

### Program Description

The Human Service Diploma is a two-year (four semester) program that prepares students for careers with government or non-profit agencies that provide support and assistance to individuals coping with economic disadvantage, mental health issues, developmental, gender and diversity issues, as well as challenges such as addiction, family change and involvement with the justice system.

At TRU Williams Lake, EACS is used as year one of the Human Service Diploma program, with students applying to the Education Assistant & Community Support Certificate and completing the credential first, before applying to year two of the Human Service Diploma.

Upon completion of the Human Service Diploma, students who wish to complete their education have the opportunity to ladder into Child and Youth Care or the Bachelor of Social Work degree programs,

### Next Intake Date(s)

September 2020

### Learning Options

- **Full-time and part-time study.** Year two of the Human Service Diploma is offered on a full-time basis (5 courses per semester) over eight months. Part-time study is also available; most part-time students take 2-3 courses per semester over two years. tr
- **Courses within the Human Service Diploma are available online through TRU Open Learning.** Please contact the TRU Williams Lake Academic Advisor for more details.

### Application Deadline

Applications are accepted until the program has reached capacity; there is no set application deadline.

After the program is full, completed applications will continue to be accepted and placed on a waitlist until the start of the program. Waitlisted applicants will be offered a seat on a first-applied, first-qualified basis should a seat in the program become available before the start of the program.

### Admission Requirements

**Admission is limited.** Admission is offered on a first-applied, first-qualified (completed application and all requirements met) basis. It is important to complete your application as soon as possible to ensure the best chance of securing a seat.

**To apply for year one, please apply to the Education Assistant & Community Support Certificate.**

### Year Two Educational Requirements

Successful completion of one of the following:

1. Education Assistant & Community Support Certificate
2. Early Childhood Education Diploma
3. Social Services Certificate
4. Other related certificates considered on an individual basis
5. Minimum TRU GPA of 2.67 or equivalent from another college or university in an equivalent program of study. If an equivalent program of study was taken at a university or college other than TRU, an official transcript and a copy of certificate issued must be submitted.

### General Requirements

1. Canadian citizenship or permanent resident status
2. Two letters of reference (forms will be sent in the admissions package)

*Applicants who are currently in the TRU Social Services (OL), Education Assistant & Community Support and/or Early Childhood Education program who meet the GPA minimum requirement of 2.67 do not need to resubmit references.*

## International Students

The Human Service Diploma at TRU Williams Lake is not open to international students.

## Permanent Resident Students

If you are a Canadian Permanent Resident, and/or you did not graduate from a BC or Canadian high school, you may be required to meet and/or obtain the minimum English Language Proficiency requirement through additional coursework or approved English placement assessment. In general: If your high school and/or post-secondary was completed in a country where English is not the official language, you will likely have to complete one of the following:

- Assessment: TOEFL (iBT: 88+ with no sections below 2.0), IELTS (6.5+ with no bands below 6.0) or Pearson Test of English. Please note: English placement assessment likely needs to be completed in either Vancouver, Kamloops, Prince George, or another city.
- Additional Coursework: English as a Second Language (ESAL) course. Please note: TRU Williams Lake does not offer any ESAL courses.

## How to Apply

1. **Submit your application after October 1.** There are two ways to submit a TRU application form: by printing and filling in the paper [TRU Application Form](#), then submitting it to the TRU WL admissions office in-person or by email to [wladmissions@tru.ca](mailto:wladmissions@tru.ca); or you may apply online via [Education Planner BC website](#) (the latter method requires payment with credit card).
2. **Pay the application fee of \$29.83.** Your application will not be processed until the application fee is paid.
3. **Submit official high school transcripts and any post-secondary transcript(s)**, before the application deadline, to:  
Thompson Rivers University – Williams Lake Campus  
Admissions Office  
1250 Western Avenue  
Williams Lake, BC V2G 1H7

BC high school applicants and graduates can submit their official transcripts through the [Student Transcripts Service \(STS\)](#).

Current high school applicants are required to submit their official transcripts before the application deadline and at the time of graduation. Please also ensure submission of interim grade 12 grades before the application deadline to increase your competitive consideration. Past high school applicants are required to submit their official transcript before the application deadline. To order your official high school transcript, please visit your provincial or territorial Ministry of Education website for further information.

Applicants are required to submit official transcripts from all post-secondary institutions attended. If you are currently attending another post-secondary institution, you must submit an official transcript at the time of your application. Should you have courses in progress, you will be required to submit a final official transcript at completion of these courses.

Need help with transcripts? Find our step-by-step guide at [tru.ca/future/admissions/undergrad/submit-transcript](http://tru.ca/future/admissions/undergrad/submit-transcript)

You will be contacted by admissions via email within 2-3 weeks of submission of your online application regarding next steps.

**Applicants are responsible to ensure all transcripts and required documents are submitted by the application deadline.**

**If you have previously applied to the BScN program, but were not accepted or did not attend, you must submit a new application.**

## Funding and Support Services

**TRU Grit Awards** are awarded annually to TRU Williams Lake students. The financial awards range from \$500 to \$2,000 and all students are encouraged to apply as all applications will be considered. Students who demonstrate a financial need will be given a higher priority. Applications open in late spring every year: [tru.ca/williamslake/student-services/financialaid](http://tru.ca/williamslake/student-services/financialaid)

**TRU Student Awards & Financial Support** offers a comprehensive range of programs to both assist students in financing their educational and living costs, and to recognize academic excellence. Financial support can be a combination of bursaries, scholarships, awards, work-study, loans and grants. More information can be found online: [tru.ca/awards](http://tru.ca/awards)

**Student loan** funding is designed to supplement the resources of those who could not otherwise afford post-secondary studies. **BC Student Loan applications can be found online at [studentaidbc.ca](http://studentaidbc.ca).** If you are a resident of another Canadian province or territory, you apply for government student assistance through your home province/territory.

**Indigenous students** are encouraged to contact TRU Williams Lake's Gathering Place (indigenous student services) at 250-392-8179. The Gathering Place is a friendly and inviting Indigenous centre that provides information on all aspects of university life and doubles as a space to socialize, study or just take a break from your day. It is truly a home away from home.

**Accessibility Services** provides academic accommodations and service to all eligible TRU students, both on campus and Open Learning. They facilitate equal access to educational opportunities by reducing physical, attitudinal and systematic barriers. Find out more online: [tru.ca/as](http://tru.ca/as)

Visit the TRU Williams Lake website, [tru.ca/williamslake/studentervices](http://tru.ca/williamslake/studentervices) for more information regarding additional support services, including counselling, sponsorship and student housing options.

### Program Costs Estimate (full-time, year two)

Tuition	\$4,321
Student Fees	\$725
Books	\$1,734
<b>Total Approximate Cost – Year 1</b>	<b>\$6,780</b>

**Commitment Fee:** If you are offered a seat in the HUMS program, to accept and hold your seat you are required to pay a \$500 tuition deposit within two weeks of receiving your official seat offer. The commitment fee will count as payment towards your tuition.

**Payment deadlines:** Tuition and student fees are due the last Friday in August for the Fall semester and the first Friday in January for the Winter semester.

### Need Help? Contact Us.

The Practical Nursing Diploma can be a competitive program. We're here to help you with every step of the way.

#### TRU Williams Lake Reception (General inquiries and to book an advising appointment):

Phone: 250-392-8000

Email: [wmain@tru.ca](mailto:wmain@tru.ca)

#### TRU Williams Lake Admissions:

Phone: 250-392-8020

Email: [wladmissions@tru.ca](mailto:wladmissions@tru.ca)