

OFFICE USE ONLY	
Student No. _____	
Program Code _____	
Term _____	

FULL-TIME PROGRAM APPLICATION

KNOW BEFORE YOU APPLY

You are required to submit an application form and a \$100 non-refundable/non-transferable application fee for each program you apply to. Payment of this application fee does not guarantee your admittance into your chosen program or a requested start date.

There is no application fee for the following programs: Academic Foundations, Grade 11, Grade 12, Introduction to Business, and English as an Additional Language.

If you've previously been informed by the College that you have an outstanding account or are on suspension, etc, you must meet the requirements outlined by the College before you apply. Should you choose to apply before meeting the requirements, your paid application fee may not be refunded or may be applied to any outstanding fees.

Applicants must meet all College and program admission requirements.

Admission preference is given to Manitoba residents who are Canadian citizens or permanent residents (landed immigrants).

Generally, you are a Manitoba resident if Manitoba is where you have lived for the last twelve consecutive months before applying to the College. Manitoba residents who temporarily spent time outside of Manitoba in post-secondary studies are still considered Manitoba residents.

Applications received from non-Manitoba residents for programs designated as 'Manitoba residents only' will be cancelled. The application fee will not be refunded.

HOW TO APPLY

Online: The quickest and easiest way to apply! Please visit our website at www.rrc.ca/howtoapply. You will require a credit card for payment and will be asked for your educational history.

In-Person Or By Mail: Please submit the following for each program you are applying to:

1. Application form
2. Non-refundable/non-transferable \$100.00 application fee
3. Your official transcript(s) as well as any other identified admission requirement documentation.

Submit the above to one of the addresses listed on page 4.

ACADEMIC PLANS

Academic Program _____
Location _____
Anticipated Entry Term _____

Are You Applying For Re-Admission? You are applying for re-admission if you are requesting re-entry to a program you previously attended.

Yes No

If Yes, Re-Admission Term _____

Student Number _____

Requests for location changes - you may request a change in campus location prior to paying your non-refundable/non-transferable deposit. A change in location may affect your start date. Once you have paid your non-refundable/non-transferable deposit, requests for changes may not be able to be accommodated.

Requests for Start date changes - the program start date you apply to is estimated. We cannot guarantee admittance into the advertised program start date. Therefore, you may be offered admittance into an earlier or later program start date.

LEGAL NAME

Your name will appear on your transcript and parchment as indicated here.

First Name _____
Middle Name _____
Last Name _____
Previous First Name (if applicable) _____
Previous Last Name (if applicable) _____

If the name listed on the official transcripts you plan to submit to RRC does not match your current name, or if you have legally changed your name since you last attended Red River College, you will be required to **provide proof of name change within 30 days of applying.**

Official documents accepted as proof of name change include Manitoba Vital Statistics or other government issued Certificate of Marriage or Certificate of Change of Name, provided the document references both your previous name and current name.

Upon request, your original name change documents will be returned to you.

ENSURE YOUR PERSONAL INFORMATION IS KEPT UP-TO-DATE

As an applicant, it is your responsibility to notify the College of changes to your personal information including your name, address, phone number, and e-mail address.

College communication returned as undeliverable will result in your application being cancelled.

Personal information collected during the application process will be used by Red River College for admission and registration purposes. It is collected under the authority of The Colleges Act of Manitoba and in compliance with The Freedom of Information and Protection of Privacy Act and the Personal Health Information Act. For more information, visit www.rrc.ca/files/file/admissions/FreedomInformationAct.pdf

Applicant and student information cannot be provided to anyone other than the applicant/student unless the applicant/student has provided written consent to the College. Visit www.rrc.ca/consent

SOCIAL INSURANCE NUMBER

Your Social Insurance Number will be used to produce your T2202A Tuition and Education Credit Certificate.

_____ / _____ / _____

BIRTH DATE

(mm/dd/yyyy) _____ / _____ / _____

Is Your Permanent Address Outside Of Canada?

If you live outside of Canada do not complete this application. Instead, please contact our International Education Department or visit www.rrc.ca/international

Yes No

ADDRESS

Mailing Address

City

Province/State

Postal/Zip Code

CONTACT INFORMATION

Home Phone

Cell Phone

E-mail Address (required)

EMERGENCY CONTACT INFORMATION

Emergency Contact - First Name

Last Name

Emergency Contact - Daytime Phone

OTHER INFORMATION

Are You A Canadian Citizen?

You may be required to provide proof of Canadian citizenship.

Yes No

If No:

What Is Your Immigration Status?

Permanent Resident (Landed Immigrant) Study Permit

Protected Person (Refugee) Other

If you are a permanent resident (landed immigrant), you must submit your original Permanent Resident Card within 30 days of applying. Copies are not acceptable.

If you are in Canada with a Study Permit, do not complete this application. Instead, please contact our International Education Department.

If You Were Not Born In Canada: What Is Your Country Of Origin?

Date Of Entry To Canada
(mm/dd/yyyy) _____ / _____ / _____

What Is Your First Language?

Your 'first language' is the language you first learned in childhood.

English French Other

What Is Your Primary Language?

Your 'primary language' is the language you know best and are most comfortable with and primarily use for reading, writing, listening and speaking.

English French Other

What Was Your Main Activity In The Last Year?

Attended College Attended High School Attended Other Education
 Attended University Employed Not Employed
 Other

What Influenced You To Apply To RRC?

Academic Advisor Adult Learning Centre Billboard
 Campus Tour Career Fair Employer/Industry
 Friend Guidance Counsellor High School Presentation
 High School Teacher Newspaper Other
 Parent Previously Attended RRC Print Materials
 Radio RRC Open House RRC Staff
 Sporting Event Television Website

ADDITIONAL INFORMATION

Self-declare and be recognized. You are encouraged to complete the following section to assist the College in collecting data for statistical purposes, providing appropriate services, communicating with you about services and awards you may be interested in, and creating an environment that reflects the diversity of the population we serve.

Visible Minority or Indigenous Ancestry

If you are a visible minority (non-Caucasian in race or non-white in colour) or of Indigenous Ancestry, please check one:

Visible Minority Status Non-Status
 Metis Inuit

Gender Identity

Gender identity refers to how a person feels and identifies in regards to their gender.

Female Male
 Another Gender Identity
(may include Indigenous Two-Spirit, Transgender, Non-Binary, etc.)

Do You Have A Permanent Disability That Impacts Your Ability To Learn Or Perform Daily Activities?

'Disability' can refer to a physical condition that impacts mobility, mental health diagnosis, learning disability, visual impairment, Deaf or Hard of Hearing, chronic health condition, ADHD, or acquired brain injury, etc. Disclosing you have a disability will not have an impact on your acceptance into your desired program.

Yes No

EDUCATIONAL BACKGROUND

The College reserves the right to assess your English Language Skills, reading ability, and core subject preparation prior to granting admission. For more information, please see Policy A1 at www.rrc.ca/policies

You must have completed or be enrolled in the high school and/or post-secondary courses required for program admission. Some programs require successful completion of the required courses and submission of a final transcript within 30 days of applying. Carefully review your chosen program's admission requirements.

Some programs' admission requirements also include proof of completion of various other admission requirements. Examples include volunteer hours for the Animal Health Technology program, Immunizations for health related programs.

For programs where Grade 12 is the admission requirement, you may submit an application upon enrolment in the Grade 12 admission requirement courses.

Submission of proof of completion or enrolment is required within 30 days of submitting your application.

Where there is uncertainty regarding academic readiness, you may be required to write College entrance tests. You may be advised to complete specific subjects required for entry into College programs.

Are you an internationally educated applicant with education earned outside of Canada or the United States?

Yes No

If yes, you must submit results of an English language proficiency assessment within 30 days of applying, or meet the requirements of RRC's ELP Waiver options. For more information, see your program's admission requirements.

After meeting your program's English language proficiency requirements you will receive an email request to submit your international education credentials for assessment. You will also be provided with a RRC International Credential Assessment form to complete. For more info, visit www.rrc.ca/credentials

MET Number

Some Manitoba schools participate in electronic grades transfer with Red River College. If you attended Grade 12 at one of the participating schools and you provide your MET number, you may not be required to submit an official transcript to RRC.

Your MET number can be found on your high school transcript.

If you provide your school information and your MET number, we will send you an e-mail confirming whether or not your school participates in electronic grades transfer. You will be responsible for submitting an official transcript if:

- You do not provide your MET number
- Your school does not currently participate in electronic grades transfer with RRC
- We are unable to obtain your grades electronically
- You are using grade 11 or lower grades to meet admission requirements (only grade 12 grades are obtainable through electronic grades transfer).

MET #

HIGH SCHOOL ATTENDED

Name

City

Province

Country

I am/was Home Schooled Yes No

Attended From Month

Attended From Year

Attended To Month

Attended To Year

Graduated Yes No

Academic Credentials

Grade 9 (Senior 1) or less Grade 10 (Senior 2) Grade 11 (Senior 3)
 Grade 12 (Senior 4) Mature High School Diploma GED

COLLEGE/UNIVERSITY ATTENDED

Name

City

Province

Country

Attended From Month

Attended From Year

Attended To Month

Attended To Year

Graduated Yes No

Degree Type

Degree Date

COLLEGE/UNIVERSITY ATTENDED

Name

City

Province

Country

Attended From Month

Attended From Year

Attended To Month

Attended To Year

Graduated Yes No

Degree Type

Degree Date

SUBMISSION OF REQUIRED DOCUMENTATION

Failure to submit required documentation within the required timelines will result in your application being cancelled with no refund of the non-refundable/non-transferable application fee.

All supporting documentation must be in English or French, or have English translations attached. The documents must be legible.

Your application form, transcripts, and other documentation submitted become the property of the College.

Submit required documentation to a Student Service Centre www.rrc.ca/studentservicecentres or Regional Campus www.rrc.ca/regional

You Must Submit The Following Within 30 Days Of Applying

However, if you apply within 6 weeks of the start date of the program, required documentation is due within 5 days of applying.

1. Confirmation Of Enrolment - Interim Transcript Required

For most programs you may apply while enrolled in the required high school and/or post-secondary courses if you are able to submit:

1. An interim transcript confirming enrolment in the required courses within 30 days of applying.
2. A final transcript by July 15 or the deadline specified in your admission letter.

However, some programs require successful completion of the required courses and submission of a final transcript within 30 days of applying. See your program's admission requirements for details.

Confirmation Of Completion - Official Final Transcript Required

You must submit your official final transcript(s) as proof of completion of admission requirement courses.

We require verification of your complete academic history including any public or private high school, college, university, or technical institutes you have attended.

High School - After submitting and paying for your application, you will be sent an e-mail confirming whether or not your high school participates in electronic grades transfer. If you did not provide your MET number, or if your school does not participate in electronic grades transfer, you must submit your official high school transcript. High school transcripts may be submitted by you. They must be originals printed on school letterhead, signed by a school official, and sealed with the school seal. Faxes are not acceptable.

Post-Secondary - If you have attended a post-secondary institution including any public or private college, university, or a technical institute, we require submission of your official post-secondary transcripts even if the Red River College program you are applying to does not require post-secondary courses as an admission requirement. Post-secondary transcripts must be dated within the past 6 months and submitted in a sealed envelope directly from the post-secondary institution. Faxes are not acceptable.

2. Proof Of Completion Of Various Other Program Admission Requirements (if applicable)

Many programs require completion of other admission requirements. Examples include:

- Proof of completion of immunizations for health provider programs
- Evidence of successful completion of a prescribed English Skills Assessment at the required competency level for the Nursing program
- Verification of completion of volunteer hours for the Animal Health Technology program

Before applying, ensure you have thoroughly reviewed your program's admission requirements. After applying, your admission requirements will be listed as 'supplemental items' within your online account.

3. Internationally Educated Applicants -English Language Proficiency Assessment (if applicable)

4. Proof Of Name Change (if applicable)

5. Permanent Resident Card (if applicable)

SUBMIT THE ABOVE TO ONE OF THE ADDRESSES LISTED BELOW

1. STUDENT SERVICE CENTRES

(All programs offered in Winnipeg except those listed in 2 and 3)

BY MAIL:

P104-160 Princess Street, Winnipeg, Manitoba R3B 1K9

IN PERSON:

Room P104, Building P, 160 Princess Street, Winnipeg, MB **OR**
Room D101, Building D, 2055 Notre Dame Avenue, Winnipeg, MB

2. ADULT LEARNING CENTRE

Room F115, Building F, 2055 Notre Dame Avenue Winnipeg, Manitoba R3H 0J9

Academic Foundations

Grade 11

Grade 12

3. LANGUAGE TRAINING CENTRE

300-123 Main Street, Winnipeg, Manitoba R3C 1A3

English as an Additional Language programs

4. REGIONAL CAMPUSES

Interlake Campus Phone 204.785.5328 or toll-free 1.866.946.3241
P.O. Box 304, Selkirk, MB R1A 1T0

Portage Campus Phone 204.856.1914
32-5th Street SE, Portage la Prairie, MB R1N 1J2

Steinbach Campus Phone 204.320.2500
Unit 2-385 Loewen Blvd., Steinbach, MB R5G 0B3

Winkler Campus Phone 204.325.9672
100-561 Main Street, Winkler, MB R6W 1E8

Peguis-Fisher River Campus
Phone 204.785.5328 or toll-free 1.866.946.3241
P.O. Box 304, Selkirk, MB R1A 1T0

APPLICANT DECLARATION

PLEASE AFFIRM THE FOLLOWING BEFORE YOU SUBMIT YOUR APPLICATION.

I have read, understood, and agree to the following declaration:

- I have read and understood the program admission requirements and application instructions including the section regarding use of personal information.
- I am prepared to submit required documentation within the next 30 days.
- I understand my application will be cancelled if I fail to submit required documentation or fail to respond to College communications within the deadlines specified.
- I understand that misrepresentation, falsification of documents, or the withholding of requested information with respect to my application may result in cancellation of my application, acceptance, and registration, or dismissal from the College.
- I accept that any information on falsified documents may be shared with the Association of Registrars of the Universities and Colleges of Canada.
- I understand that the start date I am applying to may change, and that the College cannot guarantee admittance into a specific start date.
- I understand that payment of the non-refundable/non-transferable application fee does not guarantee admittance into the College or my requested start date.
- I will provide true and complete statements with respect to my application.
- Once offered admittance, I will pay the non-refundable/non-transferable deposit fee by the deadline indicated in my admittance offer letter. I understand failure to do so will result in the cancellation of my application and admittance offer. I understand that payment of the deposit confirms my attendance in the program and I will be responsible for payment of fees.
- If admitted, I agree to comply with the regulations of Red River College.

Yes No

I have read, understood, and agree to the following declaration:

- I authorize my high school/college/university to release my academic record(s) for admission purposes should the need arise to accelerate the processing of my application.
- If enrolled in a joint program, I authorize Red River College to share my academic record with partner institutions.

Yes No

I have read, understood, and agree to the following declaration:

- I understand it is my responsibility to notify the College of changes to my personal information including my name, address, phone number, and e-mail address. Therefore, I understand College communication returned as undeliverable will result in my application being cancelled.
- If enrolled, I authorize and consent to the use, release and exchange of my personal information between Red River College, Gallivan & Associates (RRCSA Health and Dental plan broker) and the Student Health and Dental insurance carrier, in accordance with the Freedom of Information and Protection of Privacy Act and where such information is used solely in connection with the administration of the RRCSA Student Benefits Plan.

Yes No

SIGNATURE

After the processing of your application and payment is complete, you will be sent an e-mail confirming receipt of your application. This e-mail will also confirm whether or not your school participates in electronic grades transfer if you provided your MET#.

_____	_____
Signature	Date

IF MAILING, COMPLETE THE FOLLOWING:

Please do not send cash. Applications submitted without the \$100.00 non-refundable/non-transferable application fee payment will not be processed.

I have included my \$100.00 application fee payment in the form of:

- Cheque or money order made payable to Red River College
 VISA MasterCard Amex

Credit Card Number

Expiry Date

Cardholder's Signature

DECLARATION OF WAIVER

The information in this application is accurate as of June 2017. The College does its best to update application and program information regularly so applicants are not inconvenienced. However, on occasion, changes do occur. Therefore, after June 2017, the College reserves the right to modify or cancel any program, process, or procedure without notice or prejudice. Fees may change without notice. Please visit our website at www.rrc.ca for complete and up-to-date program information.