

NEW* STUDENT APPLICATION CHECKLIST – AUTUMN 2010

***New Student** = anyone who has not attended a credit course(s) at Vanier College within the last 12 months.

		Indicate YES , Document is Attached
IF YOU WERE BORN IN QUEBEC, you must submit ALL of the following :		
1	Your official Quebec Birth Certificate (Long Form with both parents' names) – see information below to obtain one	
2	If educated in Quebec, your completed Quebec Secondary School Diploma transcript	
3	Your most recent Cegep transcript (if applicable)	
4	The completed Application Form	
5	The completed Credit Course Selection Form (will only be available online June 2010)	
6	The completed Québec Resident Status Form	
7	Choice of Program Form	
8	Full payment for the course(s): Visa, MasterCard, Money Order, Certified Cheque and Debit only – NO CASH	

IF YOU WERE BORN ELSEWHERE IN CANADA, you must submit ALL of the following :		
1	Your Canadian Birth Certificate with both parents' names	
2	Your proof of high school graduation ¹	
3	Your most recent Cegep transcript (if applicable)	
4	The completed Application Form	
5	The completed Credit Course Selection Form (will only be available online June 2010)	
6	The completed Québec Resident Status Form (plus all the documents required in your category)	
7	Valid Quebec Medicare Card	
8	Choice of Program Form	
9	Full payment for the course(s): Visa, MasterCard, Money Order, Certified Cheque and Debit only – NO CASH	

IF YOU WERE BORN OUTSIDE OF CANADA, you must submit ALL of the following :		
1	Your Birth Certificate with both parents' names (officially translated into either English or French)	
2	Your proof of Canadian Citizenship or Permanent Resident Status	
3	Your proof of high school graduation or equivalent ²	
4	Your most recent Cegep transcript (if applicable)	
5	The completed Application Form	
6	The completed Credit Course Selection Form (will only be available online June 2010)	
7	The completed Québec Resident Status Form (plus all the documents required in your category)	
8	Valid Quebec Medicare Card	
9	Choice of Program Form	
10	Full payment for the course(s): Visa, MasterCard, Money Order, Certified Cheque and Debit only – NO CASH	
11	International Students must submit: a) Study Permit for college studies valid for the entire semester, b) Certificat d'Acceptation du Québec (CAQ) (Collegial), and c) proof of medical insurance valid for the entire semester.	

¹ If you were educated in a province other than Quebec, or elsewhere in North America, please contact the **Vanier College Admissions Office** located in Building "H"
Hours: Monday to Friday 8:30 a.m. to 12 noon and 1:00 to 4:30 p.m.
or call 514-744-7500, then select "4" for Admissions to speak to an Admissions Officer.

² If you were educated outside of North America, it is recommended to have an official **MICC³** evaluation (**see below**) prior to registration.
Your documents must be in either English or French or you must have them officially translated.
Please note that this is a lengthy process (approx. 6 to 8 weeks), so please contact them as soon as possible.
Failure to have your documents assessed will result in your application and registration being restricted to part-time courses in Independent Studies (080.02) only.

<p>3 MICC – Service des équivalences Non-Canadian Education Equivalence Any individual who wants to begin a program and who was not educated in Canada must have their educational documents assessed by : MICC – Ministère de l'immigration et des communautés culturelles Tel : 514-864-9191 Website : http://www.immigration-quebec.gouv.qc.ca/fr/education/evaluation-comparative/index.html</p>	<p>Québec Secondary V Certificate Ministère de l'Éducation, du Loisir et du Sport (MELS) Tel : 514-873-4630</p>	<p>Québec Birth Certificate To obtain an official Birth Certificate Direction de l'État civil Tel : 514-864-3900 www.etatcivil.gouv.qc.ca</p>
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