

# ALTERNATE ADMISSIONS CRITERIA

Applicants who believe that their experiential learning may compensate for academic standing that does not meet the university minimum requirements are directed to contact the program(s) of interest regarding availability of alternative admissions criteria.

Applicants to some graduate programs (with the exception of doctoral-level programs) who are able provide evidence of a significant, sustained record of relevant experience and relevant task performance (normally a minimum of 5 years) to compensate for the shortcomings or deficiencies in the type or quality of their previously completed undergraduate degree may contact the program of interest regarding the availability of alternate criteria. Similarly, if an applicant has not completed an honours degree or its equivalent, but can demonstrate relevant skill development over a sustained period of time, admission on the basis of alternate admissions criteria may be considered.

Admissions on the basis of alternate criteria shall be considered on an exceptional basis only. Normally, the regular admissions criteria shall apply. No more than 15% of the graduate students in a program may be admitted under alternate admissions criteria. In programs of fewer than 7 students, no more than one student may be admitted under alternate admissions criteria.

See details and exceptions in the program-specific information below.

Should a Graduate Program Committee recommend admission of an applicant based on alternate criteria (normally on the basis of sufficient evidence of sustained experience - normally a minimum of 5 years - relevant to the field of study, and as well as the Graduate Program Committee's assessment and support of the applicant's ability, aptitude and capacity to pursue graduate studies as included in the student's application materials), the student's file is submitted to the Office of Graduate and Postdoctoral Studies by the Graduate Program Committee for a final determination on whether the alternate admission criteria are satisfied. The Office of Graduate and Postdoctoral Studies may consult with and defer to the Admission and Progress Committee when making decisions on such applications.

Students admitted on the basis of alternate criteria shall be classified as Provisional (see section Registration Status and Student Classification, below).

## University-wide Alternate Admissions Criteria

(excepting the graduate programs listed below)

An applicant who does not meet the university's minimum academic requirements for admission may be considered for admission to a master's or diploma program if the following criteria are met:

- The student must present a significant record of relevant experience in the field of study, normally of at least five years. The nature of the relevant experience for admission shall be determined by the specific Graduate Program Committee for the field of study.
- The application must include a) a positive recommendation from the Graduate Program Committee based on a personal interview with

the candidate (verbal) and b) a written statement from the candidate outlining the purpose and goal of pursuing graduate studies.

- The application must include identification of a proposed advisor (the candidate must seek support from the proposed advisor in advance) and a proposed Program of Study, including the anticipated time to completion according to the Maximum Registration policy.
- The application for admission must include references from the potential advisor (a faculty member) and the graduate program coordinator in which the applicant's aptitude for graduate studies is addressed explicitly.
- When required by the department, school, or program, the applicant must submit the results of any specified standardized examinations (e.g. GMAT, general GRE, disciplinary GRE, etc.) with whatever specified levels of performance are required. The decision to require submission of such standardized test scores is at the discretion of the department or school.

## Master of Fine Arts

No more than 50% of the graduate students in this program in any given year shall be admitted under alternate admissions criteria. An applicant to this program who does not meet the university minimum academic requirements for admission may be considered for admission if the following criteria are met:

- The student must present a significant and sustained record of relevant experience through on-going educational or professional development in the field of study (normally at least five years). The nature and quality of the relevant experience for admission shall be determined by the Graduate Program Committee.
- The application for admission must include references from a potential advisor (the applicant must seek support from a proposed faculty advisor in advance) and the graduate program coordinator in which the applicant's aptitude for graduate studies is addressed explicitly.
- The application must include: a) a positive recommendation from the Graduate Program Committee based on a personal interview with the candidate (verbal); and: b) a written statement from the candidate outlining the purpose and goal of pursuing graduate studies.
- The application must include a proposed Program of Study, including the anticipated time to completion according to the Maximum Registration policy.

## Master of Arts (Leadership), Master of Business Administration (Distance Education Format) and Master of Business Administration (Residential Format)

There is no limit to the number of applicants who may be admitted through alternate admissions criteria to these particular programs.

An applicant to any of these programs who does not meet the university minimum academic requirements for admission may be considered for admission if the following criteria are met:

- A significant and sustained record of relevant experience, normally at least five years. The nature of the relevant experience for admission shall be determined by the specific Graduate Program Committee for the field of study.

- Submission of positive references from people who can judge such matters (usually an advisor or Graduate Program Coordinator) in which the applicant's aptitude for graduate education, and, in the case of admission to the executive programs, ability to cope with the distance education format, are specifically addressed.
- A recommendation from the Graduate Program Committee based on the results of the applicant's interview (verbal) and/or statement of purpose (written).
- For some programs, the application must include identification of a proposed advisor (the candidate must seek support from the proposed advisor in advance) and a proposed Program of Study, including the anticipated time to completion according to the Maximum Registration policy. See program specific information.
- Demonstration of continuous successes in continuing education or professional development.
- When required by the department, school, or program, the applicant may be required to submit the results of any standardized examinations specified (e.g. GMAT, general GRE, disciplinary GRE, etc.) with whatever specified levels of performance are required. The decision to require submission of such standardized test scores is at the discretion of the department or school.