

Application Package for the Bachelors of Education Program at the University of British Columbia

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Cover Letter

2329 West Mall
Vancouver, BC V6T 1Z4
August 12, 2020

Teacher Education Office
Faculty of Education, The University of British Columbia
Neville Scarfe Building
Room 103 – 2125 Main Mall
Vancouver, BC V6T 1Z4
Dear Admissions Office,

My name is Aran Chang, a Bachelor of Arts student from the University of British Columbia (UBC), and I am submitting my application for acceptance into Bachelors of Education secondary school teaching program. I am currently seeking acceptance into the BEd program that begins in September of 2021. Pursuing graduate studies is very important to me, and after researching the BEd program that Faculty of Education offers, I have come to the conclusion that the program will help me obtain the education I am seeking. Below you will find why I believe my application should be accepted, as I explain how my academic and personal history could contribute a great deal to the already amazing program that is in place at the Faculty of Education.

Regarding my academic history I am proud to say that that both my cumulative GPA and GPA over the last 60 credits would satisfy BEd's admission requirements, as both exceed the GPA requirements set forth for prospective students entering into the secondary teaching program focused in the English stream. Furthermore, I believe it is important for me to note that many of the elective courses I chose to take in my undergraduate degree were often in the upper levels, as I wanted to make sure I challenged myself in order to become better prepare for the heightened expectations of graduate school.

As mentioned, my academic history meets BEd's requirements for acceptance into the program, however, I believe that my personal history reflects quite favourably on my character, and should be considered when making a decision on my acceptance into the program. I started post secondary education immediately after my high school education as I chose to work hard and swiftly through my post secondary education. Also, for the entirety of my undergraduate degree I have worked full time, which has been very challenging at times to maintain a strong GPA, however, my work ethic and dedication to my academic and professional endeavours has allowed for me to be resilient through every challenge, shaping me into the person I am today.

Thank you for taking the time to review my application package into the BEd program at the University of British Columbia. I look forward to receiving your decision.

Sincerely,
Aran Chang

Resume

Aran Chang
2329 West Mall
Vancouver, BC V6T 1Z4
T: 778-939-1100
E: aran@abasa.ca

OBJECTIVE

To gain acceptance into the Bachelors of Education program at the University of British Columbia

QUALIFICATIONS

Leadership. Time Management. Microsoft Office. Social Media. Organization. Decision Making. Tutoring. Course Planning. Data Analysis.

EDUCATION

University of British Columbia (UBC). Bachelor of Arts (BA). Major in English Language and Literature.

EXPERIENCNE

Pathways to Education

Tutor: 2019-Present

Daily tasks include reviewing tutoring material and developing an appropriate course plan. Tutoring the children and reviewing their assignments, and work. Additionally, I delegating tasks throughout team members, leading team members through tutoring plans, and executing teaching plans to student standards.

Johnston Heights Secondary

Teacher's Aid: 2018-Present

Started as an observer to the classroom dynamic and slowly acclimated to the environment with the students. Aided the instructor with providing teaching material and assisting students when necessary. Additionally, I have taught a lesson in grammar and provided feedback material to students based on an assigned essay related to the lesson.

REFERNCES

Farrell Docherty (Volunteer Coordinator) | Pathways to Education| Email:
PathwaysVolunteer@PCRS.ca
Kelli O'Malley (Instructor) | Cactus Club | Email: omalley_k@surreyschools.ca
Jessica De Villiers (Professor) | UBC | Email: jessica.devilliers@ubc.ca

Reference Letter Request #1

2329 West Mall
Vancouver, BC V6T 1Z4
August 12, 2020

Farrell Docherty
Pathways to Education
439 University Avenue, 16th Floor
Toronto, ON M5G 1Y8

Subject: Reference Letter Request

Dear Farrell Docherty,

Thank you for taking the time to review my email. I am formally writing you because I am hoping that you can accept my request to provide me with a reference letter, which I can attach to my Bachelors of Education program at the University of British Columbia.

As you know, I am very dedicated academically, and have been working through my undergraduate degree in hopes of attending graduate school upon the completion of my Bachelor of Arts. Pursuing a higher education is important to me, as I hope to one day transition the skills I have acquired throughout my studies into a rewarding career in a professional environment.

I believe the extended period of time that we have worked together would provide you with an excellent knowledge of my character both professionally and personally. With you as one of my mentors at Pathways to Education, I have modelled many aspects of myself professionally through the guidance you have provided me over my time there.

If you accept to provide me with a reference letter I ask that you please be honest in your description of me in your letter, as having a true representation of my character is an important factor that will be taken into account when BEd reviews my application for the program. If you have any questions or concerns about my request please contact me via email at aran@abasa.ca.

Thank you for considering my request; I look forward to hearing from you at your earliest convenience.

Sincerely,
Aran Chang

Reference Letter Request #2

2329 West Mall
Vancouver, BC V6T 1Z4
August 12, 2020

Kelli O'Malley
Johnston Heights Secondary School
15350 99 Ave,
Surrey, BC V3R 0R9

Subject: Reference Letter Request

Dear Kelli,

I hope you are doing well, Kelli, I am happy to hear the success of the students over recent years. I am emailing you today to formally request a reference letter from you, as I hope to use your reference in my application package for the Bachelors of Education program at the University of British Columbia.

After the two years of working under you at Johnston Heights, I gained so many great skills that have helped me transition into the position I am now in at my current place of employment. I grew as a professional educator by applying the guidance you provided me over the years, which eventually led me into the tutoring position at Pathways to Education. It is because of our close professional working relationship that makes me believe that a reference letter from you would provide BEd with a clear understanding of my personality and character traits.

If you accept to provide me with a reference letter I ask that you please be honest in your description of me in your letter, as having a true representation of my character is an important factor that will be taken into account when BEd reviews my application for the program. If you have any questions or concerns about my request please contact me via email at aran@abasa.ca.

Thank you for considering my request; I look forward to hearing from you at your earliest convenience.

Sincerely,
Aran Chang

Reference Letter Request #3

2329 West Mall
Vancouver, BC V6T 1Z4
August 12, 2020

Jessica De Villiers
University of British Columbia
2329 West Mall
Vancouver, BC V6T 1Z4

Subject: Reference Letter Request

Dear Professor De Villiers,

I hope that you have been well since my time in your classes. I am reaching out to you to formally request from you a reference letter that I can use in my application package for acceptance into the Bachelors of Education program at the University of British Columbia.

I am hopeful that you will grant my request for a reference letter, as I feel that over the three courses I took with you we were able to build a strong relationship, which resulted in you knowing a great deal about me academically and personally. Through three courses and the span of one year you saw me grow personally, while also seeing how my academic skills sharpened through the subject matter you taught. Throughout my academic endeavours I have considered you as one of the most influential professor's I have ever had, as your courses sparked a newfound passion in me that I did not previously know. For the reasons previously mentioned, I feel you are an excellent choice to have as a reference for my potential acceptance into graduate school.

If you accept to provide me with a reference letter I ask that you please be honest in your description of me in your letter, as having a true representation of my character is an important factor that will be taken into account when BEd reviews my application for the program. If you have any questions or concerns about my request please contact me via email at aran@abasa.ca

Thank you for considering my request; I look forward to hearing from you at your earliest convenience.

Sincerely,
Aran Chang