

ADMISSIONS

This document is the parent policy for any College procedures. Questions regarding this policy are to be directed to the identified Policy Owner.

Category:	Student/Academic
Policy Number:	D28
Approval Date:	May 20, 2021
Effective Date:	June 1, 2021
Policy Owner:	AVP Students and Registrar

Objective:	<p>Olds College strives to establish clear, fair admission requirements and processes for all programs of study approved through the Provider and Program Registry System (PAPRS). Admission requirements establish the minimum academic, non-academic, and English language skills required to support student success.</p> <ul style="list-style-type: none"> ● When possible: Olds College strives to provide accessibility for admission to provide access to education for students. ● Pathways: Admission to Olds College programs considers pathways into other learning opportunities and potential credentials required. Olds College considers incoming students through providing access to our programs based on the students' post-secondary experience. ● Student Success: Admission to Olds College programs considers previous education, skills and experience to encourage the greatest likelihood of success. ● Comparatives and Periodic Reviews: Olds College reviews admission requirements to similar programs both internally and externally as well as commits to periodic review of admission standards during the regular Comprehensive Program Review (CPR) process.
Policy:	<p>Applicants submit one application for admission per program, per term. Applications are subject to applicable fees.</p> <p>Students continuing from a qualifying certificate to a diploma, or a qualifying diploma to an applied degree without a break in study will submit an Intent to Return form with no application fee.</p> <p>Students returning after having been absent for 2 or more consecutive program</p>

terms are required to submit a new application for admission and applicable fees. Students returning after having been absent for only one program specific term, or who are returning to complete a second major within the same program, are required to complete an Intent to Return form with no application fee. In all cases, registration in courses is subject to space availability.

Programs have defined application periods during which applications are received. Applications received outside of the application periods may be considered depending upon program capacity.

Changes to admission requirements and process are established by the Program Curriculum Committee and approved by the Dean/Associate Dean in consultation with the Office of the Registrar.

Program admission requirements are applied consistently throughout the entire application period. Admission decisions are made by the Office of the Registrar on behalf of academic programs. The Office of the Registrar is responsible for communicating decisions to the applicant. Exceptions to the admission policy may be approved by the Registrar.

This policy will be reviewed every three (3) years by the Registrar and the Vice President responsible for Academics.

Definitions:

Related Information:

Related Procedures:

Review Period:

Revision History:

[Admission Procedures](#)

3 Years

November 2018: Revision
May 2021: Revision