

## POLICY

**Title:** Admissions Policy

**Policy Statement:**

**The Board of Governors of Northern Lakes College is committed to ensuring that all qualified students are given fair and reasonable admission to College programs and courses.**

**Approved:** \_\_\_\_\_  
(Chair of the Board) (Date)

**Date(s) Approved/or Reviewed/or Revised:** July 20, 2011.

**Effective Date:** September 20, 2011.

**Stakeholders Consulted (Date):** Senior Management Team Sub Committee June 28, 2011.

**Reference to other Documents (if any):** Alberta Post-Secondary Learning Act, Student Services Admissions Procedure.

**Guidelines:**

1. The principle of 'first to come qualified, first-served' applies to all students who meet program admission requirements.
2. Admission requirements will be established in response to education and industry standards; meeting these admission requirements provides students with a reasonable opportunity to successfully complete the program.
3. The College recognizes the importance of each student having a financial plan and resources in place as a critical success factor in program completion.
4. Admission to oversubscribed programs may be limited if resources are not available to create new spaces in a timely manner.
5. The College reserves the right to determine program delivery sites based on anticipated enrollment numbers; resources for undersubscribed locations in particular may be re-allocated to locations with high demand.