

**Admissions & Recruitment**

Saint Mary's University, Halifax, Nova Scotia, Canada B3H 3C3  
Tel: 902.420.5415 Fax: 902.496.8100 Email: admissions@smu.ca

OFFICE USE ONLY: \_\_\_\_\_ | A | 0 | 0 | | | | | | | |

# UNDERGRADUATE APPLICATION

## START DATE AND PERSONAL DETAILS

### Start Date

When do you wish to start? Year | Y | Y | Y | Y | |  September  January  May  July

Have you ever applied to, attended or worked for Saint Mary's University?

Yes  No If yes, please provide your ID# | A | 0 | 0 | | | | | | | |

## CONTACT INFORMATION

### Full Legal Name

Include your full legal name as it appears on your official identification documents, for example your birth certificate or passport. Your full legal name should also appear on all supporting documents.

\_\_\_\_\_  
Last Name (Surname/Family Name) Previous Surname (if applicable)

\_\_\_\_\_  
First Name Middle Name

\_\_\_\_\_  
Street Address/PO Box/Rural Route/Lot #

\_\_\_\_\_  
City Province/State Postal Code / Zip Code Country

\_\_\_\_\_  
Province of Permanent Residence Telephone Cell Phone

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
SIN (optional) | | | | - | | | - | | | |

\_\_\_\_\_  
Date of Birth | D | D | M | M | Y | Y | Y | Y |

### Gender

Male  Female


### Citizenship Status

Canadian Citizen  Permanent Resident (Landed Immigrant)  Study Visa (International Students)  Other (Specify) \_\_\_\_\_

If you are not a Canadian citizen and you are residing in Canada, indicate your date of entry into Canada | D | D | M | M | Y | Y | Y | Y |

Country of Citizenship (if not Canadian) \_\_\_\_\_ Country of Birth \_\_\_\_\_

### To Apply:

- Please refer to our website smu.ca for information on admission requirements and deadlines.
- Please **complete all sections** of the application.
- Payment of the **application fee** is required to process your application.
- It is the responsibility of the applicant to ensure that all **supporting documents** are received by Systems & Records, as indicated in the application. Applications will not be complete until all supporting documents are received. The  icon indicates when supporting documents may be required to complete your application.
- **Be sure to sign the declaration on the final page** of the application before submitting.
- **Submit your completed application** to Systems & Records, Saint Mary's University, 923 Robie St., Halifax, Nova Scotia, Canada B3H 3C3

## STUDENT STATUS

Please check next to the student status for which you are applying:

First Year Student    Transfer Student    Returning Saint Mary's Student    2nd Degree Student

Audit    Upgrading – Must have completed a first degree

Visiting Student – Student working towards a degree from another institution (see info box below for additional requirements)

Mature Student – Student who is 22 years or older, and out of school for minimum of 5 years (see info box below for additional requirements)

Open Studies Student – Student applying for admission to take courses, but not registering in an academic program

Do you intend to study:    Full time    Part time

## PROGRAM SELECTION

Please indicate the program(s) to which you seek admission. You are encouraged to select more than one program, and order selections in preference. Students will be admitted to the program they have ranked highest, if eligible.

(   ) Bachelor of Arts   (   ) Bachelor of Commerce   (   ) Bachelor of Environmental Studies   (   ) Bachelor of Science   (   ) Diploma in Engineering

### Major or Field of Study (and for 2nd degree applicants)

(For info purposes only; does not guarantee placement in major or field of study.)

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Indicate your intended Major or field of study (e.g. Biology)

## VISITING STUDENTS

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Home University

- Applicants entering directly from high school do not select a major until second year.
- Second degree students need to indicate their intended major.
- For Open Studies, please submit reason for not applying to an academic program.
- For mature students, please submit a letter of intent which states personal and career goals, reasons for applying, and preparations for academic study as well as a résumé.
- For visiting students, a letter of permission from your home university is required in place of transcripts

## APPLICATION FEE

Indicate your method of payment for the non-refundable application fee of \$40.00. The application fee must be received before your application can be processed.

Cheque / Money Order (made payable to Saint Mary's University)    Cash (only when paying in person)    Debit (only when paying in person)

Credit Card:    Visa    Mastercard    American Express

Card Number   | | | | | | | | | | | | | | | | | |

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Name of cardholder (as it appears on the card)

Expiration Date   | M | M | Y | Y | Y | Y |

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Signature of cardholder

## ENGLISH LANGUAGE PROFICIENCY

Is English your first language?    Yes    No   If No, proof of English language proficiency may be required.

Are you planning on taking ESL training before beginning at Saint Mary's University?    Yes    No   If yes, where \_\_\_\_\_

## AGENT REPRESENTATION (INTERNATIONAL STUDENTS)

Do you have an education or international agent representing you?    Yes    No

If so, please name the individual and/or agency \_\_\_\_\_

## NSISP STUDENT

Are you a Nova Scotia International Student Program participant?    Yes    No

- Students who have studied at an English language institution in a country where English is an official language may be exempted from providing proof of English language proficiency.
- Minimum language requirements: 80 iBT (with no band below 20), 6.5 IELTS (with no band below 6.0). For more details, refer to the Viewbook or visit [smu.ca](http://smu.ca).

## SECONDARY STUDY (HIGH SCHOOL)

### Official Transcripts are required.

Official transcripts should include, at a minimum, Grade 11 results, most recent Grade 12 results, and in-progress courses.

High School Attended for Grade 12 (or equivalent) Province and/or Country

Graduation date or last calendar year attended


Is your school semestered?  Yes  No

Have you participated in:  IB Diploma  IB Diploma Courses  AP (College Board)

- If entering directly from high school, completed applications including supporting documents must be received by **March 15** to be guaranteed entrance scholarships. As resources permit, applications received after this date may be considered for entrance scholarships.

## POST-SECONDARY STUDY (COLLEGE/UNIVERSITY)

List all colleges and/or universities you have attended or are currently attending.

 Official Transcripts of all previous college and university studies are required. Transcripts for Saint Mary's University are already on file.

Institution	Province (Country, if outside Canada)	From: month	year	To: month	year	Degree/Diploma

Have you ever been required to withdraw from any post-secondary institution for academic reasons?  Yes  No

If yes, which Institution \_\_\_\_\_ Date

### Most Recent Activity

If you have not attended high school, college or university within the last year, what have you been doing since you left school?

## PARENT/GUARDIAN INFORMATION (OPTIONAL)

If your parent(s) or guardian(s) are interested in receiving news and information about Saint Mary's University, please provide their contact information below.

\_\_\_\_\_  
Last Name (Surname/Family Name) First Name

\_\_\_\_\_  
Last Name (Surname/Family Name) First Name

\_\_\_\_\_  
Street Address/PO Box/Rural Route/Lot#

\_\_\_\_\_  
Street Address/PO Box/Rural Route/Lot#

\_\_\_\_\_  
City Province/State Postal Code Country

\_\_\_\_\_  
City Province/State Postal Code Country

\_\_\_\_\_  
Telephone E-mail

\_\_\_\_\_  
Telephone E-mail

Saint Mary's University graduate?

Saint Mary's University graduate?

\_\_\_\_\_  
Previous Surname (if applicable)

\_\_\_\_\_  
Previous Surname (if applicable)

**SELF-IDENTIFICATION QUESTIONNAIRE (OPTIONAL)** Used only for research and planning of student services.

**Aboriginal Peoples**

For the purposes of this questionnaire, "Aboriginal Peoples" include individuals who are status, non-status, Métis, or Inuit. Based on this definition, do you consider yourself an Aboriginal person?  Yes  No

**Black/Person of African Descent**

Do you consider yourself Black / a person of African descent?  Yes  No

**Students with Special Needs**

Saint Mary's University provides support services to students with disabilities. Applicants are invited to complete the Centre's online registration form at [www.smu.ca/administration/atcentre](http://www.smu.ca/administration/atcentre) or by contacting 902.420.5452. Students should forward relevant documentation regarding their particular disability directly to the Atlantic Centre for Students with Disabilities. Staff at the Atlantic Centre will review the documentation and arrange an interview with the applicant.

**PERMISSION TO RELEASE PERSONAL INFORMATION (OPTIONAL)**

Your written permission is required before any personal information, including admissions decisions, can be released to a third party, for example a parent or a guidance counsellor. If you would like to grant a third party access to your application information, you must indicate so below. Access to your personal information will be granted only during the evaluation of your application.

I hereby consent to the release of information concerning my application for admission during the application evaluation period to:

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Name of Representative

Relationship

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY**

Saint Mary's University gathers and maintains information used for the purposes of admission, registration and other fundamental activities related to being a member of the university community, and a public post-secondary institution in the Province of Nova Scotia; such as contact information regarding university programs, services, university advancement and development. If admitted, it will form part of the student record and may be disclosed to faculty or members of the university staff for officially recognized and legitimate use. In signing an application for admission, any information placed into your student record will be protected and used in compliance with Nova Scotia's Freedom of information and Protection of Privacy Act 1993, c5,s.1.

Regulations relating to all academic matters and student conduct on campus are made by the Board of Governors and the Senate of the university. In making this application, the student agrees to abide by all regulations, from time to time promulgated by the university. Attendance refers to both full-time and part-time and even applies in cases of withdrawal before completion of an academic year or program.

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Signature

Date

Forward your completed application form, fee, and supporting documents (e.g. transcripts) to the following address (via fax or regular mail):

**Systems & Records**

Saint Mary's University, 923 Robie St., Halifax, Nova Scotia, Canada B3H 3C3  
Fax: 902.496.8100

All submitted documents become the property of Saint Mary's University and will not be returned. Your application must be complete to be processed and a decision made. Possession of minimum requirements does not guarantee admission.