

**Special Education Teaching Certificate**

**&**

**Special Education Coordinator Certificate**

**Guidelines**

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**Manitoba Education and Early Childhood Learning**

**Updated April 2024**

# Special Education Teaching Certificate Guideline

## Certification requirements

A person may qualify for a Special Education Teaching Certificate where the person

1. Holds a valid Manitoba Professional Teaching Certificate.
2. Has a minimum of two (2) years of approved Manitoba teaching experience while holding a valid Manitoba Permanent Professional Teaching Certificate or Canadian teaching experience while holding an approved teaching certificate issued by a Canadian jurisdiction outside of Manitoba, and
3. Completes one of the following two options:

**Option 1:** Complete an approved thirty (30) credit hour Post-Baccalaureate Diploma or Master's degree in Education, with a specialization in special education offered by a faculty of education that includes:

- i. Eighteen (18) credit hours of core university course work. Only courses listed within the "Core Requirements" sections of this guideline will be considered approved core course work.
- ii. Twelve (12) credit hours of elective university course work in related topics. Only courses listed within the "Elective Requirements" sections of this guideline will be considered approved elective course work.

Conferring a diploma or degree may entitle you to a salary reclassification.

**Option 2:** Complete a combination of course work and professional development that includes:

- i. Eighteen (18) credit hours of core university course work. Only courses listed within the "Core Requirements" sections of this guideline will be considered approved core course work.
- ii. The equivalent of twelve (12) credit hours in a combination of professional development and elective university course work in related topics. Only courses listed within the "Elective Requirements" sections of this guideline will be considered approved elective course work.

**Only professional development activities with a reference number indicating prior approval by Manitoba Education and Early Childhood Learning will be accepted.** Certificates of completion are required as part of the documentation for the certificate application. Twenty (20) contact hours of approved professional development in special education related topics is equivalent to one (1) hour towards electives.

## **Professional Development Achievement Certificate(s):**

All Professional Development activities must be arranged by a school division/district, Manitoba Education and Early Childhood Learning, or other government department, university, professional association, agency, or hospital.

Once professional development activities are registered at our office by a formal application from the above sources, a reference number is generated to identify the approved session. **Only those sessions with a reference number are accepted.**

***Please be advised that University program requirements may differ from the Special Education Teaching Certificate requirements. It is the applicant's responsibility to ensure they meet both requirements.***

## **Requirements for Academic Credentials Completed Outside Manitoba**

A post-baccalaureate program or a Master's degree in Education, with a specialization in special education offered by a faculty of education at a recognized institution outside of Manitoba must include:

1. A minimum of thirty (30) credit hours;
2. A minimum of eighteen (18) credit hours in at least four (4) of the following areas:
  - i. Introduction to Special Education
  - ii. Assessment in Special Education
  - iii. Instruction in Special Education
  - iv. Exceptional Children
  - v. Behavioural Disorders
3. A minimum of twelve (12) credit hours of elective university course work in related topics.

## **Special Education Coordinator Certificate Requirements**

A person may qualify for a Special Education Coordinator Certificate where the person:

1. Holds a valid Manitoba Special Education Teaching Certificate, and
2. Has completed five (5) years of approved experience in two or more of the following areas:
  - a. Special education classroom teaching, resource classroom teaching, or both,
  - b. Approved clinical or special agency work at a professional level in areas such as audiology and speech-language therapy, psychology, reading, school counselling, or social work,
  - c. Consultative or supervisory experience such as school administrator or department head.
3. Submits an official statement from a current and/or former employer(s) verifying the completion of a minimum of five (5) years of experience in at least two of the above professional areas of responsibility.

### **Application Process, Credential Assessment and Fee**

After completing a qualifying post-baccalaureate diploma or an approved Master's degree in Education, with a specialization in special education and your diploma or degree has been awarded, complete and submit the online Salary Reclassification and Specialist Certificate Request:

<https://www.edu.gov.mb.ca/k12/profcert/forms.html>

The evaluation fee is \$60 (If eligible, the salary reclassification fee is an additional \$50 for a total of \$110)

**Please note: The degree or diploma must be awarded on the transcript in order for an evaluation to be completed.**

**An official transcript sent by mail directly from your post-secondary institution:**

Professional Certification Unit  
Box 700  
Russell MB R0J 1W0

## Special Education Course Listing

***Please be advised that University program requirements may differ from the Special Education Teaching Certificate requirements. It is the applicant's responsibility to ensure they meet both requirements.***

### Brandon University

#### Core Requirements

Eighteen (18) credit hours of university course work.

Course Number	Course Title	Credit Hours
04.706	Theory and Practice of Standardized Assessment	3
04.750	Theories of Inclusive Education	3
04.751	Practices of Inclusive Education	3
04.756	Education of Children with Behavioural Disorders I	3
04.757	Education of Children with Behavioural Disorders II	3
04.761	Assessment in Inclusive Education	3

#### Elective Requirements

Twelve (12) credit hours of university course work.

*\*Please contact the Professional Certification Unit to ensure the Special Topics (ST) course(s) you are enrolled in will count towards the Special Education Teaching Certificate elective requirement.*

Course Number	Course Title	Credit Hours
01.722	Early Childhood Curriculum and Instruction	3
01.723	Designing Curriculum for Early Childhood	3
01.724	Children's Play and Learning	3
02.740	Trends in the Teaching of Early/Middle Years Language Arts I	3
02.741	Trends in the Teaching of Early/Middle Years Language Arts II	3
02.742	Trends in the Teaching of Early/Middle Years Developmental Reading I	3
02.743	Trends in the Teaching of Early/Middle Years Developmental Reading II	3
02.744	Diagnostic and Remedial Reading I	3
02.745	Diagnostic and Remedial Reading II	3
02.755	Teaching Thinking Strategies	3
02.774	Curriculum Adaptation for Multicultural Settings	3
02.780	Curriculum Foundations	3
02.782	Curriculum Planning and Implementation	3
02.786	Trends and Issues in Literacy Difficulties	3
02.787	Trends and Issues in Literacy Theories	3
02.788	Trends and Issues in Literacy Development	3
02.789	Multi Age / Multi Level Classroom	3
03.760	Trends & Developments in the Teaching of Early & Middle Years Mathematics I	3
03.761	Trends & Developments in the Teaching of Early & Middle Years Mathematics II	3
03.762	Trends & Developments in Teaching Middle & Senior Years Mathematics I	3
03.763	Trends & Developments in Teaching Middle & Senior Years Mathematics II	3
03.782	Curriculum Planning and Materials Design and Development	3
04.700	The Educational Process: Developmental Stages	3

## **Brandon University Elective Requirements – Continued**

<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
04.701	The Educational Process: The Adolescent	3
04.702	Educational Psychology: Foundations of Education	3
04.703	Educational Psychology: Human Learning, Intelligence & Instruction	3
04.704	Counselling Interventions	3
04.705	Guidance and the Classroom Teacher	3
04.707	Theory and Practice of Assessment in the Classroom	3
04.708	Introduction to Counselling: Helping Relationships	3
04.709	Theories of Counselling and Psychotherapy	3
04.710	Career-Life Development and Counselling	3
04.714	Motivation in Education	3
04.722	Sociology of Education I	3
04.723	Sociology of Education II	3
04.733	Theory and Practice of Group Process and Counselling	3
04.735	Individualized Testing	3
04.748	Autism and Education	3
04.749	Advanced Disability Studies in Education	3
04.752	Education of Children with Intellectual Disabilities I	3
04.753	Education of Children with Intellectual Disabilities II	3
04.754	Education of Children with Learning Disabilities I	3
04.755	Education of Children with Learning Disabilities II	3
04.758	Curriculum for Children with Intellectual Disabilities	3
04.759	Readings and Research in Special Education	3
04.760	Education of Children who are Gifted, Talented and Creative	3
04.762	Including Children with Exceptionalities	3
04.763	Practicum in Inclusive Education I	3
04.764	Practicum in Inclusive Education II	3
04.765	Qualitative Research Methods	3
04.766	Gender and Education	3
04.767	Assessment for Counsellors	3
04.773	Language Acquisition & Communication Disorders in the Classroom	3
04.774	Expressive Therapies	3
04.776	Social Ecological Resilience	3
04.799	Graduate Research Seminar in Education *Special Ed topics only*	3
07.714	Introduction to Educational Research Methodologies	3
07.751	Interpreting Educational Research	3
07.752	Overview of Educational Issues	3
07.753	Seminar in Education: Rural, Indigenous & Northern Educational Issues	3
07.755	Information & Communication Technology (ICT) for Teachers	3
07.766	Action Research	3
07.780	Graduate Scholarly Writing	3

## **Brandon University Elective Requirements – Continued**

<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
07.789	Advanced Research Methods (*please note these courses are 1 credit each)	
	Duoethnography I	1
	Literature Reviews	1
	Case Study	1
	Storytelling I	1
	Storytelling II	1
	Storytelling III	1
07.798	Selected Topics in Education:	
	EAL	3
	Negotiations and Alternative Dispute Resolution: Theory and Practice	3
	Action Research (now 07.766)	3

## **University of Manitoba**

### **Core Requirements**

Eighteen (18) credit hours of university course work.

<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
EDUA 5602	Introduction to Inclusive Special Education	6
EDUA 5632	Assessment and Instruction in Inclusive Education	6
EDUA 5662	Delivering Supports for Inclusive Special Education	3
EDUA 5680	Promoting Responsible Behaviour in Educational Settings	3

### **Elective Requirements**

Twelve (12) credit hours of university course work.

*\*Please contact the Professional Certification Unit to ensure the Special Topics (ST) course(s) you are enrolled in will count towards the Special Education Teaching Certificate elective requirement.*

<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
EDUA 5500	Theories and Issues in School Counselling	3
EDUA 5510	Elementary School Counselling	3
EDUA 5530	Secondary School Counselling	3
EDUA 5540	Groups in Guidance	3
EDUA 5550	Psychology of Human Relationships	3
EDUA 5580	Career Development	3
EDUA 5612	Field Experience in Inclusive Special Education	3
EDUA 5620	Teaching Children Through Alternative and Augmented Communication	3
EDUA 5642	Inclusive Education: Transition from School to Adult Life	3
EDUA 5690	Focus on Exceptionality: Gifted and Talented	3
EDUA 5652	Focus on Exceptionality: An Ecological Approach to FAS/E	3
EDUA 5700	Social Psychology of Education	3
EDUA 5710	Readings in Educational Psychology I * Special Ed Topics only*	3
EDUA 5720	Readings in Educational Psychology II * Special Ed Topics only*	3
EDUA 5730	Recent Developments in Educational Psychology I * Special Ed topics only*	3
EDUA 5740	Recent Developments in Educational Psychology II * Special Ed topics only*	3

## University of Manitoba Elective Requirements – Continued

<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
EDUA 5750	Psychology of Learning in Educational Contexts	3
EDUA 5800	Introduction to Educational Research	3
EDUA 5810	Theory of Test Construction	3
EDUA 5850	Computer Application in Education 2	3
EDUA 5900	Education and the Developmental Process I	3
EDUA 5910	Education and the Developmental Process II	3
EDUB 5220	Recent Developments in Curriculum, Teaching and Learning I *Special Ed topics only*	3
EDUB 5230	Recent Developments in Curriculum, Teaching and Learning II *Special Ed topics only*	3
EDUB 5470	Recent Developments in Curriculum: Mathematics and Natural Sciences I	3
EDUB 5330	Teaching Language and Literacy in the Content Areas	3
EDUB 5340	Foundations of Literacy	3
EDUB 5400	Diagnostic and Remedial Techniques in Language Arts	6
EDUB 5510	ESL Materials Development and Practicum	3
EDUB 5522	English as an Additional Language Teaching for Academics and Specific Purposes	3
EDUB 5530	ESL and Content Instruction	3
EDUB 5540	Vocabulary and Pronunciation Instruction	3
EDUB 5580	Fundamentals of ESL (English Second Language) Instruction	3
EDUB 5770	Diagnosis and Remediation in Elementary School Mathematics	3
EDUA 7600	Seminar in Inclusive Special Education	6
EDUA 7610	Behavioural Issues in Educational Settings	3
EDUA 7620	Seminar in Disability Studies	3
EDUA 7630	Advanced Assessment and Instruction in Inclusive Special Education	3
EDUA 7650	Field Experience in Inclusive Education	6
EDUA 7710	Development in Learning Environments	3
EDUA 7720	Psychology of Classroom Learning	3
EDUA 7730	Psychological Perspectives in Early Education	3
EDUA 7740	Topics of Educational Psychology I	3
EDUA 7750	Topics of Educational Psychology II	3
EDUA 7760	Interview Techniques with Children and Adolescents	3
EDUB 7480	Advanced Seminar in Mathematical Diagnosis and Remedy	3



# Université de Sainte Boniface

## Core Requirements

Eighteen (18) credit hours of university course work.

Course Number	Course Title	Credit Hours
EDUA 5601	Introduction à l'éducation inclusive	6
EDUA 5631	Évaluation et programmation en éducation inclusive	6
EDUA 5671	Stratégies pour l'organisation de classes et d'écoles inclusives	3
EDUA 5681	Promotion d'un comportement responsable en milieu scolaire	3

## Elective Requirements

Twelve (12) credit hours of university course work.

*\*Please contact the Professional Certification Unit to ensure the Special Topics (ST) course(s) you are enrolled in will count towards the Special Education Teaching Certificate elective requirement.*

Course Number	Course Title	Credit Hours
EDUA 5501	Théories de counselling scolaire	3
EDUA 5511	Counselling à l'élémentaire	3
EDUA 5531	Counselling au secondaire	3
EDUA 5541	Counselling de groupes	3
EDUA 5551	Psychologie des relations humaines	3
EDUA 5581	Orientation de carrières	3
EDUA-5621	Enseignement aux enfants aux moyens de la communication alternative et augmentée	3
EDUA 5661	Gestion et mise en œuvre des programmes d'orthopédagogie et des services de soutien	3
EDUA 5701	Psychologie sociale de l'éducation	3
EDUA 5711	Lectures dirigées en psychologie de l'éducation 1	3
EDUA 5721	Lectures dirigées en psychologie de l'éducation 2	3
EDUA 5731	Courants actuels en psychologie de l'éducation1 : l'enseignement efficace	3
EDUA 5741	Développements récents en psychologie de l'éducation 2	3
EDUA 5751	Psychologie de l'étude en contexte scolaire	3
EDUA 5811	Théories de construction de tests	3
EDUA 5901	Éducation et processus du développement 1	3
EDUA 5911	Éducation et processus de développement 2	3
EDUA 5921	Le jeu chez l'enfant	3
EDUA 5931	Observation du comportement de l'enfant	3
EDUA 5951	Inclusion et diversité	3
EDUA 5953	Inclusion et approche écologique	3
EDUB 5331	Sujets pratiques dans les arts langagiers 2	3
EDUB 5331	Sujets pratiques dans les arts langagiers 2	3
EDUB 5773	Identification des besoins et intervention pédagogique inclusive en numératie	3
EDUA 7601	Séminaire en éducation inclusive	6
EDUA 7611	Séminaire sur l'éducation des enfants aux prises avec des troubles du comportement	3
EDUA 7721	Psychologie de l'apprentissage en salle de classe	3
EDUA 7741	Sujets particuliers en psychologie de l'éducation 1 : l'enseignement	3
EDUA-7743	La pédagogie universelle	3
EDUA 7751	Sujets particuliers en psychologie de l'éducation 2	3
EDUA 7761	Techniques d'entrevue avec les enfants et les adolescents et adolescentes	3

# University of Winnipeg

## Core Requirements

Eighteen (18) credit hours of university course work.

Course Number	Course Title	Credit Hours
EDUC-5440	Inclusive Education I	3
EDUC-5441	Inclusive Education II	3
EDUC-5442	Working with Exceptional Children I	3
EDUC-5443	Working with Exceptional Children II	3
EDUC-5445	Educational Assessment	3
	One of:	3
EDUC-5001	ST: Three Pillars of Transforming Care	3
EDUC-5405	Reclaiming Troubled Children and Youth*	3
EDUC-5450	Risk and Resiliency	3

## Elective Requirements

Twelve (12) credit hours of university course work.

*\*Please contact the Professional Certification Unit to ensure the Special Topics (ST) course(s) you are enrolled in will count towards the Special Education Teaching Certificate elective requirement.*

Course Number	Course Title	Credit Hours
EDUC-5001	ST: Conflict Resolution and Restorative Practices in Educational Settings	3
EDUC-5001	ST: Enhancing Resiliency through Mentorship Programs	3
EDUC-5001	ST: Leadership in Inclusive Education	3
EDUC-5001	ST: Non-Routine Mathematical Problem Solving	3
EDUC-5001	ST: Experiential Education	3
EDUC-5001	ST: 3 Pillars of Transforming Care	3
EDUC-5001	ST: Project Based Learning Applied	
EDUC-5401	Creative Problem Solving	3
EDUC-5402	Expanding Gifted Education	3
EDUC-5403	Meeting the Needs of FAS and FAE Students	3
EDUC-5405	Reclaiming Troubled Children and Youth	3
EDUC-5406	Achieving Real-Life Skills	3
EDUC-5407	Teaching At-Risk Readers	3
EDUC-5408	Teaching At-Risk Student in the Inner-City School	3
EDUC-5410	Learning Disabilities	3
EDUC-5411	Violence in Schools	3
EDUC-5412	Gifted Education in the Inner City	3
EDUC-5421	Theories and Issues in School Counselling	3
EDUC-5422	Early and Middle Years School Counselling	3
EDUC-5423	Senior Years School Counselling	3
EDUC-5424	Group Guidance and Counselling in School Settings	3
EDUC-5431	Mental Health Promotion in Schools	3
EDUC-5447	Sex, Gender and Diversity	3
EDUC-5448	Programming for Aboriginal Students	3
EDUC-5450	Risk and Resilience	3
EDUC-5451	Teachers & Law	3