



Box 5002, 100 College Drive, North Bay, ON P1B 8L7
Phone: (705) 474-3450, Ext. 4761 Fax: (705) 495-1772
email: admiss@nipissingu.ca website: www.nipissingu.ca

APPLICATION FOR PART-TIME ADMISSION

☐ BACHELOR OF COMMERCE

☐ BACHELOR OF BUSINESS ADMINISTRATION

Admission to college partnership program is restricted to graduates of 3-year business diploma programs at the partnership locations with a minimum GPA of 3.2 (or equivalent)

A NON-REFUNDABLE APPLICATION FEE OF \$65 MUST ACCOMPANY THIS APPLICATION

<input type="checkbox"/> DISTANCE LEARNING - Please select start term <input type="checkbox"/> SEPTEMBER <input type="checkbox"/> JANUARY <input type="checkbox"/> MAY	<input type="checkbox"/> COLLEGE PARTNERSHIP – September start only Select College Partnership Location <input type="checkbox"/> Sheridan- H. McCallion <input type="checkbox"/> Sheridan-Trafalgar <input type="checkbox"/> Fanshawe <input type="checkbox"/> Algonquin <input type="checkbox"/> St. Clair <input type="checkbox"/> Centennial <input type="checkbox"/> Lambton	<input type="checkbox"/> Admission <input type="checkbox"/> Readmission <input type="checkbox"/> Second Degree
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PERSONAL INFORMATION

GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	SURNAME	GIVEN NAME(S)	FORMER SURNAME
MAILING ADDRESS			
CITY		PROVINCE	POSTAL CODE
TELEPHONE	BUSINESS/CELL NUMBER	E-MAIL	OEN (optional)
SOCIAL INSURANCE NUMBER — —	BIRTH DATE MONTH DAY YEAR	MARITAL STATUS <input type="checkbox"/> SINGLE <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED <input type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED <i>If transcripts are in a different name provide proof of name change</i>	
STATUS IN CANADA <input type="checkbox"/> CANADIAN CITIZEN <input type="checkbox"/> PERMANENT RESIDENT <input type="checkbox"/> INTERNATIONAL (distance)	COUNTRY OF CITIZENSHIP	DATE OF ARRIVAL IN CANADA MONTH YEAR	FIRST LANGUAGE <input type="checkbox"/> ENGLISH <input type="checkbox"/> FRENCH <input type="checkbox"/> OTHER

LAST SECONDARY SCHOOL ATTENDED (must provide original transcripts in sealed envelopes)					DOCUMENTS	
FROM	TO	NAME OF HIGH SCHOOL	GRADE COMPLETED	DIPLOMA	<input type="checkbox"/> ATTACHED <input type="checkbox"/> TO FOLLOW	<input type="checkbox"/> ON FILE

POST-SECONDARY INSTITUTION(S) ATTENDED (must provide original transcripts in sealed envelopes)					DOCUMENTS	
FROM	TO	INSTITUTION	PROGRAM	DIPLOMA/DEGREE	<input type="checkbox"/> ATTACHED <input type="checkbox"/> TO FOLLOW	<input type="checkbox"/> ON FILE
					<input type="checkbox"/> ATTACHED <input type="checkbox"/> TO FOLLOW	<input type="checkbox"/> ON FILE
					<input type="checkbox"/> ATTACHED <input type="checkbox"/> TO FOLLOW	<input type="checkbox"/> ON FILE

CURRENT STATUS	
<input type="checkbox"/> ATTENDING SECONDARY SCHOOL <input type="checkbox"/> EMPLOYED – SPECIFY BELOW	<input type="checkbox"/> ATTENDING POST-SECONDARY INSTITUTION <input type="checkbox"/> OTHER – SPECIFY BELOW

EMPLOYMENT OR ACTIVITIES WHEN NOT A FULL-TIME STUDENT			
FROM	TO	EMPLOYER OR NATURE OF ACTIVITY	JOB TITLE / DESCRIPTION

IF YOU HAVE PREVIOUSLY ENROLLED AT NIPISSING UNIVERSITY, PLEASE COMPLETE THIS SECTION		
HAVE YOU TAKEN ANY COURSES AT A POST-SECONDARY INSTITUTION SINCE YOUR LAST REGISTRATION AT NIPISSING UNIVERSITY? <input type="checkbox"/> YES - WHAT INSTITUTION(S) <input type="checkbox"/> NO		
		DOCUMENTS <input type="checkbox"/> ATTACHED <input type="checkbox"/> TO FOLLOW
NIPISSING STUDENT NUMBER:	LAST PROGRAM:	LAST SESSION:

It is your responsibility to ensure that your application and all supporting documentation is truthful, complete and correct. Nipissing University reserves the right to verify any information provided as part of this application. If any information in your application is determined to be false or misleading, concealed or withheld, your application may be invalidated and this could result in its immediate rejection or in the revocation of an offer of admission or registration at the university. Information about a rejection or revocation of your application may be shared with universities and colleges across Canada. The determination of whether an application contains false or misleading information or that you have concealed or withheld information, and with which universities and colleges this information may be shared, is solely at the discretion of the university.

I hereby certify that all personal information and documents submitted are true, correct and complete including my declaration of citizenship and status in Canada

APPLICANT'S SIGNATURE _____

DATE _____

Rev 04/14

INSTRUCTIONS FOR COMPLETION - PLEASE READ CAREFULLY

This form is for applicants to the part-time Bachelor of Commerce program or the part-time Bachelor of Business Administration program. Part-time students may take up to two courses per semester. Students who wish to take more than two courses per semester must apply for full-time admission through the Ontario Universities Application Centre – www.ouac.on.ca.

Please print clearly when completing this form. Complete ALL sections of the application form. Illegible or incomplete forms may be returned. There is a \$65.00 non-refundable application processing fee due at time of application. Forms received without payment will not be processed.

REQUIRED DOCUMENTS

Please note that transcripts and supporting documents become the property of Nipissing University and cannot be returned.

1) Official Transcripts:

Academic transcripts must be original, either sent directly by the issuing institution or, if submitted with the application, in the original, sealed envelope. Photocopies, faxes and scanned documents will not be accepted. **You must submit all college and university transcripts whether or not you consider them relevant to your application.** If any information in your application is determined to be false or misleading, concealed or withheld, your application may be invalidated and this could result in its immediate rejection or in the revocation of an offer of admission or registration at the university. Applicants who attended foreign universities must have their transcripts assessed by the World Education Service – www.wes.org.

2) Proof of Legal Name Change:

A proof of legal name change is required if academic documents show a name other than that under which application is made. Some examples of proof of legal name change would be marriage certificate or divorce decree.

3) English translations:

If the transcripts you are submitting are not in English, you will be required to provide a certified English translation together with copies of the original transcripts.

4) Proof of Proficiency in English:

Applicants whose first language is not English may be required to supply proof of proficiency in English. Please contact the Admissions Office for additional information about English language proficiency requirements.

DEADLINES

To start May 2014 – **April 18, 2014**

To start September, 2014 – **August 22, 2014**

To start January 2015 – **December 5, 2014**

CONTACT INFORMATION

Direct all inquiries and documents to:
Nipissing University, Office of the Registrar
PO Box 5002, 100 College Drive
North Bay ON P1B 8L7
Phone: 705-474-3450, ext. 4761, Fax: 705-495-1772
email: admissions@nipissingu.ca

Admission decisions are mailed to applicants once all documents have been received.

Protection of Privacy

Information requested from students and applicants is collected under the authority of the Nipissing University Act, 1992. Pursuant to the Freedom of Information and Protection of Privacy Act you are hereby notified that: "By applying for admission to Nipissing University and by registering in programs or courses at the University, you are accepting the University's right to collect pertinent personal information. The information is needed to assess qualifications for entry, establish a record of performance in programs and courses, provide the basis for awards and government funding, and to assist the University in the academic and financial administration of its affairs".

Additionally, personal information may be used by University staff in many offices on a "need to know" basis to identify and contact students who require their services.



Office Use Only

Receipt #