****

**It’s CEGEP Application Time!**

**Still not sure what you want to do…?**

**Have questions about CEGEP programs?**

* Pick up CEGEP program booklets/information in the Guidance Office
* Attend the **CEGEP Information Sessions in January & February**
	+ **John Abbott – Wednesday, January 25th from 6:00 to 8:30 p.m.**
	+ **Marianopolis – Monday, January 30th from 4:00 to 7:30 p.m.**
	+ **Dawson – Wednesday, February 1st from 4:00 to 7:00 p.m.**
	+ **Champlain – Thursday, February 2nd 7:00 p.m.**
	+ **Vanier – Saturday, February 4th from 12:00 to 4:00 p.m.**
* Visit the CEGEP websites:

[www.dawsoncollege.qc.ca](http://www.dawsoncollege.qc.ca)

[www.vaniercollege.qc](http://www.vaniercollege.qc)

[www.champlaincollege.qc.ca](http://www.champlaincollege.qc.ca)

[www.marianopolis.edu](http://www.marianopolis.edu)

[www.johnabbott.qc.ca](http://www.johnabbott.qc.ca)

[www.clasalle.com](http://www.clasalle.com)

[www.tav.ca](http://www.tav.ca)

* Speak to CEGEP admissions and/or program coordinator – in person, by phone, or by email
* Make an appointment with your Guidance Counsellor (Ms. Sipos, Ms. Catherine)
* Be informed! Do your research before applying!

**Deadline: March 1st**

**Application Systems**

SRAM Vanier, John Abbott & French CEGEPs

Common Application System Dawson, Champlain-St. Lambert

Marianopolis Handles their own applications

LaSalle College Handles their own applications

TAV Handles their own applications

**Marianopolis College**

Marianopolis College has its own application system:

**Applying to Marianopolis College:**

* Fall 2017 admissions for all programs will begin in mid-January and end March 1, 2017. Applications will be accepted only online through the college website.
* You can make two choices of programs
* The application fee is $50

**S.R.A.M. Application**

(S.R.A.M = Service d’Admission du Montréal Métropolitain)

**(John Abbott, Vanier, and various French CEGEPs)**

[**http://sram.omnivox.ca**](http://sram.omnivox.ca)

**The Application Process:**

* You can select English on the main page
* Follow the online instructions
* It is recommended that you first complete a **PRACTICE application**:

>> Select “*simulation site*” from the SRAM main page OR go to <http://sram-demo.omnivox.ca>

* You will need your QPC (Quebec Permanent Code), which can be found on your *Achievement Record* or on your report card (*this is not your medicare number).*
* SRAM has access to your secondary IV marks online, and the school board will send your secondary V mid-term marks electronically, so you do not have to send any grades with your application.
* If you were born in Quebec, SRAM can access your birth certificate online. If you were born outside Quebec, you must mail or fax a copy of your birth certificate (“long form” – with parents’ name) to SRAM. See next section for info on mailing documents.
* There is a non-refundable application fee of $30, which you can pay online by credit card. You can also mail a money order or certified cheque (payable to SRAM). If mailing the payment, see next section for info on mailing documents.
* Verify all information before submitting... once your application is confirmed:
	+ **Print a copy for yourself**
	+ **Print your transmission receipt**
	+ **Write your file number in a secure place**

**Mailing Additional Documentation to SRAM:**

* Once you submit the application, you will be advised on the screen **if** you need to submit further documentation (e.g. birth certificate, letter, payment, etc.)
* You can upload your documents to <http://sram-myfile.omnivox.ca>
* You can also mail your documents to SRAM, C.P. 11028, succursale Centre-Ville Montreal, Qc, H3C 4W9
* ANY documents that you forward to SRAM must be accompanied by a copy of your **transmission receipt**. You must also **write your file number** on each document.

**Application Status:**

**You can check the status of your application on the SRAM website as often as you’d like:**

* Modify your choice (once file is complete, and before the application deadline)
* Check the status of your application (missing documents, missing payment…)
* Verify if a decision has been made by the college

**Common Application System**

**(Dawson, Champlain St-Lambert)**

[**http://commonapplication.qc.ca**](http://commonapplication.qc.ca)



**The Application Process:**

* Follow the online instructions
* Click on the logo for your **FIRST CHOICE CEGEP** in order to access the application form.
* It is recommended that you first complete a **PRACTICE application** (by selecting the *Simulation* box)
* You will need your QPC (Quebec permanent Code), which can be found on your *Achievement Record* or on your report card.
* The CEGEPs have access to your Sec. 4 *Achievement Record* marksonline (if you attended an EMSB high school, and the school board will send your secondary V mid-term marks electronically, so you do not have to send any grades with your application.
* It is highly recommended that you make both your choices at the same CEGEP.

For example:

 Dawson 1) Commerce

 Dawson 2) Social Science

 Champlain 1) Health Science

 Champlain 2) Commerce

*If you are unsure of your two choices, please see your guidance counsellor!*

* If you are not accepted into your first choice CEGEP / program, your second choice will be evaluated. If your second choice is at a different CEGEP, your application will be transferred to that CEGEP (however, the latter is not advisable).
* There is a non-refundable application fee of $30, which you can pay online by credit card. You can also mail a money order or certified cheque (payable to your first choice CEGEP). If mailing the payment, follow the instructions below re: sending documentation.
* Once your application is confirmed:
	+ **Print a copy for yourself**
	+ **Write your “transaction code” number in a safe place**

**Documentation to be Submitted:**

* **You must send COPIES of the following documents to your first choice CEGEP:**
	+ Birth certificate (“Long form” - with parents’ names)
	+ Proof of your legal status in Canada **if** you were born outside Canada
	+ \*See handout of how to email/mail/fax/bring documents in person

**Application status:**

You can check the status of your application on the website as often as you’d like.

**Need assistance?**

If you have problems with your application, contact your college of first choice:

**Champlain**: 450-672-6240 **Dawson**: 514-933-1234

#### Miscellaneous Additional Information:

* **Do not apply to programs for which you do not have all the necessary prerequisites!**

Prerequisites are listed in the SRAM Guide, the CEGEP websites, and their brochures. Even if you indicate your intent to take a missing prerequisite in the summer, the program will be filled by applicants who already have the prerequisite. If you do end up taking a prerequisite course for your preferred program during the summer, you can contact the CEGEP after the summer course to ask if it is possible to re-evaluate your application for the new program. This is done in exceptional cases only, and depends on space availability.

* **Vanier** – It is possible to apply to the following 3 year career programs at Vanier if you are missing only one prerequisite and indicate in a letter that you would be willing to attend summer school.

*Environmental and Wildlife Management*

*Computerized Systems Technology*

*Building Systems Engineering Technology*

*Computer Science Technology*

* **Dawson** – last year the following programs admitted students who were missing one prerequisite and were allowed to take it in their summer “rattrapage” session:

*Electronics Technology*

*Mechanical Engineering Technology*

*Industrial Design*

*Please note that there is* ***no guarantee*** *that the same will be true for admissions this year. Best to speak to your guidance counsellor who can then check with the CEGEP regarding the particular program you are interested in and lack a prerequisite.*

* **CEGEP admissions are NOT based on “first come, first served”**. Your chances of being accepted do not improve just because you send your application in earlier than someone else. All applications are ranked by grades and program. Take the time to make the right choice. *Remember to submit your application & all required documents by the March 1st deadline!*

**GOOD LUCK!!!**

DON’T HESITATE TO ASK FOR HELP!

Ms. Sipos & Ms. Catherine, Guidance Counsellors

![C:\Documents and Settings\gbazergui\Local Settings\Temporary Internet Files\Content.IE5\7TI7RVOU\MC900030022[1].wmf]()