PORTAGE COLLEGE

Application for Admission

We are collecting your personal information under the authority of the Colleges Act (RSA 2000, Chapter F- 25), which mandates the provision of programs and services. We ask this information to determine your eligibility for training and applicable services, and for research and statistical purposes. If you have any questions about the collection, use and/or disclosure of this information, you may contact the Registrar's Office at 780-623-5551.

Please be advised that we cannot process your application until the non-refundable application fee has been paid in full. Please check the Program Dates & Costs schedule on our website for the current application fee rates.

*Continuing Education short courses are not required to pay the application fee. Please contact Student Services for verification.

Program/Course(s) Applied For: _____

Campus Location: ☐ Cold Lake ☐ Lac La Biche ☐ St. Paul
☐ Other Portage Campus _____

Program Start Date: _____
Year: _____
☐ Full time ☐ Part time
☐ Fall Term ☐ Winter Term ☐ Spring Term

How did you find out about this program?
(Check ONE only)

☐ Newspaper ☐ Television ☐ Radio ☐ *Facebook/Twitter/YouTube* ☐ College Website
☐ Viewbook/Brochure ☐ Word of Mouth ☐ Career Day ☐ Open House ☐ Agency Referral
☐ Community Info Fair ☐ High School Visit ☐ Other website/link ☐ High School Counsellor ☐ Previous Program

Have you previously applied to Portage College? ☐ **Yes** ☐ **No** **If yes, what year?** _____

PERSONAL INFORMATION (Please print in all areas or check the appropriate box (es).

Date of Birth (___ / ___ / ___) day month year	Gender ☐ Male ☐ Female	Student ID Number (if known)	Alberta Student Number (if known) (ASN)

Last Name	First Name	Middle Name	Maiden Name (if applicable)

Current Mailing Address (Box Number or Street Address)	City/Town	Province	Country	Postal Code

Alternate Mailing Address (Box Number or Street Address)	City/Town	Province	Country	Postal Code

Home Telephone Number (include area code) ( )	Work Telephone Number (include area code) ( )	Cell Telephone Number (include area code) ( )	Alternate Telephone Number (include area code) ( )	Home Community

E-mail address (please print clearly):

Are you a person with a disability/special needs that requires special considerations? ☐ Yes ☐ No
(If yes, please indicate below)
This could include: ☐ Learning ☐ Emotional/Mental Health ☐ Medical or Addictions ☐ Physical

Citizenship Status
☐ Canadian
☐ Student Visa
☐ Permanent Resident/Landed Immigrant: _____ Date of Entry _____
☐ Other Visa

Marital Status
☐ Married/Common-law
☐ Single
☐ Other

In the past year, I was
☐ A Student
☐ Employed
☐ Other

In the past year, I resided in
☐ Alberta
☐ Another Province
☐ Outside Canada

First Language Spoken	Country of Citizenship	Are you interested in inter-Collegiate Athletic Competition? ☐ Yes ☐ No If yes, which sport?

If you wish to declare that you are an Aboriginal person, please specify:

☐ Status Indian/First Nations ☐ Non-status Indian/First Nations ☐ Métis ☐ Inuit

Alberta Advanced Education and Technology is collecting this personal information pursuant to section 33 C of the FOIP Act as the information relates directly to and is necessary to meet its mandate and responsibilities to measure system effectiveness over time and develop policies, programs and services to improve Aboriginal Learner success.

For further information or if you have questions regarding the collection activity, please contact the Office of the Director, Business Operations and Reporting, Post-Secondary Excellence Division, Alberta Advanced Education and Technology, 10155-102 Street, Edmonton, AB, T5J 4L5, 780-427-7145 or Portage College Registrar's Office.

Apprenticeship Students ONLY

Apprenticeship Number: _____

ACADEMIC INFORMATION

Are You Attending High School Now? ☐ Yes ☐ No   Will you or do you have a High School Diploma? ☐ Yes ☐ No

If Yes, What Grade? _____ When Will You Finish? _____

If No, Last Grade Completed? _____ When Did You Last Attend? _____

Last High School Attended or Attending?

NAME: CITY: PROVINCE: COUNTRY:

Post-Secondary Education – Name of Institution	Location	Year Last Attended / Currently Attending (year/month)	Length of Program	Certificate / Diploma / Degree Obtained Or Number of Years Completed

CONSENT TO RELEASE INFORMATION

I authorize Portage College to disclose relevant personal information about me collected on this form, as required:

- to affiliated service providers for the purposes of confirming my enrolment status to determine my eligibility for services
- to Alberta Advanced Education and Technology, Alberta Human Services (Alberta Employment and Immigration) to maintain enrolment and statistical reporting
- to my funding agency(ies), as required, to confirm my eligibility for funding or continued funding
- to authorize information on this application to be entered into the Apply Alberta system
- to authorize Alberta Education and Apply Alberta's participating institutions to send official transcripts to Portage College
- to authorize Portage College to send a copy or record of this consent to any of the Apply Alberta participating institutions from whom Portage College will be collecting my transcripts.

Applicant's Signature   Date Signed

How to Apply for Admission

1. Submit a completed Application for Admission form to the any of the locations below, by mail or in person. Please enclose a non-refundable application fee. We cannot process your application until payment is received.

   Admissions
   Portage College
   Cold Lake Campus
   101, 7825 – 51 Street
   (Cold Lake Energy Centre)
   Cold Lake, Alberta T9M 0B6
   Toll Free: 1-866-623-5551

   Admissions
   Portage College
   Lac La Biche Campus
   Box 417 (9531 - 94 Avenue)
   Lac La Biche, Alberta T0A 2C0
   Phone: 780-623-5551
   Toll Free: 1-866-623-5551

   Admissions
   Portage College
   St. Paul Campus
   Box 1471 (5205 - 50 Avenue)
   St. Paul, Alberta T0A 3A0
   Toll Free: 1-866-623-5551

   ** Apprenticeship Programs: Please Contact The Lac La Biche Location for Additional Requirements.

2. Applicants who have completed out of province education or non-participating institutions with Apply Alberta must contact the appropriate department of education or educational institution to obtain official transcripts. Official transcripts must be sent directly from the issuing institution to the Registrar.
3. Letters of reference, medical forms and questionnaires are often used to assist in evaluating the suitability of applicants for certain programs. When requested, this information must be submitted to complete an application. Your file must be complete to be considered for admission.

Note: All documents submitted become the property of Portage College. They will not be returned to you.

FOR OFFICE USE ONLY

Application Fee Assessed? _____ Initial _____ Date _____ Receipt Number _____

☐ Accepted   ☐ Conditional acceptance   ☐ Selection Pending   ☐ Waitlisted   ☐ Denied

Conditions:

Program (if different from program applied for)	Program Start Date	Program End Date	Authorized by

(AppAdm – May 2023)