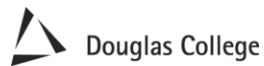


BACHELOR OF ARTS IN CHILD AND YOUTH CARE

FACULTY OF CHILD, FAMILY AND COMMUNITY STUDIES

Prospective Student Information Booklet



**Revised
March 2011**

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INTRODUCTION TO THE BA CYC

The Bachelor of Arts in Child and Youth Care (BA CYC) is an opportunity for CYC diploma graduates to continue their education, increase their skills for working in the field and create opportunities for advancement in their careers. The BA CYC program is also an opportunity for graduates of other human services programs, such as ECE, CCS, CSSW and YJW from Douglas College and other institutions to continue their education. Human Services diploma graduates receive a 60 credit block transfer into the degree program. Depending on your specific diploma and coursework, you may be required to take some bridging courses in child and youth care. These bridging courses can count as electives once you are in the BA CYC program.

The Douglas College Bachelor of Arts in Child and Youth Care follows the Child and Youth Care Educators Consortium of BC Articulation Agreements. If you completed a diploma in the human services, you can find information about the CYCEC transfer agreements at www.cycec.bc.ca. If you completed a human services certificate, you could complete the CYCC diploma program at Douglas College before applying for the BA CYC program.

While every attempt has been made to ensure the information in this booklet is accurate and up to date, information found in the Douglas College Calendar takes precedent and is considered the official document listing program policies and admission guidelines. You can access the calendar information online at www.douglas.bc.ca/calendar/programs/pcycc.html

The BA CYC program is offered on the Douglas College New Westminster campus. There is both a full time and a part time program. Part time classes are currently held in the late afternoon, evenings and weekends so students may be able to work in the field of Child and Youth Care while attending the program. The full time program has had a similar schedule in the past, but is transitioning to a format where there will be more day time classes. Because of the workload demands of the full time program, it is not recommended that students work full time while attending the program. However, a combination of working and attending school is an ideal way to learn new concepts, theories and skills applying them to your work in the field immediately. Whether you enroll in the full or part time program, you can choose to take your electives at any time, creating an educational plan suited to your individual needs.

Hopefully this booklet will answer your questions as a prospective student. Do not hesitate to contact us if you have further questions related to your specific situation. If you have specific questions about the BA CYC degree program, please contact (email is best):

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ADMISSION REQUIREMENTS FOR STUDENTS ENTERING THE BA CYC

The application deadline for the BA CYC program is January 31. You should complete steps 1 to 4 below prior to January 31 to be considered for the program. In addition to the Douglas College General Admission Requirements, admission to the BA CYC program requires applicants to complete all the following steps before being offered a seat in the program:

1. Completion of the Child and Youth Care Counsellor Diploma (or equivalent) with a minimum of a 2.67 (B-) average. Other Human Services diploma graduates with the minimum of a 2.67 average can apply and complete CYC bridging courses prior to entering the program.
2. Two successfully completed university transferable English courses, ENGL 1130 and CMNS 1110 (or equivalent courses). One of the required courses can be substituted with a university level English literature course.
3. Completion of the following four documents (the forms and directions for completing these documents are included in the back of this booklet):
 - a. a 750 word typed essay that speaks to your suitability for eventual employment in the child and youth care field,
 - b. an up to date resume,
 - c. a completed reference form from a present or previous employer in the CYC field, and,
 - d. a completed reference form from a previous college or university instructor in a CYC or related course.
4. A medical declaration form indicating a satisfactory level of physical and emotional health. The workload of the program and the close contact with individuals in practical settings requires students to be in good emotional and physical health.
5. Completion of a Criminal Record Search (CRS). Douglas College will provide you with a form to complete this **at the appropriate time**. This program requires students to train in an environment that demands individuals provide proof of a satisfactorily completed, current Criminal Record Search for the protection of clients. The Registrar will review any CRS forms returned with a notation of a record. In these cases, final determination of admission rests with the Registrar.

BRIDGING REQUIREMENTS AND TRANSFER OF COURSES

COMPLETING BRIDGING COURSES FOR NON-CYC STUDENTS

The Douglas College Bachelor of Arts in Child and Youth Care follows the Child and Youth Care Educators Consortium Articulation Agreements.

Students enter the CYC degree program in third year after completing a human services diploma. The program is designed to build on the CYC diploma program, offering advanced theory courses in the third year classes and advanced practice courses in the fourth year classes. Students entering the degree with a Human Services diploma other than CYC receive a 60 credit block transfer into the degree program. Depending on your specific diploma and coursework, you will take some bridging courses in Child and Youth Care. These bridging courses can count as electives once you are in the BA CYC program.

- **CCS, CSSW and YJW** diploma graduates from Douglas College complete **CYCC 2201 - An Introduction to Child and Youth Care**. CYCC 2201 is offered in the spring – summer term, usually in the term before you enter the degree program.
- **ECE** diploma graduates from Douglas College complete **CYCC 2201** as well as **CYCC 1220 - Counselling Children and Youth**, and **CFCS 1260 - Community Practice: Addictions**. ECE students have to complete CYCC 2201 before entering the degree program, but may complete the other bridging courses during their first year in the program or start with an initial year as a Pre BA student, completing the bridging courses part time.

Graduates of other human services diploma programs not formally articulated with Child and Youth Care can be admitted as a Pre BA student. In the first year of your studies at Douglas College, you will complete 15 credits of bridging CYC courses. The specific course work will be based on an assessment of your previous coursework. The bridging coursework will count as elective courses. After successfully completing the bridging courses, the following September you will be admitted into the third year of the BA CYC program as long as you meet the admission requirements.

COURSE TRANSFER

Students who have completed course work at other post secondary institutions may submit a transcript and request a transfer credit request. The necessary form is available at www.douglas.bc.ca/application-services/forms.html .

Some of your coursework may transfer to Douglas as unassigned credit. If you wish to have unassigned credit considered for direct equivalency credit, or want to have courses evaluated that have not been granted transfer credit, the steps to request this assessment are explained online at: www.douglas.bc.ca/_shared/assets/outlinesinfosheet44884.pdf

You should begin this transfer process as early as possible in the admission process.

BA CYC PROGRAM SCHEDULE

You have the option to apply for either a full time or part time program of study.

The full time program is offered in the Fall and Winter semesters over a two-year period. There is the opportunity to complete practicums in the summer term. Classes will be scheduled in both daytime and evening hours.

The part time program can be completed at your own pace, over a minimum of three years of study with courses offered every semester, including the summer semester. The courses are scheduled in evenings (4 p.m. and later) and weekends to best fit in with a working student's schedule. The part time schedule is recommended for students completing the program while working full time in the field. The part time program is not a cohort model. To ensure getting the courses you want, it is advisable to register as early as possible.

Practicums are scheduled in both year three and four. Each practicum is 300 hours, which works out to about 10 hours a week if completed over two terms. Some practicums are done in a full time block. Students will need to set aside approximately 6 to 9 hours a week to complete assignments.

CYCC Diploma and BA CYC Structure

Full Time Schedule

Key

CYCC Diploma Courses
 CFCS Courses
 BA CYC Courses
 Practicum Courses
 Elective Courses (#) Number of Credits

Year 1	Semester 1 <i>15 credits</i>	CFCS 1110 (3) Introduction to Community	CFCS 1130 (3) Change and Development: Lifespan	CYCC 1141 (3) Introduction to Practice	CFCS 1150 (3) Activity Programming for Children and Youth	General Elective (3)
	Semester 2 <i>13.5 credits</i>	CYCC 1220 (3) Counselling Children and Youth	CYCC 1250 (3) Supporting Behavioural Change	CYCC 1240 (4.5) Practicum	CFCS 1260 (3) Community Practice: Addictions	ENGL 1130 or CMNS 1110 must be completed before graduation 2 ENGL or CMNS courses must be completed to apply to degree
Year 2	Semester 3 <i>15 credits</i>	CFCS 2211 (3) The Professional Community: Policies, Standards, Legislation and Children	CYCC 2320 (3) Working with Others in Groups	CFCS 2333 (3) Change and Development: Families	CYCC 2360 (3) Mental Health in Childhood and Adolescence	General Elective (3)
	Semester 4 <i>16.5 credits</i>	CFCS 2410 (3) Advanced Issues: Reflection and Integration	CYCC 2440 (4.5) Practicum	CYCC 2450 (3) CYCC Practice: Advanced	CYCC 2460 (3) Community Practice: Family Violence, Abuse and Recovery	General Elective (3) Exit With Diploma
Year 3	Semester 5 <i>13.5 credits</i>	CYCC 3310 (4.5) Supervised Practicum	CYCC 3340 (3) Developmental Theory and CYC Practice with Children	CYCC 3520 (3) Professional Child and Youth Care: Theory and Practice	General Elective (3)	
	Semester 6 <i>16.5 credits</i>	CYCC 3311 (4.5) Supervised Practicum	CYCC 3341 (3) Developmental Theory and CYC Practice with Youth	CYCC 3621 (3) Critical Issues in Current CYC Practice	General Elective (3)	General Elective (3)
Year 4	Semester 7 <i>13.5 credits</i>	CYCC 4410 (4.5) Advanced Supervised Practicum	CYCC 4423 (3) Research Methods in Child and Youth Care	CYCC 4467 (3) Advanced Skills with Individuals in CYC	CYCC 4469 (3) Advanced Skills with Families in CYC	
	Semester 8 <i>16.5 credits</i>	CYCC 4411 (4.5) Advanced Supervised Practicum	CYCC 4425 (3) Data Analysis in Child and Youth Care	CYCC 4468 (3) Advanced Skills with Groups in CYC Organizations	General Elective (3)	General Elective (3) Exit With Degree

**Full Time Curriculum Framework
Bachelor of Arts in Child and Youth Care**

Term	Year One and Two	Year Three	Year Four
Fall	In the first two years of study, students will have completed a diploma in Child and Youth Care, or a diploma in another related human service profession. Non CYC diploma graduates will complete child and youth care bridging course work, based on the CYCECBC transfer agreements or an individual assessment. Total: 60 credits	<u>Semester 5</u> CYCC 3310 Supervised Practicum, Part 1 (4.5 credits) CYCC 3340 Developmental Theory and CYC Practice with Children (3 credits) CYCC 3520 Professional Child and Youth Care: Theory and Practice (3 credits) Elective* Approved by the Department (3 credits) Total: 13.5 credits	<u>Semester 7</u> CYCC 4410 Advanced Supervised Practicum, Part 1 (4.5 credits) CYCC 4423 Research Methods in Child and Youth Care (3 credits) CYCC 4467 Advanced Skills with Individuals in Child and Youth Care (3 credits) CYCC 4469 Advanced Skills with Families in CYC (3 credits) Elective* Approved by the Department (3 credits) Total: 16.5 credits
Winter		<u>Semester 6</u> CYCC 3311 Supervised Practicum, Part 2 (4.5 credits) CYCC 3341 Developmental Theory and CYC Practice with Youth (3 credits) CYCC 3621 Critical Issues in Current CYC Practice (3 credits) Elective* Approved by the Department (3 credits) Elective* Approved by the Department (3 credits) Total: 16.5 credits	<u>Semester 8</u> CYCC 4411 Advanced Supervised Practicum, Part 2 (4.5 credits) CYCC 4425 Data Analysis in Child and Youth Care (3 credits) CYCC 4468 Advanced Skills with Groups in CYC Organizations (3 credits) Elective* Approved by the Department (3 credits) Total: 13.5 credits

- **Electives:** Elective courses will provide breadth and will be based on identified specialties, elective streams or university transfer credit courses. Douglas College offers two specializations, Youth Justice and Child Welfare.
- Total degree credits: 120 credits

SAMPLE* Part Time Core CYC Courses Offerings
Bachelor of Arts in Child and Youth Care

Term	Year One	Year Two	Year Three
Fall	CYCC 3520 Professional Child and Youth Care: Theory and Practice (3 credits) **CYCC 3310 Supervised Practicum, Part 1 (4.5 credits)	CYCC 3340 Developmental Theory and CYC Practice with Children (3 credits) **CYCC 3310 Supervised Practicum, Part 1 (4.5 credits)	CYCC 4423 Research Methods in Child and Youth Care (3 credits) **CYCC 4410 Advanced Supervised Practicum, Part 1 (4.5 credits)
Winter	CYCC 3621 Critical Issues in Current CYC Practice (3 credits) CYCC 3310 or 3311 Supervised Practicum, Part 2 (4.5 credits)	CYCC 3341 Developmental Theory and CYC Practice with Youth (3 credits) CYCC 3310 or 3311 Supervised Practicum, Part 2 (4.5 credits)	CYCC 4425 Data Analysis in Child and Youth Care (3 credits) CYCC 4469 Advanced Skills with Families in CYC (3 credits) CYCC 4410 or 4411 Advanced Supervised Practicum, Part 2 (4.5 credits)
Summer	CYCC 3311 Supervised Practicum, Part 2 (4.5 credits)	CYCC 4467 Advanced Skills with Individuals in Child and Youth Care (3 credits) CYCC 3311 Supervised Practicum, Part 2 (4.5 credits)	CYCC 4468 Advanced Skills with Groups in CYC Organizations (3 credits) CYCC 4411 Advanced Supervised Practicum, Part 2 (4.5 credits)

* The part time program course offerings are subject to scheduling changes. This is just a sample of programming to illustrate the workload of a part time student.

** Practicum can be completed either in the fall –winter terms or in the winter – summer terms

BA CYC COURSE DESCRIPTIONS

CYCC 3310 Practicum, Part 1 (4.5 credits)

This course requires students to work directly with children and youth in a supervised practice situation in order to promote professional skill acquisition and integration. Emphasis is placed on observation and recording skills, understanding the structure of a service agency, and fostering an awareness of professional functioning in relation to children, youth and agency workers. Attention will be given to development of beginning case planning, intervention, and case presentation skills with both one-to-one and group focus. (Note: CYCC 3310 and 3311 must be completed in the same year to receive credit.)

Prerequisite: None

CYCC 3311 Practicum, Part 2 (4.5 credits)

This course requires students to work directly with children and youth in a supervised practice situation in order to promote professional skill acquisition and integration. Emphasis is placed on observation and recording skills, understanding the structure of a service agency, and fostering an awareness of professional functioning in relation to children, youth and agency workers. Attention will be given to development of beginning case planning, intervention, and case presentation skills with both one-to-one and group focus. (Note: CYCC 3310 and 3311 must be completed in the same year to receive credit.)

Prerequisite: CYCC 3310

CYCC 3340 Developmental Theory and CYC Practice with Children (3 credits)

This course focuses on developmental theory and clinical application with children. The content examines the history of eight contemporary theories and relevant implications in practice with children and their families. The context of the ecological model is used as a unifying construct for considering all work with children and families in community settings.

Prerequisite: None

CYCC 3341 Developmental Theory and CYC Practice with Youth (3 credits)

This course focuses on contemporary, developmental theory and clinical application with youth. The content examines the history and application of eight contemporary theories to the various community agencies and issues relevant to the field of practice with youth and their families. The course emphasizes program design and professional practice for all work with youth and their families.

Prerequisite: CYCC 3340

CYCC 3520 Professional Child and Youth Care: Theory and Practice (3 credits)

This course integrates theory and practice of child and youth care (CYC) by focusing on theoretical perspectives of change and their associated goals, strategies and techniques. Issues and techniques in assessment, case planning, and intervention will be examined. Practical models for case consultation, presentation and evaluation will be presented. Students will demonstrate competence in these real or simulated professional practice areas, and analyze the relationship between professional knowledge, skills, values and styles.

Prerequisite: None

CYCC 3621 Critical Incidents in Current CYC Practice (3 credits)

This course examines current issues of risk in the lives of children and youth. Students will analyze areas of practice using theoretical frameworks explored in CYCC 3520 and will develop interventions appropriate to the risk issue. Students will demonstrate competence in real or simulated examples of risk situations using professional knowledge, skills, values and styles.

Prerequisite: CYCC 3520

CYCC 4410 Advanced Practice in CYC, Part 1 (4.5 credits)

CYCC 4410 and CYCC 4411 are an eight month long practicum experience in the field. CYCC 4410 is Part 1. This supervised practicum focuses on application of learning. If possible, students are placed in their chosen professional area of interest. This course provides an opportunity to apply case-planning, intervention, and evaluation skills at an advanced level. Professional consultation, clinical functioning, and the integration of theory and practice are emphasized. (Note: CYCC 4410 and 4411 must be completed in the same year to receive credit.)

Prerequisite: CYCC 3311

CYCC 4411 Advanced Practice in CYC, Part 2 (4.5 credits)

This supervised practicum focuses on application of learning. If possible, students are placed in their chosen professional area of interest. This course provides an opportunity to apply case-planning, intervention, and evaluation skills at an advanced level. Professional consultation, clinical functioning, and the integration of theory and practice are emphasized. (Note: CYCC 4410 and 4411 must be completed in the same year to receive credit.)

Prerequisite: CYCC 4410

CYCC 4423 Research Methods in CYC (3 credits)

This course introduces students to research methods in the child and youth care field. Within an applied research context, students will investigate the knowledge and skills necessary to locate, understand and utilize research relating to the field of CYC. Students will examine and apply basic issues, designs and methodologies within qualitative and quantitative research models.

Prerequisite: CYCC 3341

CYCC 4425 Data Analysis in Child and Youth Care (3 credits)

This course introduces students to data analysis in the child and youth care field, including both theoretical and practical perspectives. The first half of the course is spent considering a variety of quantitative techniques. The remainder of the course explores qualitative analysis and its guiding principles.

Prerequisite: CYCC 4423

CYCC 4467 Advanced Skills with Individuals in Child and Youth Care (3 credits)

This course focuses on the development of skills in work with individual children and youth. Students are required to apply theories and strategies of counselling in a laboratory environment. Students will participate as counsellors, clients and observers in preparation for individual client work.

Prerequisite: CYCC 3311, CYCC 3621, CYCC 3341

CYCC 4468 Advanced Skills with Groups in Child and Youth Care Organizations (3 credits)

Theoretical approaches and techniques related to planning and facilitation of professional groups are presented. Content focuses on organizational development, the function of groups in organizations and group facilitation and leadership. You will apply theory through leading task groups in organizational development and will receive feedback on your work in a laboratory-style environment.

Prerequisite: CYCC 3311, CYCC 3621, CYCC 3341

CYCC 4469 Advanced Skills with Families in CYC (3 credits)

This course presents conceptual frameworks and models for understanding family functioning and parenting. The child and youth care service settings in which family work occurs are identified; family assessment methodologies and interventions that are appropriate to child and youth care workers in these settings are presented.

Prerequisite: CYCC 3311, CYCC 3621, CYCC 3341

PRIOR LEARNING AND COURSE CHALLENGES

Third year courses and CYCC 4423 and CYCC 4425 are not available for PLAR at this time, but course transfer equivalency will be considered. A student who has the equivalent of seven years full time experience in the CYC field may challenge – PLAR fourth year practicum and CYCC 4467, CYCC 4468 and CYCC 4469 if they meet the challenge policy requirements. If your request to challenge is accepted, you would register for the course and complete a portfolio of assignments.

CHOOSING ELECTIVES

Five elective courses will offer an opportunity for the student to be exposed to different points of view and have more breadth in the degree program. In selecting elective courses, students have a choice of a specific specialization or of self-selecting five courses. Some students will come into the program with their electives already completed through other college or university coursework.

The CYC program offers two specializations, Child Welfare or Youth Justice, and two formal elective streams, Co-occurring Disorders or Disability and Applied Behaviour Analysis. Students may also design their own elective stream based on an area of interest.

CYC Electives

The CYC program has developed several elective courses that are available to students. These are:

CYCC 3350 Child and Youth Care Practice in Child Protection (3 credits)

This course introduces the knowledge and skills for child and youth care workers practicing in child protection settings. Students will learn to apply skills in the areas of investigative interviewing, documentation, applying practice standards and report writing. This course approaches the field of child protection from a strengths-based perspective and explores a range of alternative dispute mechanisms available in child protection. This course examines the principles of social justice and the challenges in child welfare practice with First Nations children, families and communities.

Prerequisite: CYCC 2211 and CYCC 2460

CYCC 4470 Development of Attachment (3 credits)

The focus of this course will be to provide an overview of attachment theory from infancy to adolescence and its clinical application for CYCC practitioners. The content includes a discussion of attachment theory, psycho-biological origins of infant attachment, understanding the attachment process from infancy to adolescence, cross-cultural patterns of attachment, and clinical applications of attachment theory and research.

CYCC 4471 Leadership in Child and Youth Care (3 credits)

This course introduces students to leadership in the CYCC field. Students will learn the history of leadership as a concept, how leadership works in social services, basic leadership skills and leadership challenges.

Students also have the option to complete Directed Study courses on research topics not covered as part of the core CYC curriculum.

Student Selected Electives

For students who don't select a specialization or formal elective stream, the specific elective courses a student takes will depend on his/her areas of interest. Students may choose from a broad range of electives. Douglas College departments have identified specific courses that may be of interest to students within a range of Faculties including Humanities and Social Sciences, Language, Literature and Performing Arts, Health Sciences, Commerce and Business Administration, Science and Technology and Child, Family and Community Studies. We encourage students to explore the Douglas College Calendar for courses that match your interests. The following are a sample of possible elective streams that students may design themselves by combining electives based on areas of interest:

Advocacy

You may choose a number of possible Douglas College courses related to advocacy.

Culture and Diversity

You may choose a number of Douglas College courses related to culture and diversity.

Education

Some students choose to go into teaching after completing the BA program. You can use your electives to meet the entrance requirements for a PDP program. All the electives you need are available at Douglas College. You will want to consult with the university you plan to attend for a PDP or B Ed program to choose your electives wisely.

Family Studies

You may want to choose a number of possible Douglas College courses related to family studies, combining this with the CYC family courses and a family focused fourth year practicum.

Management

With a new Business Degree available at Douglas College, students may want to choose a package of electives in management. With a BA CYC, you may choose to pursue moving into management in a social services agency.

Child Protection Degree Specialization

Students choosing the Child Welfare Specialization option will take the core 45 credits and these specific electives:

Course	Title	Credits
CFCS 1260	Community Practice: Addictions	3
CYCC 2211	Professional Community: Policies, Standards, Children and Families	3
CYCC 2460	Community Practice: Family Violence, Abuse and Recovery	3
CYCC 3350	Child and Youth Care Practice in Child Protection	3
DACS 5111	Disability in Context	3

CYCC diploma graduates will have completed CFCS 1260, CYCC 2211 and CYCC 2460 as part of their diploma program. Consult with the CYCC degree coordinator to plan your course of study. CYCC 3350 is offered every other fall term. You will also complete a specialized block placement for CYCC 4410 and CYCC 4411 during your final winter term of study. You must have completed your required electives prior to placement in your fourth year practicum, which is usually completed as a block placement in the student's final term in the program.

Youth Justice Degree Specialization

Students choosing the Youth Justice Specialization option will take the core 45 credits and these specific electives:

Course	Title	Credits
CRIM 1100	Introduction to the Criminal Justice System	3
CRIM 2252	Sociological Explanations of Criminal Behaviour*	3
CRIM 2253	Youth, Crime and The Law	3
CRIM 2260	Criminal Law	3

*Sociology 1125, Social Processes, is a prerequisite for CRIM 2252

And one of the following three courses –

Course	Title	Credits
CRIM 2276	Restorative Justice	3
CRIM 3335	Human Rights and Civil Liberties	3
CRIM 4410	Canadian Law and the Mentally Disordered Offender	3

The Youth Justice Specialization is designed as a specialization ideally for graduates of the Douglas College Youth Justice Diploma program. Graduates of that program will have already completed CRIM 1100 and CRIM 2253 and CRIM 2260 as part of their diploma program. They can continue their focus in youth justice, completing CRIM 2252 and one of the optional courses. Students will also complete a specialized youth justice placement for CYCC 4410 and CYCC 4411 during their final year of study.

Students who have not completed the Youth Justice Diploma Program will have to complete some preliminary Criminology coursework. In particular, SOCI 1125, CRIM 1150 and CRIM 1160 are prerequisites for the required courses in the specialization.

Elective Stream in Co-occurring Disorders

Douglas College offers an Advanced Citation in Co-occurring Disorders (CODS). You can use the four core courses in the Citation (CODS 5100, 5122, 5200 and 5222) as electives in the BA CYC program. If you want, you can also request that your fourth year CYC practicum be in a Co-occurring Disorders oriented practicum site.

If you choose to complete all of the CODS Advanced Citation courses as electives, you should contact the CODS coordinator in the fall of your third year. While you cannot formally be in both the CYC degree program and the CODS program at the same time, you can request that the CODS program hold a seat for you in the four CODS classes. You would complete 2 CODS courses in the winter term of Year Three and the other two CODS courses in the fall term of Year Four.

If you want to take any of the individual CODS courses as electives only, you can register in the courses, as space is available.

Douglas College is in the process of developing a policy for a “concentration” that can be noted on your degree. At present, the only method for having co-occurring disorders noted on a credential is to earn both the BA CYC and a second credential, Advanced Citation in Co-Occurring Disorders. If you choose this option, you can only use three of the CODS courses as electives in the BA CYC.

Course	Title	Credits
CODS 5100	Co-Occurring Disorders: Introduction	3
CODS 5122	Counselling Skills for Persons with Co-Occurring Disorders	3
CODS 5200	Advanced Issues in Co-Occurring Disorders	3
CODS 5222	Counselling Skills for Persons with Co-Occurring Disorders	3

Elective Stream in Disability and Applied Behaviour Analysis

Douglas College offers an Advanced Citation in Disability and Applied Behaviour Analysis (DACS). You can use the courses in the Citation as electives in the BA CYC program. If you want, you can also request that your fourth year CYC practicum be in a Disabilities oriented practicum site.

If you want to complete all of the DACS Advanced Citation courses as electives, you should contact the DACS coordinator before the fall of the year you want to complete the electives. While you cannot formally be in both the CYC degree program and the DACS program at the same time, you can request that the DACS program hold a seat for you in the six DACS classes. You would complete two DACS classes in a fall, winter and summer term, usually starting in the fall term of either your third or fourth year.

If you want to take any of the individual DACS courses as electives only, you can register in the courses as space is available.

Course	Title	Credits
DACS 5111	Disability in Context (fall term)	3
DACS 5112	Autism Spectrum Disorder Community of Practice: Selected Topics I (winter term)	1.5
DACS 5113	Autism Spectrum Disorder Community of Practice: Selected Topics II (spring – summer term)	1.5
DACS 5121	Applied Behaviour Analysis: Basic Principles (fall term)	3
DACS 5122	Applied Behaviour Analysis: Behavioural Techniques (winter term)	3
DACS 5123	Applied Behaviour Analysis: Research and Applications (spring – summer term)	3

FREQUENTLY ASKED QUESTIONS

What opportunities will I have for employment if I complete the BA CYC degree program?

The field of Child and Youth Care has many new employment opportunities for degree graduates. Some advanced positions in the child and youth care field are only open to degree graduates. Many government agencies, including MCFD, require completion of a degree for employment. With some experience in the field, degree graduates have the opportunity for advancement into supervisory and management positions.

What do I have to do to get into the degree program?

There are several steps involved.

- First, you need to apply through the Office of the Registrar at Douglas College, specifically for the BA CYC program. **Everyone, including current Douglas College CYCC Diploma students, must complete this step.**
- The BA CYC Program has specific admission requirements listed online in the Douglas College Calendar and described in this booklet. The admission requirements must be completed before the application deadline.

If you successfully complete these steps you will be considered for the program. An admission committee will review the applications using a preferential selection process that considers a combination of academic skills, relevant work experience and personal suitability.

Can I take the program on a part-time basis?

Yes, we have an official part-time degree program where you complete the core CYC courses over at least three years of study.

In the full time program, you can also develop a part time schedule based on when you choose to take electives. Students can take their electives when they choose, so they can work and attend class part time. Students participate in 10 hours of practicum in a CYC setting as well as a minimum of two to three classes a week, so it is not recommended that students work full time while attending the full time program.

What courses can I take as electives in the degree program?

There are five elective courses in the program. You can use any University Transfer course as an elective. Douglas College has and continues to develop a wide range of upper level electives. You may want to consider packaging your electives into either a specialization or an elective stream to further your knowledge and skills in a specific area.

What is the Child Protection Specialization?

The Child Welfare Specialization is offered in all the institutions that offer a CYC degree. This was developed in cooperation with the Ministry of Children and Family Development. Students take specific electives and a specialized fourth year practicum to prepare for working in a child welfare setting.

What is the Youth Justice Specialization?

The Youth Justice Specialization is unique to Douglas College, and offers a degree path for the Diploma in Youth Justice as well as other interested students. Students take specific upper level criminology courses as electives and a specialized fourth year practicum to prepare for working in a youth justice setting.

If I do not choose a specialization, what types of elective streams are available for me in the degree program?

At Douglas, students are able to select electives from a very broad range of electives. Students may select a specific elective stream based on their academic and practice interests in areas such as Advocacy, Autism, Co-occurring Disorders, Disability and Applied Behavioural Analysis, Culture, Early Learning and Care, Education preparation for PDP, Family Studies, Management or Mental Health. You may find your own unique way of packaging your electives at Douglas College. The electives, with a practicum in a setting reflecting the same area of interest will be an ideal way to develop your knowledge and skills.

Will a BA CYC degree from Douglas College be equivalent to a CYC degree from a university or university college?

Yes. All the CYC degrees in British Columbia are considered equivalent. University of Victoria, Vancouver Island University, University of the Fraser Valley and Douglas College all offer equivalent degrees. All of the programs are members of the Child and Youth Care Educators Consortium (www.cycec.bc.ca) and teach to the same learning outcomes. The programs work in partnership with other institutions in British Columbia and Alberta that offer CYC diploma and degree programs.

DIRECTIONS FOR COMPLETING YOUR APPLICATION

This package contains the information you need in order to complete your application to the Douglas College Bachelor of Arts Child and Youth Care Degree Program. You need to do this **after you have submitted the Douglas College admission form to the Registrar's Office.**

Step One

All applicants, including current Douglas College CYCC Diploma students, must submit the **general Douglas College Admission form** for the BA CYC Degree program, noting whether they wish to pursue full or part time studies. If you have not done this already, be sure to do so before submitting the following documents.

Step Two

Applicants must then complete their application by submitting the following documents to Douglas College:

- a. a 750 word typed essay that speaks to your suitability for eventual employment in the child and youth care field by addressing the criteria delineated in the selection rubric at the end of this document,
- b. an up to date resume,
- c. a completed reference form from a present or previous employer in the CYC field. If you have not worked in the field, you may use a reference from a practicum placement in a diploma program,
- d. a completed reference form from a previous college or university instructor in a CYC or related course, and,
- e. the completed Informed Medical Suitability Declaration form
- f. A current, official transcript if your diploma was completed outside of Douglas College

Specific directions for each of the five documents are included in the following pages. Please read the directions carefully.

All of the application material must be submitted before your application will be considered. All the material must be submitted before the application deadline of **January 31**. Please send in all of the material together (references are submitted directly by referees). Failure to submit the material on time will result in your application not being considered.

In reviewing your application, the admission committee will consider grade point average, child and youth care work experience and personal suitability for working in the field of child and youth care. Personal suitability is determined by examining your essay and the references provided by your employer and/or your instructor against the selection rubric. The selection rubric addresses leadership potential and identifies four key areas that are thought to be important to leaders in the field of child and youth care. These are:

- Responsibility and Initiative
- Self Understanding
- Team Work
- Empathy

You will find a copy of the selection rubric at the back of the booklet. Please remember to share this rubric with your referees as it will be helpful to them when formatting their letters of recommendation.

INSTRUCTIONS FOR COMPLETING YOUR ESSAY, RESUME & MEDICAL DECLARATION

Directions for Completing the Essay

In a 750 word essay, please discuss your suitability for practice in the field of child and youth care. When writing this essay, please remember to provide **specific examples** that demonstrate your leadership potential and your personal suitability as a CYCC.

In assessing personal suitability, we will consider the four key areas listed below and described in the selection rubric. These are:

- Self awareness
- Empathy and awareness of others
- Responsibility and initiative, and
- Flexibility and teamwork skills

Essays are to be word processed and double-spaced in Times New Roman or Courier size 12 font and the pages should be formatted appropriately, as per APA standards. **Please remember to include a cover page.**

Directions for Completing the Resume

Resumes are to be word processed. There is not a specific format that we are asking for, but we do require details regarding your periods of paid employment in child and youth care positions as experience is evaluated as part of the admission process. If the work experience was on a part time basis, include the number of hours per week/month/years for each employer. If you are in the beginning stages of your Child and Youth Care career, you can include information about your practicum experiences.

Directions for Completing the Informed Medical Suitability Declaration

Informed Medical Suitability Declaration is to be completed by yourself and signed. You do not need to have a doctor complete the form.

Directions for Submitting Your Essay, Resume and Informed Medical Suitability Declaration

The essay, resume and informed medical suitability declaration are to be sent together to:

**Douglas College
Faculty of Child, Family and Community Studies
Child and Youth Care Program
PO Box 2503
New Westminster, BC V3L 5B2
Attn: Meagan Harris**

Or by fax to (604) 527-5426, Attn: Meagan Harris

INSTRUCTIONS FOR COMPLETING REFERENCE FORMS

Enclosed are two reference forms. We require a completed reference form from each of two professionals:

1. A present or previous employer in the CYC field. If you have not been employed in the field, you may use a reference from a practicum placement in a diploma program, and,
2. A previous college or university instructor, preferably from a child and youth care related course.

Please give the enclosed forms to the two individuals and ask them to complete the form and submit it to Douglas College directly before the due date of **January 31**. It is wise to give them adequate time to complete the form. You may want to include an addressed, stamped envelope for their convenience. They may also choose to fax the form to us directly.

Directions for Submitting Your Reference Forms

The reference forms are to be sent by the referees to:

**Douglas College
Faculty of Child, Family and Community Studies
Child and Youth Care Program
PO Box 2503
New Westminster, BC V3L 5B2
Attn: Meagan Harris**

**Or by fax to:
(604) 527-5426
Attn: Meagan Harris**

**APPENDICES – REFERENCE AND MEDICAL FORMS
AND SELECTION RUBRIC**



**BACHELOR OF ARTS IN CHILD & YOUTH CARE
INSTRUCTOR REFERENCE FORM
(Confidential)**

To the applicant: Complete this section before sending the form to a referee of your choice.

Surname	Given Names	Previous names
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Phone: (_____) _____ **Student Number:** _____

Relationship to referee: Instructor

TO BE COMPLETED BY THE REFEREE:

The above named applicant is applying to pursue a Bachelor of Arts in Child and Youth Care in the Faculty of Child, Family and Community Studies at Douglas College. In support of this application, please provide a letter of recommendation that describes their work/academic experience, preparedness to engage in this level of study and personal suitability for working in the field of child and youth care.

In order to assist you in forming your letter we have supplied a copy of the selection rubric that we use to evaluate personal suitability and leadership potential in degree candidates. As you can see, it identifies four key areas that are thought to be important to leaders in the field of child and youth care. These are:

- Responsibility and Initiative
- Self Understanding
- Team Work
- Empathy

It would be helpful in the selection process if you could address these areas as well as work experience and academic suitability in your letter.

Please indicate your recommendation of this applicant:

- Highly recommended
- Recommended
- Recommended with reservations
- Not Recommended (specify reasons below)

Comments:

To be completed by the Referee:

Name: _____ Signature: _____
Title: _____ Institution: _____
Address: _____
Postal Code: _____ Phone: _____ Date: _____
Your position in relation to the applicant: _____
Position the applicant held: _____
Place of Employment/Education: _____
Dates of Employment/Education: From _____ To _____

To the Referee:

The information on this form may be released to the candidate through a Freedom of Information & Protection of Privacy request.

If you wish your information to be confidential, or if the information may be shared with the candidate, please indicate by signing against the appropriate statement.

_____ **I wish my reference to be kept confidential.**

_____ **The information I have provided may be shared with the candidate.**

This form must be received by Douglas College by January 31.

Please send the completed form to:

**Faculty of Child, Family and Community Studies
Child and Youth Care Program
Douglas College
PO Box 2503
New Westminster, BC V3L 5B2
Attn: Meagan Harris**

Or the form can be faxed to the attention of Meagan Harris – (604) 527-5426



**BACHELOR OF ARTS IN CHILD & YOUTH CARE
EMPLOYER REFERENCE FORM
(Confidential)**

To the applicant: Complete this section before sending the form to a referee of your choice.

Surname	Given Names	Previous names
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Phone: (_____) _____ **Student Number:** _____

Relationship to referee: Employer

TO BE COMPLETED BY THE REFEREE:

The above named applicant is applying to pursue a Bachelor of Arts in Child and Youth Care in the Faculty of Child, Family and Community Studies at Douglas College. In support of this application, please provide a letter of recommendation that describes their work/academic experience, preparedness to engage in this level of study and personal suitability for working in the field of child and youth care.

In order to assist you in forming your letter we have supplied a copy of the selection rubric that we use to evaluate personal suitability and leadership potential in degree candidates. As you can see, it identifies four key areas that are thought to be important to leaders in the field of child and youth care. These are:

- Responsibility and Initiative
- Self Understanding
- Team Work
- Empathy

It would be helpful in the selection process if you could address these areas as well as work experience and academic suitability in your letter.

Please indicate your recommendation of this applicant:

- Highly recommended
- Recommended
- Recommended with reservations
- Not Recommended (specify reasons below)

Comments:

To be completed by the Referee:

Name: _____ Signature: _____
Title: _____ Institution: _____
Address: _____
Postal Code: _____ Phone: _____ Date: _____
Your position in relation to the applicant: _____
Position the applicant held: _____
Place of Employment/Education: _____
Dates of Employment/Education: From _____ To _____

To the Referee:

The information on this form may be released to the candidate through a Freedom of Information & Protection of Privacy request.

If you wish your information to be confidential, or if the information may be shared with the candidate, please indicate by signing against the appropriate statement.

_____ **I wish my reference to be kept confidential.**

_____ **The information I have provided may be shared with the candidate.**

This form must be received by Douglas College by January 31.

Please send the completed form to:

**Faculty of Child, Family and Community Studies
Child and Youth Care Program
Douglas College
PO Box 2503
New Westminster, BC V3L 5B2
Attn: Meagan Harris**

Or the form can be faxed to the attention of Meagan Harris – (604) 527-5426



Faculty of Child, Family and Community Studies

Informed Medical Suitability Declaration

This document is intended to:

- Provide you with information regarding the physical and emotional requirements for educational preparation and/or employment in your chosen field.
- Help you decide whether you have the physical and emotional health necessary for completion of educational preparation and/or employment in your chosen field.
- Provide Douglas College with information about emotional and physical challenges you may face so we can determine how to best accommodate your needs. A physical or emotional challenge does not preclude you from acceptance.

When considering your ability to handle the physical and emotional demands of your chosen educational program and work in the field, students should consider realities such as the following:

- Classroom work frequently requires small group work, public speaking and classes that range from two to four hours in length. This requires that you are able to stay mentally focused and have the necessary physical stamina.
- Students are expected to be open, willing to give and receive feedback, critically evaluate their own performance and make themselves available for group work and study outside of scheduled hours.
- Classroom work involves dealing with interpersonal communication, resolving conflict and negotiating work amid diverse opinions and learning styles in mature and productive ways.
- Course content may involve sensitive topics such as physical or sexual abuse, family issues, and addictive patterns of behaviour.
- Fieldwork demands adherence to the highest standards of personal and professional conduct based on the field's code of ethics.
- Fieldwork requires sensitive and helpful responses to a wide range of problem situations and behaviours.
- Fieldwork may involve participation in physical recreation activities and client lifts and transfers.
- Both classroom and field work require tolerance for working in a professional manner with behaviours and attitudes that challenge personal beliefs and values.

In signing this document I am acknowledging and accepting the following:

1. Work and education in this field may place me in situations that are physically and/or emotionally stressful.
2. To obtain future employment in this field I will need to be able to demonstrate suitable physical and emotional health.
3. **Either a) or b) must be initialed before you sign this form**

_____ a) I am currently physically and emotionally capable of dealing with the
INITIALS stress of the academic program and field placements.

OR

_____ b) If I have any physical, emotional issues or learning disabilities
INITIALS that may need to be considered in my educational program, it is my responsibility to notify the program by completing the following:

<p>I. I am dealing with the following medical or emotional needs or learning disabilities:</p> <hr/> <hr/> <hr/> <hr/>
<p>II. This may impact my education in the following ways(s):</p> <hr/> <hr/> <hr/> <hr/>
<p>III. I am prepared to meet this challenge by:</p> <hr/> <hr/> <hr/> <hr/>
<p>IV. I will need these supports:</p> <hr/> <hr/> <hr/> <hr/>

4. _____ INITIALS I am aware that if I have an addiction issue, I am required to be alcohol and drug free for a **minimum of two years** prior to entry into the program.
5. It is my responsibility to maintain my physical and emotional well being throughout my educational program.
6. It is my responsibility to inform Douglas College if, for whatever reason, I am unable to meet the physical and emotional demands of the program during my program..
7. The information provided by me to Douglas College will be considered should issues or concerns arise related to my physical or emotional well being.

**This is a confidential document between yourself and Douglas College.
No information on this document will be shared outside Douglas College without your consent.**

PRINT NAME: _____

Student #: _____

Program: _____

Date: _____

Signature: _____

Please complete & Return this form to: ____ - _____

Selection Rubric

	Leadership Demonstrated 4	Leadership Potential 3	Leadership Emerging 2	Asleep at the wheel 0
Responsibility & Initiative	<ul style="list-style-type: none"> ✓ Punctual ✓ Reliable ✓ Promotes & designs professional development opportunities ✓ Volunteers in professional association ✓ Membership in professional association ✓ Identifies and addresses needs of children/youth ✓ Has developed programs for agency or community 	<ul style="list-style-type: none"> ✓ Punctual ✓ Reliable ✓ Seeks professional development opportunities ✓ Membership in professional association ✓ Consults with colleagues in identifying needs of children/youth ✓ Has participated with others to develop programs for agency or community 	<ul style="list-style-type: none"> ✓ Punctual ✓ Reliable ✓ Occasionally attends professional development events ✓ Addresses needs of children and youth under direction ✓ Limited community involvement 	<ul style="list-style-type: none"> ✓ Late ✓ Poor attendance record ✓ Limited evidence of commitment to growth in the field ✓ Minimally aware of needs of children/youth ✓ No community commitments

	Leadership Demonstrated 4	Leadership Potential 3	Leadership Emerging 2	Asleep at the wheel 0
Self Understanding	<ul style="list-style-type: none"> ✓ Evidence of self care ✓ Balanced life style ✓ Reflective practice ✓ Personal & professional boundaries ✓ Active in life-long learning ✓ Aware of strengths and addressing areas of growth 	<ul style="list-style-type: none"> ✓ Recognition of the need for life balance ✓ Planning to address self care needs ✓ Reflective practice ✓ Personal & professional Boundaries ✓ Active in life-long learning ✓ Aware of strengths 	<ul style="list-style-type: none"> ✓ Acknowledges need for more balance in life style ✓ Uncertain about, or unable to recognize, own strengths ✓ Practices within range of skill 	<ul style="list-style-type: none"> ✓ Overworking ✓ Underworking ✓ No plans for improved self care or balance ✓ Questionable decision-making about boundaries ✓ Poor sense of capabilities

	Leadership Demonstrated 4	Leadership Potential 3	Leadership Emerging 2	Asleep at the wheel 0
Team work	<ul style="list-style-type: none"> ✓ Creates & supports leadership opportunities for others ✓ Assumes leadership opportunities ✓ Sees the need for & supports colleagues when the need arises ✓ Has developed & led group counselling programs for children/youth or families ✓ Participated in agency and community committees 	<ul style="list-style-type: none"> ✓ supports leadership in others ✓ Seeks and assumes leadership opportunities ✓ Has led group counselling programs for children/youth or families ✓ Participated in agency committees 	<ul style="list-style-type: none"> ✓ Accepts direction from team leaders ✓ Able to work with others ✓ Has participated in group counselling programs for children/youth or families ✓ Participated in agency committees ✓ Is aware of community initiatives which support the needs of children/youth or families 	<ul style="list-style-type: none"> ✓ Superior or inferior attitude toward colleagues and/or supervision ✓ Interpersonal conflicts at work ✓ Limited group experience ✓ Limited involvement in agency work ✓ Limited community awareness or involvement

	Leadership Demonstrated 4	Leadership Potential 3	Leadership Emerging 2	Asleep at the wheel 0
Empathy	<ul style="list-style-type: none"> ✓ Expresses understanding of others' points of view in appropriate ways and settings ✓ Advocates for self ✓ Systemic & individual Advocacy for children/youth ✓ Strong relationships with children/youth demonstrating a variety of challenges ✓ Encouraging growth and self responsibility (strength-based) ✓ Sensitive to the current impact of past histories of children/youth ✓ Skilled & developmentally sensitive in individual counselling with children/youth ✓ Uses a variety of counselling modalities in work 	<ul style="list-style-type: none"> ✓ Able to articulate understanding of others' points of view (colleagues/youth/agency) ✓ Individual advocacy for children/youth ✓ Strong relationships with children/youth ✓ Articulating strengths seen in children/youth ✓ Acknowledges the need to encourage growth & responsibility ✓ Sensitive to the current impact of past histories of children/youth ✓ Skilled and developmentally sensitive in individual counselling with children/youth 	<ul style="list-style-type: none"> ✓ Makes efforts to understand the perspectives of others ✓ Identifies situations that call for advocacy and seeks direction ✓ Effective relationships with children/youth within a limited range ✓ Challenged connecting historical impacts with current behaviours ✓ Skilled within a limited range of counselling modalities 	<ul style="list-style-type: none"> ✓ Struggles to see the world from views other than own ✓ Uninformed about role of advocacy in CYCC work ✓ Demanding about the behaviour of children/youth ✓ Negative about the growth potential of some children/youth ✓ Inflexible in approach to CYCC work with children