



## ADMISSION REQUIREMENT

Where Learning is the Fundamental Skill.

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### Program Name: Accounting & Payroll Administration (APA)

#### 1. Standard Admission:

- A) For students who acquired recognition for education and training they received in Canada
- Canadian High School Diploma or equivalent (verified transcript required) with minimum score of 50% or better in Grade 12 English and Math
  - General Equivalency Diploma (G.E.D)
- B) For students who acquired recognition for education and training they received outside of Canada
- International Qualifications Assessment Service (IQAS) Certificate

#### 2. Mature Admission:

- Must be at least 18 years old
- Satisfactory result on the College Admission Test (Wonderlic-SLE = 21 score) to determine suitability for the profession and opportunity for success in the program.
- If English is not a student's primary language, proof of English Proficiency demonstrated by achieving any of these criteria:
  - a. Canadian Language Benchmark Level 7 – CELPIP General Test with minimum score of 7 in all strands
  - b. TOEFL with minimum score of 77 (Intermediate2)
  - c. IELTS with minimum score of 6 in all strands

#### 3. Additional Requirements:

- A) Successful interview(s) with school administration is required.
- B) Attend the program orientation prior to the start of the program.

\*Please note, some practicum hosts will require their practicum students to have the following (and it is strongly recommended that all students have the following, for their own protection and the protection of patients):

- Students must provide a medical certificate, proof of immunization for Hepatitis, influenza, diphtheria/tetanus, polio, measles/mumps/rubella, chicken pox, and pertussis, and a complete CPR & First Aid certification prior to practicum.
- Negative TB skin test, or if the skin test is positive, then proof of negative TB chest X-ray.

*For questions and clarifications, please contact admissions:*

EMAIL: [admissions@bymcollege.ca](mailto:admissions@bymcollege.ca)

Subject Line: INQUIRY – APA PROGRAM ADMISSION REQUIREMENT

CALL / TEXT: 403 – 836 – 3428