Grade 12 Information EducationPlannerBC:

https://apply.educationplannerbc.ca/

For BC Post-Secondary Information on Programs and Applications

<u>Application Planning</u>

TIPS

1. DECIDE which institution, program, and campus you want to attend.
2. MEET the requirements. Find out if you meet the institution's general admission and specific program admission requirements.
3. CONFIRM the application deadline and plan for enough time to get your application completed before the deadline.
4. GATHER the following information:
   - Personal contact information, including an email address you check regularly.
   - Proof of citizenship
   - High school transcript access information (If in BC, the Personal Education Number - PEN)
   - Study Permit (if you are a student from an international high school or post- secondary institution)
   - Program name, campus location, and estimated start date
5. ORGANIZE supplemental information, such as:
   - Personal statement about why you would like to take the program.
   - Career goal statement outlining how the program you are applying to fits your career goals.
   - Reference letters
   - Writing sample from a project or essay you have done in another class.
   - Resume or portfolio
6. APPLY ONLINE through <u>EducationPlannerBC</u> or as per the institution's instructions. See Tips on EducationPlannerBC website at <u>How to Apply.</u>
7. PAY the Application Fee. Fees vary depending on the institution, from $0 to $100.
8. SUBMIT the application. You should get a confirmation email within 3-10 business days saying your application has been received. If you do not get a confirmation email, check your Junk/Spam folders first, then contact the institution's Admissions/Registrar's office to ensure they received and are processing your application. It is your responsibility to follow-up.
9. CHECK your application status. Many institutions offer the ability to monitor your application status online. Information about how to check your application status will usually be included in your application confirmation letter