Centre for Continuing and Distance Education (CCDE)

- Certificate Programs
- CCDE

General Information

The CCDE is a major contributor to the University of Saskatchewan’s strategic direction of honouring its "Sense of Place" and to its longstanding and evolving tradition of outreach and community engagement. The CCDE helps the University to provide an array of courses and other curricular offerings that meet the needs of 21st century learners, including international students. This includes enabling adult learners to overcome geographic, economic, social, and personal challenges to continuing their education. It also involves flexible access for both on-campus and off-campus students to degree-level courses.

The CCDE supports Colleges’ efforts in innovative and flexible forms of learning, especially for outreach purposes. In non-degree educational programming, the CCDE is the University’s primary centre for courses, workshops, conferences and other similar offerings. In degree level educational programming, the CCDE is the University’s primary contact point for most external agencies interested in educational outreach such as regional colleges, First Nations, NORTEP, St. Peter’s College and the University of the Arctic. It also coordinates the delivery of off-campus and distance education courses.

The University of Saskatchewan Language Centre offers non-credit classes in various languages. It prepares international students to meet the English proficiency requirements to enter the U of S. It conducts evening and part-time language classes, teacher training and intensive programs at various times of the year.

Our professional development and community education programs are flexible to respond to the learning needs of our many students. Our program managers work closely with individuals and community groups to develop learning opportunities through a range of educational offerings: face-to-face and distance education courses, seminars, workshops, conferences, in-service training sessions, and formal and informal consultations.

For students who are unable to attend degree credit classes on campus during the day, we offer off-campus classes at sites.

throughout the province and independent studies and online classes. The CCDE also offers a number of certificate programs in cooperation with other colleges at the University, all of which are offered through distance education.

For information about the Centre for Continuing & Distance Education (CCDE), students are encouraged to contact the Executive Director's Office.

Certificate Programs

We offer several certificates in cooperation with colleges of the University. Certificate Programs allow students to focus on a specific area of study. Most are available by distance education.

Certificate in Adult and Continuing Education (CACE)

Certificate in English for Academic Purposes

Certificate in Teaching English as a Second Language (CERTESL)

Prairie Horticulture Certificate (PHC)

Post-Degree Certificate in Education: Special Education

Distance Learning, Off-Campus and Certificate Programs (DOC)

The University is committed to providing opportunities for people to study at a distance from the main campus in Saskatoon. Classes and programs are offered by distance learning and through classes taught face-to-face or by streamed video at sites around Saskatchewan.

The Distance Learning, Off-Campus & Certificate Programs (DOC) Unit, located in the Centre for Continuing and Distance Education, administers much of the off-campus and distance learning for the University, including classes from the Colleges of Arts & Science, Agriculture and Bioresources, Education and Kinesiology. Information on admission and registration for degree credit classes and programs is available through Student and Enrolment Services.

Students can start degree programs in Arts & Science, Agriculture & Bioresources and many pre-health science programs, including Pre-Nursing at larger sites in the province. Working in collaboration with regional colleges, students can be admitted to the above colleges and take U of S classes at:

- Cumberland College: Melfort
- Great Plains College: Kindersley, Swift Current
- North West Regional College: North Battleford
- Northlands College: Buffalo Narrows, Creighton, Ile a la Crosse, La Ronge
- Parkland College: Yorkton
- St. Peter's College: Muenster

We also run the largest off-campus site in the province in Prince Albert. Housed at SIAST Woodland Campus, students can start all the degree programs noted above, and more.

Education degree programs are offered through NORTEP in La Ronge and at select First Nations sites, in collaboration with the ITEP program through the College of Education. Masters programs in educational administration are offered in 3 to 4 locations in the province; the locations change depending on demand.
Students, both on- and off-campus, can also take classes by a variety of distance learning modes. Classes are offered online, by independent studies, through streamed video & videoconferencing, or by a mixture of delivery modes.

**Professional Development & Community Education (PDCE)**

The CCDE offers opportunities for professionals to improve their qualifications and stay current with developments in their field of expertise. Our professional development offerings are planned for agrologists, horticulturists, adult educators, counsellors, business managers, scientists, and others.

We also plan community-based education for individuals, including children and seniors, who wish to pursue personal interests such as gardening, understanding more about environmental issues, and developing a music or artistic interest.

Program areas are outlined as follows. For more information on current professional development and community education offerings, Tel: 306-966-5539 or see our CCDE website.

**Adult and Continuing Education**

Develop and enrich your knowledge and skills in the expanding field of adult and continuing education. If you are involved in teaching adults, or coordinating and facilitating training programs for adults in public or private sectors, these courses and workshops will enhance your competence. All of these courses can be transferred for credit into the Certificate in Adult & Continuing Education (CACE) program. Visit ccde.usask.ca/cace

**Agriculture**

The Agriculture program area offers a wide variety of learning opportunities for those in the agriculture industry, including those employed in agribusiness, professional agrologists, certified crop advisors, producers and international clients. In collaboration with university faculty and staff, and other agricultural organizations, we assist individuals, organizations and communities to acquire knowledge and understanding needed to assess and develop programs to meet their needs. We coordinate a variety of programs including programs and courses tailored to specific needs of clients (face-to-face or distance delivery), conferences and workshops, CDs and videos. The scope of programs offered ranges from regional/provincial to national and international. See ccde.usask.ca/agriculture for a listing of programs for the current academic year.

**Business & Leadership**

The Business & Leadership program area plans its outreach activities with the help of an advisory group of representatives from business, industry, non-profit organizations, government, University experts, the Saskatoon Chamber of Commerce, professional associations, and other organizations. A wide range of business, management and leadership topics are addressed in seminars, workshops, in-house and customized offerings including: leadership, facilitating and coaching skills, communication, business essentials and skills for sales success. Business & Leadership Programs also offer the Leadership Development Program – a course for professionals, entrepreneurs, mid-level and high-potential managers. Visit ccde.usask.ca/leadership for details.

**Community Arts**

The Community Arts Program provides lifelong learning opportunities in visual arts through the University of Saskatchewan Certificate in Art and Design (USCAD) and the Aspiring Young Artists Program (AYAP). The University of Saskatchewan Arts Council, a member of the Organization of Saskatchewan Arts Councils, is managed through the program.

**University of Saskatchewan Certificate of Attendance in Art and Design (USCAD)**

The USCAD certificate is designed as a hands-on preparatory program to help build skills, confidence and understanding in the visual arts with the ultimate goal of building a portfolio of work in one of sculpture, painting, drawing or photography/digital imagery.
One goal of the program is to prepare the student for entry into fine arts degree credit studies. For more information visit the website: ccde.usask.ca/art

**Community Music**

The Community Music Education Program (Parenting with Music, Music in Early Childhood) provides music based learning experiences for parents and babies and young children. Many instructors are specialists in Suzuki music methodology. We also offer individual lessons in piano, violin, and guitar as well as Suzuki piano. Our programs are for children ages newborn and up. Partnerships with university departments, students, daycares, institutions and organizations enhance our community outreach. See the website: ccde.usask.ca/community-music

**Ecological Education and Tours**

The Ecological Education and Tours unit provides educational programs for children and adults that introduce and enhance understanding of the environment and how society affects ecological integrity. We offer summer and school break Ecology for Kids Camps where children aged 8 to 12 participate in daily field trips, meet University scientists and learn about rocks, fossils, plants, insects, birds and mammals. We also offer in-class experimental learning workshops on bats, birds, endangered species and waste reduction for K-8 schools in Saskatoon.

For adults, our educational travel programs include trips to locations such as Churchill MB, Waterton Lakes Park, AB, Costa Rica, South America and South Africa. See our website for details: ccde.usask.ca/eco/ecoed

**Horticulture**

The CCDE coordinates workshops, conferences, gardening and short courses for the horticulture industry, commercial producers and home gardeners. The CCDE coordinates the University of Saskatchewan Master Gardener Program. The staff work closely with industry, growers and home gardeners to identify needs and develop appropriate programs to meet these needs. Visit ccde.usask.ca/hort.

**Seniors Education**

The CCDE provides courses in partnership with the Saskatoon Seniors for Continued Learning Inc., which operates a Saskatoon program of university-level subjects. Please refer to our website: ccde.usask.ca/seniors. We also offer a wide range of other courses of interest to seniors.

**University of Saskatchewan Language Centre**

**Multilingual Programs:** We offer part-time conversational classes in French, Spanish, German, Italian, Japanese, Cree and Portuguese for winter, spring, summer and fall sessions. We also offer a five-week French Immersion Explore program in the spring, a one-week French Immersion course in the winter and summer, and a weekend Spanish course for the traveler in the fall and winter. We provide French oral proficiency skills assessments and offer translation services. Visit ccde.usask.ca/learnlanguages for details.

**Part-time ESL Program:** We offer part-time non-credit courses for graduate students and new Canadians whose first language is not English. Students develop their reading, writing, speaking and listening skills as well as preparing for the CanTEST and TOEFL proficiency tests. Visit ccde.usask.ca/PTESL for more information.

**Full-time ESL Program:** We provide an intensive English for Academic Purposes program, which allows international students and non-native English speakers to meet the English admission proficiency requirements of the University while preparing themselves for post-secondary academic study. The Full-time ESL program is offered in ten-week terms, four times per year. It includes six levels of
English from Basic to Advanced (University Preparation Level 2). Each level contains an average of 20 hours of instruction and five hours of sociocultural activities per week. Visit learnenglish.usask.ca for details.

The U of S Language Centre also acts as the academic home for the Certificate in Teaching English as a Second Language (CERTESL). We also design and deliver custom language courses as requested. Visit ccde.usask.ca/teach-esl for more information.
Certificate in Adult and Continuing Education (CACE)

The Certificate in Adult and Continuing Education (CACE) program gives you skills and qualifications to work as an adult educator/trainer in public and private sectors. This program benefits anyone who:
- teaches and trains adults in traditional and non-traditional settings
- coordinates and facilitates adult training programs
- provides administrative and support services in the field
- designs and develops educational materials for adults

CACE is a distance-delivered program consisting of 7 courses (250 study hours) with optional face-to-face workshops. Each course listed below consists of 37.5 hours. Courses and workshops must be successfully completed for hours to be credited to the program.

Admission is typically completion of Grade 12. If you do not have Grade 12, please see our website for other admission options.

CACE was collaboratively developed and is offered through a partnership of four Universities: Alberta, Manitoba, Saskatchewan and Victoria. Courses taken from participating institutions are fully interchangeable and do not have course transfer restrictions.

The program consists of 4 required courses (150 hours) and 3 elective courses (or 100 hours of elective courses). Advanced standing toward CACE may be granted for up to one-half of the required hours (125 hours). Credit may be obtained by transferring equivalent coursework and/or through Prior Learning Assessment and Recognition (PLAR).

Requirements

- CACE 11
- CACE 12
- CACE 13
- CACE 14

Electives

Students must complete 3 of the following 5 courses (electives may be taken as 3 elective CACE courses or as an equivalent combination of electives and face-to-face workshops):

- CACE 22 or TESL 21
- CACE 23
- CACE 24
- CACE 26
- CACE 33
Certificate in English for Academic Purposes

The Certificate in English for Academic Purposes provides non-native speakers of English with the linguistic foundation, study skills and cross-cultural understanding to undertake university studies. The program consists of six levels from Level 10 (basic) to University Preparation 2 (advanced academic English) offered in four terms per calendar year (Winter, Spring, Summer, Fall). Each term is ten weeks long and consists of approximately 200 hours of classroom instruction and 50 hours of supervised socio-cultural activities.

Admission requires a basic knowledge of English. Students must be a minimum of sixteen years of age upon starting the program.

Students will receive a placement test at the beginning of term and be placed in the most appropriate level. Students may qualify for conditional acceptance to the University of Saskatchewan in certain colleges such as Arts & Science or Agriculture & Bioresources. If a student successfully completes the highest level of the English program (University Preparation 2), that student will be considered to have met the English proficiency requirement for all programs of the University of Saskatchewan (with the exception of Nursing) and so may undertake academic studies without further English testing. Further information is available at http://learnenglish.usask.ca/

Courses:

Basic Levels
- Level 10
- Level 20

Intermediate Level
- Level 30
- Level 40

Advanced Level: University Preparation
- University Preparation 1
- University Preparation 2
Certificate in Teaching English as a Second Language (CERTESL)

The Certificate in Teaching English as a Second Language (CERTESL) Program is a six-course distance-delivered program designed to meet the instructional needs of current and prospective instructors of English as a second language or dialect both in Canada and abroad. This 250-hour program (with a practicum or professional project) is recognized by TESL Canada, TESL Ontario, Alberta TESL and TESL Saskatchewan. Please note that for TESL Ontario accreditation, CERTESL students must complete 310 hours in the program.

All of the courses are delivered via distance education using primarily print. Some courses utilize CDs and/or DVDs and you will have the option to take some CERTESL courses with interactivity via computer conferencing. CERTESL students who do not have prior teaching experience or B.Ed. degrees are required to complete the practicum option (TESL 42). Note that eventual adult ESL teacher accreditation by TESL Canada or TESL Ontario requires the practicum regardless of previous teaching experience.

In the Saskatchewan pre-K-12 education system, CERTESL is recognized as an 18-credit Integrated Program Component of the 30-credit Additional Qualification Certificate (AQC). In addition, a ten course extended version of CERTESL is recognized as a complete AQC. If you hold a B.Ed. or PGDEd. and plan to teach in Saskatchewan, you may obtain further information about the salary and other benefits of AQC status and the requirements for completing an AQC from the Saskatchewan Teachers Federation or Saskatchewan’s Ministry of Education.

Requirements

The CERTESL Program consists of six courses. Students must obtain 50% or better in each course and must maintain an overall average of 60% in the program to be awarded the Certificate.

- TESL 21 or ECUR 291.3
- TESL 31 or ECUR 391.3 or TESL 34
- TESL 32 or TESL 36
- TESL 33
- TESL 35 or ECUR 393.3
- TESL 42 or TESL 43

Important Information:

Prerequisites/Corequisites:

- TESL 21 is prerequisite or corequisite to all other 30-level TESL courses.
- TESL 31 or TESL 34 is prerequisite or corequisite to all other TESL courses.
- A minimum of three courses must be completed before registering in TESL 42 or 43 (TESL 21, TESL 31 or TESL 34, and one other 30-level CERTESL course).
Please note:

• For TESL Ontario certification, you must complete TESL 21, 31, 32, 33, 35, 42, a supplementary Practicum Additional Hours module, and one additional course (either TESL 36 or 43).

• For TESL Canada Professional Standard I certification, you must take TESL 42 and not take TESL 34. For TESL Canada Professional Standard II eligibility, you will take one additional course in CERTESL, selecting from among TESL 32, 34, 36, and 43.

• If you teach in a public elementary or secondary school system, there may be an advantage in ECUR 291.3, ECUR 391.3 and ECUR 393.3 registration. Consult your Ministry of Education and the CERTESL Academic Coordinator.

Transfer Credit:

Course work successfully completed within the last ten years and deemed to be equivalent to TESL courses may be transferable into the CERTESL Program. You may transfer credits into the CERTESL Program up to a maximum of 50% of the program (the equivalent of three TESL courses). There is no provision for transfer credit or waiver for TESL 42 or 43, except in exceptional circumstances.

The following U of S degree credit courses are considered transferable in lieu of their respective TESL twin courses:

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<tr>
<th>College of Education course</th>
<th>CERTESL Program course</th>
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<tr>
<td>ECUR 291.3</td>
<td>TESL 21</td>
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<td>ECUR 391.3</td>
<td>TESL 31</td>
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<td>ECUR 393.3</td>
<td>TESL 35</td>
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<tr>
<td>EIND 375.3</td>
<td>TESL 34</td>
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Post-Degree Certificate in Education: Special Education

The University of Saskatchewan Department of Educational Psychology & Special Education, in partnership with the Centre for Continuing & Distance Education, offers a Post-Degree Certificate in Education: Special Education. The course content was developed based on the International Council for Exceptional Children's Standards for Entry into the profession. Designing a curriculum that addresses these standards requires an array of courses to fully prepare the special needs professional to meet the demands of this challenging and growing area of specialization. This certificate is comprised of 30 credit units of special education classes, completion of which allows you to become qualified to teach special education based on Saskatchewan Learning requirements. Approved by Saskatchewan Learning as an Additional Qualification Certificate, this certificate enables teachers to upgrade their classification.

Applicants to the program will require a Bachelor of Education Degree and valid Professional A Teaching Certificate. In addition, applicants will be required to have at least one year of successful classroom teaching experience or the equivalent in education related settings. Entrants will be expected to have completed at least six credit units of undergraduate courses in Special Education.

Program Requirements

Requirements

- EPSE 500.3
- EPSE 510.3
- EPSE 520.3
- EPSE 530.3
- EPSE 540.3
- EPSE 551.3
- EPSE 560.3
- EPSE 570.3

- 6 credit units of open elective courses from within and/or outside Educational Psychology and Special Education, chosen by the student in consultation and with permission of the Program Director.
Prairie Horticulture Certificate (PHC)

- Designed for both professionals working in the horticulture industry and gardening enthusiasts.
- It is the first home study program horticulture program designed specifically for the Prairie Provinces.
- A consortium of four Western Canadian educational institutions collaboratively offer this program: Assiniboine Community College (Brandon, Manitoba), Olds College (Olds, Alberta), the University of Manitoba and the University of Saskatchewan. Each consortium partner develops and delivers courses in their areas of expertise.
- Core courses required for a particular stream are to be successfully completed for certification. You are not restricted to taking courses from one particular stream and you can take courses for personal interest or for professional upgrading.

Read more

Regular Admission: PHC Program applicants are required to meet one of the following admission requirements:

- 17 years of age and older
- Grade 12 or equivalent

Special or Mature Admission: if you do not meet regular admission requirements but are 21 years of age or older, you may apply with:

- a recommendation of the Selection Committee following a personal interview; or,
- a recommendation of a Professional Agrologist (PAg), a person of similar qualifications, a high school teacher, or a member of the horticulture industry. The person submitting the recommendation must have known the applicant for at least two years.

Probationary Admission: if you are not admissible in either the regular or special category, you may apply under probationary admission and register for two courses (one course per term). If you successfully pass both courses with an average mark of 60% or better, you will meet regular admission requirements.

There are four study streams:

- Fruit and Vegetable Production
- Greenhouse Crop Production
- Landscaping and Arboriculture
- Nursery Crop Production

To obtain your Certificate, complete the required number of core courses, together with the courses specified for a particular stream, and maintain an overall weighted average of 60%; a total of nine courses equivalent to 360 hours (36 credit weights) represents the minimum requirement.

Program Requirements

Fruit and Vegetable Production Stream

Required Courses:
Choose at least 3 courses from the following list:

- HORT 14.6 (University of Manitoba)
- HORT 15.3 (Assiniboine Community College)
- HORT 41.3 (Olds College)
- HORT 42.3 (Olds College)

Choose at least 2 courses from the following list:

- HORT 20.3 (University of Manitoba)
- HORT 23.3 (University of Saskatchewan)
- HORT 28.6 (Olds College)

Choose an open elective course to meet the minimum requirements, if necessary:

- HORT 17.3 (University of Saskatchewan)
- HORT 18.3 (Olds College)
- HORT 19.3 (Assiniboine Community College)
- HORT 29.3 (University of Saskatchewan)
- or any course from another elective stream

**Greenhouse Crop Production Stream**

Required Courses:

- HORT 13.6 (University of Saskatchewan)
- HORT 25.6 (Olds College)
- HORT 35.3 (Olds College)
- SLSC 14.6 (Assiniboine Community College)

Choose at least 3 courses from the following list:

- HORT 14.6 (University of Manitoba)
- HORT 15.3 (Assiniboine Community College)
- HORT 41.3 (Olds College)
- HORT 42.3 (Olds College)

Choose at least 1 course from the following:

- HORT 34.6 (University of Saskatchewan)
- HORT 28.6 (Olds College)

Choose an open elective course to meet minimum requirements, if necessary.

- HORT 17.3 (University of Saskatchewan)
- HORT 18.3 (Olds College)
- HORT 19.3 (Assiniboine Community College)
- HORT 29.3 (University of Saskatchewan)
or any course from another elective stream

**Landscaping and Arboriculture Stream**

Required Courses:

- HORT 13.6 (University of Saskatchewan)
- HORT 27.3 (University of Manitoba)
- HORT 30.3 (University of Manitoba)
- SLSC 14.6 (University of Saskatchewan)

Choose at least 3 courses from the following list:

- HORT 14.6 (University of Manitoba)
- HORT 15.3 (Assiniboine Community College)
- HORT 41.3 (Olds College)
- HORT 42.3 (Olds College)

Choose at least 2 courses from the following list:

- HORT 31.6 (Assiniboine Community College)
- HORT 33.3 (University of Saskatchewan)
- HORT 34.6 (University of Saskatchewan)
- HORT 36.6 (Olds College)
- HORT 37.3 (Olds College)

Choose an open elective course to meet minimum requirements, if necessary.

- HORT 17.3 (University of Saskatchewan)
- HORT 18.3 (Olds College)
- HORT 19.3 (Assiniboine Community College)
- HORT 29.3 (University of Saskatchewan)
- or any course from another elective stream

**Nursery and Crop Production Stream**

Required Courses:

- HORT 13.6 (University of Saskatchewan)
- HORT 26.3 (Assiniboine Community College)
- HORT 28.6 (Olds College)
- SLSC 14.6 (University of Saskatchewan)

Choose at least 3 courses from the following list:

- HORT 14.6 (University of Manitoba)
- HORT 15.3 (Assiniboine Community College)
- HORT 41.3 (Olds College)
- HORT 42.3 (Olds College)

Choose at least 1 course from the following list:
- HORT 27.3 (University of Manitoba)
- HORT 36.6 (Olds College)
- HORT 37.3 (Olds College)

Choose an open elective course to meet minimum requirements, if necessary:

- HORT 17.3 (University of Saskatchewan)
- HORT 18.3 (Olds College)
- HORT 19.3 (Assiniboine Community College)
- HORT 29.3 (University of Saskatchewan)
- or any course from another elective stream