

Policies and Procedures

2. Admissions

Georgian's Admission policy was developed to ensure that all applications are considered fairly and equitably. The policy endorses and seeks to apply the principles of the Ontario Human Rights Code, the Ontario Ministry of Advanced Education and Skills Development regulations and the directives of the Board of Governors of Georgian College.

2.1 Application

Students applying to full-time studies at Georgian College must submit a completed application to ontariocolleges.ca. For 2016/2017, the application fee is \$95. ontariocolleges.ca receives and records applications and offers. The applicant must also confirm his or her offer at ontariocolleges.ca. Part-time students at Georgian College who are interested in applying for full-time studies must follow the ontariocolleges.ca application process. Part-time student status does not provide preferred access to a full-time program. New students to Georgian wishing to apply for advanced standing must also apply through ontariocolleges.ca. See also section 2.11, *Advanced Standing*. To apply to full and part-time programs, a student must be 19 years of age or have a Grade 12 diploma.

2.1.1 Exceptions to applying through ontariocolleges.ca

Applications for Part-time studies programs are not made through ontariocolleges.ca. A detailed listing of these programs can be found at GeorgianCollege.ca/academics/part-time-studies/. For these programs, students must complete a Georgian College application for admission form and submit it, along with transcripts if required, to the Office of the Registrar. A \$75 non-refundable application fee, payable to Georgian College, is also required. Please check individual program outlines for additional requirements and application procedures.

2.1.2 Deadlines

Applicants are urged to submit their application as early as possible since some programs may require them to take part in an information session, write selections tests, or submit a resumé. For highly competitive programs, applications received by Feb. 1 will be considered equally. For offer of admission process deadlines, please see 2.12 *Offer of admission (acceptance letter) and accepting the offer*.

2.1.3 Applying after Feb. 1

Applications received after Feb. 1 will be processed on a first-come, first-served basis. To find out which programs are open, which are closed or at a wait list, visit ontariocolleges.ca, contact their inquiry line toll-free at 1.888.892.2228, or contact Georgian College directly at 705.722.1511 or registrar@georgiancollege.ca.

2.1.4 International students

International students applying to full-time studies at Georgian College must complete an international student application form and submit it to Georgian College at:

Georgian College
Office of the Registrar – International
One Georgian Drive Barrie, Ontario L4M 3X9

Canada telephone: 705.728.1968, ext. 5820, email: reginternational@georgiancollege.ca or fax: 705.722.5158

Original or certified copies of all documentation and academic records must be attached to the application. Applicants need to show proof of graduation, subjects taken and marks received. For documents that are not in English, certified translated copies must be provided. Please note that some programs have selection requirements such as tests, resumé, letters of intent. A \$100 CAD application fee must accompany the application. The international student application can be submitted on-line or a PDF form can be downloaded at GeorgianCollege.ca/international/future-students/apply-tab/

For those international applicants whose first language is not English, see Section 2.5, *English Language Proficiency*. While applications may be submitted any time, they are considered on a first-come, first-served basis. For program availability and general inquiries, email international@georgiancollege.ca.

Final or conditional offers of admission are sent by email only to those applicants who meet admission requirements.

2.2 Academic qualifications

Applicants must possess ONE of the following requirements to be eligible for admission to most certificate and diploma programs:

Secondary school applicants:

- Ontario Secondary School (OSS) curriculum: Ontario Secondary School Diploma (OSSD) or equivalent, with courses at the college, university or university/college level

Non-secondary school applicants (19 years or older):

- Credit courses taken at Georgian College
- Equivalent courses taken through secondary school or Independent Learning Centres (at the general, advanced, college or university level)
- Academic and Career Entrance Certificate (ACE) program available at most Georgian campuses
- Mature student testing that meets the minimum standards for admission available through most testing services at Georgian campuses)
- Ontario High School Equivalency Certificate (GED)
- Credit courses taken through accredited colleges/universities

Home school applicants:

- Applicants who have been educated in a home school system at the grade 12 level, may apply to Georgian College for post-secondary programs. The mature student policy will apply for home schooled applicants who are 19 years of age or older, as of the first day of classes. All specific course requirements for a particular program must be met. When official transcripts from college approved institutions are not used to meet entrance requirements for home schooled applicants, equivalency testing may be available for certificate or diploma programs. In these cases, the CPA tests for both mathematics and English will be considered. For equivalency in other subject areas or for degree programs, please contact the Office of the Registrar.

In addition to stated course requirements in each program, applicants should also have an overall average of 60 per cent (C) or greater in the required credential. Graduate certificate programs require a college diploma or a bachelor's degree. Degree programs require an OSSD with six Grade 12 U or M level courses. Most degree programs have specific grade point average (GPA) requirements. For all programs, refer to the program outline for specific admission and selection requirements. For other equivalencies, please contact the Office of the Registrar at registrar@georgiancollege.ca.

2.2.1 Non-secondary school (mature) applicants to postsecondary certificate and diploma programs

Non-secondary school applicants who are 19 years of age or over by the first day of classes, and who lack the academic entrance qualifications, may be considered for entrance to an appropriate postsecondary diploma or certificate program as mature applicants. Mature applicants must

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meet all program-specific prerequisites including all courses listed for each program, and all selection criteria; most equivalencies are stated above. Applicants who are unsure whether they meet admission requirements should contact the Office of the Registrar.

In addition, those applying as mature students and having no documentation of Grade 12 education must supply, if required, proof of age, such as a copy of an official birth certificate or driver's licence. Refer to Section 2.5 and 2.6 of this document for further details.

Some programs also have selection requirements, such as resumés, entrance testing, etc. Applicants applying to the following programs must meet both admission and selection requirements:

- Paramedic
- Veterinary Technician
- Community Integration through Co-operative Education
- Marine Technology – Navigation
- Graphic Design and Graphic Design Production

2.2.2 Mature applicants to degree programs

Mature applicants must meet all of the following criteria:

- Must be 19 years of age or older by Dec. 31 of the year of admission (BScN applicants must be 21 years of age or older by Dec. 31 of the year of admission).
- Must not have been enrolled in a formal education program for at least one year prior to the beginning of degree studies. (BScN applicants must have been away from formal education for a minimum of two years).
- Must have no recent (within two years) or unfavourable (grades less than 60%) academic performance approved by the Registrar.
- Must have demonstrated potential for success in degree studies through academic accomplishments.

Mature applicants must possess the published course requirements in the program outline, or equivalents, and submit official copies of transcripts from high school and any postsecondary institutions attended. Applicants must also provide a resumé outlining work and volunteer experience since full-time attendance at school.

2.3 Learning skills

Student success in college depends as much on well-developed learning skills and attitudes as on prior academic achievement. While achievement is of major importance in program admissions, other skills such as being able to work independently, participating on a team, being well-organized, developing good work habits, and showing initiative, are those that result in greatest success in college. By contrast, students lacking these skills are less likely to become well-integrated into college programs and are more likely to leave without completion. Applicants should therefore develop these skills and attitudes before beginning their college programs.

2.4 College preparatory programs/Academic and career preparation

Applicants who have successfully completed college preparatory programs and Academic and Career Entrance (ACE) upgrading are eligible for admission to postsecondary programs (not degree or graduate certificate programs) providing that admission requirements and deadlines have been met. (Not applicable to highly competitive postsecondary certificate or diploma programs).

Note: To meet the grade 12 C level math requirement the ACE Math AACE1003 does not qualify.

2.5 English language proficiency

The language of instruction at Georgian College is English. In addition to the academic admission requirements, all applicants for whom English is not their first language and/or are coming from countries where English is not an official language, must provide proof of language proficiency.

Applicants must meet ONE of the following criteria to meet Georgian's language proficiency requirements (not applicable to Pharmacy Technician. See specific requirements):

- Must have completed three full years of study at the secondary school (high school) level in English in a country where English is a primary language (four years are required for BScN), OR
- Must have completed one full year of study in an accredited postsecondary program in English in a country where English is a primary language (not applicable to BScN), OR
- Must have an Ontario Secondary School Diploma (or Canadian provincial equivalent) and English credit (Grade 12 U, M or C) issued by a public or Catholic school board (not applicable to BScN) OR
- Provide proof of graduation from one of the authorized Georgian College partner school pathway programs Georgian College partner school pathway programs (not applicable to BScN).

If an applicant does not meet any of the above criteria, they will be required to submit an acceptable English language proficiency test with the appropriate score. Final admission will not be granted until this requirement has been met. English language tests older than two years will not be considered. Acceptable language tests include, but are not limited to:

Examinations	Diploma/ Certificate	BScN	Pharmacy Technician	Degree Studies	Graduate Certificate
TOEFL Internet-based test (IBT)	79	*89	91 (minimum bands of 23 in Speaking, 25 in Writing, 22 in Reading and 21 in Listening)	*89	*89
TOEFL Paper-based test	550	580	580	580	580
IELTS Academic only	6.0	7.0	6.5 (with no band less than 6.0)	6.5	6.5
YELT	1– 5	1– 4	N/A	1– 5	1– 5
TOEIC	800	N/A	N/A	850	850
Graduate of Level 8 of Georgian's GAAS - English for Academic Purposes	70%	N/A	N/A	75%	80%
Canadian Academic English Language (CAEL)	60	N/A	N/A	**60	**60
Pearson Test of Academic English (PTE)	58	N/A	N/A	61	61
Cambridge English: Advanced (CAE)	52	N/A	N/A	58	58
Michigan English Language Assessment Battery (MELAB)	76	N/A	81 (minimum bands of 3+ in Speaking, 80 in Writing, 83 in Reading and 80 in Listening)	78	82

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* Require minimum bands of 22 in writing and 22 in speaking

** Minimum bands of 50

Below is a list of countries in which English is an official primary language. Applicants who are residents or have studied (in English) in these countries, are not required to present proof of English language proficiency (not applicable to Pharmacy Technician):

A	Anguilla, Antigua and Barbuda, Australia
B	Bahamas, Barbados, Belize, Bermuda, Botswana, British Virgin Islands
C	Cameroon, Canada, Cayman Islands, Cook Islands
D	Dominica
F	Falkland Islands, Fiji
G	Gambia, Ghana, Gibraltar, Grenada, Guyana
I	Ireland
J	Jamaica
K	Kenya, Kiribati
L	Lesotho, Liberia
M	Malawi, Malta, Mauritius
N	Namibia, Nauru, Netherlands, New Zealand, Nigeria
P	Papua New Guinea
S	St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Seychelles, Sierra Leone, Singapore, Solomon Islands, South Africa, Swaziland
T	Tanzania, Tonga, Trinidad and Tobago, Turks and Caicos
U	Uganda, United Kingdom, United States of America
Z	Zambia, Zimbabwe

Pharmacy Technician Diploma

This program is accredited by the Canadian Council for Accreditation of Pharmacy Programs (CCAPP). CCAPP ensures that all accredited colleges meet the National Association of Pharmacy Regulatory Authorities (NAPRA) language proficiency. For more information, please refer to their website. Applicants must meet ONE of the following criteria to meet Georgian's language proficiency requirements for the Pharmacy Technician Diploma:

- Must have completed four consecutive full years of study at the secondary school (high school) level in Canada in English, OR
- Completed an undergraduate degree from a university in Canada, whose instruction was provided in English, OR
- Submit an acceptable English language proficiency test with the appropriate score. Final admission will not be granted until this requirement has been met. English language tests older than two years will not be considered. Acceptable language tests for the Pharmacy Technician Program include:
 - IELTS – International English Language Testing System (Academic). Score of 6.5 (with no band less than 6.0)
 - MELAB – Michigan English Language Assessment Battery. Score of 81 (minimum bands of 3+ in Speaking, 80 in Writing, 83 in Reading, and 80 in Listening)
 - TOEFL iBT (Internet) – Test of English as a Foreign Language. Score of 91 (minimum bands of 23 in Speaking, 25 in Writing, 22 in Reading and 21 in Listening).

2.6 Other admission requirements

Some postsecondary programs require special prerequisite courses, essays, resumés, testing, portfolios, minimum cut-off scores, or information sessions. These requirements are listed under the admission requirements, admissions details and selection process sections of each program outline and referenced in the Georgian College Program Guide. It is the responsibility of the applicant to complete these requirements as part of the admission process. The Office of the Registrar will inform applicants of any changes to admission requirements if they are not contained in recent publications.

2.7 Criminal record check and vulnerable sector check

Some college programs have a clinical or work placement component within their curriculum. Students in such programs may be required by host agencies or employers to provide a current criminal record check and vulnerable sector check from a recognized police service before they may start their clinical or work placement. Individuals who have been charged or convicted criminally and not pardoned may be prohibited from proceeding to a clinical or work placement. Students should check their program outline for more information. For those programs affected, some jurisdictions require a long lead-time for processing. Please check with the program co-ordinator to ensure sufficient turnaround time. These checks are required prior to the placement start. Many placements require proof of up-to-date immunizations, see 3.2.7 *Immunization and placements*

Accordingly, if a student is registering in a program with a clinical or work placement component, it is the student's responsibility to ensure that he or she is eligible to participate. Further, the college assumes no responsibility for these matters and students should be aware that tuition and related fees will not be refunded in the event that access to a clinical or placement course is denied.

Students should also be aware that some professions and licensing boards also have a criminal record check provision to ensure suitability to practise in the profession. Accordingly, it is recommended that students who have a criminal record contact the appropriate professional association or licensing agency prior to starting their college studies. The costs associated with the provision of the criminal record check are to be borne by the student.

2.8 Course prerequisite equivalencies

To meet course prerequisites, students must have courses at the general, advanced, college or university level.

Courses taken at a postsecondary institution will be considered on an individual basis. Students must provide official transcripts and course

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descriptions for evaluation. Courses taken outside Ontario are evaluated based on the educational standards of that province or country. For further information, please email the Office of the Registrar at registrar@georgiancollege.ca.

2.9 Highly competitive programs

When there are more qualified applicants than spaces available in a given program (highly competitive), the college will use formal selection techniques to determine final selection, in accordance with the [Ontario Human Rights Code](#) and Ministry of Advanced Education and Skills Development policy.

The selection criteria and their techniques are approved by the Ministry of Advanced Education and Skills Development and include but are not limited to: academic requirements and performance, testing, information session participation, resumés, reports, physical health and age requirements.

These techniques may vary from program to program. For programs requiring selection testing, a non-refundable testing fee is required. This fee must be paid at the time of scheduling the test. Students are notified of this fee once they apply to the college. The testing fee is non-refundable if the student chooses not to write, fails the test, does not meet entrance requirements, does not receive an offer to the program, or chooses not to attend if accepted.

2.10 Priority of admissions

When a program is highly competitive, applicants will be admitted to the college in the following order, as required by the Ministry:

1. Permanent residents of Canada
2. Citizens of other countries

2.11 Advanced standing

Advanced standing uses a number of relevant postsecondary credits from recognized and accredited institutions and/or relevant life/learning experience toward course exemptions in a student's Georgian College program that places the student in a semester beyond their first. Receipt of advanced standing does not imply admission to a specific program. Applicants must apply through the standard application process (see Section 2.1 for information on how to apply) and admission will be based on meeting of admission criteria and space availability.

2.11.1 Process

For the student to properly plan his or her academic progress, all requests for advanced standing should be made at the time of application. A \$100 fee is required for all advanced standing requests, as well as any Prior Learning Assessment and Recognition (PLAR) if applicable (see section 3.3.2 *Prior learning assessment and recognition PLAR*).

- It is the student's responsibility to be informed of the Georgian College courses for which he or she is seeking advanced standing.
- At this point, a consultation with the program co-ordinator is recommended.
- The student must obtain the necessary documentation for prior life/learning experience and/or the courses in his or her previous studies, including course grades (official transcripts) and course outlines/descriptions that will allow an assessor to evaluate whether the learning matches that of the Georgian College courses, and whether the student's performance is sufficient to warrant advanced standing. Examinations or other evaluations may be required. See Section 3.3, *Assessment of Previous Learning*.
- The student must pay applicable fees and complete a request for assessment of previous learning form available at GeorgianCollege.ca/admissions/credit-transfer/.
- The student must then take the completed form and documentation to his or her program area to arrange for the advanced standing assessment.
- The program area will forward the assessment to the Office of the Registrar for final approval. The approval will be posted on Banner, the college's student information system. Copies of declined requests may be obtained through the academic area.
- Inquiries regarding assessments should be directed to the academic area or the Office of the Registrar.
- Applications must be submitted to full-time programs (see Section 2.1 for information on how to apply).

Advanced standing will appear on the student's grade report or transcript. The result of an advanced standing assessment is final and is not subject to appeal. See the following sections for more detailed information on advanced standing requests.

2.11.2 Articulation and transfer agreements

Articulation and transfer agreements allow Georgian College graduates to enter programs at other institutions with transfer credits so that they do not have to repeat courses. To provide opportunities for advanced studies to our students and graduates, Georgian College has developed agreements with many institutions. For more information, please visit the articulation page. GeorgianCollege.ca/articulations.

Changes and updates to these articulation/transfer opportunities occur throughout the year. Georgian endeavours to ensure the accuracy of each articulation opportunity, however changes may occur in program offerings, admission requirements and transfer credits granted by participating institutions. Georgian College makes no representation as to the continued offering by the articulating institution of the related programs/degrees. Students must check directly with the articulating/transfer institution for any related current information and status.

If a student is entering Georgian College from another educational institution that has an articulation agreement with Georgian College, the student must identify this fact prior to registration so that appropriate advanced standing credits can be assigned.

2.11.3 Certificate program to diploma program

Applicants who are presenting a cumulative average of 60 per cent (C) or better will be considered for advanced standing, depending on the degree of affinity of the college program with Georgian's program. Most courses are evaluated on an individual basis (see also Section 3.3.1, *Credit transfer/exemption*).

2.11.4 Diploma program to Georgian degree program

Graduates who are presenting an overall GPA of 60 percent (C) or greater from a two- or three-year diploma program from an accredited and recognized college will be considered for admission to a Georgian degree program; some exceptions apply (see program outline). For advanced standing, graduates of either two or three year diploma programs may be eligible for individual or block transfer credits depending on the overall GPA obtained in the diploma program and the field of study. Credit may only be granted for courses with a grade of 60 per cent (C) or better; some program exceptions apply (see program outline). Please refer to Section 3.3.1, *Credit transfer/exemption*, for more information.

2.11.5 Degree program to diploma/certificate program

Applicants who are presenting a cumulative average of 60 per cent (C) or greater will be considered for advanced standing, depending on the degree of affinity of the degree program with the diploma/certificate program; some exceptions apply (see program outline). Most courses are evaluated on an individual basis (see also Section 3.3.1, *Credit transfer/exemption*).

2.11.6 Degree program to degree program

Acceptance of transfer credits from degree programs shall be based on the recognition that, while learning experiences may differ in a variety of

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ways, their substance may be essentially equivalent in terms of their content and rigour. As often as possible, acceptance of transfer shall allow for the maximum recognition of previous learning experience in degree-level courses.

Subject to degree, grade and program requirements, any course offered for credit by one institution shall be accepted for credit by another institution when there is essential equivalency in course content. For more information, please refer to Section 3.3, *Assessment of previous learning*.

2.11.7 Qualifying bridge program to degree program

Applicants who have successfully completed a Georgian qualifying bridge program with a grade of 60 per cent or greater in each course and an overall average of 65 per cent for the program will be considered for admission, with advanced standing, into a Georgian degree program.

2.12 Offer of admission (acceptance letter) and accepting the offer

Applicants will be notified of their acceptance in an offer of admission letter from the college and all offers will be displayed on the college Web for Admissions applicant service and at ontariocolleges.ca. For programs that start in the fall and winter term, acceptance letters are mailed out commencing Feb. 1 for most programs and the second week of March for highly competitive programs and/or programs with selection processes.

Applicants have until May 1 to accept the offer through ontariocolleges.ca, which will reserve a space for them in that program. An applicant may accept only one offer of admission on ontariocolleges.ca at one time. Applicants who do not respond before May 1 may forfeit their place in the program to students on the waiting list. Applicants who receive an offer of admission after May 1 have 10 working days to accept the offer.

After the offer is accepted (conditional or final), applicants will be required to pay a non-refundable deposit or full fees by the fee deadline to confirm their seat. For more information, see Section 3.1.2, *Tuition deposits*.

Applicants may be conditionally accepted pending fulfillment of requirements stated in the program outline and by checking the college's Web for Admissions applicant service. GeorgianCollege.ca/web-for-admissions. All conditions must be met before final admission is granted. Applicants who do not meet the conditions will be notified by an Admissions Officer. Deposit payments are not refunded for any reason, including an inability to meet admission requirements. Applicants who meet the requirements will not be notified. It is the applicant's responsibility to check their conditional status on the college's Web for Admissions applicant service. Dates and processes mentioned above apply to conditional and final offers. Conditional offers are valid offers and must be confirmed and paid by all deadlines.

International students: For more information, please see Section 2.1.4, *Admissions: International students*.

2.12.1 Waiting lists

Qualified applicants who are not initially accepted may be placed on a waiting list. An admission selection procedure will be used to establish which applicants will be placed on the list and in which order they will appear. Applicants placed on a waiting list for a program that also has a scheduled January or May intake may be offered admission for the next intake, without the need to reapply. Applicants will be advised if this is the case. If a seat becomes available, an applicant will be contacted by an admissions officer. Applicants who apply for more than one Georgian program can remain on the wait list for one Georgian program while accepting the offer for a different Georgian program. Applications received after Feb. 1 are considered on a first-come, first-served basis.

2.13 Re-admission

Students must apply for re-admission in any of the following circumstances:

- If the student has failed to remain continuously registered following the typical sequence of semesters for his or her program.
- If the student has received a promotional decision from his/her program area indicating that he or she must re-apply for admission because of unsatisfactory progress.

2.13.1 Guidelines

When a student is re-admitted to the college, he or she must successfully complete the graduation requirements described in the current program outline. Students in semester one who need to retake or start over in semester one must apply for re-admission through ontariocolleges.ca.

Those in subsequent semesters must apply using an internal college application form. There is a \$75 non-refundable fee payable at the time of application. The program co-ordinator and the Office of the Registrar will determine the student's academic eligibility for re-admission. The Office of the Registrar will inform the student of the decision.

2.13.2 Process

Before being re-admitted, the student's progress will be reviewed. This review may include examination of any of the following:

- Health records and current health assessment
- Interview results
- Transcripts
- Course outlines
- Evaluations from previous academic records
- Letters of reference from employing agencies or other educational institutions
- Diagnostic testing (fees may apply)

Priority for re-admission will be given to the following:

- Students returning to any year of their program who have had an illness and whose physician recommends, in writing, that the student is able to cope with the physical, emotional and cognitive demands of the program.
- Students who have failed or withdrawn from any previous courses in which the program co-ordinator and the Office of the Registrar have determined that the student has a reasonable chance of success.

2.14 Program transfer

Students wishing to transfer to another program in an advanced level or to the same program at a different campus must apply for program transfer.

2.14.1 Guidelines

When a student is transferred, he or she must successfully complete the graduation requirements described in the current program outline.

There is a \$50 non-refundable fee payable at the time of application for program transfer (except if transferring to the same program, different campus). This fee must be submitted to the Office of the Registrar when the application for transfer is made.

The program co-ordinator and the Office of the Registrar determine the student's academic eligibility for transfer. Transfer to another program or level is determined according to available space. The Office of the Registrar will inform the student of the decision.

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2.14.2 Process

Before being transferred, the student's progress will be reviewed. This review may include examination of any of the following:

- Health records and current health assessment
- Interview results
- Transcripts
- Course outlines
- Evaluations from previous academic records
- Letters of reference from employing agencies or other educational institutions
- Diagnostic testing (fees may apply)

Priority for transfer will be given in the following priority sequence:

1. Students wishing to transfer to the same program at a different campus.
2. Students wishing to transfer to similar programs at the same campus, where the curriculum is identical or almost identical.
3. Students applying to transfer from another program at Georgian College.
4. Students applying to transfer from a program at another institution.

2.15 Special needs applicants

Georgian College encourages academically qualified people with special needs to apply for admission to its programs. While all students must satisfy the usual admission and graduation requirements, the college recognizes that students with special needs may require individualized assistance. This assistance is also available to students with short-term special needs. Students with learning disabilities should contact a learning disabilities co-ordinator at 705.722.1523 to discuss opportunities at Georgian College.

For details about the modified admissions process, please visit GeorgianCollege.ca/student-services/accessibility-services/

The college adheres to the Ontario Human Rights Code and will make every effort to provide reasonable academic accommodation to students who have special needs. These accommodations provide special needs students with an equal opportunity to meet the standards of the courses in their programs.

To discuss services and accommodations, students must contact Accessibility Services upon being admitted to the college. Students will be required to forward all related documentation about their disability to Accessibility Services. For more information, contact: 705.722.1523 (Barrie Campus), 705.329.3113 (Orillia Campus), 519.376.0840, ext. 2099 (Owen Sound Campus) or visit the *Student Services* page on our website.

2.16 Unsuccessful applicants

Applicants who meet admission requirements but did not receive an offer, or applicants who do not meet admission requirements, may view outstanding requirements on the college's Web for Admissions applicant service. Applicant's may discuss alternatives available to them with the Office of the Registrar or a college counsellor. In accordance with ministry guidelines, Georgian College provides a process for reviewing admission decisions. For more information, see Section 9.1, *Admission appeal*. For more information, contact the Office or Registrar at 705.722.1511 or email registrar@georgiancollege.ca