

NEW* STUDENT APPLICATION CHECKLIST

CREDIT COURSES

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

CATEGORY 1: IF YOU WERE BORN IN QUEBEC, YOU MUST SUBMIT ALL OF THE FOLLOWING :		Indicate YES, Document is Attached
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 (Details on page 19)	
3	Your most recent Cegep transcript (if applicable)	
4	The completed Application Form (Page 18)	
5	The completed Credit Course Selection Form (Page 20)	
6	The completed Quebec Resident Status Form	
7	The completed Choice of Program Form (page 25)	
8	Full payment for the course(s): Visa, MasterCard, Money Order, Certified Cheque and Debit only – NO CASH	

CATEGORY 2: 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 (Page 18)	
5	The completed Credit Course Selection Form (Page 20)	
6	The completed Quebec Resident Status Form (Page 22 – plus all the documents required in your category)	
7	Valid Quebec Medicare Card	
8	Choice of Program Form (page 25)	
9	Full payment for the course(s): Visa, MasterCard, Money Order, Certified Cheque and Debit only – NO CASH	

CATEGORY 3: 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 (Page 18)	
6	The completed Credit Course Selection Form (Page 20)	
7	The completed Quebec Resident Status Form (Page 22 – plus all the documents required in your category)	
8	Valid Quebec Medicare Card	
9	Choice of Program Form (page 25)	
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'Acception 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 may result in your application and registration being restricted to part-time courses in Independent Studies (080.02) only.

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>

Québec Secondary V Certificate
Ministère de l'Éducation, du Loisir et du Sport (MELS)
Tel : 514.873.4630

Québec Birth Certificate
To obtain an official Birth Certificate
Direction de l'État civil
Tel : 514.864.3900
www.etatcivil.gouv.qc.ca