2022-2023 Admissions Update

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Overview

• What’s New?
• Changes to Program Admission
• Admission @ MacEwan University
  – Application for Admission
  – General Admission Processes
  – Accept/Decline Offer
  – My Application
WHAT’S NEW?
What’s New?

• Admission Evaluation Management (AEM)
  – Increased automation of admission process, especially for high school applicants.
  – Decreased time to decision.
  – Improve overall applicant experience.

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What’s New?

• Electronic Document Management System (EDMS)
  – Digitization of applicant and student records.
  – Ability for applicants to upload admission documents directly to their records.

• Coming...
  – Modernization of the Online Application
CHANGES TO PROGRAM ADMISSION
Program Admission

• Updated admission requirements are outlined in the 2021-2022 High School Counsellors’ Update Sheet.

• Bachelor of Science in Engineering University Transfer – Suspension of Admission Intake
• Alberta Foundation Program – A preparatory program designed to improve students admissibility to post-secondary studies through dedicated support and mentorship.
Program Admission

- Bachelor of Fine Arts
  - Arts & Cultural Management - removal of the Statement of Intent
  - Musical Theatre Performance – addition of a Cover Letter and Resume
  - Studio Arts
  - Theatre Production

- Bachelor of Commerce
  - Winter Intake, application deadline is September 30th.
Program Admission

• Equity Admission
  – Bachelor of Child & Youth Care
  – Bachelor of Social Work
  – Social Work, diploma

• Mature Student Admission
  • Applicants must be 20 years of age (by the Last Day to add/drop classes for Regular Session) and have been out of high school for one year.
  • Open only to Canadian applicants.
APPLICATION FOR ADMISSION
Application

• Applicants apply through ApplyAlberta.
• List all educational institutions attended.
• Applicants who participate in dual-credit opportunities must list the post-secondary institution as well.
• A complete listing of all Grade 12 courses on their application for admission, including completed, in progress and planning to take.
• Detail Academic Reports (DAR) available in myPass
  – Applicants forgot to provide information on their application
  – Diploma exam is off-sequence for posting of grades

• Only one application can be active in each admission intake. *Note: A new application will cancel any previous application.*
Program Choices

• Applicants can identify up to two program choices on a single application; in the order of preference.

• The second-choice program is only evaluated if an applicant is deemed ineligible, placed on a waitlist/rank list for their first-choice program, or they request a change to their program preference.
Application Deadlines

• Refer to Admission Dates and Deadlines.

• International applicants must apply by May 1st, unless applying to a program with an earlier application deadline.

• Programs with Other Admission Requirements (e.g., portfolios, personal profiles, reference letters, fitness tests, etc.) have published deadlines.
GENERAL ADMISSION
Admission Method

• First qualified, first admitted
  Applicants are admitted based on the date that they qualify for admission.

• Competitive
  Applicants are admitted based on the competitive ranking (i.e., academic average or admission score) of their application.
First Qualified, First Admitted

• Applicants must present the minimum admission requirements.

• Admission is based on the date of qualification (i.e., applicant demonstrates fulfillment of the minimum admission requirements).
Competitive

• Applicants must present the competitive admission average and/or admission score (i.e., evaluation of ‘other’ admission requirements).

• Competitive admission is solely based on the competitive ranking without regard to the date of qualification.
Competitive

• All required high school courses must completed by June 30th for Fall Term. Summer school courses are not considered.

• Applicants with ‘in-progress’ courses who do not present the competitive admission average at the time of assessment will be placed on a Rank List.

Refer to the individual program admission requirements

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Early Admission

• Applicants must present the following:
  – A complete listing of all Grade 12 courses on their application for admission, including completed, in progress and planning to take.
  – Any additional ‘other’ admission requirements.

• The calculation of the admission average is based on the final grades for Grade 12 course, Grade 11 (for in-progress Grade 12 courses).
  – Final grades as reported by Alberta Education, this may or may not include Diploma marks.
Early Admission

• Applicants who have received early admission must maintain their academic standing (admission average and requisite subjects) to retain their offer of admission.
Entrance Scholarship Program

• Applicants applying to an undergraduate degree program are automatically considered.

• The calculated admission average is used to determine the scholarship level.

• Scholarship offers are included in the admission letter.

• Scholarship offers are subject to change with calculation of final admission average.
ACCEPT OR DECLINE OFFER OF ADMISSION
Accept/Decline Offer

• Applicants are required to accept or decline their offer of admission.
• If an offer is accepted, Canadian applicants must pay a $400 Admission Confirmation Deposit.
• Both steps must be completed within 21 days of the date of the offer of admission. Otherwise, the admission offer is withdrawn.
• Offers of admission made after August 1st (Fall Term), applicants have 3 or 7 days to accept.
Accept/Decline Offer

• If an offer is declined, applicants are asked to state a reason for declining the offer.
  • Remain on waitlist/rank list choose, “*Stay on other program Waitlist.*”
  • To be considered for other program choice, “*Evaluate other program choice.*”
Accept/Decline Offer

• After declining an offer, an applicant may reactivate that program choice by the published application deadline.
• Applicants who wish to decline their offer after accepting the offer and/or paying the deposit, must notify Admissions in writing of their intent to withdraw, admission@MacEwan.ca.
MY APPLICATION
Track My Application

• Apply to MacEwan University via ApplyAlberta

• Applicants will receive two emails
  – An email that provides their MacEwan ID Number and MacEwan Username.
  – An email with their initial password.
Track My Application

- Log on to myPortal.MacEwan.ca
- Select myStudentSystem
Student Homepage

- Students’ gateway to online admission and enrolment activities.
  - Track application status
  - See action items in their To Do List
  - Accept/Decline offer of admission
  - Upload documents
  - Enroll in courses
  - Pay fees
  - Maintain personal information...

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• Upload admission documents
  – High School Registration (e.g., DAR)
  – Personal Profile
  – Police Information Check
• Documents must be PDF format.
• No need to upload Alberta Education transcripts.
Electronic Document Management

- Select document type and click Upload Document.
Contacts

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HOW TO
ACCEPT OR DECLINE
OFFER OF ADMISSION
• Applicants log in to myStudentSystem.
• From the Student Homepage select Admissions & Transfer Credit tile.
Accept/Decline Offer

- Select Application Status.
- Application Status is viewable as well as their To Do List.
- Click on the icon for more details on the status of application.

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• If offered admission to their program it will be displayed in status.
• Choose the applicable decision icon.
• For this example, the offer is accepted.
• Confirm selection.
• Applicants accepting their offer of admission must also pay the Admission Confirmation Deposit.
• Select Pay Admissions Deposit.
Accept Offer

• An Activity Guide, a step-by-step process to pay deposit.
Accept Offer

- Final Step in Activity Guide displays payment result.
• If offered admission to their program it will be displayed in status.
• Applicant Declines offer of admission.
Decline Offer

• Confirm selection.

Step 1 of 2: Confirm

Thank you for your response. We are sorry that you have decided to not accept this offer of admission to MacEwan University. Continue to the Survey in Step 2 and select the reason that has influenced your decision to decline your offer of admission as it will impact your other program choice.

Confirm
• Step 2 – Applicant asked to provide information for their decision.

Please take a moment to give us some more information regarding your decision:

If you plan to attend another post-secondary institution, please select it from the list below:

Please specify the main reason why you chose not to attend this program.

- Employment
- Evaluate other program choice
- Insufficient Finances
- Not first choice institution
- Offer took too long
- Other
- Stay on other program Waitlist