12 students, academically, socially, and emotionally, using a range of strategies;
  - demonstrate initiative when working with K-12 students and teachers in the classroom setting;
  - demonstrate persistence, positivity, accountability, and enthusiasm in the school environment;
  - differentiate the various roles and responsibilities of the teacher versus the EA;
  - observe and record students, as directed by the classroom teacher or student services teacher, to provide professional documentation;
  - work collaboratively as part of a Learning Services team within the school to support student learning;
  - establish rapport with staff and K-12 students;
  - integrate and demonstrate strong interpersonal communication skills across all settings in the school environment; and
  - self-reflect on their practice, and set goals for continued development of EA skills, knowledge, and attitude.
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## **Course Topics:**

- Students complete 120 hours of practicum in a school setting.

*See instructor's syllabus for the detailed outline of weekly readings, activities and assignments.*

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## **Evaluation and Assessments**

### **Assessment Type: Online**

| <b>Assessment Type</b> | <b>% of Total Grade</b> |
|------------------------|-------------------------|
| Journal                | 50%                     |
| Weekly Activities      | 50%                     |

**Final Evaluation (Supervisor/Instructor) – See pass requirement below**

|       |      |
|-------|------|
| Total | 100% |
|-------|------|

**Grade Scheme**

| COM                                                | NCG                               |
|----------------------------------------------------|-----------------------------------|
| Completed to the defined standard – 60% and higher | No credit granted – less than 60% |

**Pass requirements:**

An overall average of C (60%) or higher and a PASS on the final evaluation are required to pass this course.

**Exam Attendance:**

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a “0” on the exam.

**Academic Policies:**

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.1.4 Course Audit
- Policy 2.4.1 Credential Framework
- Policy 2.4.3 Students with Documented Disabilities
- Policy 2.4.4 Student Rights, Responsibilities and Conduct
- Policy 2.4.8 Academic Performance
- Policy 2.4.9 Student Feedback and Concerns
- Policy 2.4.11 Storage of Academic Works
- Policy 2.5.3 Student Appeal
- Policy 2.5.5 Prior Learning Assessment and Recognition (PLAR)

**Equivalent Course(s) and Course Code Changes**

Prior Course Code: TA 104

Date changed: September 2008

**Course Changes:**

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.