

# STUDENT ADMISSION



**THOMPSON  
RIVERS  
UNIVERSITY**

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<b>POLICY NUMBER</b>	ED 01-0
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<b>AUTHORITY</b>	Senate and Planning Council for Open Learning
<b>PRIMARY CONTACT</b>	Registrar

## POLICY

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Thompson Rivers University is dedicated to providing learners in British Columbia, Canada, and around the world with access to post-secondary education. Admissions criteria must adhere to the following principles:

- Support access from a broad spectrum of prior academic preparation
- Ensure students are prepared to succeed in TRU programs and courses
- Optimize utilization of available student spaces where limited
- Be transparent, fair, and equitable

## REGULATIONS

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### Preamble

Courses and programs at Thompson Rivers University may be subject to *general admission requirements* as well as *program-specific admission requirements* and/or *course prerequisites*. General admission requirements apply to a broad range of programs depending on the academic level and/or delivery method; program-specific admission requirements apply to specific programs; prerequisites apply to specific courses.

### **I. Admission to Courses and Programs offered through Open Learning**

1. Courses offered through Open Learning have no general admission requirements. Some courses through Open Learning have prerequisites that must be met prior to registering. Prerequisites are published annually in the TRU Open Learning Calendar as per approved curriculum.
2. Programs offered through Open Learning have no general admission requirements. Some programs offered through Open Learning are subject to program-specific admission criteria. These criteria are published annually in the TRU Open Learning Calendar as per approved curriculum.

Students pursuing courses and/or programs through Open Learning are expected to have proficiency in English commensurate with their selected level of study. Unless stated otherwise in a course or program description, post-secondary reading and writing skills are essential for academic success.

## **II. Admission to Access Programs on Campus**

Access programs, i.e. Developmental Education programs, comprise Adult Basic Education, Education and Skills Training, and English as a Second Language. Access programs do not have general admission requirements. Program-specific admission requirements for Access programs are published annually in the TRU Academic Calendar as per approved curriculum. Registration in Access courses may be subject to placement in the appropriate level based on prior academic achievement and/or assessment.

## **III. Admission to Vocational Programs on Campus**

Vocational programs comprise trades foundation and apprenticeship programs as well as some career and technical programs. Vocational programs do not have general admission requirements. Vocational programs have various program-specific admission requirements depending on the nature of the program and vocation. Program-specific admission requirements for Vocational programs are published annually in the TRU Academic Calendar as per approved curriculum.

## **IV. Admission to Undergraduate Academic Programs on Campus**

To qualify for admission to undergraduate academic programs on campus, applicants must meet the general admission requirements as well as any program-specific admission requirements where applicable.

### **1. General Admission Requirements for Undergraduate Academic Programs on Campus**

#### **a. Applicant Categories for Undergraduate Academic Programs on Campus**

Unless otherwise specified in published program-specific requirements, successful applicants to undergraduate academic programs must qualify under at least one of the following applicant categories prior to admission:

- i. High School:** High School applicants must have graduated, or be graduating, from a recognized high school curriculum prior to the start of the term they've applied to. Home-schooling and non-recognized high school curricula will be considered on a case-by-case basis and may require supplementary evidence of academic ability.
- ii. Transfer:** Transfer applicants must have successfully completed or be completing the equivalent of at least 12 credits of coursework that is transferrable to TRU from a recognized post-

secondary institution prior to the start of the term they've applied to.

- iii. **Mature:** Mature applicants must be at least 19 years of age on or before the first day of the term they've applied to, have no formal education experience in the last two years, and do not qualify as a High School or Transfer applicant.

**b. English Language Admission Requirement for Undergraduate Academic Programs on Campus**

Unless otherwise specified in published program-specific requirements, successful applicants to undergraduate academic programs must satisfy the English Language Admission Requirement by meeting at least one of the following prior to admission:

i. High School English

**For Degree programs:** BC English Studies 12 or English First Peoples 12 with a minimum grade of 73% (B), or comparable achievement in a recognized high school or postsecondary curriculum.

**For Diploma and Certificate programs:** BC English Studies 12 or English First Peoples 12 with a minimum grade of 67% (C+), or comparable achievement in a recognized high school or postsecondary curriculum.

ii. English Language Proficiency Assessment

TOEFL iBT overall score of 88 or greater with no section below 20, or comparable achievement on an alternative approved English language proficiency assessment. A list of approved alternative assessments is published annually in the TRU Academic Calendar.

Applicants to undergraduate academic programs on campus who, based on required documentation, do not fully meet the stated English language admission requirement may still be granted admission with registration being limited and subject to successful completion of Developmental Education coursework.

**2. Program-specific Admission Requirements for Undergraduate Academic Programs on Campus**

Some programs have specific admission requirements to ensure adequate preparation of incoming students. These criteria are published annually in the TRU Academic Calendar as per approved curriculum. In some cases, program-specific requirements may require higher levels of achievement than those outlined as minimum general admission requirements.

Applicants to undergraduate academic programs who do not meet all program-specific admission requirements may still be granted admission with registration

being limited and subject to successful completion of Developmental Education coursework in required subjects.

TRU recognizes that applicants may present extenuating circumstances warranting the consideration of evidence of academic aptitude other than those outlined here. In such a case, the University Registrar, in consultation with the appropriate Dean, may make a discretionary decision to offer an applicant admission to an undergraduate academic program in absence of them having met published admission requirements.

## **V. Admission to Graduate Programs on Campus**

To qualify for admission to graduate programs, applicants must meet the general admission requirements as well as any program-specific admission requirements where applicable.

### **1. General Admission Requirements for Graduate Programs on Campus**

Successful applicants to graduate programs must meet all of the following general admission requirements:

- a. A three- or four-year baccalaureate degree or an equivalent degree from a recognized institution. Degrees and grades from international applicants will be assessed on their equivalency to those of TRU.
- b. A minimum grade point average of 3.00 (on a 4.33-point scale) in the last two years of an undergraduate degree (60 out of 120 credits), or the equivalent of two years of full-time study.

#### **c. English Language Admission Requirement for Graduate Programs on Campus**

Unless otherwise specified in published program-specific requirements, successful applicants to graduate programs must satisfy the English Language Admission Requirement by presenting at least one of the following:

- i. A three- or four-year baccalaureate or equivalent degree from a recognized English-speaking institution.
- ii. TOEFL iBT overall score of 88 or greater with no section below 20, or equivalent achievement on an alternative approved English language proficiency assessment. A list of approved alternative assessments is published annually in the TRU Academic Calendar.

### **2. Program-specific Admission Requirements for Graduate Programs on Campus**

Some graduate programs have specific admission requirements to ensure adequate preparation of incoming students. These criteria are published annually in the TRU Academic Calendar. In some cases, program-specific requirements may be higher than those outlined as minimum general admission requirements.

TRU recognizes that applicants may present extenuating circumstances warranting the consideration of evidence of academic aptitude other than those outlined here. In such a case, the University Registrar, in consultation with the appropriate Dean, may make a discretionary decision to offer an applicant admission to a graduate program in absence of them having met published admission requirements.

## **VI. Other Types of Admission**

### **1. Visiting Students**

Visiting students must be pursuing a credential at another recognized post-secondary institution and have permission from their home institution to engage in coursework and/or research at TRU toward their credential at their home institution.

### **2. Dual Credit**

High school students in their grade 11 or grade 12 year may be permitted to take a limited number of undergraduate courses at TRU through an undeclared program. Credit earned can be applied toward future undergraduate credentials at TRU and may count as credit toward high school graduation. Counting undergraduate credit for high school graduation is subject to approval of the applicable school district.

## **VII. Selection Criteria**

Programs that limit the number of students enrolled due to capacity and/or required qualifications may select applicants for admission based on one or more of the following:

### **1. First-qualified, First-admitted**

Unless otherwise specified, offers of admission are made on a rolling basis to those applicants who provide all required documentation to qualify until all available seats are filled.

### **2. Admission Average/GPA**

High school averages and/or post-secondary GPAs may be used to select candidates on a competitive basis where published as a program-specific requirement.

Admission averages/GPAs may also be used to inform services and supports offered to students in the interest of student success and academic progression.

### **3. Individual Course Grades**

Performance in individual high school or transferrable post-secondary courses may be used to identify successful applicants where published as program-specific admission requirements.

Individual course grades may also be used to inform services and supports offered to students in the interest of student success and academic progression.

#### **4. Interviews, Letters of Reference and Other Supporting Documentation**

Some selective programs may require applicants to participate in an admissions interview and/or submit letters of reference or other documentation to be assessed in a competitive selection process. Such requirements will be published as program-specific admission requirements.

Such additional supporting documentation may also be used to inform services and supports offered to students in the interest of student success and academic progression.

### **VIII. Application Deadlines and Fees**

1. Application deadlines are established by the University Registrar and published annually on the University website. In the case of limited and selective programs, deadlines will be established in consultation with the Program Chair/Coordinator (or designate). In the case of international applicants, deadlines will be established in consultation with the Associate Vice-President International.
2. Application fees are set by the Board of Governors and published annually on the University website.