

Undergraduate Application Deadlines for Admission and Readmission

12 Undergraduate Application Procedures

12.1 Enquiries from New Students

Enquiries from prospective undergraduate students should be addressed to the Registrar's Office. The Student Access Centre in the Office of the Registrar acts as an advisory office for all categories of new students, other than those eligible for direct admission into the Faculty of Graduate Studies and Research. The Student Access Centre is located on the main floor of the Administration Building. Telephone enquiries may be directed to (780) 492-3113.

12.2 Definitions

The following definitions pertain to the information contained in the subsequent chart.

- (1) **Academic Year:** The academic year is divided into four periods known as "terms" as follows:

July-August	Summer Term
September-December	Fall Term
January-April	Winter Term
May-June	Spring Term

The eight-month period from September to April is referred to as "Fall/Winter." The four-month period from May to August is referred to as "Spring/Summer".

- (2) **High School Student:** A student whose most recent education has been taken in a high school and who has also never attended a postsecondary institution.
- (3) **External Transfer Student:** A student who is transferring from another postsecondary institution and who has not previously attended the University of Alberta.
- (4) **Internal Transfer Student:** A student who wishes to transfer from one program to another program within the same Faculty or to another Faculty.
- (5) **Previous Student:** A student who has been required to withdraw and is now reapplying to the same program, or a student who is reapplying after a voluntary absence of 12 consecutive months or more to the same program in which he or she was most recently enrolled. (If another institution has been attended in the interim, then the classification is External Transfer Student.)
- (6) **Open Studies Student:** A student who is registered in selected credit courses, but who is not following a degree or diploma program.
- (7) **Special Student:** A student who has been permitted to register in one or more courses which are not being taken for credit toward a degree or diploma at this or another institution. To be considered for admission as a Special Student, applicants must normally have received a university degree from an accredited postsecondary institution, must present a competitive admission grade point average, and meet English Language proficiency requirements as specified in §13.3. Special Students must apply for admission to the Faculty in which they plan to take the majority of their courses. Since the University is a limited enrolment institution, priority in admission is given to applicants to degree programs.
- (8) **Visiting Students:** Bona fide students of other universities or colleges who have been permitted to take one or more courses for transfer of credit to their own institutions which have agreed in advance to such an arrangement.
- (9) **Admission and Readmission Documents:** All students must submit two complete and official transcripts of work they have completed at institutions other than the University of Alberta before a final decision is made on admissibility. These documents must be submitted as soon as

possible after the results of their most recent examinations are available.

Note: A student will not be considered if any document or required item is received after the stated deadline.

- (10) **Other Requirements:** The other requirements column listed in the following chart refers to all students, whether applying for admission or readmission, unless otherwise stated.
- (11) **Deadline:** If the published deadline falls on a weekend or statutory holiday, that item will be accepted by the Office of the Registrar if it is received or postmarked by the end of the next full working day.

12.3 Application Procedures

- (1) Students may submit applications in several ways:

Online: Students are encouraged to apply and pay application fees online as the process is secure and faster. Students can apply online at www.registrar.ualberta.ca **PDF Format:** Admission or Readmission application forms can be printed from the above website. **Paper forms:** If students are unable to apply online, application forms can be obtained from the Office of the Registrar or Faculty Offices.

Note: Doctor of Medicine, Doctor of Dental Surgery, and Dental Hygiene Diploma applicants must use the online application.

- (2) There are separate application forms for admission and readmission. Please ensure you use the correct one. An application will be returned if it is received after the stated deadline.
- (3) A **nonrefundable application fee** is charged for **each** admission or readmission form submitted. Any form will be returned if it is submitted without the fee. Students are encouraged to apply and pay application fees online as the process is secure and faster.
- (4) A student intending to enter a program as a **nonmatriculated applicant** must apply by the deadlines published for high school students. Please refer to §14.3 as well as to the appropriate Faculty section in §15 for admission information.
- (5) An admission or readmission decision to any program is valid only for the Fall/Winter or Spring/Summer for which it is approved and will **not** be carried over to a future date if a student chooses not to attend. Another form and application fee will be required.
- (6) Students who wish **only to audit courses** may register according to the dates specified in the Academic Schedule, (§11). Such students must report to the Office of the Registrar to obtain a *Course Audit* form.
Refer also to §21.1.3 of this Calendar for additional information regarding auditing students.

12.4 Application for Admission

- (1) Admission application forms are submitted by students who have **never attended** the University of Alberta, although they may have previously applied. Admission deadlines for these students are listed by Faculty and program in the Admission and Readmission Deadlines Chart which follows.
- (2) There are two categories of applicants for admission:
- High School Students
 - External Transfer Students

12.5 Application for Readmission

- (1) Readmission application forms are submitted by current or former University of Alberta students. Readmission deadlines for these students are listed by Faculty and program in the Admission and Readmission Deadlines Chart which follows.
- (2) There are two categories of applicants for readmission:
- Internal Transfer Students
 - Previous Students (see also §22.1.1)

12.6 Admission and Readmission Deadlines

Note: Call our Student Information Service at (780) 492-3113 and check the recorded message, or visit our website to see if the program in which you are interested is still accepting applications.

Agriculture, Forestry, and Home Economics	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
All Undergraduate degree programs					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	June 15	
Winter Term	November 15	November 15	November 15	November 15 [Refer to \$12.2(9)]	
Spring/Summer	No admission	[Refer to \$12.2(9)]	Previous Students - March 1	March 31	
Special/Visiting					
Fall Term	July 1	July 15	July 1	July 15	
Winter Term	November 15	November 15	November 15	November 15	
Spring/Summer	March 1	March 31	March 1	March 31	
Arts	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
BA					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	June 15	
Winter Term	No admission		Previous students - November 15	Not applicable	
Spring/Summer	March 1	March 31	March 1	March 31	
BA Honors					
Fall Term	May 1	June 15	May 1	June 15	
Winter Term	No admission		Previous students - November 15	Not applicable	
Spring/Summer	No admission		Previous students - March 1	Not applicable	
BA (Criminology)					
Fall Term	March 1	June 1	March 1	June 1	References, resumé, written statement-March 1 Interview-June 1
Winter Term	No admission		Previous students - November 15	Not applicable	Not applicable
Spring/Summer	No admission		Previous students - March 1	Not applicable	Not applicable
BFA (Art and Design) and BDesign					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	June 15	Portfolio - May 1
Winter Term	No admission		Previous students - November 15	Not applicable	Not applicable
Spring/Summer	No admission		Previous students - March 1	Not applicable	Not applicable
BFA (Drama -Acting)					
Fall Term	May 1	June 15	May 1	June 15	Audition application - January 11
Winter Term	No admission		Previous students - November 15	Not applicable	Not applicable
Spring/Summer	No admission		Previous students - March 1	Not applicable	Not applicable
BFA (Drama -Theatre Design)					
Fall Term	May 1	June 15	May 1	June 15	Portfolio - April 1
Winter Term	No admission		Previous students - November 15	Not applicable	Not applicable
Spring/Summer	No admission		Previous students - March 1	Not applicable	Not applicable
BFA (Technical Theatre)					
Fall Term	May 1	June 15	May 1	June 15	Letter of intent, three letters of reference, resumé interview-May 1
Winter Term	No admission		Previous students - November 1	Not applicable	Not applicable
Spring/Summer	No admission		Previous students - March 1	Not applicable	Not applicable
Note: Effective 2004/2005 the deadline for letters of intent, reference letters, resumé and interviews for the BFA (Technical Theatre) program will be April 1. Early application beginning February 1 is encouraged.					
BMus (includes BMus/BEEd Combined)					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	June 15	Audition application - May 1
Winter Term	No admission		Previous students - November 15	Not applicable	Not applicable
Spring/Summer	No admission		Previous students - March 1	Not applicable	Not applicable
Special/Visiting					
Fall Term	July 1	July 15	July 1	July 15	
Winter Term	No admission		Previous students - November 15	Not applicable	
Spring/Summer	March 1	March 31	March 1	March 31	
Business	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
All Undergraduate degree programs					
Fall Term	March 1	External transfer - June 15	March 1	June 15	
Winter Term	No admission		Previous students - November 15	Not applicable	
Spring/Summer	No admission		Previous students - March 1	Not applicable	
Special (Accounting only) and Visiting					
Fall Term	March 1	March 1			
Winter Term	October 31	October 31			
Spring/Summer	January 31	January 31			

12.6 Admission and Readmission Deadlines (cont'd)

Business (cont'd)	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
Special Students (Certificate only) Contact the Faculty prior to applying.					
Dentistry	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
See Medicine and Dentistry					
Education	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
BEd (Elementary, Secondary Routes)					
Fall Term	March 1	July 15 (see Note)	March 1	July 15 (see Note)	
	After Degree - March 1		After Degree - March 1		
Winter Term	No admission		Previous students - November 15		Not applicable
Spring/Summer	No admission		Previous students - March 1		Not applicable
			Contact Faculty office prior to any application.		
Note: Effective 2004/2005 the document deadline for admission and readmission to the BEd program will be June 15.					
BEd (Adult Education Route) Program and course offerings are extended to cohort groups of students, each with unique deadlines and requirements. Please contact the Department of Educational Policy Studies.					
Diploma in Education					
Fall Term	July 1	July 1	July 1	July 1	
Winter Term	November 1	November 1	November 1	November 1	
Spring	March 1	March 1	March 1	March 1	
Summer	May 1	May 1	May 1	May 1	
Special/Visiting					
Fall Term	July 1	July 15	July 1	July 15	
Winter Term	No admission		Previous students - November 15		November 15
Spring/Summer	March 1	March 31	Previous students - March 1		March 31
Engineering	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
All Undergraduate degree programs					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	June 15	
Winter Term	No admission		Previous students - November 1		Not applicable
Spring/Summer	No admission		Previous students - March 1		Not applicable
Special/Visiting					
Fall Term	August 1	August 15	End of registration		Not applicable
Winter Term	December 1	December 15	End of registration		Not applicable
Spring/Summer	March 1	March 31	March 1		March 31
Law	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
LLB					
Fall Term	November 1	February 1	November 1	February 1	Supplemental Law Admission Form, LSAT score, February 1
Winter, Spring, and Summer Terms: No admission or readmission					
Special/Visiting Contact the Faculty office prior to applying.					
Medicine and Dentistry	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
BSc in Medical Laboratory Science					
Fall Term	March 1	June 15	March 1	June 15	Letter of intent (see §15.8.1)
Winter, Spring, and Summer Terms: No admission or readmission					
Post RT BSc in Medical Laboratory Science					
Fall Term	July 1	August 1	July 1	August 1	
Winter, Spring, and Summer Terms: No admission or readmission					
DDS					
Fall Term	November 1	June 15	November 1	June 15	DAT, interview (see §15.8.5)
Winter, Spring, and Summer Terms: No admission or readmission					
DDS Advanced Placement					
Fall Term	November 1	November 1	November 1	November 1	Interview (see §15.8.6)
Winter, Spring, and Summer Terms: No admission					

12.6 Admission and Readmission Deadlines (cont'd)

Medicine and Dentistry (cont'd)	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
Diploma in Dental Hygiene					
Fall Term	January 2	External Transfer - June 15 High School - August 1	January 2	June 15	Interview (see §15.8.2)
Winter, Spring, and Summer Terms: No admission or readmission					
BSc (Dental Hygiene Specialization)					
Spring Term	January 2	January 2	January 2	January 2	(see §15.8.3)
Fall, Winter, and Summer Terms: No admission or readmission					
BSc (Dental Hygiene Specialization) Post Diploma Degree Completion Program					
Spring Term	January 2	February 2	January 2	February 2	(see §15.8.4)
Fall Term	January 2	June 15	January 2	June 15	(see §15.8.4)
Winter and Summer Terms: No admission or readmission					
MD					
Fall Term	November 1	June 15	November 1	June 15	MCAT, interview, resumé, essay, reference November 15 (see also §15.8.7)
Winter, Spring, and Summer Terms: No admission or readmission					
Special/Visiting	Contact the Faculty office prior to applying.				
Native Studies	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
All Undergraduate degree programs except BSc (Environmental and Conservation Sciences)/BA (Native Studies)					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	June 15	
Winter Term	November 15	December 15	November 15	December 15	
Spring/Summer	March 1	March 31	March 1	March 31	
BSc (Environmental and Conservation Sciences)/BA (Native Studies)					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	June 15	
Winter Term	November 15	November 15	November 15	November 15	
Spring/Summer	March 1	March 31	March 1	March 31	
Special/Visiting					
Fall Term	July 1	July 15	July 1	July 15	
Winter Term	No admission		November 15	December 15	
Spring/Summer	March 1	March 31	March 1	March 31	
Nursing	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
BScN (Year I) (Collaborative)					
Fall Term	February 1	External Transfer - June 15 High School - August 1	February 1	June 15	
Winter Term	No admission		No admission		
Spring/Summer	No admission		Previous students - March 1 Contact Faculty office prior to application.	March 1	
BScN (Year III) (Collaborative)					
Fall Term	February 1	June 15	February 1	June 15	
Winter Term	No admission		Previous students - November 15	November 15	
Spring/Summer	No admission		Previous students - March 1 Contact Faculty office prior to application.	March 1	
BScN (Post RN) On and Off-Campus Programs					
Fall Term	February 1	June 15	February 1	June 15	
Winter Term	November 15	November 15	Previous students - November 15	November 15	
Spring/Summer	No admission		Previous students - March 1 Contact Faculty prior to application.	March 1	
RPN to BScN (RN's and BSc in Nursing degree holders only)					
Fall Term	February 1	June 15	February 1	February 1	
Winter Term	No admission		Previous students - November 15	November 15	
Spring/Summer	No admission		Previous students - March 1 Contact Faculty prior to application.	March 1	
BScN After Degree					
Fall Term	February 1	External Transfer - June 15	February 1	June 15	
Winter Term	No admission		No admission		
Spring/Summer	No admission		Previous students - March 1 Contact Faculty prior to application.	March 1	

12.6 Admission and Readmission Deadlines (cont'd)

Nursing (cont'd)	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
Special Students					
Fall Term	July 1	July 15	July 1	July 15	See §15.10.6
Winter Term	No admission		November 15	November 15	
Spring/Summer	March 1	March 31	March 1	March 31	
Visiting Students	Contact the Faculty prior to applying.				
Pharmacy and Pharmaceutical Sciences	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
BSc in Pharmacy					
Fall Term	March 1	June 15	March 1	June 15	Letter of Intent - June 1 (See Note)
Winter, Spring, and Summer Terms: No admission or readmission					
Note: Effective 2004/2005 the Letter of Intent deadline for admission and readmission to the BSc in Pharmacy will be March 1.					
Special/Visiting	Contact the Faculty office prior to applying.				
Physical Education and Recreation	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
Bachelor of Physical Education, BPE/BEd, BSc Kinesiology					
Fall Term	March 1	External transfer - June 15 High School - August 1	March 1	June 15	Not applicable
Winter Term	No admission		No admission		
Spring/Summer	No admission		Previous students - March 1		
BA in Recreation and Leisure Studies					
Fall Term	March 1	External transfer - June 15 High School - August 1	March 1	June 15	Not applicable
Winter Term	November 15	November 15	November 15	November 15	
Spring/Summer	No admission		Previous students - March 1		
Special/Visiting					
Fall Term	July 1	July 15	July 1	July 15	Not applicable
Winter Term	No admission		November 15	November 15	
Spring/Summer	March 1	March 31	March 1	March 31	
Rehabilitation Medicine	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
BSc in Occupational Therapy					
Fall Term	April 1	June 15	April 1	June 15	Not applicable
Winter Term and Spring/Summer: No admission or readmission					
Post Diploma Degree Completion (Occupational Therapy)					
Fall Term	April 1	June 1	April 1	June 1	Not applicable
Winter Term and Spring/Summer: No admission or readmission					
Special/Visiting	Contact the Faculty Office prior to applying.				
Faculté Saint-Jean	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
All Undergraduate degree programs, except Bilingual BCom					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1	May 1	Not applicable
Winter Term	November 15	November 15	November 15	November 15	
Spring/Summer	March 1	March 31	March 1	March 31	
Bilingual BCom					
Fall Term	March 1	External transfer - June 15	March 1	June 15	Not applicable
Winter Term	No Admission		Previous students - November 15	Not applicable	
Spring/Summer	No Admission		Previous students - March 1	Not applicable	
Special/Visiting					
Fall Term	May 1	July 15	August 1	August 1	Not applicable
Winter Term	November 15	November 15	November 15	November 15	
Spring/Summer	March 1	March 31	March 1	March 31	

12.6 Admission and Readmission Deadlines (cont'd)

Science	Admission		Readmission		Other Requirements
	Application	Documents	Application	Documents	
BSc General					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1		June 15
Winter Term	No admission or readmission				
Spring/Summer	March 1	March 31	March 1		March 31
BSc/BEd (Specialization in Science and Education)					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1		June 15
Winter Term and Spring/Summer: No admission or readmission					
BSc (Specialization, Honors)					
Fall Term	May 1	External transfer - June 15 High School - August 1	May 1		June 15
Winter Term	No admission or readmission				
Spring/Summer	No admission		Previous students - March 1		Not applicable
BSc (Computing Science)					
Fall Term	May 1	June 15	May 1		June 15
Winter Term and Spring/Summer: No admission or readmission					
Special/Visiting					
Fall Term	July 1	July 15	July 1		July 15
Winter Term	No admission or readmission				
Spring/Summer	March 1	March 31	March 1		March 31
Open Studies	Admission		Readmission		Other Requirements
	Application	Documents*	Application	Documents*	
All Students					
Spring Term	April 15	April 15	April 15		April 15
Summer Term	June 15	June 15	June 15		June 15
Fall Term	August 15	August 15	August 15		August 15
Winter Term	December 15	December 15	December 15		December 15
*Not normally required except as specified in §190.					