

C.03 Selection Criteria

Academic Matters

Nunavut Arctic College

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POLICY

Selection of students for College programs shall be consistent with Admission Requirements.

PROCEDURE

1. Selection criteria for programs shall reflect:
 - a. the minimum qualifications for entrance to the College;
 - b. equal opportunity for admission to the College;
 - c. flexibility in providing opportunities for students with special needs; and,
 - d. objectivity in selection.
2. All selection criteria and standards, minimum and additional, shall be published, as Admission Requirements, in the College calendar, program brochures and/or otherwise as appropriate through the Registrar's Office. The need to apply early, if necessary, should be emphasized.
3. Programs shall define additional criteria and standards and selection procedures as objectively as possible so as to provide for a fair selection process as well as to allow the Registrar to be more involved in the screening of applicants. Applicants who meet the minimum Program requirements shall be rated according to the pre-defined Program selection criteria.
4. Any applicant who clearly does not meet the admission requirements of the Program of his/her choice shall be informed in writing within ten (10) working days. If appropriate the student shall be informed of alternative opportunities available to him/her in the College.
5. A date on which applications normally close shall be established for each intake.
6. All applications received during the designated application period shall be given equal consideration for admission to the College. Equal consideration in this context means that every completed and prescreened applicant, who has applied during the application period, shall be considered in the final selection of those admitted to a program. In this way, the time of application cannot be considered a criterion in the selection of admissible candidates.
7. Applications received after the deadline will be considered only on a 'space available' basis.