



Telephone: 604.599.2000

Email: admissions@kwantlen.ca

www.kwantlen.ca/admission

Application for Admission

for International Students

STEP 1: COMPLETE APPLICATION

Refer to “Your Admissions Guide” at www.kwantlen.ca/admission for information regarding application deadlines, required documents and other important information about the admission process.

Then, fill in the Application for Admission completely and accurately using a **black ink pen**, or apply online at www.kwantlen.ca/apply.

STEP 2: SUBMIT APPLICATION

Bring the completed application form and application fee payment to Student Enrolment Services on any campus or mail it to:

Admissions

Kwantlen Polytechnic University
12666 – 72nd Avenue
Surrey, British Columbia
Canada V3W 2M8

Be aware that submitting an incomplete application may result in a processing delay.

STEP 3: SUBMIT REQUIRED DOCUMENTS

High School Transcripts

Students currently attending a BC high school need to submit the “Post-secondary Institutions (PSI) Selections Form” found online at www.bced.gov.bc.ca/transcript/transcripts_info.htm between the months of November and June of the school year to ensure high school transcripts are sent automatically to Kwantlen.

Students who have already completed high school are required to request an official high school transcript be sent from the issuing body/department of education to Kwantlen Admissions. More information about required document submission can be found at www.kwantlen.ca/admission.

Post-secondary Transcripts

Applicants that have completed post-secondary studies at another institution may submit official transcripts. Official transcripts must be sent to Kwantlen (at the student’s request) from the issuing institution.

International Credential / Transcript Submission

Applicants that have completed education outside of Canada are required to submit official transcripts. Certified translations are required when the original language is not in English or French. Official transcripts must be sent directly from the issuing body to Kwantlen Admissions. Official transcripts must be a detailed statement of completed courses and corresponding grades. A graduation statement is also required on the transcript when applicable. All documentation filed in support of this application becomes the property of Kwantlen Polytechnic University and may be retained as part of each student’s record.

APPLICATION FEES

Application \$120

Re-application \$120

All application fees are non-refundable.

TIMELINES

Early application is advised. Application deadlines are posted online at

www.kwantlen.ca/admission/intappdeadlinesandfees.

Applications are only applicable to the term indicated on the application.

TRANSFER CREDIT

Through the transfer credit process, a student who has completed courses at another post-secondary institution may request that these credits be transferred to Kwantlen. In addition to evaluation of post-secondary courses, the Transfer Credit Department also evaluates courses completed in high school (e.g. Advanced Placement Program, International Baccalaureate Program).

It is strongly recommended that students submit their Request for Transfer Credit form and all supporting documentation at least 8 weeks prior to their registration date so that they can make well informed choices with respect to course selection. Once all required documentation has been received, the transfer credit articulation process will take approximately 6-8 weeks. To learn more about the transfer credit process, deadlines and to download forms, visit www.kwantlen.ca/transfercredit.

OFFERS OF ADMISSION

Upon successfully completing all admission requirements, you will be sent a conditional offer letter, requesting a commitment fee. Upon receipt of your commitment fee, you will be sent an immigration package that you will need for your study permit application. Be sure to apply for your study permit as soon as possible at your closest Canadian Consulate, embassy or high Commission.

STUDY PERMITS

All International students are required by Citizenship and Immigration Canada to have a valid study permit during the course of their studies in Canada. It is the student’s responsibility to ensure legal status is maintained. A copy of your valid study permit must be submitted to Kwantlen.

REVIEW CHECKLIST

- I have completed this application in full using **black ink** and have signed and dated the application.
- I have reviewed Your Admissions Guide online at www.kwantlen.ca/admission and am aware of all documentation that is required in support of this application.
- I have enclosed the \$120 application or reapplication fee required for this application. Note: application fees are non-refundable.
- I will check my email for next steps.

For more information about admission and the application process, please refer to Your Admissions Guide at www.kwantlen.ca/admission.

Please use a black ink pen when completing this form

Before completing this application, refer to the Kwantlen Polytechnic University calendar at kwantlen.ca/calendar for information on Kwantlen's programs and their admission requirements. You may wish to discuss your goals with one of our Educational Advisors or Counsellors prior to applying. **This section of the application MUST be completed.**

Application for Admission

Student No. _____

Check here if applicant requires English Language Studies in addition to selected program of study

DESIRED PROGRAM OF STUDY

Program Code (from last page)	Program Name
Start Date Applied For: <u> </u> <u> </u> <u> </u> <i>semester or month year</i>	Campus <input type="checkbox"/> Langley <input type="checkbox"/> Cloverdale <input type="checkbox"/> Richmond <input type="checkbox"/> Surrey

APPRENTICESHIP PROGRAMS ONLY

Apprenticeship Level	Trade Worker Identification (T.W.I.D.) Number
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FULL LEGAL NAME (NO INITIALS)

Surname (Legal Last/Family name)		Former Surname (if applicable)	
Legal Given First Name	Legal Given Middle Name	Preferred First Name	

Preferred name is displayed in Kwantlen's e-learning environment

CONTACT INFORMATION

Email Address		Mailing Address	
City / Municipality		State or Province	Country
Postal / ZIP Code	Home Telephone	Cellular / Mobile Phone	

AGENT OR THIRD PARTY REPRESENTATIVE

Contact's Full Name		Name of Agency (if applicable)	
Mailing Address		City / Municipality	Province
Country	Postal Code	Email	Agent Code
Signature of Representative		Telephone	Fax

Required for representative to receive information regarding the applicant

PERSONAL INFORMATION

CITIZENSHIP STATUS

*Gender <input type="checkbox"/> Male <input type="checkbox"/> Female * Date of Birth <table border="1" style="width: 100px; text-align: center;"> <tr> <td style="width: 30px;">DD</td> <td style="width: 30px;">MM</td> <td style="width: 30px;">YYYY</td> </tr> </table> * Gender and date of birth are required for you to access the online student system and for identification purposes.	DD	MM	YYYY	Country of Citizenship _____ First Language _____ Country of Birth _____	Are you in Canada now? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, what immigration permit do you have? <input type="checkbox"/> Study permit <input type="checkbox"/> Work permit <input type="checkbox"/> Visitor permit <input type="checkbox"/> Other: _____
DD	MM	YYYY			

EMERGENCY CONTACT

Surname (Legal Last/Family name)	Legal Given First Name	Telephone
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ADDITIONAL INFORMATION

I am requesting information on student services related to:

Illness or disability Students with dependent children Scholarships and financial assistance

SECONDARY SCHOOL EDUCATION (HIGH SCHOOL)

If you are presently attending Secondary (High School), when will you graduate? _____

School Name _____

Location _____

Present Grade _____ Date Term Ends _____

Will you be graduating? _____ Personal Education Number (B.C only) _____

If you are currently attending grade 12 in B.C. you need to submit the Post-Secondary Institution (PSI) Selections form between Nov—Jun of the school year to ensure your grades are released to Kwantlen Polytechnic University. The form is available online at: www.bced.gov.bc.ca/transcript/transcripts_info.

If you have already left high school, when did you graduate? _____

Last School _____

Location _____

If you are utilizing your Secondary School Academic Record for eligibility for admission to undergraduate-level studies and for meeting program and/or course requirements, you must request an official, sealed transcript to be sent from the issuing body/department of education to Kwantlen Admissions. More information about required document submission can be found at www.kwantlen.ca/admission.

PREVIOUS POST-SECONDARY EDUCATION (COLLEGE OR UNIVERSITY)

1. Institution Name _____ Location _____ Month _____ Year _____ to _____ Month _____ Year _____

2. Institution Name _____ Location _____ Month _____ Year _____ to _____ Month _____ Year _____

Have you ever been suspended / expelled from any post secondary institution and/or program? Yes No

To apply for transfer credit (to meet prerequisite requirements, graduation requirements or receive transfer credit standing) you must request an official sealed transcript be sent to Kwantlen directly from the issuing institution, fill out a Request for Transfer Credit form and submit the required fee (if applicable). Please allow up to eight weeks for official assessment. Submission timelines, to ensure evaluation by the beginning of registration, are as follows:

For fall semester: **April 1** For spring semester: **October 1** For summer semester: **February 1**

www.kwantlen.ca/transferecredit

FEES

A non-refundable \$120 CAD admission application fee MUST be submitted with this form. You can pay by cheque, money order, bank draft, Visa, MasterCard or American Express. Cash and debit cards are accepted in person only. A service charge for any NSF or returned cheque will be assessed. **Applications received without the application fee will not be processed.**

Visa / MasterCard / American Express _____ Expiry Date ____ / ____

Name as it appears on credit card

Personal cheque enclosed Money order enclosed Bank draft enclosed Select Amount \$120 application fee

LEGAL

I certify that all statements on this application are true and complete and that no information has been withheld. I understand that any misrepresentation of this may result in the cancellation of my admission or registration status and that falsifying documents or information on the application may result in immediate permanent dismissal from Kwantlen Polytechnic University. Completion of this signed application permits Kwantlen Polytechnic University to request and/or confirm any information necessary to support my application for admission.

I authorize the release of all British Columbia secondary school interim and final grades by the British Columbia Ministry of Education to Kwantlen Polytechnic University. If I am admitted to Kwantlen Polytechnic University, I agree to familiarize myself with and to abide by the most current policies of the University during my tenure as a student at the University.

In signing this application for admission, I understand that this information, along with subsequent information placed in my student records will be used for the purposes of admission, registration, research, alumni and development, student association and other purposes consistent with the mandate of the institution. Kwantlen Polytechnic University reserves the right for the Registrar to share information with the Ministry of Advanced Education, Training and Technology, or other related government agencies and dual enrolment partners. Kwantlen Polytechnic University also reserves the right for the Registrar to share information with other post-secondary institutions in situations where an applicant has been found to have falsified documents or other information on their Application for Admission. The use of this information will be in compliance with the Freedom of Information and Protection of Privacy Act. The information on the admission form is being collected under the authority of the University Act.

Medical Insurance: I understand as an international student living in British Columbia (BC) I need to apply for the BC Medical Services Plan offered by the provincial government to all residents of BC.

Signature: _____

Date: _____

FOR OFFICE USE ONLY (Do not write in shaded areas)

Date _____ Entered By: _____ Initials _____

Comments

Kwantlen Programs (and corresponding program codes)

FACULTY OF BUSINESS

ACCOUNTING

BUADA1_BC	Bachelor of Business Administration in Accounting–Yr 1
BUADA_BC	Bachelor of Business Administration in Accounting–Yr 3
ACCT_DI	Accounting Diploma
ACCT_CR	Accounting Certificate

BUSINESS ADMINISTRATION

BUAD_DI	Business Administration Diploma
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BUSINESS MANAGEMENT

BSMT_DI	Business Management Diploma
BSMT_CR	Business Management Certificate

COMPUTER INFORMATION SYSTEMS

CISYFT_CR	Computer Information Systems Certificate (Full-time)
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ECONOMICS

ARTEC_AD	Associate of Arts Degree - Economics
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ENTREPRENEURIAL LEADERSHIP

BUADE1_BC	Bachelor of Business Administration–Entrepreneurial Leadership – Yr1
BUADE_BC	Bachelor of Business Administration–Entrepreneurial Leadership – Yr3

GENERAL BUSINESS

GBUS_DI	General Business Studies Diploma
GBUS_CR	General Business Studies Certificate

HUMAN RESOURCES MANAGEMENT

HRMT_PBC	Human Resources Management - Post Baccalaureate Diploma
BUADH1_BC	Bachelor of Business Admin–Human Resources Management – Yr 1
BUADH_BC	Bachelor of Business Admin–Human Resources Management – Yr 3

INFORMATION TECHNOLOGY

TECH_BC	Bachelor of Technology in Information Technology–Yr 3
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LEGAL ADMINISTRATIVE STUDIES

LGLA_CR	Legal Administrative Studies Certificate
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MARKETING

BUADM1_BC	Bachelor of Business Admin–Marketing Mgmt. – Yr1
BUADM_BC	Bachelor of Business Admin–Marketing Mgmt. – Yr3
MKTG_CR	Marketing Certificate
MRKT_DI	Marketing Management Diploma

PUBLIC RELATIONS

PREL_DI	Public Relations
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FACULTY OF COMMUNITY & HEALTH STUDIES

GERONTOLOGY-BASED RECREATION

GBTR_CR	Gerontology-Based Therapeutic Recreation
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HEALTH CARE ASSISTANT

HCAP_CR	Health Care Assistant Certificate
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HEALTH UNIT COORDINATOR

HEAUCD_CR	Health Unit Coordinator - Day program
HEAUC_CR	Health Unit Coordinator - Evening program

NURSING

+CCNG_PBC	Critical Care Nursing - Post Baccalaureate Certificate
+NRPN_BC	Bachelor of Psychiatric Nursing - Yr 1
+NRPNA_BC	Degree Completion for Registered Psychiatric Nurses
+GNQUUM_CC	Graduate Nurse Qualifying - Mental Health
+GNQUO_CC	Graduate Nurse Qualifying - Obstetrics
+GNQUP_CC	Graduate Nurse Qualifying – Pediatrics
+GNURRE_CT	Graduate Nurse Re-entry Citation

SPECIAL EDUCATION TEACHER ASSISTANT

+SETAS_CR	Special Education Teacher Assistant Certificate – Full-time
+SETASP_CR	Special Education Teacher Assistant Certificate – Part-time

FACULTY OF DESIGN

FASHION

+BDFASN_BC	Bachelor of Design, Fashion and Technology
+FMRK_DI	Fashion Marketing Diploma

GRAPHIC DESIGN

+BDGDMA_BC	Bachelor of Design, Graphic Design for Marketing
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FOUNDATIONS

+FIND_CR	Foundations in Design Certificate
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INTERIOR DESIGN

+BIDISN_BC	Bachelor of Interior Design
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PRODUCT DESIGN

+BDDSPR_BC	Bachelor of Design, Product Design
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FACULTY OF ACADEMIC & CAREER ADVANCEMENT

ACADEMIC AND CAREER PREPARATION

ACPR_CC	Academic & Career Preparation
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BA QUALIFYING YEAR

+BAQUAL_SC	Bachelor of Arts - Qualifying Year
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CAREER CHOICES AND LIFE SUCCESS

CCLS_CT	Career Choices and Life Success Citation
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ENGLISH LANGUAGE PROFICIENCY

ELST_UN	English Language Proficiency Diploma
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FAMILY CHILDCARE

CHLDP_CC	Family Childcare
PSGE_UN	Good Beginnings

FACULTY OF SOCIAL SCIENCES

ARTS: SOCIAL SCIENCES (GENERAL)

+BADM1_BC	Bachelor of Arts, Yr 1 – Double Minor (various options)
+BADM3_BC	Bachelor of Arts, Yr 3 – Double Minor (various options)
+BAGEN1_BC	Bachelor of Arts, Yr 1 - General Studies
+BAGEN3_BC	Bachelor of Arts, Yr 3 - General Studies
ARTT_AD	Associate of Arts Degree - Unspecified (General)
ARTS_DI	Arts Diploma
ARTS_CR	Arts Certificate

ANTHROPOLOGY

+BAANTH1_BC	Bachelor of Arts, Yr 1 – Major in Anthropology
+BAANTH3_BC	Bachelor of Arts, Yr 3 – Major in Anthropology
ARTA_AD	Associate of Arts Degree - Anthropology

ASIAN STUDIES

+BAASIA1_BC	Bachelor of Arts, Yr 1 – Major in Asian Studies
+BAASIA3_BC	Bachelor of Arts, Yr 3 – Major in Asian Studies
ARTI_AD	Associate of Arts Degree - Asian Studies

CANADIAN STUDIES

ARTCS_AD	Associate of Arts Degree - Canadian Studies
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COMMUNITY CRIMINAL JUSTICE

+ARTSC1_BC	Bachelor of Arts - Community Criminal Justice, Yr 1
+ ARTSC_BC	Bachelor of Arts - Community Criminal Justice, Yr 3

CRIMINOLOGY

+BACRIM1_BC	Bachelor of Arts, Yr 1 - Major in Criminology
+BACRIM3_BC	Bachelor of Arts, Yr 3 - Major in Criminology
ARTR_AD	Associate of Arts Degree - Criminology
CRIM_DI	Criminology Diploma
CRIM_CR	Criminology Certificate

GEOGRAPHY

ARTG_AD	Associate of Arts Degree - Geography
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HISTORY

+BAHIST1_BC	Bachelor of Arts, Yr 1 - Major in History
+BAHIST3_BC	Bachelor of Arts, Yr 3 - Major in History
ARTH_AD	Associate of Arts Degree - History

JOURNALISM

+BJRNL_BC	Bachelor of Journalism
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POLITICAL SCIENCE

ARTO_AD	Associate of Arts Degree - Political Science
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PSYCHOLOGY

+AARTSP_BC	Bachelor of Applied Arts - Psychology
+BAPSY1_BC	Bachelor of Arts, Yr 1 - Major in Psychology
+BAPSY3_BC	Bachelor of Arts, Yr 3 - Major in Psychology
+BSCAP1_BC	Bachelor of Science in Applied Psychology - Yr 1
+BSCAP3_BC	Bachelor of Science in Applied Psychology - Yr 3
ARTP_AD	Associate of Arts Degree – Psychology

SOCIOLOGY

+BASOCI1_BC	Bachelor of Arts, Yr 1 – Major in Sociology
+BASOCI3_BC	Bachelor of Arts, Yr 3 – Major in Sociology
ARTC_AD	Associate of Arts Degree - Sociology

FACULTY OF TRADES & TECHNOLOGY

APPLIANCE SERVICING

APPL_CR	Appliance Servicing
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AUTOMOTIVE

ASRV_CR	Automotive Service Technician
AAAST_UN	Apprentice - Automotive Service Technician

BUILDING ENVELOPE TECHNICIAN

AARCT_UN	Apprentice – Building Envelope Technician
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CARPENTRY

CARP_CT	Carpentry/Building Construction
CARP_CT	Carpentry/Building Construction
ACARP_UN	Apprentice – Carpentry

CADD (DRAFTING) TECHNOLOGIES

+CADD_DI	CADD (Drafting) Technologies (various specialties)
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ELECTRICAL

ELEC_CT	Electrical
AELCT_UN	Apprentice – Electrical

FARRIER

FARR_CR	Farrier Training Certificate
FARRU_UN	Farrier Upgrading

PARTS AND WAREHOUSING

PRTS_CT	Parts and Warehousing
AIWAR_UN	Apprentice - Industrial Warehousing
AAPRT_UN	Apprentice – Partsperson

MASONRY

MSRY_CT	Masonry
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METAL FABRICATION

MFAB_CT	Metal Fabrication
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MILLWRIGHT/INDUSTRIAL MECHANIC

MILL_CT	Millwright/Industrial Mechanic
AMILL_UN	Apprentice - Millwright/Industrial Mechanic

PLUMBING

PLMBC_CT	Plumbing
APLMB_UN	Apprentice – Plumbing

PROFESSIONAL STUDIES IN ELECTRICAL

PSLVSS_UN	Low Voltage Systems and Security Industry
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PUBLIC SAFETY COMMUNICATIONS

+PSCMN_CR	Public Safety Communications – 911 Certificate
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WELDING

WLDC_CR	Welding - Level C
WLDA_CT	Welding - Level A
WLDB_CT	Welding - Level B

FACULTY OF SCIENCE & HORTICULTURE

BIOLOGY

SCIB_AD	Associate of Science Degree - Biology
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CHEMISTRY

SCICH_AD	Associate of Science Degree - Chemistry
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ENGINEERING

ENGN_CR	Engineering - Certificate
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GEOGRAPHY

SCIG_AD	Associate of Science Degree - Geography
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HORTICULTURE

+BHSPLHE1_BC	Bachelor of Horticulture Science, Major in Plant Health–Yr1
+BHSUREC1_BC	Bachelor of Horticulture Science, Major in Urban Ecosystems–Yr1

HORP_DI	Horticulture Technology - Greenhouse/Nursery Production
HORL_DI	Horticulture Technology - Landscape Design & Installation

HORF_DI	Horticulture Technology - Turf Management
HHARB_CT	Horticulture Citation - Arboriculture

HHCHB_CT	Horticulture Citation - Commercial Horticulture in BC
HHFLD_CT	Horticulture Citation - Foundation in Landscape Design

HHGCO_CT	Horticulture Citation - Garden Centre Operations
HHSC1_CT	Horticulture Citation - Horticultural Science

HHISH_CT	Horticulture Citation - Intro to Sustainable Horticulture
HHPML_CT	Horticulture Citation - Pest Management, Landscape

HHPMP_CT	Horticulture Citation - Pest Management, Production
HHPMT_CT	Horticulture Citation - Pest Management, Turf

HHPRF_CT	Horticulture Citation - Production Facilities
HHRLC_CT	Horticulture Citation - Residential Lawn Care

AAARB_UN	Apprentice - Arborist Technician (Level 1)
AHLND_UN	Apprentice - Landscape Horticulture

AHPRD_UN	Apprentice - Production Horticulture
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MATHEMATICS

SCIM_AD	Associate of Science Degree - Mathematics
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PHYSICS

SCIP_AD	Associate of Science Degree - Physics
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PSYCHOLOGY

+BSCAP1_BC	Bachelor of Science in Applied Psychology–Yr1
+BSCAP3_BC	Bachelor of Science in Applied Psychology–Yr3

SCIENCE TECHNOLOGY

+ EPTC_DI	Environmental Protection Technology
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SCIENCES (GENERAL)

SCIE_AD	Associate of Science Degree – General Science
SCIE_DI	Science Diploma

FACULTY OF HUMANITIES

ARTS: HUMANITIES (GENERAL)

+BADM1_BC	Bachelor of Arts - Double Minor (various options)–Yr1
+BADM3_BC	Bachelor of Arts - Double Minor (various options)–Yr3
+BAGEN1_BC	Bachelor of Arts, General Studies – Yr1
+BAGEN3_BC	Bachelor of Arts, General Studies – Yr3

ARTT_AD	Associate of Arts Degree - Unspecified (General)
ARTS_DI	Arts Diploma
ARTS_CR	Arts Certificate

CREATIVE WRITING

+BACRWR1_BC	Bachelor of Arts, Yr 1 - Major in Creative Writing
+BACRWR3_BC	Bachelor of Arts, Yr 3 - Major in Creative Writing
ARTCW_AD	Associate of Arts Degree - Creative Writing

ENGLISH

+BAENGL1_BC	Bachelor of Arts, Yr 1 - Major in English
+BAENGL3_BC	Bachelor of Arts, Yr 3 - Major in English
ARTE_AD	Associate of Arts Degree - English

FINE ARTS

BFAVA1_BC	Bachelor of Fine Arts, Visual Arts – Yr1
BFAVA3_BC	Bachelor of Fine Arts, Visual Arts – Yr3
FINA_DI	Fine Arts Diploma
FINA_CR	Fine Arts Certificate

MUSIC

ARTM_AD	Associate of Arts Degree - Music
+ MUSI_DI	Music Diploma
+ MUSI_CR	Music Certificate

PHILOSOPHY

+BAPHIL1_BC	Bachelor of Arts, Yr 1 - Major in Philosophy
+BAPHIL3_BC	Bachelor of Arts, Yr 3 - Major in Philosophy
ARTL_AD	Associate of Arts Degree – Philosophy

INTERDISCIPLINARY

+BAPOST1_BC	Bachelor of Arts, Yr 1 - Major in Policy Studies
+BAPOST3_BC	Bachelor of Arts, Yr 3 - Major in Policy Studies

+ Selective Entry Program

Co-op Education opportunities are available within some programs. Visit www.kwantlen.ca/coop for further details.