

# Understanding Education and Training Requirements

Trying to make sense of education requirements and options? Use the chart below to learn about the different types of post-secondary education, and the following page to learn about various options of study.

TYPE OF EDUCATION	LENGTH OF STUDY	PLACE OF STUDY	ENTRANCE REQUIREMENTS	ADDITIONAL INFORMATION
Certificate	One year or less of full-time study	College Technical institute Vocational College	Grade 10 or higher  Specific mark and subject requirements  High school diploma may be preferred  May require mature student status	Sometimes offered by universities, if the program requires more than one year of full-time study.  Generally gets you ready for a particular type of employment versus a profession or career.
Diploma	Two years of full-time study	College Technical institute	High school diploma  Specific mark and subject requirements	Typically prepares you for a job as a technician or technologist in a specific area.
Bachelor degree	Three or four years of full-time study <i>(Majority are now 4 year programs)</i>	University  Accredited college <i>(college that can grant degrees)</i>	High school diploma  An average between 60% – 70% in specific Grade 12 subjects	Grade 12 English is always required.  You'll probably need an average—either overall or in specific subject areas—above 70% if you're applying to a popular faculty or one with limited space.
Master degree	At least one year of full-time study	University  Accredited college	A four-year or honours bachelor's degree	You'll likely have to do a qualifying year if you have a three-year bachelor's degree.  Depending on the program, you may or may not have to write a thesis paper.  Requires you to re-register with the Faculty of Graduate Studies every year until you graduate, even if you've completed your course work and have only your thesis left to complete.  You'll have to complete your degree within four to five years of registering.
Post-doctoral (Ph.D.) Degree	Two to three years of full-time study and research for your thesis	University	Master's degree or equivalent education	You'll have to complete your doctoral thesis within six years of registering.

Check with each college's or university's admissions office for ACTUAL entrance requirements .  
Meeting the minimum requirement doesn't always guarantee you'll be accepted.

## Options of Study

Chances are you'll have several options for completing the education or training requirements you need for your dream job.

Before you choose how you'll complete the program, ask yourself:

- Will this option give me the skills, knowledge, and credentials I need to reach my career goals?
- Does the option suit my personal circumstances?
- Is this option recognized by employers and certifying or licensing bodies?

OPTION	COURSE LOAD	ELIGIBLE PROGRAMS	ADVANTAGES	DISADVANTAGES
Part-Time Study	Less than a full course load (fewer than 30-35 credit hours)	Certificate, diploma, and degree programs	<p>Lets you take classes one to two days a week, in the evening, on the weekend or during the summer too.</p> <p>Can be easier financially because you can pay smaller amounts for tuition over a longer period of time.</p> <p>Lets you go to school but still leaves you time for other responsibilities, like working or caring for your family.</p>	Takes longer to complete than if you were registered in a full-time program.
Full-Time Study	Full course load (30-35 credit hours)	Certificate, diploma, and degree programs	<p>Makes connecting with instructors and other students easier.</p> <p>Helps you stay motivated because you're in class on a regular basis which helps you stay focused on assignments.</p> <p>Means you're more eligible for financial assistance like scholarships, awards, and bursaries.</p>	Requires more time and money upfront than part-time study.
Distance Education	Flexible	<p>Individual courses and entire programs with most colleges, universities, and schools</p> <p><b><i>Most course calendars list the courses and programs offered by distance education.</i></b></p>	<p>Lets you stay in your community to study or train.</p> <p>Combines a variety of learning methods: written materials like a workbook, text book or lecture notes; audio and video taped lectures; weekend workshops; CD ROMS; and web-based learning.</p> <p>Lets you work at your own pace and set your own schedule.</p> <p>Offers a way to take courses your own school doesn't offer.</p>	Requires a lot of self-discipline because you set your schedule and work alone at home.
Transfer Programs	Generally one- or two-year programs	Specially approved college programs	Lets you take part in a university program at a college before transferring to university to complete a specific program.	<p>Not all college courses are transferable, nor do all universities recognize the same courses.</p> <p><b>Check first to see if your program is eligible.</b></p> <p>Requires you to apply and qualify for the university program you plan to take.</p>