



**Qualification Upgrade Request**  
**Education Assistant Personal Care/Specific Care to Behavior**

Name: \_\_\_\_\_ Current Qualification(s): \_\_\_\_\_

See Job Description Education Assistant Behavior #44 on the district website for more information.

Please elaborate on the education and specific courses taken as well as number of hours in any course. Also include all practical experience that supports the requested upgrade. The practical experience must be verifiable with supporting documentation and a full explanation of your experience that supports this request. Please use reverse of page to add information. This form should be submitted in a package that includes all transcripts (unofficial is accepted), certificates, supporting documents and references. All required accompanying documentation must be attached with the submission. Not submitting all this information will prevent review of your request.

Requirement	Qualification	Documentation Attached (✓)
Successful completion of a college recognized Diploma or Certificate program of studies (education assistant/community support focus) <b>OR</b> Additional courses with a behaviour and learning strategies focus (such as EACS 130 and 140) <b>AND</b>		
Successful completion of the UKERU course (offered through the District) <b>AND</b>		
Successful completion of a five-day (or 30 hours) course focused on Autism (such as POPARD or Afirm bundle offered through CVSD)		

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please sign and submit this request to [hrcupeusw@sd79.bc.ca](mailto:hrcupeusw@sd79.bc.ca)