



CONCORDIA  
UNIVERSITY OF EDMONTON

Undergraduate Admissions

## 3.0 UNDERGRADUATE ADMISSION

Concordia University of Edmonton welcomes applications from all who demonstrate that they can benefit from the program of studies offered, and encourages applicants to visit the campus and meet with an advisor, members of faculty, and students. Concordia University of Edmonton is committed to helping applicants choose their educational programs wisely.

Concordia University of Edmonton has a limited physical capacity. Admission to the Bachelor of Arts and Bachelor of Science degree programs is granted on a “first-qualified, first-admitted” basis. Therefore, applicants are encouraged to apply early. However, admission to the Bachelor of Management, Bachelor of Education (After Degree), Bachelor of Environmental Health (After Degree), and the four-year Bachelor of Arts in Psychology (Applied Emphasis) programs is competitive. Meeting the minimum requirements does not guarantee admission.

Concordia University of Edmonton does not impose quotas on students from other provinces or other countries.

An admission decision is valid only for the semester for which it is granted. If applicants are accepted by Concordia University of Edmonton and choose not to attend, they must submit a new application and all required supporting documents to be reconsidered for admission.

Admission requirements and application procedures for the Graduate programs are indicated in section 13.1.

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### 3.1 GENERAL ADMISSION REQUIREMENTS

#### 3.1.1 APPLICATION FOR ADMISSION

Concordia University of Edmonton’s *Undergraduate Admission Application Form* is available online at [www.concordia.ab.ca](http://www.concordia.ab.ca).

An application for admission is complete when all of the following has been received:

1. The *Application Form*, completed in full.
2. Official transcripts of all secondary and post-secondary studies (section C, *Official Transcripts and Documents*). Applicants to Concordia University of Edmonton’s after-degree programs are not required to present secondary (i.e., high school) transcripts.
3. Original supporting documents required for admission to specialized programs (e.g., *Confidential Assessment Forms*, etc.).
4. Demonstrated fulfilment of section 3.1.3, the *English Language Requirement*.
5. Payment of the *Application Fee* (section 5.0.1).
6. Other documentation that may be requested.

Incomplete applications or those submitted without the application fee are not considered.

Where applicable, applicants are advised to submit all transcripts and supporting documents as soon as they become available. Students studying at other institutions at the time of application are encouraged to forward interim transcripts or marks to Concordia University of Edmonton and to send final official transcripts immediately after they have completed their studies. This is important to ensure consideration for early admission and entrance scholarships.

### A. UNDERGRADUATE APPLICATION DEADLINES

Please consult table 3.1.1.A, *Undergraduate Admission Deadlines* regarding the due dates for application documents. If a deadline falls on a weekend or holiday, applications and documents are accepted until the end of the next business day. Applicants who miss admission deadlines may contact Student & Enrolment Services to discuss alternate enrolment opportunities.

### B. INFORMATION FOR INTERNATIONAL APPLICANTS

Students who wish to study at Concordia University of Edmonton while in Canada under a study permit (student visa) should contact Student & Enrolment Services for further information. International applicants are reminded that they must pay the

**TABLE 3.1.1.A UNDERGRADUATE ADMISSION DEADLINES**

PROGRAM	FALL SEMESTER			WINTER SEMESTER <sup>1</sup>			SPRING/SUMMER		
	Application	Interim Documents <sup>2</sup>	Final Documents <sup>2</sup>	Application	Interim Documents <sup>2</sup>	Final Documents <sup>2</sup>	Application	Interim Documents <sup>2</sup>	Final Documents <sup>2</sup>
<b>Bachelor of Arts</b> New & Returning Students Psychology (Applied Emphasis)	June 30 May 1	— May 1 <sup>3</sup>	Aug 1 Aug 1	Nov 1 —	— —	Nov 15 —	— —	— —	— —
<b>Bachelor of Science</b> New & Returning Students	June 30	—	Aug 1	Nov 1	—	Nov 15	—	—	—
<b>Bachelor of Management</b> High School Applicants Transfer Student Applicants	June 30 June 30	— —	Aug 1 Aug 1	Nov 1 Nov 1	— —	Nov 15 Nov 15	— —	— —	— —
<b>Bachelor of Education (AD)</b>	May 1	May 1 <sup>3</sup>	June 15	—	—	—	—	—	—
<b>Bachelor of Environmental Health (AD)</b>	May 1	May 1 <sup>3</sup>	June 15	—	—	—	Feb 15	Feb 15 <sup>3</sup>	Mar 15
<b>International Students<sup>4</sup></b> (all programs)	May 1	May 15	Aug 1	Oct 1	—	Oct 15	—	—	—
<b>Entrance Scholarships<sup>5</sup></b>	Apr 1	Apr 1	Aug 1	—	—	—	—	—	—

<sup>1</sup> Applicants planning to begin university studies in the Winter Semester should be aware that intake and course selection is limited. Apply early.

<sup>2</sup> "Documents" refer to official academic transcripts and supporting documents required to complete an application for admission (e.g., English language proficiency, *Confidential Assessment Form*, *Volunteer/Work Experience Record*, etc.).

<sup>3</sup> Applicants to the Psychology (Applied Emphasis) and after-degree (AD) programs are advised that ALL supporting documents and interim academic transcripts are due on the Interim Documents deadline.

<sup>4</sup> International applicants applying to programs with earlier deadlines must submit all relevant information by the program's deadline. International applicants are strongly advised to submit documents as soon as they become available.

<sup>5</sup> Entrance scholarships are available to high school and transfer applicants entering their first year of university study in an Arts, Management, or Science degree at Concordia. See Section 7.1.1 for complete information.

*Application Fee* (section 5.0.1) before their applications may be considered.

For undergraduate applicants, after all documents have been received and evaluated, eligible applicants are issued an *Offer of Admission* and *Letter of Acceptance* for Citizenship and Immigration Canada. These letters are normally submitted to the Canadian Consulate in the applicant's home country for processing of the study permit. At point of registration, eligible applicants submit a pre-registration deposit of \$2,500 (section 5.2, *Registration Deposits*).

To be eligible for a study permit, international students admitted to Concordia University of Edmonton must be registered in a minimum 60% of a full-course load (normally defined as nine credits each semester). Students must submit copies of their valid study permits to Student & Enrolment Services in order to maintain their registration.

For complete information regarding application to Concordia University of Edmonton, please refer to *Application for Admission* in section 3.1.1, *Application Fee* in section 5.0.1, and the *Concordia University of Edmonton Students' Association Benefits Plan* in section 8.5.3.B.

### C. OFFICIAL TRANSCRIPTS AND DOCUMENTS

Concordia University of Edmonton is pleased to be a part of ApplyAlberta and will request transcripts on behalf of applicants who have completed Grade 12 in Alberta and for applicants who have attended post-secondary institutions that subscribe to the transcript request service through ApplyAlberta.

Applicants are responsible for requesting all other transcripts and are normally required to have their official transcripts sent directly to Concordia University of Edmonton from all of the secondary (ministry of education, if applicable) and post-secondary institutions that they have attended. However, Concordia University of Edmonton may accept hand-delivered transcripts in envelopes that have been officially sealed by issuing institutions;

seals must be unbroken.

Official transcripts bear the sending institution's official seal, stamp or imprint and the original signature of the issuer. Documents such as Statement of Results, Student Copy, Confirmation Copy, facsimiles or photocopies are not official transcripts.

In addition, all documents required in support of an application (e.g., *Work Experience Record*, etc.) must be original; facsimiles, photocopies, and electronic documents are not acceptable. Applicants are also required to have *Confidential Assessment Forms* sent directly to Concordia University of Edmonton by their references. However, Student & Enrolment Services may accept hand-delivered *Confidential Assessment Forms* in envelopes that have been sealed and signed by the reference; seals must be unbroken.

#### 1. International Transcripts

Official transcripts from educational institutions outside Canada must list the courses studied, grades obtained, standing in class and other related academic information. Transcripts must indicate how grades are to be interpreted. It is recommended that international transcripts of applicants' secondary education (high school) include Grade 9 through Grade 12 or equivalent. International transcripts that are attested or certified photocopies bearing the school's official seal and the original signature of the issuing officer may be acceptable.

#### 2. Transcripts and Documents in Another Language

Applicants seeking admission on the basis of official transcripts and documents that are in a language other than English or French must submit official transcripts and documents in the original language as well as a notarized English translation.

### D. OWNERSHIP OF DOCUMENTS

All documents, including official transcripts, received by Student & Enrolment Services become the property of Concordia University of Edmonton. Concordia University of Edmonton does not release, photocopy, or forward documents that are submitted for admission or registration purposes.

## E. PROTECTION OF INFORMATION

Please refer to section 9.4, *Student Records*, for information regarding student records and the protection of student information.

## F. MISREPRESENTATION

Misrepresentation, falsification of documents or withholding requested information are serious offences. Students who have misrepresented facts, falsified documents or withheld requested information on official Concordia University of Edmonton forms may be subject to one or more of the following penalties:

1. Verbal and/or written reprimand
2. Disciplinary or academic probation
3. Cancellation of admission and/or registration
4. Required to withdraw from the institution
5. Placement on *Document Alert*, a national warning notification list used by post-secondary institutions
6. Prosecution under the Criminal Code of Canada

### 3.1.2 TRANSFER CREDIT

Concordia University of Edmonton may grant transfer credit for courses completed at recognized universities or colleges. The minimum acceptable course grade for transfer credit is a D on Concordia University of Edmonton's grading scale, or its equivalent.

Normally, transfer credit is assessed during the admission process based on the official transcripts submitted for admission.

Transfer credit is limited by the residency requirement, which stipulates the number of credits that students must complete at Concordia University of Edmonton in order to earn a Concordia University of Edmonton degree. Residency requirements are stated under the *General Academic Requirements* for the appropriate degree programs.

Transfer credit granted toward Concordia University of Edmonton degrees may not be accepted by other post-secondary institutions to which students may transfer.

Applicants who have completed post-secondary course work at a college or university not listed in the *Alberta Transfer Guide* may be required to submit detailed course syllabi including, but not limited to, the instructor's name and qualifications, course hours, topics covered, and textbook used before transfer credit is assessed.

Students who wish to transfer to another institution should refer to the *Alberta Transfer Guide*, which lists all courses and program transfer agreements between post-secondary institutions in Alberta, Northwest Territories, and Nunavut. The *Guide* and other transfer information are available online at [www.transferalberta.ca](http://www.transferalberta.ca) or by contacting:

Alberta Council on Admissions & Transfer  
11th Floor, Commerce Place  
10155 102 Street  
Edmonton, Alberta T5J 4L5  
Telephone: 780-422-9021 or 310-0000 (toll free)  
Email: [acat@gov.ab.ca](mailto:acat@gov.ab.ca)

### 3.1.3 ENGLISH LANGUAGE REQUIREMENT

English is the principal language of instruction at Concordia University of Edmonton. To ensure that students have the best opportunity to achieve academic success, all applicants to any program<sup>a</sup> or course of study whose first language is not English are required to demonstrate fulfilment of one of the following English language requirements, regardless of citizenship or country of origin:

1. Applicants studying in Canada on a study permit (student visa) must normally present a satisfactory score on one of the following approved<sup>b</sup> English Language proficiency examinations, taken within the last two years, as described below:
  - Test of English as a Foreign Language (TOEFL<sup>®</sup>) iBT (internet-based test) score of 80 or PBT (paper-based test) score of 550.
  - IELTS<sup>d</sup> (International English Language Testing System). The minimum satisfactory score is 6.0 with no band below 5.5.
  - MELAB<sup>e</sup> (Michigan English Language Assessment Battery). The minimum satisfactory score is 80.
  - CAEL<sup>f</sup> (Canadian Academic English Language Assessment). The minimum satisfactory score is 60 with scores of at least 50 in Listening, Reading and Speaking, and 60 or higher in Writing.
  - CLB<sup>g</sup> (Canadian Language Benchmark). The minimum satisfactory score is 6.
  - Pearson Test of English (Academic)<sup>h</sup>. The minimum satisfactory score is 54.
  - Successful completion of Pathway III offered through International Language Academy of Canada (ILAC). The Pathway III Program is not accepted for admission to the Bachelor of Education After Degree.
2. Applicants who have studied for three (3) full years in Canada must normally present 50% in English Language Arts 30-1, or approved equivalent. The three years must include Alberta Grade 12 or equivalent and may be a combination of secondary and post-secondary education.
3. Applicants who have studied for less than three (3) full years in Canada must normally present 50% in English Language Arts 30-1, or equivalent and a minimum TOEFL iBT score of 80 (or PBT score of 550). Applicants who achieve 60% or greater in English 30, English Language Arts 30-1, or approved equivalent may be exempt from providing an English language proficiency exam score.
4. Applicants who demonstrate that they have completed the equivalent of an Alberta Grade 12 education and that English was the principal language of their education at the secondary and/or post-secondary level may be exempt from providing an English language proficiency exam score.
5. Applicants who have baccalaureate degree from a recognized college or university where English is the primary language of instruction and the principal language of the country meet the English language requirement.
6. Successful completion of Concordia University of Edmonton's English for Academic Purposes (EAP) program EAP Tier 1 and EAP Tier 2 or EAP Tier 2 with a minimum score of C or higher in each tier satisfies Concordia University of Edmonton's broader English Language Requirement for admission to Concordia University of Edmonton's Undergraduate Degree programs with the exception of Concordia University of Edmonton's After-Degree in Education program. Successful EAP performance is considered one component of an application to any academic program; admission requirements and competitiveness (if applicable) to any degree program is still required.

Notes:

- a) Applicants to the Bachelor of Education After Degree program require levels of English Language Proficiency consistent with Alberta Education's requirements for certification. See section 3.4.1.A.8.

- b) Concordia University of Edmonton may consider other English language proficiency tests. Applicants are encouraged to contact Student & Enrolment Services for further details.
- c) When requesting official TOEFL test scores to be sent to Concordia University of Edmonton, students should indicate Concordia University of Edmonton's institution code, 0916.

TOEFL Services  
P.O. Box 6151  
Princeton, NJ 08541-6151 USA  
Online: [www.toefl.org](http://www.toefl.org)

- d) Information about the IELTS exam can be found at: [www.ielts.org](http://www.ielts.org).
- e) Information about the MELAB exam can be found at: [www.lsa.umich.edu/eli/testing/melab](http://www.lsa.umich.edu/eli/testing/melab).
- f) Information about the CAEL exam can be found at: [www.cael.ca](http://www.cael.ca).
- g) Information about the CLB exam can be found at: [www.language.ca](http://www.language.ca).
- h) Information about the Pearson Test of English (Academic) exam can be found at: [www.pearsonpte.com](http://www.pearsonpte.com).

### 3.1.4 EARLY ADMISSION

*This section refers only to early admission consideration. For complete information on admission requirements, please refer to sections 3.2, 3.3 and 3.4.*

Concordia University of Edmonton may grant early admission to qualified applicants prior to the receipt of final grades. All applicants, including international, are considered for early admission.

Applicants offered early admission can take advantage of early course registration, as well, applicants applying before April 1<sup>st</sup> will automatically be considered for entrance scholarships applicable to their program of study.

If early admission is not offered, the applicant's admission file remains active. Applicants will be reassessed once further information or final grades are received.

#### A. HIGH SCHOOL APPLICANTS

To be considered, applicants in their final year of high school must normally present an admission average of at least 65% for Arts or Science or 72% for Management. Applicants must list all Grade 12 (or equivalent) courses completed, in-progress or to be taken and available final or interim grades on their *Applicant Form*. A minimum of two final or interim grades are required for early admission consideration; however, all grades are used in the assessment.

#### B. TRANSFER APPLICANTS

To be considered, applicants currently enrolled in a post-secondary institution must normally present an admission grade point average (AGPA) of at least 2.0 for Arts or Science or 3.0 for Management. Applicants must submit transcripts listing all final grades and current course registration.

#### C. AFTER-DEGREE APPLICANTS

To be considered, applicants must normally present a competitive AGPA, normally 3.0, demonstrate fulfilment of the required courses for their chosen program, submit transcripts listing all final grades and current course registration, and required documents.

#### D. REGISTRATION

When Concordia University of Edmonton offers early admission, applicants are required to pay the appropriate non-refundable registration deposit (section 5.2, *Registration Deposits*) and will then receive access to the Online Course Selector when registration opens. In the case that Concordia University of Edmonton

rescinds an offer of admission, the registration deposit is refunded less the Processing Fee.

#### E. FINAL OFFERS OF ADMISSION

All early admission offers are reassessed for final admission once final official transcripts and required documents are received. Concordia University of Edmonton reserves the right to rescind admission offers at any time if applicants do not fulfil the conditions outlined in their early admission letter.

Applicants who do not meet the admission requirements for their chosen program will automatically be considered for their second choice listed on their *Applicant Form*.

### 3.2 ADMISSION TO ARTS, MANAGEMENT, AND SCIENCE DEGREE PROGRAMS (DIRECT ENTRY)

Concordia University of Edmonton admits students directly into Bachelor of Arts, Bachelor of Management, and Bachelor of Science degree programs through one of the admission tracks described in this section. Applicants should consult the track that best fits their qualifications. International applicants should also consult section 3.1.1.B.

Concordia University of Edmonton's four-year Bachelor of Arts in Psychology (Applied Emphasis) degree program is not a direct-entry program. Applicants who wish to enter this program should consult the admission requirements found in section 3.3.

#### 3.2.1 HIGH SCHOOL STUDENT ADMISSION

The admission average is calculated using the best five Grade 12 subjects required for admission to the degree program of the applicant's choice. For Alberta applicants, admission averages are calculated using the blended grade which appears on the official Alberta Education transcript.

#### A. BACHELOR OF ARTS PROGRAMS

Applicants to three- or four-year Bachelor of Arts degree programs who present high school qualifications when seeking admission to the first year of university studies must normally present a minimum admission average of 60% with a passing grade in each subject.

To be considered for admission, applicants must normally present the following course requirements:

- English Language Arts 30-1
- Three subjects from Group A, B, and/or C. A maximum of two Group B may be presented for admission; they must be from different subject areas
- One subject from Group A, B, C, or D (see table 3.2.1, *Classification of Alberta Grade 12 Subjects*)

Note:

- In order to maximize their future program and course choices, all applicants are encouraged to present a broad range of subjects across Group A and C.
- It is recommended that courses include Social Studies 30-1 and a 30-level Language Other than English.
- Applicants intending to complete an area of concentration in Political Economy are required to present Mathematics 30-1 or Mathematics 30-2.
- Applicants intending to complete a minor in Computing Science, Mathematics, or Physics are required to present Mathematics 30-1 or Mathematics 30-2.

**TABLE 3.2.1 CLASSIFICATION OF ALBERTA GRADE 12 SUBJECTS**

With the exception of English Language Arts 30-1, Concordia University of Edmonton places Alberta Grade 12 subjects into four groups: Group A (Humanities), Group B (Fine Arts), Group C (Sciences), and Group D (Other).

**Subjects presented for admission must be 5 credits in weight.**

<b>Group A (Humanities)</b>	
Social Studies 30-1	
30-level Language Other than English (LOE)	
Additional 30-level Language Other than English	
<p>Each of French 20S, 20N, 21, 30S, 30N, 31A, 31B or 31C, French Language Arts 20, 30, 30-1, 30-2, Français 20, 30, 30-1, 30-2, and Langue et Littérature 20 or 30 are equivalent to French 30 for admission purposes.</p> <p>Applicants who have French Language Arts 30, Français 30, or Langue et Littérature 30 may be granted advanced placement.</p> <p>American Sign Language 35, Arabic 35, Blackfoot Language and Culture 30, Chinese 35, Chinese Language and Culture 35, Cree 35, Cree Language and Culture 30, German 30 or 31, German Literature 35, Greek 35, Hebrew 35, Hungarian 35, Italian 30, Japanese 35, Japanese Language and Culture 30, Latin 30, Lithuanian 35, Polish 35, Portuguese 35, Russian 35, Spanish 30, Spanish 35, Swedish 35, Ukrainian 30, and Ukrainian Language Arts 20 or 30 also meet the Language Other than English requirement. Other languages may also be considered.</p>	
<b>Group B (Fine Arts)</b>	
Art 30	Music 30
Art 31	Music 35
Choral Music 30	Performing Arts 35A, B or C
Dance 35	Communications Technology, Advanced (Course Code: 9009)
Drama 30	
Instrumental Music 30	
<p>Equivalents of Music 30 or 31: Conservatory Canada, Grade 8 Practical and Grade 4 Theory; Royal Conservatory of Music of Toronto, Grade 8 Practical and Grade 2 Theory; Mount Royal College, Grade 8 Practical and Grade 2 Theory. Documents must be presented to Alberta Education for evaluation.</p>	
<b>Group C (Sciences)</b>	
Mathematics 30-1*	Chemistry 30
Mathematics 30-2*	Computing Science, Advanced
Mathematics 31	Physics 30
Biology 30	Science 30
<p>* Only one of Mathematics 30-1 or Mathematics 30-2 may be used for admission.</p> <p>* Students presenting Mathematics 30-2 for admission will be required to successfully complete Concordia University of Edmonton's Mathematics 110 if they plan to pursue first-year university calculus.</p> <p>Transitional Mathematics 101 from Athabasca University may be presented with Applied Mathematics 30 in lieu of Pure Mathematics 30.</p>	
<b>Group D (Other)*</b>	
<p>Course Examples: Applied Sociology 30, Experimental Psychology 30, International Politics 30, Microeconomics 30, Physical Education 30, Work Experience 35, World Religions 30, etc</p>	<p>Advanced Level Career and Technology Series (CTS) Course Examples: Agriculture Adv, Community Health Adv, Cosmetology Adv, Foods Adv, Legal Studies Adv, Mgmt. &amp; Marketing Adv, etc</p>
<p>* Excludes Special Projects 30</p> <p>* Excludes all Registered Apprenticeship Programs</p> <p>* All applicable Grade 12 Group D subjects must be at the "3000" level</p> <p>* Only Advanced Level Career and Technology (CTS) courses will be considered.</p> <p>* Students using a Group D subject for admission must present either one 5-credit, two 3-credit, or any credit combination of acceptable Grade 12 Group D subjects to make up the 5-credits.</p>	

5. Applicants intending to complete a major, area of concentration, or minor in Psychology or Sociology, or who plan to enter the Bachelor of Education (After Degree) program are strongly recommended to present Mathematics 30-1 or Mathematics 30-2.

## B. BACHELOR OF MANAGEMENT PROGRAM

Applicants to the four-year Bachelor of Management degree program who present high school qualifications when seeking admission to the first year of university studies must normally present a minimum admission average of 65% with a passing grade in each subject.

Admission to Concordia University of Edmonton's Bachelor of Management program is competitive; meeting the minimum admission average requirement does not guarantee admission to the program.

To be considered for admission, applicants must normally present the following course requirements:

- English Language Arts 30-1
- Mathematics 30-1 or Mathematics 30-2
- Two subjects from Group A, B or C
- One subject from Group A, B, C, or D (see table 3.2.1, *Classification of Alberta Grade 12 Subjects*)

Note:

It is recommended that courses include a 30-level Language Other than English.

## C. BACHELOR OF SCIENCE PROGRAMS

Applicants to three- or four-year Bachelor of Science degree programs who present high school qualifications when seeking admission to the first year of university studies must normally present a minimum admission average of 60% with a passing grade in each subject.

To be considered for admission, applicants must normally present the following course requirements:

- English Language Arts 30-1
- Mathematics 30-1 or Mathematics 30-2
- Two of Biology 30, Chemistry 30 or Physics 30
- One subject from Group A, B, C, or D (see table 3.2.1, *Classification of Alberta Grade 12 Subjects*)

## D. INTERNATIONAL BACCALAUREATE

Concordia University of Edmonton recognizes course work completed in the International Baccalaureate (IB) program. When an applicant presents both a high school Grade 12 subject and the corresponding IB course for admission, the higher grade will be used in the admission average calculation. IB course grades are converted in the following manner:

IB Grade	Grade 12 Percentage
7	98%
6	90%
5	82%
4	73%
3	55%
2	45%
1	less than 45%

Applicants may be eligible to receive transfer credit for IB courses with a grade of 5 or higher. A list of approved courses for transfer credit follows; other courses may be considered on an individual basis:

IB Course	Concordia University of Edmonton Equivalent	Credits
Art/Design (higher level)	*	
Biology (higher level)	BES 107	3
Chemistry (higher level)	CH 101/102	6
Chemistry (standard level)	CH 101	3
Computing Science (higher level)	CMPT 111 or CMPT 1xx**	3
Computing Science (standard level)	CMPT 1xx or CMPT 111**	3
Economics (higher level)	ECO 101/102	6
English Language A: Literature (standard level)	ENG 1XX(ntt ENG 111/112 or ENG 100)	6
English Language A: Literature (higher level)	ENG 1XX(ntt ENG 111 or ENG 100)	3
English Language A: Language & Literature (standard level)	ENG 1XX(ntt ENG 111/112 or ENG 100)	6
English Language A: Language & Literature (higher level)	ENG 1XX(ntt ENG 111 or ENG 100)	3
English Literature and Performance (standard level)	ENG 1XX(ntt ENG 111/112 or ENG 100)	3
French A or B (standard or higher level)	FR 203	6
Geography (standard level)	ENSC 101	3
Geography (higher level)	EAS 101	3
German A or B (standard or higher level)	GERM 210	6
Greek (higher level)	GRK 101/102	6
History: European (higher level)	HIS 111/112	6
History: Islamic (higher level)	HIS 1xx	3
Japanese AB	LOE 1xx	6
Japanese B (standard or higher level)	LOE 1xx	6
Latin (standard or higher level)	LAT 101/102	6
Mathematics (standard or higher level)	MAT 113 or 114***	3
Mathematics with Further Mathematics	MAT 113 or 114	3
Music (higher level)	****	
Philosophy (higher level)	PHIL 1xx	3
Physics (standard level)	PHY 121	3
Physics (higher level)	PHY 121/122	6
Psychology (higher level)	PSY 104	3
Social and Cultural Anthropology (higher level)	SOC 1xx	3
Spanish A (standard or higher level)	SPA 101/102	6
Spanish B (standard or higher level)	SPA 101/102	6
Theatre Arts (higher level)	DRA 101	3
Visual Arts (higher level)	Fine Arts 1xx	6

\*Students with IB credits will be evaluated individually for advance standing or credit.  
 \*\*Students will receive credit for CMPT 1XX if Computing Science (HL or SL) is taken prior to 2006, or CMPT 111 if Computing Science (HL or SL) is taken 2006 onwards.  
 \*\*\*Students may also challenge MAT 115 for credit.  
 \*\*\*\*Audition/placement tests required. Students may be given advanced standing for MUS or MUP courses at Concordia University of Edmonton after interview and assessment by the Department of Music.

## E. ADVANCED PLACEMENT

Concordia University of Edmonton recognizes course work completed in the Advanced Placement (AP) program. When an applicant presents both a high school Grade 12 subject and the corresponding AP course for admission, the higher grade will be used in the admission average calculation. AP course grades are converted in the following manner:

AP Grade	Grade 12 Percentage
5	96%
4	86%
3	76%
2	65%
1	Not accepted for admission

TABLE 3.2.1.F: OUT-OF-PROVINCE HIGH SCHOOL EQUIVALENCY CHART<sup>1</sup>

Province	Group A: Humanities					Group B: Fine Arts					Group C: Sciences				
	English	Language Other Than English	Social Studies	Other Group A Subjects <sup>2</sup>	Fine Arts: Art, Drama, Music	Math (Algebra)	Math (Calculus)	Math (Foundation)	Biology	Chemistry	Physics	Other Group C Subjects			
Alberta, NWT and Nunavut	English Language Arts 30-1	30-level language	Social Studies 30-1	—	Art 30, Art 31, Dance 35, Drama 30, Music 30, or Music 31	Math 31	Mathematics 30-2	Biology 30	Chemistry 30	Physics 30	Applied Math 30, Science 30, Communication Technology, Advanced				
British Columbia and Yukon Territory	English 12, English Literature 12 (Footnote 5), English 12 First Peoples	12- or 12A-level language	History 12	Geography 12 or Comparative, First Nation Civilization 12	12-level Acting, Art, Art Careers, Band, Choir, Dance, Drawing & Painting, String, or Visual Arts	Calculus 12	Foundations of Math 12	Biology 12	Chemistry 12	Physics 12	Applications of Math 12, Geometry 12, Geology 12, Probability & Statistics 12, ICT Computer Programming 12				
Saskatchewan	English or English Language Arts A30 and B30	30-level language	Social Studies 30, History 30, or Sciences Societies 30	Native Studies 30 or Geography 30	30-level Art, Band, Choral, Dance, Drama, Film Production, Music, Orchestra, or Visual Arts	Calculus 30	Foundations of Mathematics 30	Biology 30	Chemistry 30	Physics 30	Math A30 and B30, Computer Science 30				
Manitoba	English 40S (2 credits) Footnote 4	40S-level language	Western Civilization 40S or World Issues 40S	World/Human Geography 40S	Art 40G/S, Drama 40G/S, Music 40G, 40-level Dance, or Musical Theatre 41G	Calculus 40S, Calculus 45S, or Advanced Math 45S	n/a	Biology 40S	Chemistry 40S	Physics 40S	Applied Math 40S, Computer Science 40S				
Ontario	English 12U (ENG4U), Studies in Literature 12U (ETS4U)	Core French, Extended French, Immersion French, International Languages-Level 4, or Native Language-Level 5	World History: The West and the World 12U or Canada: History, Identity and Culture 12U	Canadian and International Law 12U, Canadian and World Issues 12U, Classical Civilizations 12U, Native Studies 12, Philosophy 12, or World Geography 12U	Visual Arts 12U/C, Dramatic Arts 12U/C, Music 12 U/C, or Dance 12U/C	Calculus and Vectors (MCV4U)	n/a	Biology 12U	Chemistry 12U	Physics 12U	Earth and Space Science 12U, Science 12U, Mathematics and Data Management 12U				
Quebec (two semester courses at a CEGEP)	English Literature 603 series	Francais 601 series, French as a 2nd language 602 series, or other language 607 to 616 series	History 330 series	Cultural Geography 320 series	Art 510 or 520, Music 550, or Drama 560 series	Math 201-103 and Math 201-203	n/a	Biology 101 series	Chemistry 202 series	Physics 203 series	Physical Geography 320 series				
New Brunswick	English 121 or 122	French 121, 122, Latin 122, or 126-level Language	History 121 or 122	Canadian Geography 120 or World Issues 120	121- or 122-level Art, Drama, Music, Media Studies 120, or Theatre Arts 120	Calculus 120	n/a	Biology 121 or 122	Chemistry 121 or 122	Physics 121 or 122	Trigonometry and 3-Space 121 or 122				
Nova Scotia	English 12 (Academe), English 12: African Heritage	12-level language	History 12	Global Geography 12 or Global History 12	Art 12, Music 12, or Theatre 12	Calculus 12	n/a	Biology 12	Chemistry 12	Physics 12	Statistics 12, Geography 12				
Prince Edward Island	English 611 or 621	621-level language	History 621	—	621-level Art, Drama, or Music	Math 611 (Calculus)	n/a	Biology 611 or 621	Chemistry 611 or 621	Physics 621	n/a				
Newfoundland and Labrador	English 3201	3200-level language	World History 3201	World Geography 3202, World Problems 3204, or Global Issues 3205	Art History 3202, Art and Design 3200, Grade 12 Drama, Choral Performance 3103, or Instrumental Performance 3104	—	n/a	Biology 3201	Chemistry 3202	Physics 3204	Geology 3203, Earth Systems 3209				

<sup>1</sup> This chart refers to courses currently offered in the respective jurisdiction and is not a cumulative or historical table. For information on other acceptable course equivalencies, contact Admissions.

<sup>2</sup> Normally, only one subject from the same discipline may be presented for admission (e.g., Pure Math 30 or Applied Math 30; Geography 12 or History 12)

<sup>3</sup> Mathematics courses in this column cannot be used to fulfil prerequisite requirements for university-level mathematics courses

<sup>4</sup> Applicants to Concordia may present ELA 40S (1 credit) for admission purposes. Applicants to Concordia may present ELA: Comprehensive Focus 40S, ELA Literary Focus 40S or ELA Transactional Focus 40S (1 credit).

<sup>5</sup> Concordia will accept the higher grade between English 12 and English Literature 12 to fulfill the English 30-1 equivalent.



Applicants may be eligible to receive transfer credit for AP courses with a grade of 4 or 5. A list of approved courses for transfer credit follows; other courses may be considered on an individual basis:

AP Course	Concordia University of Edmonton Equivalent	Credits
Art History	ARTH 101/102	6
Art Studio (Drawing)	Fine Arts 1xx	3
Art Studio (General)	Fine Arts 1xx	6
Art Studio (2-D Design)	Fine Arts 1xx	6
Art Studio (3-D Design)	Fine Arts 1xx	6
Biology	BIO 100	3
Calculus AB	MAT 113 or 114	3
Calculus BC	MAT 115	3
Chemistry	CH 101/102	6
Chinese Language and Culture	LOE 2xx	6
Computing Science A	CMPT 111	3
Computing Science AB	CMPT 111/112	6
Economics (Macroeconomics)	ECO 102	3
Economics (Microeconomics)	ECO 101	3
English (Lang. & Comp.)	ENG 1xx (ntt ENG 100 or ENG 111/112)	3
English (Lit. & Comp.)	ENG 1xx (ntt ENG 100 or ENG 111/112)*	6
Environmental Science	ENSC 101	3
French (Language)	FR 2xx**	6
French (Literature)	FR 2xx**	6
German Language	GERM 1xx	6
Government and Politics (Comparative)	PSCI 101	3
Government and Politics (United States)	PSCI 1xx	3
History (European History)	HIS 1xx	3
History (United States History)	HIS 1xx	6
History (World History)	HIS 1xx	3
Human Geography	ARTS 1xx	3
Italian Language and Culture	LOE 2xx	6
Japanese Language and Culture	LOE 2xx	6
Latin (Vergil, Catullus & Horace)	LAT 101/102	6
Latin (Vergil)	LAT 1xx(ntt LAT 101/102)	3
Latin (Literature)	LAT 1xx(ntt LAT 101/102)	3
Music (Listening/Literature)	MUS 101	3
Music (Theory)	MUS 211	3
Physics 1	PHY 121	3
Physics 2	PHY 1xx	3
Physics C (Mechanics)	PHY 131	3
Physics C (Electricity & Magnetism)	PHY 281	3
Psychology	PSY 104	3
Spanish (Language)	SPA 2xx	6
Spanish (Literature)	SPA 2xx	6

\*Course will fulfil the first-year English requirement

\*\*Course will fulfil Language other than English degree requirement.

## F. OUT-OF-PROVINCE ADMISSION

Applicants who have been educated outside the province of Alberta but within Canada should consult the *Out-of-Province High School Equivalency Chart*, table 3.2.1.F. Applicants must normally present the equivalent Grade 12 subjects required for their chosen program.

Applicants who have completed their Grade 12 year in British Columbia or the Yukon are not required to present optional provincial examinations for admission consideration. With the exception of English 12, the higher of the school grade or the blended grade (school grade and provincial examination mark) will be used when calculating the admission average.

## G. INTERNATIONAL ADMISSION

### 1. American High School Equivalents

Applicants educated in the United States of America must normally present a Grade 12 diploma, the appropriate admission average, and course equivalents to Alberta Education Grade 12 subject requirements for their chosen program.

### 2. British Education System

Applicants educated in a country that follows the British Education System must normally present a combination of five program-specific subjects from the General Certificate of Secondary Education (GCSE), International General Certificate of Secondary Education (IGCSE), General Certificate of Education Advanced Level (A-level) or the General Certificate of Education Advanced Supplementary Level (AS-level). Admission is based on the completion of required GCSE or IGCSE subjects with a minimum grade of C in each subject and the required A- or AS-level subjects (final or predicated result).

Admission to Bachelor of Arts programs requires at least two passes at the A- or AS-level (normally, English and one additional subject). Admission to Bachelor of Science programs requires three passes at the A- or AS-level (normally, English, Mathematics [Algebra], and one Science – Biology, Chemistry, or Physics). Admission to the Bachelor of Management program requires three passes at the A- or AS-level (normally, English, Mathematics [Algebra], and one additional subject).

Additional acceptable education certificates include, but are not limited to, Caribbean Examination Council Secondary Education Certificate, Hong Kong Certificate of Education, Hong Kong Advanced Level Examination, Uganda Certificate of Education, Uganda Advanced Certificate of Education, West African School Certificate or Senior Secondary School Certificate and Higher School Certificate. For information regarding other acceptable certificates, contact Admissions.

### 3. Other Jurisdictions

Applicants educated in a jurisdiction other than those noted above must submit all academic transcripts as defined in section 3.1.1.C. For additional information regarding acceptable educational credentials, contact Admissions.

### 3.2.2 HOME-SCHOOLED STUDENT ADMISSION

Concordia University of Edmonton considers applications from home-schooled and home-educated applicants. All applicants are assessed on an individual basis and are treated on their own merits. We appreciate the uniqueness of the home school environment and provide the following admission routes as a guideline for your benefit. We also understand that your situation may be different, so please do not hesitate to contact us regarding your admission circumstance.

Home-schooled and home-educated applicants are offered the following admission routes:

- Admission to an Arts, Management\*, or Science\* degree program by representing a Home-School Portfolio with the application for admission, which should contain but is not limited to the following elements:
  - Evidence of prior learning from Grades 10 through 12;
  - Statements of results from Grades 10 through 12;
  - At minimum three writing samples from your grade 12 work (from literature works studied)

The portfolio should also contain one of the following: A brief essay (1000-2500 words) describing the value of your home-schooling experience or an entrance video production with sup-

porting written storyboard.

An interview may also be requested.

To strengthen your application we encourage you to provide a confidential letter of recommendation from an impartial source, such as a home education coordinator, indicating your academic readiness for a university-level program of studies and method of home schooling followed.

2. Demonstrating the required admission average in the five 30 level courses for required subjects in your program of choice.\*
3. Admission to an Arts, Management\*, or Science\* degree program by completing a minimum of one year of full-time study in a diploma program at a recognized college, technical institute, or bible college in addition to their home-schooling program. Applicants must achieve a satisfactory academic standing in that course work.

#### \*Management or Science Applicants

Documentation is required to determine grade 12 course prerequisites needed for admission into Management or Science degree programs. For each subject area, course syllabi, textbook list, and three to five academic work samples such as science laboratory reports or results from standardized aptitude tests such as SAT or ACT are required.

For students seeking admission into the Management degree program, the prerequisite needing to be satisfied is Mathematics. For students seeking admission into any Science degree program, the prerequisites needing to be satisfied are Mathematics and two subjects from either Biology, Chemistry or Physics.

For complete information on the Entrance Scholarships for Home-Schooled Applicants, refer to section 7.1.1.B, *Undergraduate Awards*.

### 3.2.3 SPECIAL ADMISSION

Applicants to Arts, Management and Science degree programs who do not meet standard admission requirements may be admitted by special admission.

Concordia University of Edmonton reserves the right to assess applications for special admission on an individual basis. Entrance is at the discretion of Admissions.

Students admitted under special admission requirements may be placed on academic probation, may be required to reduce their course load in the first semester of study, and may not withdraw from courses they are taking to fulfil Grade 12 subject deficiencies.

### 3.2.4 NON-MATRICULATED STUDENT ADMISSION

Applicants who will be 20 years of age by the end of the semester in which they are seeking admission and who cannot present the normal high school qualifications may be admitted under reduced requirements. Please note that students presenting international high school credentials are ineligible for admission as non-matriculated students.

## A. BACHELOR OF ARTS PROGRAMS

Non-matriculated applicants who seek admission to three- or four-year Bachelor of Arts degree programs must normally present a minimum admission average of 60% with a passing grade in each subject.

To be considered for admission, non-matriculated applicants must normally present the following course requirement:

1. English Language Arts 30-1, or a minimum grade of C in Concordia University of Edmonton's ENG 111 and ENG 112 or equivalent.

## B. BACHELOR OF MANAGEMENT PROGRAM

Non-matriculated applicants who seek admission to the four-year Bachelor of Management degree program must normally present a minimum admission average of 65%. Applicants are reminded that admission is competitive; meeting the minimum requirements does not guarantee admission to the program. Applicants are encouraged to apply early since the number of non-matriculated students admitted to this program is limited.

To be considered for admission, non-matriculated applicants must normally present the following course requirements:

1. English Language Arts 30-1, or Concordia University of Edmonton's ENG 111 and ENG 112 or equivalent
2. Mathematics 30-1 or Mathematics 30-2

## C. BACHELOR OF SCIENCE PROGRAMS

Non-matriculated applicants who seek admission to three- or four-year Bachelor of Science degree programs must normally present a minimum admission average of 60% with a passing grade in each subject.

To be considered for admission, non-matriculated applicants must normally present the following course requirements:

1. English Language Arts 30-1, or Concordia University of Edmonton's ENG 111 and ENG 112 or equivalent
2. Mathematics 30-1 or Mathematics 30-2
3. Two of Biology 30, Chemistry 30, Mathematics 31 or Physics 30

### 3.2.5 JUMP START-EARLY ADMISSION PROGRAM

Concordia University of Edmonton's Jump Start-Early Admission Program is designed for students in Grade 11 who are interested in applying to Concordia University of Edmonton's Arts, Management, or Science programs. Students in Grade 11 may apply for admission to Jump Start for Fall 2016 **between January 1 and June 15, 2015**.

Students admitted through Jump Start will have access to an advisor for early advising and be assigned a student ambassador buddy. Students that do not take advantage of Jump Start may apply for admission for Fall 2016 any time after **October 1, 2015**.

Applicants should present five appropriate Grade 11 courses needed for their specific program of studies and be on track to take the Grade 12 sequel courses at an equal or greater course level. Specific program requirements still apply.

All applicants are considered for Jump Start with an admission average of 65% for Arts and Science programs and 72% for the Management program.

### 3.2.6 TRANSFER STUDENT ADMISSION

Transfer students must have completed a minimum of 24 transferable credits (normally, eight semester courses) from a recognized post-secondary institution (university, college or technical institute). Applicants with fewer than 24 transferable credits must normally present the normal high school qualifications or a combination of high school and post-secondary course work.

A transferable course is defined as a course that Concordia University of Edmonton accepts for credit toward a Concordia University of Edmonton degree program. For more complete information on transfer credit, see section 3.1.2.

The Admission Grade Point Average (AGPA) is calculated using the most recently attempted 24 credits; all grades used in calculating the AGPA are adjusted according to Concordia

University of Edmonton's grade conversion scale. Normally, courses completed in the spring and summer sessions immediately preceding the semester of entry are not calculated in the AGPA.

Applicants who have been required to withdraw from a post-secondary institution are not eligible to apply to Concordia University of Edmonton for 12 months after the date they were required to withdraw.

Applicants to Arts or Science degree programs who present an AGPA of less than 2.0 or who have completed the 12-month waiting period after being required to withdraw may be considered for admission. If admitted, applicants are placed on academic probation and may be required to reduce their course load. Applicants who are not successful in gaining admission to a degree program may consider applying to Open Studies to improve their AGPA.

Applicants who have been required to withdraw more than once in their academic careers may be considered for admission only through an appeal. The letter of appeal must be submitted with their application for admission and contain the reason for their previous unsatisfactory performance, their accomplishments since they were required to withdraw, and the strategies they have developed to ensure success if they re-enter university studies.

### A. BACHELOR OF ARTS AND BACHELOR OF SCIENCE PROGRAMS

Transfer students seeking admission to the Bachelor of Arts or Bachelor of Science degree programs must normally present a minimum AGPA of 2.0.

### B. BACHELOR OF MANAGEMENT PROGRAM

Transfer students seeking admission to the Bachelor of Management program must normally present a minimum AGPA of 2.3. In addition, transfer students are required to present Mathematics 30-1 or Mathematics 30-2 or equivalent.

Graduates of recognized two-year diploma, or three- or four-year applied degree programs in business, management, or related area must normally present a minimum AGPA of 2.3 in the final year of their program and may be eligible for a block transfer of up to 60 credits toward the program. Transfer students admitted with a 60-credit block transfer are not required to present a Grade 12 mathematics course. Contact Admissions for a list of recognized programs.

Applicants to the Management program are reminded that admission is competitive; meeting the minimum AGPA does not guarantee admission.

## 3.3 ADMISSION TO THE FOUR-YEAR BACHELOR OF ARTS IN PSYCHOLOGY (APPLIED EMPHASIS)

Students must apply for admission to the third year of this program.

Students applying to Concordia University of Edmonton for admission to the first or second year toward the program apply to the three-year Bachelor of Arts degree program with a concentration in Psychology in order to complete the admission requirements for the Psychology (Applied Emphasis) program.

Admission to Concordia University of Edmonton's four-year Bachelor of Arts in Psychology (Applied Emphasis) program is competitive. Meeting the minimum requirements does not guarantee admission into the program.

For application deadlines, please refer to table 3.1.1.A.

## 3.3.1 ADMISSION REQUIREMENTS

To be considered for admission, applicants must normally present the following requirements:

1. A minimum of 48 university-level credits applicable to the degree, including the following or their equivalents:
  - a) PSY 104, 105, 211<sup>d</sup>, 233 and 339, and
  - b) 3 credits unspecified senior-level Psychology
2. A minimum admission grade point average (AGPA) of 2.3 (on Concordia University of Edmonton's 4-point scale) on the most recently attempted 24 credits.
3. One of Biology 30 or PSY 275 or equivalent
4. A Statement of Intent<sup>b,c</sup>
5. A Volunteer/Work Experience Record<sup>b</sup>
6. Three confidential assessments<sup>b,c</sup>
  - a) One *Confidential Assessment Form: Academic*
  - b) Two *Confidential Assessment Forms*
7. A security clearance (required only after an offer of admission to the program, to be submitted by August 1<sup>st</sup>)
8. Demonstrated fulfilment of Concordia University of Edmonton's *English Language Requirement*, section 3.1.3

Note:

- a) Normally, courses completed in the spring and summer session immediately preceding the term of entry are not calculated into the AGPA. All grades used in calculating the AGPA are adjusted according to Concordia University of Edmonton's grade conversion scale.
- b) This form is included in the *four-year Bachelor of Arts in Psychology (Applied Emphasis) Admission Application Supplement*.
- c) Applicants should take care in choosing references to complete the *Confidential Assessment Forms* and in writing their Statement of Intent. An unsatisfactory assessment in either of these areas could jeopardize their competitiveness in the selection process.
- d) Applicants must present a minimum grade of C- in PSY 211 to proceed into subsequent statistics and methodology courses required for the degree.
- e) Concordia University of Edmonton reserves the right to assess an applicant's post-secondary academic record for course equivalencies.

## 3.3.2 SELECTION PROCESS

Applicants for the program are selected based on academic standing, Statement of Intent, Volunteer/Work Experience Record, *Confidential Assessment Forms*, an interview, and an acceptable security clearance.

Following the initial review of applications, qualified applicants are invited for an interview. The interview is designed to assess applicants' non-academic qualifications, such as their degree of maturity and motivation, initiative, ability to communicate, personal qualities and interests, and overall suitability for employment in the human-services field.

## 3.4 ADMISSION TO AFTER-DEGREE PROGRAMS

Admission to Concordia University of Edmonton's after-degree programs is competitive due to the limited capacity of each program.

For application deadlines, please refer to table 3.1.1.A.

### 3.4.1 EDUCATION (AFTER DEGREE) IN ELEMENTARY EDUCATION

Concordia University of Edmonton's Bachelor of Education (After Degree) is a two-year program that fulfils the requirements for certification as a teacher in Alberta. Applications are encouraged from those individuals who have had direct experience with children in formal and informal settings and who possess an undergraduate baccalaureate degree. Normally, a liberal arts or science degree is preferred.

The Faculty of Education values the wide range of academic and professional backgrounds held by students admitted into the teacher education program. For this reason, the Faculty has attempted to keep admission requirements as open as possible while ensuring appropriate preparation for the academic disciplines that graduates must teach in schools.

The number of first-year students in the program is limited; therefore, admission is competitive. Meeting the minimum admission requirements does not guarantee admission.

#### A. ADMISSION REQUIREMENTS

To be considered for admission, applicants must normally present the following requirements:

1. A three- or four-year baccalaureate degree from a recognized university or college.
2. An admission grade point average<sup>a</sup> (AGPA) of at least 2.3 (on Concordia University of Edmonton's 4-point scale) or equivalent on the most recently attempted 30 credits.
3. Successful completion of 12 credits as follows:
  - a) 3 credits in English language/literature;
  - b) 9 credits from at least two of the following areas of study: archaeology, anthropology, classics, computing science, economics, fine arts, history, languages other than English, mathematics, philosophy, physical education and sport studies, political science, psychology, religious studies, sciences, sociology.
4. A Philosophy of Teaching Statement<sup>c</sup>, including the principles that applicants believe are essential to effective teaching and learning that will guide their work as teachers.
5. A *Volunteer/Work Experience Record*.<sup>b, c</sup>
6. Two *Confidential Assessment Forms*.<sup>b, c</sup> At least one referee should be a former employer or supervisor who can comment on the applicant's suitability to work with children between the ages of 5 and 14 years.
7. Evidence of proficiency in computer knowledge and use.
8. Applicants to the Bachelor of Education (After Degree) program require levels of English Language Proficiency consistent with Alberta Education's requirements for certification. Applicants who completed their undergraduate degree in a language other than English require an overall score of 98 and the following minimum scores on each component of the TOEFL-iBT: 27 in Speaking, 25 in Writing, 23 in Listening, and 23 in Reading. Applicants presenting the International English Language Testing System (IELTS) academic module must present an overall score of 7.0 with minimum component scores of 7.0 in Speaking and Writing and 6.5 in Listening and Reading.

Note:

- a) Normally, courses completed in the spring and summer session immediately preceding the term of entry are not calculated in the AGPA. All grades used in calculating the AGPA are adjusted according to Concordia University of Edmonton's grade conversion scale.

- b) This form is included in the *Bachelor of Education (After Degree) Admission Application Supplement*.
- c) Applicants should take care in choosing referees to complete the *Confidential Assessment Forms*, in writing the Philosophy of Teaching Statement and *Volunteer/Work Experience Record*, and in preparing for the interview. An unsatisfactory assessment in any one of these areas could jeopardize their profile ranking and ultimately their competitiveness in the selection process.
- d) Concordia University of Edmonton reserves the right to assess an applicant's post-secondary academic record for course equivalencies.
- e) To complete the program, field experiences are required. Prior to being considered for a Field Experience placement, students are required to obtain one or more types of Records Checks. See section 11.1.1.D *Field Experience Procedures* for further information.

#### B. SELECTION PROCESS

Concordia University of Edmonton creates profiles for all applicants using:

1. AGPA;
2. prerequisite course requirements;
3. Philosophy of Teaching Statement;
4. *Volunteer/Work Experience Record*;
5. two *Confidential Assessment Forms*;
6. computer proficiency; and
7. the interview

The first step in the selection process is to rank all applicants who submitted a completed application, based on points one to five on their applicant profile. Based on this ranking, qualified applicants are then invited for an interview.

The interview is designed to assess applicants' non-academic qualifications, such as their degree of maturity and motivation, initiative, ability to communicate, personal qualities and interests, and overall suitability for the teaching profession.

Following the interviews and the receipt of final academic transcripts, Concordia University of Edmonton ranks all applicant profiles again and makes final admission decisions.

### 3.4.2 ENVIRONMENTAL HEALTH (AFTER DEGREE)

Concordia University of Edmonton's Bachelor of Environmental Health (After Degree) is a fifteen-month program that prepares students to challenge the certification examinations of the Canadian Institute of Public Health Inspectors. Applications are encouraged from those individuals who possess an undergraduate baccalaureate degree in a science discipline. Normally, a four-year degree in biology, chemistry or environmental science is preferred.

Space is limited and admission is competitive. Meeting the minimum admission requirements does not guarantee admission.

#### A. ADMISSION REQUIREMENTS

To be considered for admission, applicants must normally present the following requirements:

1. A three- or four-year baccalaureate degree in science from a recognized university or college.
2. An admission grade point average<sup>a</sup> (AGPA) of at least 2.3 (on Concordia University of Edmonton's 4-point scale) or equivalent on the most recently attempted 30 credits.
3. Successful completion of 12 senior-level credits as listed below. Please note that while candidates with senior-level credit in these subjects are given preference, those with junior-level credits may also be considered.

- a) 3 credits in chemistry (analytical chemistry preferred);
  - b) 3 credits in microbiology (with laboratory hours preferred);
  - c) 3 credits in human or mammalian physiology;
  - d) 3 credits in statistics.
4. Successful completion of 3 junior- or senior-level credits as listed below:
    - a) English or Writing
  5. Evidence of proficiency in computer knowledge and use.
  6. A resume including a statement of career objectives and the names and contact information of two appropriate references (normally an academic and a professional reference). The resume should highlight employment and volunteer experience relating to environmental, public and community health.
  7. Demonstrated fulfilment of Concordia University of Edmonton's *English Language Requirement*, section 3.1.3.
  8. Hold Canadian Citizenship or Canadian Permanent Residence/Landed Immigrant of Canada status. (Applicants who do not meet one of these criteria are invited to apply to the Graduate Diploma in Environmental Public Health Practice)
  9. A security clearance (required after an offer of admission to the program)
  10. An immunization record (required after an offer of admission to the program)

Note:

- a) Normally, courses completed in the spring and summer session immediately preceding the term of entry are not calculated in the AGPA. All grades used in calculating the AGPA are adjusted according to Concordia University of Edmonton's grade conversion scale.
- b) Applicants should take care in choosing references, in writing their resume and Statement of Career Objectives, and in preparing for the interview. An unsatisfactory assessment in any one of these areas could jeopardize their competitiveness in the selection process.
- c) Concordia University of Edmonton reserves the right to assess an applicant's post-secondary academic record for course equivalencies.

## B. SELECTION PROCESS

Following the initial review of applications, qualified applicants are invited for interviews. The interview is designed to assess applicants' non-academic qualifications, such as their degree of maturity and motivation, initiative, ability to communicate, personal qualities and interests, and overall suitability for the profession.

Following the interviews and the receipt of final academic transcripts, Concordia University of Edmonton reviews all applications again and makes final admission decisions.

### 3.4.3 CAREER DEVELOPMENT DIPLOMA OR CERTIFICATE

The Diploma or Certificate in Career Development prepares individuals for employment primarily in the field of career development (e.g., career counselling, program management, information development, workshop facilitation, research, human resource consulting, job development, etc.). Courses are offered through distance delivery and on-site training in the Summer, Fall, and Winter Institutes.

## A. ADMISSION REQUIREMENTS

For admission to the Diploma or Certificate program in Career Development, applicants must meet one of the following requirements:

1. an undergraduate degree.
2. a related post-secondary diploma or certificate.
3. experience in the field (1 to 2 years preferable).

## 3.5 CHURCH WORK PROGRAMS

For complete information on admission to Concordia University of Edmonton's church work programs, refer to *Religious Studies (Applied Emphasis)*, section 12.0.

## 3.6 OPEN STUDIES STUDENT ADMISSION

Open Studies allows students to register in undergraduate university-level courses without first being admitted to a degree program. To be considered for the Open Studies program, applicants must demonstrate:

- a) fulfilment of Concordia University of Edmonton's *English Language Requirement*, section 3.1.3; and
- b) completion of prerequisite courses.

Official documents and transcripts are normally required only to demonstrate the fulfilment of these criteria. However, the Admissions and Registrar's Offices may request other documentation for admission and registration purposes.

Students who have been required to withdraw from a post-secondary institution in the past 12 months are not eligible for admission to Open Studies. Students who have been required to withdraw more than once may be considered only through an appeal.

Registration information for Open Studies students is indicated in section 4.1.3.

## 3.7 RETURNING STUDENT READMISSION

Readmission for returning students is not automatic. Normally readmission is approved if students have:

1. remained in satisfactory standing;
2. removed any Grade 12 deficiencies that existed at the time of admission;
3. not been required to withdraw from any post-secondary institution in the past 12 months. Students who have been required to withdraw more than once will be considered only through an appeal;
4. provided official transcripts from all other post-secondary institutions attended;
5. paid all outstanding fees and fines owing to Concordia University of Edmonton.

Admissions determines if students may be readmitted on Academic Probation.

For more information, please refer to *Academic Regulations*, section 9.0.

### 3.8 GRADUATE ADMISSION

Applicants seeking admission to graduate-level programs should consult *Graduate Admission*, section 13.1.1.

### 3.9 VISITING STUDENT ADMISSION

Students who are registered at other post-secondary institutions may attend Concordia University of Edmonton with the permission of their institution. Applicants must submit an *Application Form* and the original visiting student letter from the Registrar of the institution at which they are registered. Official transcripts are required to establish the completion of prerequisite courses or fulfilment of the *English Language Requirement*, section 3.1.3. Course selection may be limited.

### 3.10 INTERNATIONAL EXCHANGE STUDENT ADMISSION

Students registered at Concordia University of Edmonton may participate in a study abroad program through one of Concordia University of Edmonton's formal exchange agreements. Please refer to the following website for a current list of eligible institutions: <http://international.concordia.ab.ca/partner-universities>. Students applying to participate are required to submit a study abroad application package, which can be found online, to the Admissions Office.

Students applying must meet basic admission requirements, have the *Request for Letter of Permission as an Exchange Student* approved, and be recommended by Concordia University of Edmonton to participate. Students must demonstrate a minimum cumulative GPA of 2.5 and a minimum GPA of 2.7 in the most recently completed term at Concordia University of Edmonton, have completed a minimum of 18-30 credits (minimum of two terms of full-time status), and be registered full-time. Approval and selection for study abroad programs will be based on a proposed plan of study and consideration of several factors, including the following:

1. The academic or professional reasons stated for the particular study abroad program;
2. The extent to which the plan fits with the student's overall academic and/or professional objectives, including courses already taken;
3. Proficiency in, or efforts to learn, the language of the program site/host country (if necessary);
4. Recommendation letter from a Faculty member.

### 3.11 CONTINUING EDUCATION

For information regarding admission to the Department of Continuing Education programs, refer to *Continuing Education*, section 15.0.