

 Policies & Procedures Manual	# Pages: Page 1 of 1	Policy Number: AC-01-25
	Approved by: Learning Council	
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POLICY STATEMENT

All applicants with transcripts from outside of Canada must meet regular UCN admission requirements. UCN has limited resources to provide additional supports to these applicants and thus reserves the right to limit the number of applicants per program.

PURPOSE OF POLICY

The policy is intended to ensure internationally attained credentials can be verified by UCN in a timely manner.

PROCEDURES

1. All applicants are responsible to ensure that their documents are verified by World Education Services (WES) prior to applying to UCN. If courses are being used for purposes other than admission, the verification must be a course by course evaluation.
2. Deadline for completed applications is April 1 or a minimum of five (5) months prior the program start date. Incomplete applications will be rejected.