



**ST. CLAIR**  

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**COLLEGE**

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# **ADMISSION PROCEDURES**

**2017/2018 APPLICATION CYCLE**

**October, 2016**

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## **ADMISSION REQUIREMENTS FOR POST-SECONDARY PROGRAMS**

1. The minimum entrance requirement is an Ontario Secondary School Diploma (30 credits) with the majority of the credits at the general, advanced, College, University, University/College, open level, or equivalent. In addition to the minimum requirements, some programs also require specific secondary school courses and other qualifications. These requirements are specified in the individual program descriptions in the Full Time Calendar.
2. Basic Training for Skill Development (B.T.S.D.) Level IV was a College administered program designed to provide work at a level of difficulty comparable to an O.S.S.D. at the general or College level. Successful completion of a B.T.S.D. Level IV certificate constitutes an equivalent to grade 12 for entry into post-secondary programs.
3. Graduates of Ontario Vocational Secondary Schools, or graduates who have a majority of courses at the basic/essentials level, and who have earned the Ontario Secondary School Diploma (O.S.S.D.) (30 credits) will be considered on an individual basis in consultation with the academic department involved.
4. Applicants who have received an Ontario High School equivalency certificate are considered on the same basis as an O.S.S.D. applicant. In addition, program specific requirements in English, Math and the Sciences may be required over and above the General Education Development certificate.
5. Applicants who lack the normal entrance requirements but are at least 19 years of age may be considered for admission as mature students. Such applicants may be required to write a series of tests in English and Mathematics and complete the pre-requisites for certain programs, if they lack the required academic qualifications but can give evidence of probable success in a program. All applicants for admission as mature students are considered on an individual basis.
6. Applicants whose secondary school studies have been completed outside the Province of Ontario must submit evidence of equivalent standing. Recognized equivalents to O.S.S.D. may be accepted if the applicant meets the requirements for admission to the College in levels, subjects, and overall averages and other qualifications required. Generally, the requirements are as follows:

A valid secondary school graduation diploma or equivalent:

Alberta	Newfoundland	Quebec
British Columbia	Northwest Territories	Saskatchewan
Manitoba	Nova Scotia	United States of America
New Brunswick	Prince Edward Island	Yukon Territory

Nunavut Territory

A general certificate of education at the ordinary level with credit in 6 appropriate subjects:

England

Commonwealth Countries

Wales

Applicants not meeting the above requirements will be considered on an individual basis in consultation with the academic department involved.

## **ADMISSION PROCEDURES FOR POST-SECONDARY PROGRAMS**

1. The on-line application at [www.ontariocolleges.ca](http://www.ontariocolleges.ca) is the quickest and easiest way to apply. If an applicant is a current Ontario high school student, the school will send grades to the Ontario Colleges Application Services. If the applicant is not a current high school student, they must make arrangements to send their high school transcripts to *ONTARIOCOLLEGES.CA, 60 Corporate Court, Guelph, Ontario N1G 5J3*. If the applicant previously attended an Ontario College/University, they should contact the Customer Contact Centre at 1-888-892-2228.
2. Certain programs, which are oversubscribed, also require the submission of additional material. A complete listing of admission procedures for oversubscribed programs may be found beginning on page 12.

***NOTE: No application is considered complete until payment has been made.***

3. Applicants may apply on-line starting October, 2016 for the 2017/2018 application cycle. All applications received by ***February 1, 2017*** will be assured consideration. After February 1, applications will be considered on a first-come, first served basis, provided there are still vacancies. The College will accept applications to a program until the program is full and a realistic waiting list has been established. Applications for over-subscribed programs (i.e. the number of qualified applicants exceeds the number of places available) must be submitted no later than February 1, 2017 in order to be certain of consideration. Notification of admission decisions will commence February 1, 2017. Notification for oversubscribed programs will be sent out no later than March 31, 2017.

Applicants may apply and be considered for as many as three St. Clair College program choices at the same time.

Applicants who submit applications for programs scheduled to begin at different times of the year other than the fall semester, should contact the Registrar's Office

for details on when to apply.

4. Applicants who lack required percentages in English and/or Math may qualify for admission by writing appropriate admission tests. **This applies to non oversubscribed programs only.**
5. Applicants who lack certain prerequisites and/or whose probability of success in a particular program would be increased by pre-program enrichment studies may take appropriate courses prior to registration for the regular session or may enrol in one of our Preparatory programs. For details, contact our Admissions Information Officer at (519) 972-2727, Ext. 4350.
6. Courses taken at the advanced level in the old curriculum and courses taken at the College (C), University (U) and University/College (M) level will be treated equally. There will not be any grade differential.

## **APPRENTICESHIP PROGRAMS**

Apprenticeship programs provide individuals with the opportunity for skills training that would be required in order for them to become Journeypersons in construction, industrial, motive power and service industries. To become an apprentice you must first become employed in the trade. Your employer will determine when they are ready to sponsor you as an apprentice.

Apprentices form a nucleus of skilled workers for business and industry.

Apprenticeship training may last from two to five years, depending on the trade. In most apprenticeship occupations, about 90 percent of the training is conducted in the workplace. This on-the-job training is supplemented by training conducted at a College of Applied Arts and Technology.

All applicants wishing to pursue apprenticeship programs must sign a 3 part agreement between the apprentice, their employer and the:

**MINISTRY OF ADVANCED EDUCATION AND SKILLS DEVELOPMENT (MAESD)  
EMPLOYMENT & TRAINING DIVISION  
EMPLOYMENT ONTARIO  
Roundhouse Centre  
Windsor: 3155 Howard Avenue, Suite 200  
Windsor, Ontario N8X 4Y8  
Telephone: (519) 973- 1441 or 1-800-663-5609**

The MAESD Training Consultants will provide complete details regarding admission requirements, length of programs, etc. Please keep in mind that for most trades you will need to have a Grade 12 Diploma with a minimum of Grade 11 College or University level Math.

Newly signed apprentices must also register with the Ontario College of Trades (OCOT) within 90 days of starting their Apprenticeship Program.

For more information regarding OCOT please go to: <http://www.collegeoftrades.ca/>

Class fees for Apprenticeship Programs range from \$400 - \$600 per level. Depending on the number of hours in class.

The Ministry of Training Colleges and Universities pays the bulk of your tuition costs. (up to \$3700 per level)

The apprentice is responsible for purchasing their text books. The following Apprenticeship programs are offered at St. Clair College:

**WINDSOR CAMPUS**

**FULL-TIME PROGRAMS (Day Release) 6 HRS/ DAY MONDAY-FRIDAY**  
**Contact: Sue McLelland (519) 972-2727, Ext. 4446**  
**smclelland@stclaircollege.ca**

- 415A Cook - Level 1 & 2  
Co-ordinator: Marc Johnston Ext. 4492
- 309A Electrician (Construction & Maintenance) - Level 1, 2 & 3,  
Co-ordinator: Tim Tiegs Ext. 5231
- 309A Electrician Exam Prep
- 403A General Carpenter Level 1, 2, & 3  
Co-ordinator: Roy Bottoset Ext. 4407
- 403A General Carpenter Exam Prep
- 310S Automotive Service Technician Level 1, 2, & 3  
Co-ordinator: Dan Vincent Ext. 4437
- 310S Auto Service Technician Exam Prep
- 332A Hairstylist Level 1, & 2  
Co-ordinator: Marcy McIntosh Ext. 4391
- 332A Hairstylist Exam Prep
- 306A Plumber Level 1, 2, & 3  
Co-ordinator: Greg Ducharme Ext. 4311
- 306A Plumber Exam Prep
- 401A Brick & Stone Mason Level 1, 2, & 3  
Co-ordinator: Sue McLelland Ext. 4446
- 401A Brick & Stone Mason Exam Prep



**WINDSOR CAMPUS**

**PART-TIME PROGRAMS (Evening, Day and Weekend Classes)**

**8 hrs/week**

**Contact: Sue McLelland (519) 972-2727, Ext. 4446  
smclelland@stclaircollege.ca**

- 255W Facilities Mechanic Level 1, & 2  
Co-ordinator: Sue McLelland Ext. 4446
- 310T Truck & Coach Technician Level 1, 2, & 3  
Co-ordinator: Joe Leightizer jleightizer@stclaircollege.ca
- 310T Truck & Coach Exam Prep
- 429A General Machinist Level 1, 2, & 3  
Co-ordinator: Gary Steed Ext. 5000  
gsteed@stclaircollege.ca
- 429A General Machinist Exam Prep
- 430A Tool & Die Maker Level 2 & 3  
Co-ordinator: Gary Steed Ext. 5000  
gsteed@stclaircollege.ca
- 430A Tool & Die Exam Prep
- 431A Mould Maker Level 2 & 3  
Co-ordinator: Gary Steed Ext. 5000  
gsteed@stclaircollege.ca
- 431A Mould Maker Exam Prep
- 433A Industrial Mechanic Millwright Level 1, 2, & 3  
Co-ordinator: Lou Mota Ext. 5000  
lmota@stclaircollege.ca
- 433A Industrial Mechanic Millwright Exam Prep
- 442A Industrial Electrician Level 1, 2, & 3  
Co-ordinator: Tim Tiegs Ext. 5231  
ttiegs@stclaircollege.ca
- 442A Industrial Electrician Exam Prep
- 634A IT Contact Centre - Technical Support Agent Level 1 & 2  
Co-ordinator: Sue McLelland Ext. 4446
- 634D IT Contact Centre - Inside Sales Agent Level 1 & 2  
Co-ordinator: Sue McLelland Ext. 4446
- 634E IT Contact Centre - Customer Service Level 1 & 2  
Co-ordinator: Sue McLelland Ext. 4446

<b>THAMES CAMPUS in Chatham</b>
<b>Developmental Services Worker Day Classes</b> <b>Contact: Connie Marion (519) 3549100, Ext. 3253</b> <a href="mailto:cmarion@stclaircollege.ca">cmarion@stclaircollege.ca</a>

Exemption Testing: Some exemption tests are available in some trades. For further information regarding exemption testing please contact Sue McLelland 519-972-2727 ext. 4446.

Red Seal Exams – Please contact the Ministry of Training Colleges and Universities for information regarding scheduling your Red Seal Exam. (519) 973-1441 or 1-800-663-5609

## **DUAL CREDIT COURSES**

High School students can participate in apprenticeship training and postsecondary courses, earning dual credits that count towards both their high school diploma and their postsecondary diploma, degree or apprenticeship certification. Dual Credits engage students through exposure to college courses and culture while supporting their successful transition to postsecondary education.

Students enrolled in Secondary School have a terrific opportunity to achieve credits towards their High School Diploma as well as achieve recognition of their first level of an Apprenticeship program. Selected Dual Credit Courses are currently being offered at our South Campus in Windsor.

High school students should contact their Guidance Counsellor to find out more information regarding this opportunity.

## PROVINCIALY SPONSORED STUDENTS

### Literacy Basic Skills/College & Employment Prep

- The Literacy Basic Skills (LBS) services are provided at no cost to learners and focus on people whose literacy skills are below Grade 9 of the Ontario Curriculum. The LBS program also provides academic upgrading to assist individuals to access post-secondary training programs or employment.
- The LBS program is open to individuals who are out of school, who can communicate effectively in English and who are eligible to work in the province of Ontario. There is a special emphasis on serving individuals receiving social assistance through Ontario Works.
- Applicants interested in sponsorship should contact the College Adult Education office at (519) 972-2727 ext. 4551 Windsor Campus.

### Academic and Career Entrance (ACE)

- Academic and Career Entrance courses are designed to provide learners with the skills and knowledge necessary to meet admission requirements for college post-secondary studies, apprenticeship training and to pursue employment opportunities.
- ACE courses are provided at no cost and focus on providing learners with a strong knowledge of the subject areas. Courses are offered in the areas of mathematic, communications, biology, chemistry, physics, computers and self-management/self direction.
- Applicants interested in ACE courses should contact the College Adult Education office at (519) 972-2727 ext. 4551 Windsor Campus or (519) 354-9714 ext. 3586 Chatham Campus.

## ADULT TRAINING PROGRAMS

The following Adult Training Programs are available at St. Clair College. Admission requirements for these programs are shown with each program description in the Admissions Handbook:

<b>Program Name</b>	<b>Duration</b>	<b>Campus</b>
College & Employment Prep	12 weeks per level	Windsor
English as a Second Language	15 weeks-Basic	Windsor
	15 weeks-Intermediate	Windsor
	15 weeks- Advanced	Windsor
Academic and Career Entrance	15 Weeks	Windsor & Chatham

## **ADMISSIONS INFORMATION & CAREER PLANNING**

Admission information and career planning is recommended to any prospective student who would like more information about college studies, or assistance in selecting an appropriate program.

### **Admissions**

Admissions Office  
St. Clair College  
Windsor Campus, Room 164  
2000 Talbot Road West  
Windsor, Ontario  
N9A 6S4  
Telephone: (519) 972-2727, Ext. 4350

### **Career Planning**

Student Services  
St. Clair College  
Windsor Campus, Room 206  
2000 Talbot Road West  
Windsor, Ontario  
N9A 6S4  
Telephone: (519) 972-2727, Ext. 4226

The Counselling Centre  
St. Clair College  
Chatham Campus, Room 148  
1001 Grand Avenue West  
Chatham, Ontario  
N7M 5W4  
Telephone: (519) 354-9100 Ext. 3306

### **St. Clair College is pleased to introduce a new "on-line" Career Coach**

Career Coach is a wonderful resource that let's students, teachers, guidance counsellors and parents:

1. Search careers or job titles and find out relevant info on wages, employment and training. PLUS a look at jobs in the area that are available right now in that career area.
2. Search programs – a full listing of St. Clair College's programs with a program description and an idea of the careers it can lead to.
3. Career Assessment tool – with two options – short and longer version.
4. Resume Builder – a wonderful way to build a comprehensive resume – all on line.

<https://stclaircollege.emsicareercoach.ca/>

## **OVERSUBSCRIBED PROGRAMS**

Applicants, who meet the minimum academic qualifications for their program of choice, are generally offered admission to that program. However, in the case of oversubscribed programs, particularly in Health Sciences, the number of applicants who meet the academic requirements exceed the number of seats available. As a result additional criteria for selection will be implemented.

In order to be assured consideration for oversubscribed programs, fully completed applications, accompanied by the \$95.00 application fee must be received by Ontario Colleges no later than **February 1, 2017**. Applicants can apply and be considered for three program choices at St. Clair College.

Programs identified as be oversubscribed for the 2017/2018 cycle are as follows:

- Cardiovascular Technology
- Collaborative Nursing
- Dental Hygiene
- Diagnostic Medical Sonography
- Medical Laboratory Science
- Paramedic
- Practical Nursing
- Respiratory Therapy
- Veterinary Technician

## HIGH INTEREST PROGRAMS

Applicants who meet the minimum academic qualifications for their program of choice are generally offered admission to that program. However, in the case of these high interest programs, where the number of applicants who meet the academic requirements exceeds the number of seats available, St. Clair College may implement a Waitlist for applicants who apply after February 1, 2017. In the event that the number of qualified applicants heavily exceeds the number of seats available, the program will be moved to the oversubscribed status and additional selection criteria will be implemented. Please see Admission Guidelines & Selection Procedures for these criteria.

In order to be assured consideration for these programs, fully completed applications, accompanied by the \$95.00 application fee, must be received by [www.ontariocollege.ca](http://www.ontariocollege.ca) no later than **February 1, 2017**. Applicants can apply and be considered for three program choices at St. Clair College.

The following High Interest programs have the potential to become oversubscribed for the 2017/2018 application cycle:

- Biomedical Engineering Technology – Equipment and Devices
- Child and Youth Care
- Community Integration Through Cooperative Education
- Early Childhood Education
- Electromechanical Engineering Technician - Robotics
- Medical Laboratory Technician
- Mobile Applications Development
- Occupational Therapist Assistant/Physiotherapist Assistant
- Pharmacy Technician
- Power Engineering Technology – Mechanical
- Powerline Technician
- Social Service Worker – Gerontology

# **PROGRAM SPECIFIC ADMISSION GUIDELINES AND SELECTION CRITERIA FOR OVERSUBSCRIBED PROGRAMS**

## ***CARDIOVASCULAR TECHNOLOGY***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English (C) or (U) ENG4U, ENG4C, EAE4C or EAE4U
- grade 12 Mathematics (C) or (U) MCT4C, MAP4C, MHF4U, or MCV4U
- senior level Chemistry (C) or (U)
- senior level Physics (C) or (U)
- senior level Biology (C) or (U)

### **Pre-Admission Test:**

All applicants will be required to write a pre-admission Health Occupations Aptitude Exam (HOAE). Information on dates and location will be mailed out upon receipt of application to the College. Test is \$50.00 per applicant. (Test fee subject to change once fees are confirmed for the 2017/2018 academic year.)

### **Selection Procedure:**

A score is determined for each applicant derived from the Pre-Admission Test score (HOAE) and from required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant derived from the pre-admission test score and from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

### **Health Requirements:**

Accepted applicants must submit prior to entry into the Program proof of:

- A satisfactory medical exam.
- An up-to-date immunization record including tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.

**Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. You are responsible for the associated costs.

- First Aid
- Heart & Stroke Foundation Cardiopulmonary Resuscitation (CPR) BCLS Level C/AED

- NIOSH N95 Respirator Fit Test
- Employer requirement for up-to-date CLEAR POLICE CLEARANCE (vulnerable sector screening)
- MUST be obtained by you, the student.
- Obtain the Police Clearance by the first week of your first semester
- Clinical placements may be on day, afternoon or weekend shifts ANYWHERE within Ontario. Students are responsible for travel and accommodation costs.

Decision letters will be sent out no later than March 31, 2017.

## ***COLLABORATIVE NURSING***

**Minimum Academic Requirements:** OSSD with 6 Grade 12 (U/M) courses including Grade 12 English (ENG4U) with a minimum of 65%, Chemistry (SCH4U) and Biology (SBI4U) with an overall average of 70% or better (with a minimum of 70% in both Chemistry and Biology). Grade 12 (U) or (C) Math is also required.

Additional requirements may apply to mature applicants.

### **Selection Procedure:**

For applications not coming directly from high school please see [Collaborative Nursing Admission Guidelines](#) on page 34.

A score for a current high school applicant is determined for each applicant derived from the student's final first semester Grade 12 required (U) courses. If he/she has not taken the required Chemistry or Biology in his/her first semester of Grade 12, Grade 11 (U) science marks will be used. Scores are then ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

### **Health Clinical Placement Requirements:**

Accepted applicants must submit prior to entry into the Program proof of:

- Mandatory Medical Requirements
  - Tuberculosis Screening
  - Hepatitis B
  - Measles, Mumps & Rubella
  - Varicella (Chicken Pox)
  - Tetanus/Diphtheria (TD)
  - Pertussis
  - Polio
- Other Medical Requirements
  - Influenza
- Mandatory Non-Medical Requirements



- CPR Level HCP Certificate Card with AED (defib) Annual Recertification)
- Standard First Aid
- N95 Mask Fit Testing (complete every two years)
- Vulnerable Sector Police Check (annual)
- Attestation of Clear Criminal Record
- Student Verification of Health Status Form
- Photo Image Release Waiver Form

**NOTE:** Decision letters will be sent out no later than March 31, 2017.

## ***DENTAL HYGIENE***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with the majority of the credits at the general or advanced, College or University level or mature student status or equivalent plus the following program specific requirements:

- grade 12 English ENG4U, ENG4C, EAE4C or EAE4U
- senior level Biology (C) or (U)
- senior level Chemistry(C) or (U)

### **Pre-Admission Test:**

All applicants will be required to write a pre-admission Health Occupations Aptitude Exam (HOAE). Information on dates and location will be mailed out upon receipt of application to the College. Test is \$50.00 per applicant. (Test fee subject to change once fees are confirmed for the 2017/2018 academic year.)

### **Selection Procedure:**

A score is determined for each applicant derived from the Pre-Admission Test score (HOAE) and from required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant derived from the pre-admission test score and from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

### **Health Requirements:**

- A satisfactory medical exam
- An up-to date immunization record including tetanus and diphtheria, polio,

measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.

- **Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. If these requirements are not met, the applicant will not be eligible for clinical placement. Clinical placement is a requirement for graduation. Please note that associated costs for the below stated requirements are the responsibility of the applicant.
  - First Aid
  - Heart & Stroke Foundation Cardiopulmonary Resuscitation (CPR) BCLS Level C/AED
  - Employer requirement for up-to-date CLEAR POLICE CLEARANCE (vulnerable sector screening)
  - - MUST be obtained by the student.
  - - Obtain the Police Clearance by the first week of Year 3 of the program
  - - Clinical placements include day and evening sessions.
  - - Student is responsible for parking fees.

Decision letters will be sent out no later than March 31, 2017.

### ***DIAGNOSTIC MEDICAL SONOGRAPHY***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics - MCT4C, MAP4C, MHF4U, or MCV4U
- senior level Chemistry (C) or (U)
- senior level Physics (C) or (U)
- senior level Biology (C) or (U)

#### **Pre-Admission Test:**

All applicants will be required to write a pre-admission Health Occupations Aptitude Exam (HOAE). Information on dates and location will be mailed out upon receipt of application to the College. Test is \$50.00 per applicant. (Test fee subject to change once fees are confirmed for the 2017/2018 academic year.)

#### **Selection Procedure:**

A score is determined for each applicant derived from the Pre-Admission Test score (HOAE) and from required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant derived from the pre-admission test score and from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required

courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

**Health Requirements:**

- A satisfactory medical exam
- An up-to date immunization record including tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.

**Computer Proficiency Requirements:**

- Students in this program must have basic computer literacy, which includes word processing, spreadsheets, internet and email.
- **Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. If these requirements are not met, the applicant will not be eligible for clinical placement. Clinical placement is a requirement for graduation. Please note that associated costs for the below stated requirements are the responsibility of the applicant.
  - First Aid
  - Heart & Stroke Foundation Cardiopulmonary Resuscitation (CPR) BCLS Level C/AED
  - NIOSH N95 Respirator Fit Test
  - Up-to-date POLICE RECORD CHECK (vulnerable sector screening)
  - Clinical placement may be on day, afternoon or weekend shift ANYWHERE within the Province of Ontario.
  - Applicants are responsible for travel and accommodation costs

Decision letters will be sent out no later than March 31, 2017.

***MEDICAL LABORATORY SCIENCE***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics (C) or (U)
- senior level Chemistry (C) or (U)
- senior level Physics (C) or (U)
- senior level Biology (C) or (U)

**Pre-Admission Test:**

All applicants will be required to write a pre-admission Health Occupations Aptitude Exam (HOAE). Information on dates and location will be mailed out upon receipt of application to the College. Test is \$50.00 per applicant. (Test fee subject to change once fees are confirmed for the 2017/2018 academic year.)

## **Selection Procedure:**

A score is determined for each applicant derived from the Pre-Admission Test score (HOAE) and from required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant derived from the pre-admission test score and from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

## **Health Requirements:**

- A satisfactory medical exam
- An up-to date immunization record including tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.
- **Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. If these requirements are not met, the applicant will not be eligible for clinical placement. Clinical placement is a requirement for graduation. Please note that associated costs for the below stated requirements are the responsibility of the applicant.
  - NIOSH N95 Respirator Fit Test
  - Employer requirement for up-to-date CLEAR POLICE CLEARANCE (vulnerable sector screening)
    - MUST be obtained by you, the student.
    - The Police Clearance will be required for clinical placement (Semester 6).
    - Clinical placements may be located out of town. You are responsible for travel and accommodation costs.

Decision letters will be sent out no later than March 31, 2017.

## ***PARAMEDIC PROGRAM***

Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U with 60% or better
- grade 12 Mathematics (C) or (U) with 60% or better
- senior level Chemistry (C) or (U) with 60% or better
- senior level Biology (C) or (U) with 60% or better
- Valid Ontario Driver's License required

## **Selection Procedure:**

A score is determined for each applicant derived from the Pre Admission Questionnaire and from required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

Applicants who possess some of the following items may earn additional points in the selection process:

- Senior Level Physics
- CPR, First Aid, AED and other emergency training
- Emergency responder, fire service
- Post secondary education from individual courses to diplomas or degrees
- Instructor certifications in CPR, First Aid
- Work experience in health care agencies
- Class F driver's license

***The questionnaire is a mandatory requirement for consideration into this program. Only applicants who return the questionnaire will be considered for admission.***

## **Health Requirements:**

- A satisfactory medical exam
- An up-to date immunization record including tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.
- **Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. If these requirements are not met, the applicant will not be eligible for clinical placement. Clinical placement is a requirement for graduation. Please note that associated costs for the below stated requirements are the responsibility of the applicant.
  - First Aid
  - Heart & Stroke Foundation Cardiopulmonary Resuscitation (CPR) BCLS Level C/AED
  - NIOSH N95 Respirator Fit Test
  - Up-to-date POLICE RECORD CHECK (vulnerable sector screening)
  - Clinical placement may be on day, afternoon or weekend shift

- ANYWHERE within the Province of Ontario.
- Applicants are responsible for travel and accommodation costs

Decision letters will be sent out no later than March 31, 2017.

## ***PRACTICAL NURSING***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics (C) or (U)
- senior level Chemistry (C) or (U)
- Senior level Biology (C) or (U)

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

### **Mandatory Medical Requirements – Section A**

- Completed Entering Students Preplacement Form
- Completed Entering Students Non-Medical Preplacement Form
  - Tuberculosis Screening
  - Hepatitis B
  - Measles, Mumps & Rubella
  - Varicella (Chicken Pox)
  - Tetanus/Diphtheria (TD)
  - Pertussis
  - Polio

### **Other Medical Requirements - Section B**

- Influenza

## **Mandatory Non-Medical Requirements – Section C**

- CPR Level HCP Certificate Card with AED (defib) (Annual Recertification)
- Student WSIB
- Standard First Aid
- N95 Mask Fit Testing (completed every two years) | Thames Campus Info
- Vulnerable Sector Police Check (annual) AND Photo ID required with birthdate (e.g. Driver's License)
- Annual Police Clearance Requirements
- Attestation of Clear Criminal Record
- Student Verification of Health Status Form
- Photo Image Release Waiver Form

Students are required to submit all medical/non-medical documentation to Paramed for clinical clearance at their own cost

Decision letters will be sent out no later than March 31, 2017.

## ***RESPIRATORY THERAPY***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics – MCT4C, MAP4C, MHF4RU, or MCV4U
- Senior Level Physics (C) or (U)
- Senior level Chemistry (C) or (U)
- Senior level Biology (C) or (U)

### **Pre-Admission Test:**

All applicants will be required to write a pre-admission Health Occupations Aptitude Exam (HOAE). Information on dates and location will be mailed out upon receipt of application to the College. Test is \$50.00 per applicant. (Test fee subject to change once fees are confirmed for the 2017/2018 academic year.)

### **Selection Procedure:**

A score is determined for each applicant derived from the Pre-Admission Test score (HOAE) and from required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant derived from the pre-admission test score and from the overall average of all Grade 11 courses

and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

**Health Requirements:**

- A satisfactory medical exam
- An up-to date immunization record including tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.
- Applicants accepted to the program will receive appropriate medical forms and instructions for completion/submission. Students in the program are expected to keep immunizations up-to-date as required by our clinical partners i.e., TB testing and associated documentation will be required yearly.
- **Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. If these requirements are not met, the applicant will not be eligible for clinical placement. Clinical placement is a requirement for graduation. Please note that associated costs for the below stated requirements are the responsibility of the applicant.
  - Up-to-date POLICE RECORD CHECK (vulnerable sector screening)
  - Clinical placement may be on day, afternoon or weekend shift ANYWHERE within the Province of Ontario.
  - Applicants are responsible for travel and accommodation costs

Decision letters will be sent out no later than March 31, 2017.



## ***VETERINARY TECHNICIAN PROGRAM***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics (C) or (U)
- Senior level Chemistry (C) or (U)
- Senior level Biology (C) or (U)

### **Pre-Admission Test:**

All applicants will be required to write a pre-admission Health Occupations Aptitude Exam (HOAE). Information on dates and location will be mailed out upon receipt of application to the College. Test is \$50.00 per applicant. (Test fee subject to change once fees are confirmed for the 2017/2018 academic year.)

A questionnaire is a requirement for consideration into this program.

### **Selection Procedure:**

A score is determined for each applicant derived from the Pre-Admission Test score (HOAE) and from required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant derived from the pre-admission test score and from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

### **Health Requirements:**

- Prophylactic rabies immunization, strongly recommended, should be arranged through your Family Physician, local Public Health office, or can be obtained at the College. The cost is approximately \$700 and is usually recovered through most drug plans.

Decision letters will be sent out no later than March 31, 2017.

## **ADMISSION & SELECTION CRITERIA FOR HIGH INTEREST PROGRAMS**

The following programs may be ranked in the event that the number of applicants who meet the minimum academic requirements exceeds the number of available seats in the program.

**NOTE:** *In order to be assured consideration for these programs, fully completed applications, accompanied by the **\$95.00** application fee must be received by [ontariocolleges.ca](http://ontariocolleges.ca), **no later than February 1, 2017.***

### ***SCHOOL OF COMMUNITY STUDIES***

- Child and Youth Care
- Early Childhood Education
- Social Service Worker – Gerontology

#### **Selection Procedure:**

A score for a current high school applicant is determined for each applicant using their Grade 12 English mark, in the event that an applicant does not have a Grade 12 English mark at the College or University Level, Grade 11 will be used for ranking purposes. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

#### **Please note for programs listed above:**

**Clinical Placements:** Employers who provide our clinical placement settings require a police record check for vulnerable sector screening before accepting a student into a clinical setting. The College will provide further information regarding police clearances in a separate mailing.

Decision letters will be sent out no later than February 15, 2017.

### ***BIOMEDICAL ENGINEERING TECHNOLOGY – EQUIPMENT AND DEVICES***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English (C) or (U) ENG4U, ENG4C, EAE4C or EAE4U
- grade 12 Mathematics (C) or (U) (MCT4C Recommended)
- RECOMMENDED: senior level Biology (C) or (U)

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

Decision letters will be sent out no later than February 15, 2017.

### ***ELECTROMECHANICAL ENGINEERING TECHNICIAN - ROBOTICS***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English (C) or (U) ENG4U, ENG4C, EAE4C or EAE4U
- grade 12 Mathematics (C) or (U) (MCT4C Recommended)
- RECOMMENDED: senior level Physics (C) or (U)

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

Decision letters will be sent out no later than February 15, 2017.

## ***COMMUNITY INTEGRATION THROUGH COOPERATIVE EDUCATION***

**Minimum Academic Requirements:** Ontario Secondary School Diploma OR Ontario Secondary School Certificate or equivalent OR Mature Student Status (19 years of age or older).

PLUS

- Developmental Disability
- Level of independence that precludes constant support
- Ability to manage transportation to the College and to field placements
- Participation in an interview

### **Selection Procedure:**

All applicants will be required to complete a supplementary application package which will be forwarded to them upon receipt of their application by the College.

Students who meet the admission requirements and provide a completed supplementary application package by the deadline may be granted an interview. Selection will be based on all three components: Admission requirements, the Supplementary Application Package and the Interview. Applicants will be ranked for available positions and a waiting list will be maintained

## ***MEDICAL LABORATORY TECHNICIAN PROGRAM***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics (C) or (U)
- senior level Biology (C) or (U)
- senior level Chemistry (C) or (U)

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

**Health Requirements:**

- A satisfactory medical exam
- An up-to date immunization record including tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.
- **Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. If these requirements are not met, the applicant will not be eligible for clinical placement. Clinical placement is a requirement for graduation. Please note that associated costs for the below stated requirements are the responsibility of the applicant.
  - NIOSH N95 Respirator Fit Test
  - Up-to-date POLICE RECORD CHECK (vulnerable sector screening)

Decision letters will be sent out no later than March 31, 2017.

***MOBILE APPLICATIONS DEVELOPMENT***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with the majority of credits at the general or advanced, College or University level or equivalent.

**Selection Procedure:**

A score is determined for each applicant derived from their highest Grade 12 or post-secondary level English. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant using their Grade 12 English mark, in the event that an applicant does not have a Grade 12 English mark at the College or University Level, Grade 11 will be used for ranking purposes. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

Decision letters will be sent out no later than February 15, 2017.

***OCCUPATIONAL THERAPIST ASSISTANT/ PHYSIOTHERAPIST ASSISTANT***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- Senior level Biology (C) or (U)

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

**Field Placements:** Employers who provide our field placement settings require a clear POLICE RECORD CHECK for criminal offences with vulnerable sector screening before accepting a student into the field placement setting. The record check **MUST** be obtained by the student at the student's expense. If you are unable to obtain this police clearance by mid-September, you jeopardize the opportunity to complete either of your field placements.

Placements may be on day, afternoon or weekend shifts anywhere within Windsor-Essex, Chatham-Kent, Lambton or Middlesex. Students are required to provide their own transportation to the clinical area. The College is not able to guarantee placements in Windsor and/or Chatham or on a bus route.

Decision letters will be sent out no later than February 15, 2017.

### ***PHARMACY TECHNICIAN***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics (C) or (U)
- Senior level Chemistry (C) or (U)
- Senior level Biology (C) or (U)

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the

available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

### **Health Requirements:**

- A satisfactory medical exam
- An up-to date immunization record including tetanus and diphtheria, polio, measles, mumps, rubella, varicella (chicken pox), Hepatitis B (incl. Hep B titre within the last 24 months) and TB skin test.
- **Clinical Placements:** Applicants are required to have the following completed prior to clinical placement. If these requirements are not met, the applicant will not be eligible for clinical placement. Clinical placement is a requirement for graduation. Please note that associated costs for the below stated requirements are the responsibility of the applicant.
  - First Aid
  - Heart & Stroke Foundation Cardiopulmonary Resuscitation (CPR) BCLS Level C/AED
  - NIOSH N95 Respirator Fit Test
  - Up-to-date POLICE RECORD CHECK (vulnerable sector screening)
  - Clinical placement may be on day, afternoon or weekend shift ANYWHERE within the Province of Ontario.
  - Applicants are responsible for travel and accommodation costs

Decision letters will be sent out no later than February 15, 2017.

### ***POWER ENGINEERING TECHNOLOGY - MECHANICAL***

Ontario Secondary School Diploma with courses at the College (C), University (U), University/College (M), or Open (O) level.

- grade 12 English – ENG4U, ENG4C, ENE4C or EAE4U
- grade 12 Mathematics (C) or (U)
- senior level Physics (C) or (U)

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

Decision letters will be sent out no later than February 15, 2017.

## ***POWERLINE TECHNICIAN***

**Minimum Academic Requirements:** Ontario Secondary School Diploma with the majority of credits at the general or advanced, College or University level or equivalent.

- Grade 12 English (C), (M) or (U)
- Grade 12 Math (C), (U) or (M) MCT4C is highly recommended

It is highly recommended that applicants successfully complete Grade 12 Physics (C) or (U) to be successful in this program.

### **Selection Procedure:**

A score is determined for each applicant derived from the required subjects for admission. Scores are then ranked by highest score and selection is made for the available positions and places on the waiting list.

A score for a current high school applicant is determined for each applicant from the overall average of all Grade 11 courses and the first semester of Grade 12 courses. Applicants must be registered in all required courses in order to be considered. Applicants will be ranked by highest score and selection will be made on a conditional basis for the available positions and places on the waiting list.

Decision letters will be sent out no later than February 15, 2017.



## **COLLABORATIVE NURSING ADMISSION GUIDELINES**

Please note that the Collaborative Nursing program is considered oversubscribed. This means that there are more applications than there are available seats. For admission purposes all applications will be ranked. The information provided below are the minimum requirements needed. The highest average applicants will receive first consideration.

**Minimum Academic Requirements:** OSSD with 6 Grade 12 (U/M) courses including Grade 12 English (ENG4U) with a minimum of 65%, Chemistry (SCH4U) and Biology (SBI4U) with an overall average of 70% or better (with a minimum of 70% in both Chemistry and Biology). Grade 12 (U) or (C) Math is also required.

### **Direct Applicants - Students Currently in High School**

Students applying directly out of Grade 12 must have:

- OSSD with 6 Grade 12 (U/M) courses
- Grade 12 English (ENG4U) with a minimum of 65%
- Chemistry (SCH4U) and Biology (SBI4U) with a minimum of 70% in both Chemistry and Biology
- Grade 12 (U) or (C) Math is also required.

### **Indirect Applicants**

Includes applicants not applying directly from a Canadian high school and applicants returning to high school or an adult training centre to upgrade high school marks. These applicants must:

- Submit their high school transcript to [ontariocolleges.ca](http://ontariocolleges.ca)
- Submit a completed Applicant Profile Form
- Submit ALL official post-secondary transcripts to St. Clair College. Transcripts can be ordered through [ontariocolleges.ca](http://ontariocolleges.ca) at the time of application. Please Note: Applicants must be in good standing and meet minimum academic requirements.

### **Students currently attending St. Clair College or Lambton College Pre-Health Sciences program (Fall Intake)**

Admission Criteria for Collaborative Nursing for students currently attending the Pre-Health Sciences program:

Students must successfully complete the St. Clair College Pre-Health Sciences program with a minimum cumulative 2.7% G.P.A. and a minimum grade of "B" in both Biology and Chemistry. In addition any previous post-secondary education, must identified on the Applicant Profile Form.

### **Applicants with previous College or University**

Indirect applicants with a College or University history are required to have a minimum overall 70% or B average and be in good standing. If you **do not** meet these requirements you will be required to complete the Pre-Health Science Program at St. Clair College or Lambton College to be considered for admission.

### **Applicants with No previous College or University**

- Indirect applicants who **meet** the minimum academic requirements (see above) who wish to upgrade their marks may do so through an adult high school such as [Mason Education Centre](#) or [ILC](#).
- Indirect applicants who **meet** the minimum academic requirements (see above) who wish to upgrade their marks through the College, should contact the Registrar's Office for admissions advice.
- Indirect applicants who **do not meet** the minimum academic requirements who choose to upgrade through the college, are required to **complete** the Pre-Health Science program.