

## ONTARIO COLLEGE GRADUATE CERTIFICATE IN FORENSIC PRACTICE

### FREQUENTLY ASKED QUESTIONS

#### **1. How long will it take me to complete this Program?**

Completion times may vary depending upon the number of courses a student wishes to take in a semester. A student taking two courses per semester in the fall, winter, and spring semesters will finish this ten-course Graduate Certificate in a year and a half.

#### **2. What are the possible pathways with this program?**

Students can achieve a Certificate of Completion (5 courses) by itself or up to 3 Certificates of Completion and the Ontario College Graduate Certificate in Forensic Practice (10 courses). We offer Certificates of Completion in the following areas: child welfare and forensic practice; mental health and forensic practice; and corrections and forensic practice.

#### **3. What will the Program cost?**

For domestic fees, please visit <https://communityservices.humber.ca/programs/forensic-practice.html> and click on individual courses for their costs. For international fees, please contact our Registrar's Office at 416-675-5005 for specific details.

#### **4. What qualifications do I need to apply for the Ontario College Graduate Certificate in Forensic Practice?**

Prospective students wishing to apply must have a degree from an accredited university in the areas of social work, occupational therapy, psychology, sociology, nursing, criminology or any other health related or human services field and/or a diploma from an accredited college in the areas of child and youth work, developmental services work, early childhood education, recreation, social and human services, police foundations, community and justice services, addictions, or any other related area.

#### **5. What qualifications do I need to apply for any one of the certificates of completion in mental health, corrections and child welfare in the Forensic Practice program?**

Prospective students wishing to apply must have a high school diploma from a recognized secondary school or they can apply as mature students.

#### **6. What if I have worked in the forensic or human services field for many years, but do not have a degree or a diploma?**

If you do not have the necessary academic qualifications for admission, but have 10 or more years of clinical experience in the health or human services field, you will be asked to provide a job description and letter from your current supervisor outlining your duties and giving reasons for recommending you for the Program. As well, you may be asked to come for an interview and complete a computerized placement test (CPT) in Sentence Structure and Reading Comprehension. You will be expected to achieve at least an 80 percentile on the Sentence Structure section of this test, and a 75 percentile on the Reading Comprehension section in order to be admitted to the Program.

## **7. How do I apply?**

You can visit the course website: <https://communityservices.humber.ca/programs/forensic-practice.html> to find the application. Further instructions are provided on the application form.

## **8. The learning contract that you sent me said that there were two required courses and seven electives, but the website says that there are three required courses and seven electives. Is this a change?**

The number of required courses depends on what it is you are hoping to obtain: a post graduate certificate in forensic practice or a mini-certificate of completion in corrections, mental health or child welfare. If you are interested in the post-graduate certificate then you must complete the three required courses (FSW 5001; 5002; 5003) whereas if you are hoping to gain a certificate of completion you only need to complete two required courses (FSW 5001 and 5002).

## **9. Is there anything required on our end, other than completing the required courses, to attain the additional certificates of completion in the program?**

No further documentation is required. You may go ahead and complete the courses needed to receive the certificate(s) of completion desired.

## **10. What courses are offered each semester?**

We offer the two core courses (FSW 5001 and FSW 5002) every semester online. These courses are required for all FSW students. For students enrolled in the Ontario College Graduate Certificate in Forensic Practice, we offer FSW 5003 (required for this program) every summer online and FSW 5011 (Independent Research Project) every semester. Beyond this, we offer one course from each of the three streams (Mental Health, Corrections, and Child Welfare) each semester.

## **11. I am a graduate of this program and I believe that I am eligible for the one or more certificate(s) of completion because I have already completed those courses. How do I proceed from here?**

To apply for your credential(s), please send an email to the program coordinator Shane Cunningham at [shane.cunningham@humber.ca](mailto:shane.cunningham@humber.ca). Please include your name, student number, and the certificate(s) you have completed. Your credential will be mailed, so ensure your mailing address is correct on <https://www.humber.ca/myhumber/>. Please allow four to six weeks to process and delivery.

## **12. There are a few courses I'm very interested in that don't seem to be offered in the 2018-2019 year. When will they be offered?**

The courses that are not offered this 2018-2019 calendar year will surely be offered next 2019-2020 calendar year. Unfortunately, I cannot guarantee at this time what semester they will be offered.

**13. I just logged into Blackboard (<https://learn.humber.ca/>), but there is nothing posted for any of the courses. When can I expect to view my courses on Blackboard?**

If there are no courses posted on your Blackboard site at this time you can expect them to be by updated 3 days prior to the start of the course at the latest. You will then find course outlines, textbook information and instructions regarding how each online course works at that time.

**14. Do we need to log into Blackboard at a certain time of day for any of the online courses?**

Generally, there is no specific time that students must log-in to complete the course work as most online courses offer flexibility in allowing students to complete the work throughout the entire work week. However, please ensure you clarify this with your professor for each course the first week of classes.

**15. I'm a student in the Forensic Practice program and I'm obtaining my last credit and will graduate at the end of the semester. I was wondering if you could tell me how to apply for graduation?**

If you are interested in attending Convocation, you will need to apply to graduate. By applying, we validate that you have met the academic requirements and further information will be sent to you about the ceremony. To apply to attend convocation, please log into myhumber.ca. Under the Student tab, click Academic Records, click on the Apply to Attend Convocation link. You will then be able to accept or decline the invitation for convocation.

If you have any questions about graduation, please email [graduation@humber.ca](mailto:graduation@humber.ca).

If you have completed a mini certificate (in Corrections, Child Welfare and/or Mental Health), please email [ce-scs@humber.ca](mailto:ce-scs@humber.ca) with your student number current mailing address and the certificate will be sent to you.

**16. I am a hearing impaired student. How do I register?**

Registration of hearing impaired students are handled directly through our main phone line. Please contact the Registrar's Office at 416-675-3111 from Monday to Thursday 8:30 am to 6:30 pm and Friday 8:30 am to 4:30 pm and someone will be able to assist you.

**Registration Instructions**

Registration opens approximately one month before the start of the upcoming semester. Please login into your MyHumber account to register online at <http://www.humber.ca/myhumber/>.

Please see the following registration how to video: <https://www.youtube.com/watch?v=jY2sOcfSRXk>.

Humber offers an easy-to-use online registration process to make enrolling in a course easy. Here's how you can register!

To Access the step by step guide check out the following:

<http://humber.ca/continuingeducation/registration/guide.html>

If you are experiencing problems with your online registration, contact the Registrar's Office at 416.675.5000.

If you are having trouble with your sign-in credentials, contact our IT support centre, or call 416-675-6622 ext. 8888.