

## **ADMISSIONS POLICY**

**EFFECTIVE DATE**      May 8, 2001

**RESPONSIBILITY FOR IMPLEMENTATION**    Registrar, Chairpersons

---

### **CROSS-REFERENCED POLICIES**

- Advanced Standing: Recognition of other Learning Experiences
  - Course Access Policy
- 

### **POLICY STATEMENT**

Grande Prairie Regional College is committed to providing admission to programs through fair and equitable consideration to all that apply.

---

### **PROCEDURES/RULES STATEMENT**

1. Admission to programs will be based on
  - 1.1 Presentation of appropriate admission requirements, and
  - 1.2 Availability of spaces in the programs based on approved quota.
  - 1.3 Admission to a program may not guarantee access to courses as some courses become over subscribed early in the registration process.
2. Admission requirements are established for each program and are declared in the college Calendar.
  - 2.1 Admission Requirements are normally established to meet minimum pre-requisite requirements of the curriculum.
  - 2.2 Departments may propose changes to Program Admission Requirements. These changes must be proposed by the Department, reviewed by the Department's Dean and recommended by the Curriculum Committee to Academic Council for final approval.
    - 2.2.1 Any changes in program admission requirements will normally be published one year prior to implementation.

- 2.3 Departments may consider admission based upon successful completion of an admission test or Prior Learning Assessment and Recognition (PLAR) in lieu of regular admission requirements.
3. Admission Selection will be offered on a first-come, first-qualified, first-served basis.
  - 3.1 Departments may propose admission rules that establish extraordinary admission priorities for program selection. These changes to admission selection will be proposed by the Department and reviewed by the Department's Dean and recommended by the Curriculum committee to Academic Council for final approval.
    - 3.1.1 Any Changes in Program Selection will normally be published one year prior to implementation.
  - 3.2 The principle of first-come, first-qualified, first-served will apply to all students who meet the extraordinary priorities for program selection as per 3.1.
4. Quota Programs
  - 4.1 Some programs have quota set and approved by government, and/or Academic Council. Applicants who qualify for admission after a quota program is full will be waitlisted for the program and selected as per 3.
5. Refused Admission
  - 5.1 Applicants who are not admitted into the program of their choice will be told the reason and will be offered assistance in choosing another program.
  - 5.2 General regulations notwithstanding, the College, at its discretion, may refuse admission to any applicant.
6. Appeal
  - 6.1 Applicants who have concerns about program admission decisions may initiate appeal by contacting the Registrar.