



Policy Area: Board  
Policy Number: ADMPL\_2405R\_BA/PVPA  
Policy Sponsor:

Means a list of courses, certifications, credentials, or skills that students must present to be admissible to a program.

Means a person who has applied to a program.

Means acceptance offered before all admission requirements are met. Conditions must be met prior to the date Admissions provides to the student.

Means a student currently enrolled in a program of study at another recognized post-secondary institution and who applies to complete specific course(s) at Okanagan College to Transfer Credit back to their home institution.

- 5.1 The College has program admission requirements of both an academic and non-academic nature that will optimize Students' access and success.
- 5.2 Academic Admissions Requirements, Other Admission Requirements and course Prerequisites are considered to be reliable predictors of student success.
- 5.3 The College provides an admissions process that is fair, transparent, accessible, and timely.  
  
To ensure that the College is not declining well qualified students because they have a non-traditional educational background, the College may use Flexible Admissions processes.  
  
The College will accept valid and/or official documentation that demonstrates students' qualifications for entry to the College and its programs.  
  
The College reserves the right to limit applications to oversubscribed programs.
- 5.7 The College reserves the right to deny admission.
- 5.8 Admission requirements for programs are listed in the College Calendar and website under the Program Descriptions.
- 5.9 The College provides an appeal process for Applicants who are not satisfied with an admissions decision. Admission appeals must be based on procedural error or unfairness in the admission process. Admission appeals may not be submitted based on stringency or nature of admission requirements.

College and all prospective International applicants students are required to demonstrate a minimum level of proficiency in English before they are admitted. See the College Calendar for the specific English proficiency tests recognized by Okanagan College and minimum scores required for admission.

- iv) meet any age requirements set by specific programs.

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- 7.1 Conditional Admission is granted to secondary school Applicants who apply for admission in their Grade 12 year on the basis of interim secondary school grades to determine whether students will meet the qualifications for program admission.
- 7.2 If any secondary school Applicant fails to meet requirements for graduation, their application will be deemed ineligible for admission.
- 7.3 The College may consider granting special admission to Underage Applicants on an individual basis, subject to the following:
  - a) Underage domestic Applicants must include in their application written consent from a parent or legal guardian and provide a reference from individuals who are familiar with the Applicant's circumstances (such as a school principal or health care provider).
  - b) The Applicant must have the written approval of the appropriate Program Dean for the courses in which the Applicant plans to enroll.
  - c) The Underage Applicant has a record of academic success.

Special programs and courses that do not require the above criteria may be designed for and offered to younger students.

- 7.4 Concurrent Students means students attending both secondary school and the College. Concurrent Students are responsible for the fees and tuition of the courses in which they enroll and, generally, the course credits earned are not used as secondary school credits. Concurrent Students must:
  - a) be enrolled at the grade 11 or 12 level in a program of studies that meets the regular entrance requirements of the College program to which admission is sought;
  - b) have the written approval of the appropriate Okanagan College Dean for the courses in which the Applicant plans to enroll;
  - c) have the written consent of a parent or legal guardian; and
  - d) have a record of academic success.

Students enrolled in concurrent studies who satisfy program entrance requirements upon secondary school graduation will be treated as continuing students and will not be required to reapply for admission to the College.

- 7.5 Dual Credit Students are secondary school students who have been approved by their School District to attend the College and participate in a select College program. Dual Credit Students are sponsored by the School Districts. Approved Dual Credit



- d) The College may deny admission to a program where a criminal record check is required if it is determined that the criminal record check results present a risk to children or vulnerable adults.
- e) If a Student disputes the results of a Criminal Record Check, the College will not hold their seat pending the result. In these cases, Students may reapply to the program once their dispute is resolved.

Dual Credit Agreements (available through the Provost Office)

Date	Action
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