

# Better Start Literacy Approach (BSLA) Enrolment guide

A step-by-step guide to enrolling for BSLA microcredential courses at UC.



This guide is also available online at [www.canterbury.ac.nz/bsla-enrol](http://www.canterbury.ac.nz/bsla-enrol).

## 1 Prepare your identity documents

Ask your Principal or [a local JP](#) to sign and stamp a copy of the photo page of your passport or your birth certificate and confirm in writing that they have sighted the original.

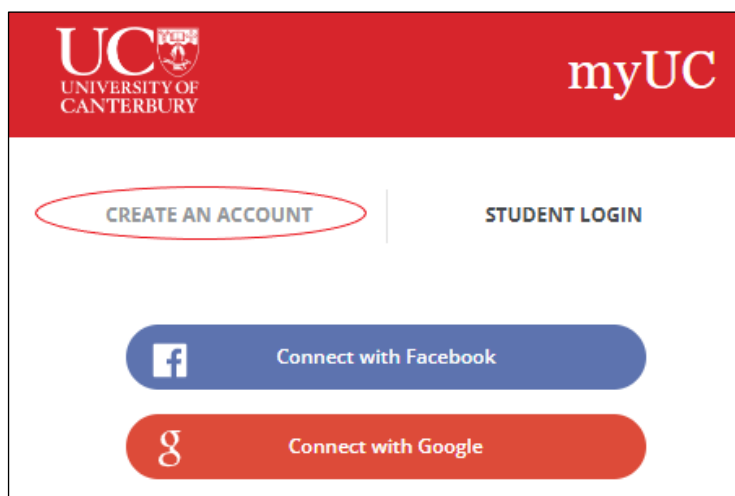
*Tip: if you have had a change of name (for example through marriage), you will also need this done for a document that shows both your original name and your current name (eg a marriage certificate).*

## 2 Log in to myUC

Go to [myuc.canterbury.ac.nz](http://myuc.canterbury.ac.nz) and create an account using your school email address.

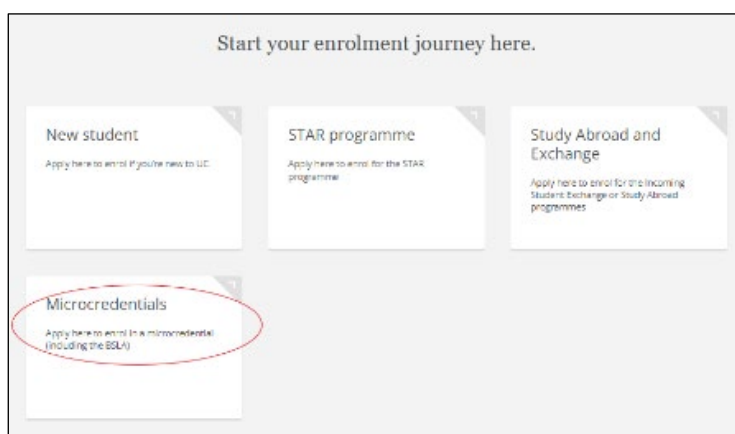
*Tip: don't use the 'Connect with Facebook' or 'Connect with Google' options – this will cause problems later!*

If you already have a [myUC](#) account, you can log in using your [myUC](#) login details. Call 0800 827 748 if you have any problems logging in.



## 3 Complete an application in myUC

Start a **new application** under *My Applications* in [myUC](#) and select the *Microcredentials* box and the relevant year. Fill in all the required fields and upload all necessary documents:



### Identification details

Upload a scan of your verified identity documents (eg passport or birth certificate) – see step 1 above.

*If you have had a change of name (for example through marriage, you will also need to provide a verified copy of a change of name document (eg a marriage certificate).*

### University Entrance

Provide information about your secondary/high school education. (MOE requires this information is collected for ALL tertiary students in NZ).

### Qualification selection

Select 'Better Start Literacy Approach' from the drop-down menu.

### Better Start Literacy Approach details

Select your role (facilitator, teacher, or teacher aide) and provide the names of the people and school(s) you work with.

### Applicant Declaration

Read the declaration and check the tick box to agree to the terms. Agree to the additional micro-credentials consent information.

### Additional details

Provide your permanent address, emergency contact details, ethnicity, learning needs, and the level of study you have already completed.

*(MOE requires this information to be collected for ALL tertiary students in NZ).*

Qualification Selection

Select Qualification

Better Start Literacy Approach

Advancing Successful Literacy Achievement

Business Micro-Credential (Marketing Association)

Engineering Micro-Credential

SAVE AND CONTINUE

Better Start Literacy Approach

Tell us about your role and the people and school(s) you work with

What is your role? \*

Facilitator

Teacher

Teacher Aide

Which school do you work for? If you are a facilitator: which are your partner school(s)? \*

Cancel

SAVE AND CONTINUE

### Course selection

Search for all 'MCED' courses and add the appropriate course by clicking on the '+' icon. Select the course that matches your role:

**MCED601** for facilitators,  
**MCED602** for teachers, and  
**MCED101** for teacher aides.

Choose the **24-X2 (E)** occurrence.

### Course Selection Overview

Once you have selected your courses you will then need to submit courses for assessment at the end of this stage.

Total points for year: 0

2024 Better Start Literacy Approach (MCED)

[View qualification details](#)

Select / view courses

Selected Courses: 0

SEARCH All courses for MCED All Subjects Course title or code Search Reset

6 courses found SHOW: All levels All teaching periods Extramural x DISPLAY: [Grid Icon] [List Icon]

IMPORTANT: Click on the search button to reveal all micro-credential courses and ensure you select the appropriate course (if relevant) for your role.

<b>MCED101-24X2 (E)</b> Extramural Better Start Literacy Approach for <b>Teacher Aides</b> : Supporting evidence-based assessment and 5 points 100 LEVEL +	<b>MCED101-24X1 (E)</b> Extramural Better Start Literacy Approach for Teacher Aides: Supporting evidence-based assessment and 5 points 100 LEVEL +	<b>MCED601-24X2 (E)</b> Extramural Better Start Literacy Approach: <b>Facilitating</b> change in early literacy instruction 15 points POSTGRADUATE +
<b>MCED601-24X1 (E)</b> Extramural Better Start Literacy Approach: Facilitating change in early literacy instruction 15 points POSTGRADUATE +	<b>MCED602-24X2 (E)</b> Extramural Better Start Literacy Approach for <b>Teachers</b> : Evidence-based practice in early literacy teaching 15 points POSTGRADUATE +	<b>MCED602-24X1 (E)</b> Extramural Better Start Literacy Approach for Teachers: Evidence-based practice in early literacy teaching 15 points POSTGRADUATE +

**Important: save and complete your application to submit it.**

Note: You can *save* and *resume* your application if you want to do it in stages - just remember to submit it when you've finished or it won't be processed.

## 4

### Confirm your enrolment in myUC

Once your application has been processed, you will receive notification to your school email address that you have an *Enrolment Agreement* to accept. Log in to [myUC](#) to accept your Enrolment Agreement and confirm your enrolment.

Note: if you do not accept your Enrolment Agreement, your enrolment is not confirmed and you will not receive access to course content online.

Note: if you do not have MOE funding you will need to arrange payment of fees. See [how to pay your fees on our website](#).

### Questions?

Check for the answer on our [BSLA Enrolment Frequently Asked Questions page](#) or contact us.

Phone: **0800 827 748** (8am – 6pm, Monday – Friday)

Email: [mcenrol@canterbury.ac.nz](mailto:mcenrol@canterbury.ac.nz)