September, 2022

**Richmond Education Assistant Program (REAP)**

**Part Time REAP 2023-24**

January 2023-March 2024

**STUDENT APPLICATION FORM**

*$40 Application Fee (non-refundable)*

**PERSONAL CONTACT INFORMATION** (please print)

Legal Last Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Legal First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred First Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Legal Middle Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address (unit #, street #, and street name) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postal Code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone (main) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone (alternate) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EDUCATIONAL BACKGROUND** (please print)

Name of Secondary School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year of Graduation \_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province/State \_\_\_\_\_\_\_\_\_\_\_\_\_ Country \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List any relevant certificates, diplomas or degrees obtained:

**Course or Program Name Institution Year Completed**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**EMPLOYMENT/WORK EXPERIENCE** (please print)

Current Workplace or Employment Status \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work Experience (paid or volunteer with children, youth or adults, special needs, health or social services, recreation)

**Role/Position Organization/Program Which Year(s)?**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**PROFESSIONAL REFERENCES** (please print; at least two persons who have observed or supervised you with children or youth, or those with special needs - differently abled student)

**Reference Name Title/Position Email Phone**

#1\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#2\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Letter of Intent (hand written, 3-5 pages) - Describe what you know about the role of an Education Assistant, characteristics about yourself that fit this career field and how your work experiences and educational background relate to being an Education Assistant.

\_\_\_\_\_ Transcript of Grades of secondary education and/or post secondary education

\_\_\_\_\_ Certificate of Secondary Graduation

**I verify that the above information is true and accurate:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (signature) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date)

**APPLICATION DEADLINE: Email by Friday, October 14, 2022 @ 4:00 pm**

[**RCE@sd38.bc.ca**](mailto:RCE@sd38.bc.ca)

*You will be emailed a link to pay for the $40 application fee online.*

Late applications are welcome but will only be considered after applications

submitted on time are processed. Apply early to avoid disappointment.

**NOTE:** The viability of REAP will be dependent on sufficient enrollment, instructors, resources and other factors. Richmond Continuing Education reserves the right to change or cancel any aspect of the program as required. Completion of REAP does not guarantee employment.