

Approval Date: August 17, 2009

Parent Policy: [Admissions Policy](#)

Undergraduate Admissions Procedure

Office of Administrative Responsibility:	Office of the Registrar
Approver:	Provost and Vice-President (Academic)
Scope:	Compliance with University procedure extends to all members of the University community.

Purpose

To outline procedures relating to the administration of undergraduate admission regulations at the University of Alberta. (Admission requirements for the University and for all Faculties are found in the *University Calendar*.)

PROCEDURE

1. EFFECTIVE DATE OF CHANGES TO ADMISSION REGULATIONS

Following approval by GFC:

- a. Where changes to **admission** regulations may disadvantage students in the current admission cycle, normally implementation will be effective after the change has been published in the *University Calendar* for one full year (i.e., effective the second year that the information is published in the *University Calendar*).

For example, a change approved in May 2005 would be first published in the 2006-2007 *University Calendar* in March 2006. Therefore the statement cannot come into effect until September 2007 (affecting applicants who apply for the September 2007 term beginning July 2006).

- b. Where changes to admission regulations are deemed by the approving body to be “advantageous to students”, normally the date of implementation will be effective immediately or at the next available intake for the admitting Faculty.

2. BLENDED GRADE

In calculating admission averages for high school applicants, the University of Alberta will use the **blended grade** for subjects in which a provincial examination is given, as in the case of Alberta Diploma Examinations.

3. APPLICANT PROVISIONS

- a. Each Faculty which does not require pre-professional university level studies in its undergraduate program may provide for the admission of applicants with **non-matriculated standing**. Applicants who have a non-matriculated standing may be considered under Non-matriculated applicant criteria, as specified by the Faculties and published in the *University Calendar*.
- b. The minimum age to be considered for admission will be sixteen years by the first day of classes of the term for which admission is sought, but a Faculty will be permitted a measure of latitude in considering students younger than this.
- c. The University of Alberta encourages applications from Aboriginal peoples. Particular admission provisions as published in the *University Calendar* may apply.
- d. The University of Alberta formally recognizes approved Advanced Placement (AP) and International Baccalaureate (IB) courses for advanced standing or placement on admission to the University.

DEFINITIONS

Any definitions listed in the following table apply to this document only with no implied or intended

institution-wide use. [▲Top](#)

Admission

Acceptance of a candidate for enrolment in a specified program and Faculty.

Blended Grade

The combination of a school-awarded and a provincial examination grade.

Non-Matriculated Standing

The designation given to applicants who do not meet the normal minimum matriculation requirements for admission to a Faculty. Non-matriculated applicants must be 21 years or older by the first day of classes of the term in which admission is sought.

FORMS

There are no forms for this procedure. [▲Top](#)

RELATED LINKS

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[Office of the Registrar](#) (University of Alberta)

[Post-Secondary Learning Act](#) (Government of Alberta)

[Quota Program Admissions Committees: Terms of Reference](#) (University of Alberta)

[University Calendar](#) (University of Alberta)