

Re-admission Guidelines

Re-admission is granted to learners who were last active in that program within the previous three years and have accumulated at least 15 credits. Students who left the program due to academic continuance must follow the procedures within the **Admissions Policy (#500-1-2)**.

Individuals being considered for re-admission to are subject to the following:

- Review of previous academic standing
- Meeting the current admission requirements for the program
- Availability of seats in the program in required semesters

Learners are expected to complete their program according to the Academic Continuance and Graduation Policy (#500-1-5) and based on their re-admission program start date:

- Certificate program – 3 years
- Diploma – 5 years
- Post-Diploma

Procedure

1. Learner completes the **Application for Re-admission form** with a non-refundable, non-transferable application fee. Learners who were required to withdraw in their last semester must also complete the supplemental form.
2. All applications for re-admission must be received no later than the published deadline prior to the start of the semester they wish to attend.
3. Students reentering a program may be required to take additional courses due to changes in program completion requirements or to assist with successful reentry into the program. An appointment with Academic Advising is required.

APPLICATION FOR RE-ADMISSION

APPLY ONLINE ➔ BOWVALLEYCOLLEGE.CA/APPLY



BOW VALLEY
COLLEGE
STUDENT ID (required)

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PERSONAL INFORMATION (Please print clearly)

<input type="text"/>			<input type="text"/>		
Legal First Name			Middle/Second Name		
<input type="text"/>			<input type="text"/>		
Legal Last Name			Previous Legal Last Name (if applicable)		
Date of Birth:	<input type="text"/>	<input type="text"/>	<input type="text"/>	Gender:	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Undisclosed/Other
	mm	dd	yyyy		

PROGRAM/COURSE

Program/course applied for: (please print clearly)	<input type="text"/>
Delivery Method:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Online <input type="checkbox"/> Distance/homestudy
Start Date:	<input type="text"/> (please specify date)
Location of Program:	<input type="checkbox"/> Calgary <input type="checkbox"/> Other (please specify location) <input type="text"/>

APPLICANT CONTACT INFORMATION

Mailing Address (this address will be used for all communication from the College)			Postal Code
City	Province/State	Country	
Primary Phone	Alternative Phone	@mybvc.ca	
Email Address (required)	MyBVC Email Address (required)		

Payment Information for Application for Re-admission Fee

Payments processed by the Office of the Registrar - 1st Floor, South Campus	Payment Methods Accepted:
Domestic student application fee: \$65	- Cash
International Student application fee: \$130	- Credit Card
	- Personal Cheque
	- Debit Card
	- Bank Draft
Application Fee is non-refundable and non-transferable	

Date Signed: _____ Applicant's Signature: _____

Application for Re-admission Supplemental Form

For students who have been Required to Withdraw from a Bow Valley College program



GENERAL INFORMATION (Please print clearly)

BOW VALLEY
COLLEGE
STUDENT ID (required)

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Legal First Name

Middle/Second Name

Legal Last Name

Previous Legal Last Name (if applicable)

If there is any change to your contact information, please be sure to contact the Office of the Registrar at clientservices@bowvalleycollege.ca

PROGRAM/COURSE INFORMATION

List your current/past program of study:

Is this the same program you are re-applying to? ☐ Yes ☐ No

PART I: Outline the reasons for your past academic difficulties and explain why you believe you will be successful if re-admitted to your studies. Please take the time to explain your reasons fully.

PART II: Describe any constructive activities you took part in during your time away from Bow Valley College.

Date Signed: _____ Applicant's Signature: _____