

Marine Institute

NON-DEGREE ADMISSION APPLICATION

www.mi.mun.ca

THIS APPLICATION SHOULD BE ACCOMPANIED BY:

- ✓ Application fee of \$40.00. (\$80.00 fee if you are an international student or a student transferring from a college and/or university outside of Newfoundland and Labrador)
- ✓ Other documents as specified by the program for which you are applying.

Also required:

- ✓ An official transcript of your high school grades to date.
- ✓ An official copy of your university transcript(s) to date.

Please note: All transcripts must be OFFICIAL and must be sent by the University or College that you attended, or the Department of Education, directly to the Marine Institute Registrar's Office. Grade Reports will not be accepted. If you attended Memorial University this information will be obtained internally.

WHEN SHOULD I APPLY?

It is recommended that you apply as early as possible, but applications should be received before **April 15th**. Applications received following this date will be assessed as resources and space allow.

International Students: Please note that you should begin the application process much earlier. Due to time constraints and immigration processes, applications cannot be considered beyond **April 1st** for September enrollment and **August 1st** for January enrolment.

Applicants should consult the Marine Institute's Calendar available at www.mi.mun.ca or by calling 1-800-563-5799, for program information, admission requirements and regulations.

PHYSICAL REQUIREMENTS

Applicants to selected Marine Institute programs are required to provide proof of physical fitness prior to registration.

Students in programs leading to seagoing careers will need to submit two medicals – the *Marine Institute (MI) Medical* and the *Transport Canada Seafarers' Medical*. Students in programs that involve emergency training but do not lead to Transport Canada certification only require the *MI Medical*.

Programs that require proof of physical fitness include:

Both Medicals

Diploma of Technology Nautical Science
Diploma of Technology Marine Engineering
Vocational Certificate in Marine Diesel Mechanics
Technical Certificate in Bridge Watch
Technical Certificate in Marine Engineering

MI Medical Only

Technical Certificate in Firefighting
Diploma of Technology Marine Environmental
Technical Certificate in ROV Operator

In all cases, student medicals must be completed by physicians authorized by the Marine Institute or Transport Canada. Lists of approved physicians are available from the Marine Institute's Registrar's Office. Students must present proof of physical fitness to the Registrar's Office with the appropriate medical form signed by the authorized physician. Please note that medicals do expire and may need to be repeated prior to completion of a program.

STUDENT SERVICES AND HOUSING

The Marine Institute offers a wide range of services to students with disabilities (e.g. hearing, visual, learning, mobility impairments, etc.). For more information, please contact our Guidance Office at 1-800-563-5799, extension 310 or (709) 778-0310. For information regarding on-campus student housing, please call (709) 737-7590 or e-mail housing@mun.ca

admissions@mi.mun.ca

P.O. Box 4920 St. John's, NL Canada A1C 5R3 Tel: 1-800-563-5799, ext. 380 / 709-778-0380 Fax: 709-778-0322



Memorial
University of Newfoundland

ADMISSION REQUIREMENTS

Diplomas of Technology and Technician Diplomas - Newfoundland Applicants

Applicants shall have completed Graduation requirements for high school as set down by the Department of Education and obtained credits in each of the following, with a minimum combined average of 60% in the level three Mathematics, English and Science.

Mathematics: 4 math credits, two (2) which must be either Math 2204 or Math 2205; and
2 credits from either Math 3204* or Math 3205
*a minimum of 60% must be achieved in this course

Language: Two credits from English 3201

Science: 4 credits, two of which must be from Biology 3201, or Chemistry 3202, or Physics 3204,
or Earth Systems 3209

Diplomas of Technology and Technician Diplomas - Applicants from Outside Newfoundland

Canadian citizens who reside outside Newfoundland and Labrador require a Grade XII graduation in a University Preparatory Program (the Secondary V Certificate for Quebec applicants) with a passing mark in the required courses equivalent to those identified for Newfoundland applicants and an overall average of no less than 60% in these courses.

Vocational Certificate Programs

Applicants require high school completion or a recognized equivalent.

Technical Certificate Programs

Applicants require completion of the grade required for the particular program for which they are applying.

Mature Students

Mature students are 21 years of age or older within one month of the start of the program. The admission requirements above describe the minimum qualifications individuals should have in order to succeed in each respective program area. Individuals may obtain the equivalent or other suitable qualifications from alternate sources to prepare them for technology programs.

Applicants must demonstrate they have a technical or practical expertise, or a combination of both, in the intended field of study. Mature applicants should submit an Application for Admission, as well as the following documentation:

- A resume outlining all associated experience
- A letter of recommendation from an employer or other individual who can attest to an applicant's qualifications
- Official academic transcripts of high school and post-secondary studies
- Proof of age

Transfers from Other Canadian Universities/Colleges

Students from other universities/colleges will be considered for admission upon producing satisfactory documentation. Students forced to withdraw from another university/college will not be eligible for admission to the Marine Institute until the associated withdrawal penalty has been served. Students transferring from other colleges/universities, and students with prior academic or work experience may apply for Credit Transfer or a Challenge Examination. Please refer to the Marine Institute Calendar for the policies, regulations and procedures governing transfers of credit and challenge examinations.

Applicants from Other Countries

As the Marine Institute does not offer financial assistance to foreign students, a statement of satisfactory financial resources must be submitted with your Application for Admission. Please refer to the Marine Institute Calendar for regulations governing English Proficiency Requirements. Information on entering Canada to study as a foreign student should be obtained from the applicant's nearest Canadian Embassy or Consular Office.

Please indicate level of high school education completed: (Attach separate sheet if necessary)

NAME OF INSTITUTION	HIGHEST GRADE COMPLETED	CITY/TOWN	PROVINCE AND COUNTRY	YEARS	
				From	To

Please indicate level of post secondary education completed: (Attach separate sheet if necessary)

NAME OF INSTITUTION	DEGREE/DIPLOMA RECEIVED	MAJOR	CITY/TOWN	PROVINCE & COUNTRY	YEARS	
					From	To

Section C: Program Information

- Please ensure ALL RELEVANT areas of *Section C* are completed.

To apply for the BACHELOR OF TECHNOLOGY, BACHELOR OF MARITIME STUDIES or MASTER OF MARINE STUDIES contact the Co-ordinator of Advanced programs at 1-800-563-5799, extension 522 or (709) 778-0522.

ADVANCED DIPLOMA PROGRAMS

Applicants are required to have an Undergraduate Degree or a three-year Diploma of Technology completed in order to be admitted. Applicants must have official transcripts of this work submitted by the issuing agency directly to the Registrar's Office of the Marine Institute. Applicants must also provide a resume and three letters of reference. Interviews may be requested. (If you are attending Memorial University, transcripts can be obtained internally).

- Sustainable Aquaculture
 Integrated Coastal and Ocean Management
 Food Safety
 Water Quality

JOINT DIPLOMA OF TECHNOLOGY/BACHELOR OF TECHNOLOGY

- Ocean Instrumentation

POST GRADUATE CERTIFICATE

- Quality Management

DIPLOMA OF TECHNOLOGY PROGRAMS

Applicants who have completed high school must have an official high school transcript issued by the Department of Education sent directly to the Office of the Registrar at the Marine Institute. In addition, applicants who have attended other colleges or universities are required to have official transcripts of this work submitted by the appropriate institution directly to the Registrar's Office of the Marine Institute. Applicants who are currently attending their final year of high school should apply immediately and submit an official Level II transcript as issued by the Department of Education. Applicants applying as mature students must submit an official high school transcript, proof of age, a letter of reference, and a resume.

- | | | | | |
|--|------|------------------------------|------------------------------|--------------------------------|
| <input type="checkbox"/> Food Technology | Year | <input type="checkbox"/> One | <input type="checkbox"/> Two | <input type="checkbox"/> Three |
| <input type="checkbox"/> Marine Engineering Systems Design | Year | <input type="checkbox"/> One | <input type="checkbox"/> Two | <input type="checkbox"/> Three |
| <input type="checkbox"/> Marine Engineering Technology* | Year | <input type="checkbox"/> One | <input type="checkbox"/> Two | <input type="checkbox"/> Three |
| <input type="checkbox"/> Marine Environmental Technology* | Year | <input type="checkbox"/> One | <input type="checkbox"/> Two | <input type="checkbox"/> Three |
| <input type="checkbox"/> Nautical Science* | Year | <input type="checkbox"/> One | <input type="checkbox"/> Two | <input type="checkbox"/> Three |
| <input type="checkbox"/> Naval Architecture | Year | <input type="checkbox"/> One | <input type="checkbox"/> Two | <input type="checkbox"/> Three |

* Medicals required (see notes on Physical Requirements)

TECHNICIAN DIPLOMA PROGRAMS

Applicants who have completed high school must have an official high school transcript issued by the Department of Education sent directly to the Office of the Registrar at the Marine Institute. In addition, applicants who have attended other colleges or universities are required to have official transcripts of this work submitted by the appropriate institution directly to the Registrar's Office of the Marine Institute. Applicants who are currently attending their final year of high school should apply immediately and submit an official Level II transcript as issued by the Department of Education. Applicants applying as mature students must submit an official high school transcript, proof of age, a letter of reference, and a resume.

- Electromechanical Engineering Technician Electronics Engineering Technician Marine Engineering Technician

VOCATIONAL PROGRAMS

Applicants who have completed high school must have an official high school transcript issued by the Department of Education sent directly to the Office of the Registrar at the Marine Institute. In addition, applicants who have attended other colleges or universities are required to have official transcripts of this work submitted by the appropriate institution directly to the Registrar's Office of the Marine Institute. Applicants who are currently attending their final year of high school should apply immediately and submit an official Level II transcript as issued by the Department of Education. Applicants applying as mature students must submit an official high school transcript, proof of age, a letter of reference and a resume.

- Marine Diesel Mechanics*

* Medicals required (see notes on Physical Requirements)

TECHNICAL CERTIFICATE PROGRAMS

Applicants must have transcripts of their most recent school and post-secondary education submitted directly to the Office of the Registrar at the Marine Institute by the issuing institution (Department of Education, university, or college).

- Firefighting* Bridge Watch* Quality Assurance ROV Operator* Marine Engineering*

* Medicals required (see notes on Physical Requirements)

- Other (please specify) _____

ENTRANCE SCHOLARSHIPS

All applicants are automatically considered for any applicable entrance scholarships. However, you may want to indicate in the space below any relevant information that should be brought to the attention of the Scholarship Committee.

If needed, please use a separate piece of paper.

How did you hear about Marine Institute?

- Admissions Staff MI Representative Career Fair Brochure Advertisement Alumni Web
 Other _____

Applicants should note that all documents (including transcripts) used for admission purposes become the property of the Marine Institute and are not returned to the applicant. Documents submitted by applicants who are not accepted, or who do not attend, are destroyed after the start of the semester for which admission was requested. The Marine Institute reserves the right to refuse admission to any applicant.

I hereby apply for enrolment at the Marine Institute of Memorial University of Newfoundland and certify that the information contained herein is complete and correct. I understand that failure to disclose required information on this application form is considered to be an academic offence. If admitted, I agree to abide by all the rules and regulations set out by the Marine Institute. I make this application in acknowledgement that it is subject to all provisions of current and future Marine Institute Calendars including, without restricting the generality of the forgoing, all limitations and qualifications set out therein. I hereby authorize the Marine Institute to obtain all relevant records from any school or post-secondary institution which I have attended, and release to agencies with a legitimate interest, any non-confidential information.

Signature _____ Date _____

Freedom of Information and Protection of Privacy

The information on this form is collected under the authority of the Memorial University Act (RSNL 1990 Chapter M-7) and will be used to process your application for admission.

Upon admission and registration, this information will form part of your student record and will be used to document your progress in an academic program.

Students' personal information may be disclosed to academic and administrative units, and to federal and provincial agencies as legally required.

If you have any questions about the collection and use of this information, contact the Registrar at 709-778-0497.