

Preparing your application – Verify the requirements carefully!

For your intended program, be sure to check that you have:

- 1) The REQUIRED program prerequisites
(i.e. M506 for Commerce)
- 2) The REQUIRED minimum cutoff average
(see Guidance for the specifics for your program)

As well, some programs may require:

- Letter of Intent
- Portfolio (many of the Arts Programs)
- Audition (Theatre and Music)
- Interview (CRLT, Special Care Counselling)

Important

You may be called for an English Admissions Test, or an Audition or an Interview depending on your program of choice. It is mandatory that you attend these appointments.

All applications are completed online – you will need:

1. A valid e-mail address
2. Birth Certificate
3. Permanent Code (e.g. ABCD12123434 - found on any RHS report card or MELS Achievement Record; this is not your Medicare Card number)
4. Credit Card – if paying online
5. Social Insurance Number

Common Application System

Dawson College and Champlain College – St-Lambert

Apply online at <http://commonapplication.qc.ca>

Welcome to the **Common Application System** FALL 2016 Admissions Regular Day Students Deadline to apply **March 1, 2016** Français You have **0** days left to submit your application

From this site you can:

- Complete and submit your application form electronically.
- Pay the admission fee.
- Receive immediate confirmation that your application has been received.
- View your submitted application.

Before applying be sure to visit the CAS college websites. Be sure to find out:

- What programs are available?
- Do I have the prerequisites?
- Which documents do I mail in once I apply?
- I completed high school outside the province of Quebec, what important information do I need to know?

For admissions requirements and program information, visit our webpages:

- [Champlain Saint-Lambert](#)
- [Dawson College](#)

Login
Once you have completed an application, you will obtain a transaction code.
If you wish to view your completed application, enter the transaction code here:

Transaction Code:

Date of Birth (yyyymm):

[If you forgot your transaction code, click here](#)

To apply, click on the logo of your college of first choice:

Check this box if you wish to do a simulation first.

Champlain
COLLEGESAINTE-LAMBERT

DAWSON
COLLEGE

- Step 1 - Identification
- Step 2 - Legal Status
- Step 3 - Coordinates
- Step 4 - Academic Background
- Step 5 - Previous Schools
- Step 6 - Program Choice
- Step 7 - Summary
- Application Submitted

Once your application is submitted you will receive a "transaction code" – write it down in a secure place so that you can access your file online afterwards!

Dawson College and Champlain College – St-Lambert

CHAMPLAIN COLLEGE SAINT-LAMBERT

<http://champlainonline.com> (450) 672-6240

DAWSON COLLEGE

<http://www.dawsoncollege.qc.ca> (514) 933-1234

1. Consult individual College publications or websites for program descriptions.
2. Complete only ONE application form. Separate applications to both Colleges in the Common Application System will **not** be considered. (See chart inside for choice of College and/or program.)
3. Read and follow instructions carefully. Enclose all documents and fees as required. All documents and payment must be **received** at the first-choice College by the March 1st deadline. Send application documents to your first-choice College.
4. See below and backside of booklet for step-by-step instructions.

Please use one of the following ways of making College/program choices.

Both Colleges recommend option 2

1. Same program at two different Colleges.*
2. Two different programs at the same College.
3. Two different programs at two different Colleges.*

It is strongly recommended that you include a 2nd choice, but if you wish not to do so, indicate "None" on the 2nd Choice line.

**NOTE: If your first-choice College is unable to accommodate your first-choice program, that College may offer another program before forwarding the application to your second-choice College.*

****IMPORTANT TIPS*****

- Student must send a complete application – **application and fee payment** must be **received before March 1** deadline. Otherwise the application will be labeled late and may never be considered if the chosen program fills up with on-time applicants.
- **Students can check the status of their application online – towards March 10**, students can view the status of their application on the Dawson College Homepage, by clicking on the "CHECK APPLICATION STATUS" button.
- Student must mail, email or **hand-in Confirmation Card on time** – if confirmation is **received after the given deadline there is NO guarantee** that a student's spot can still be reserved as space is limited and programs fill up with on-time confirmations.

Second choice strategies (Fall 2016)

When counseling your students on the completion of their Common Application form for admission to Dawson, it is very important to have them carefully consider their 1st and 2nd choices. Remember that when the College reviews applications, the 1st choice is considered first. If the decision to admit on the 1st choice is made, then the student's 2nd choice is **NEVER** reviewed. The 2nd choice is reviewed **ONLY** if the student is not admitted to their 1st choice program. At that time, if their 2nd choice is at Champlain College, Dawson will forward their application to Champlain.

To maximize students' chances of being admitted, please consider the following:

Combinations that are NOT recommended:

1st Choice: Science
Recommended 2nd choice:
General Social Science (not a profile)

■ **2 options of the same program**

(Normally, these programs have the same or very similar prerequisites. If students do not have the prerequisites for their 1st choice, they won't have them for the 2nd choice either.)

		Name of College	Title of Program
ex. 1	1 st Choice	<u>Dawson</u>	<u>Health Science</u>
	2 nd Choice	<u>Dawson</u>	<u>Pure and Applied Science</u>

■ 2nd choice has higher requirements

(The 2nd choice program should not have higher prerequisites or requirements than the 1st choice – remember that some programs are competitive and, most students are admitted in their 1st choice program.)

		Name of College	Title of Program
ex. 1	1 st Choice	<u>Dawson</u>	<u>Social Science</u>
	2 nd Choice	<u>Dawson</u>	<u>Commerce</u> (Math 506 requirement)
ex. 2	1 st Choice	<u>Dawson</u>	<u>Arts and Culture</u>
	2 nd Choice	<u>Dawson</u>	<u>Visual Arts</u> (portfolio requirement)

■ 2 Arts programs with same requirements

(Although they may be different programs, some may have the same or very similar prerequisites or portfolio requirements: if students do not meet the requirements of their 1st choice, they will most likely NOT meet those of the 2nd choice either.)

		Name of College	Title of Program
ex.	1 st Choice	<u>Dawson</u>	<u>Graphic Design</u>
	2 nd Choice	<u>Dawson</u>	<u>Illustration and Design</u>

■ Programs that should not be chosen as a 2nd Choice

(These programs should only be 1st choice programs. If students choose them as their 2nd choice, the chances of being admitted are extremely slim since these programs are highly competitive.)

Diagnostic Imaging (142.A0)

Radiation Oncology (142.C0)

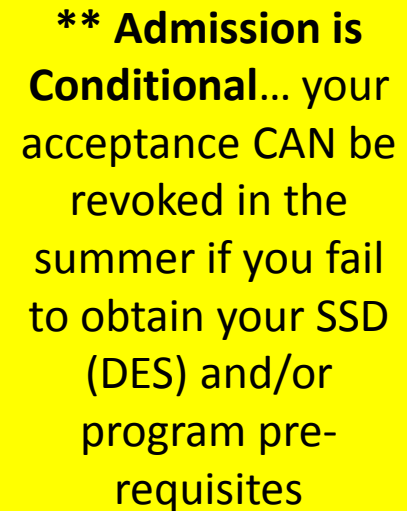
Nursing (180.A0)

Conditional Acceptance

You are accepted on the condition that:

- you obtain your *Diplôme d'études secondaires* (D.E.S.)
- You obtain the pre-requisite(s) required for your program
- You maintain the marks you earned in Terms 1 and 2

So keep working hard through to the end of the year!!!



**** Admission is Conditional...** your acceptance CAN be revoked in the summer if you fail to obtain your SSD (DES) and/or program pre-requisites



Confirming your acceptance

- You **MUST** confirm your acceptance by the date specified in your acceptance letter, or **your ACCEPTANCE to the College will be CANCELLED.**

If Refused – questions regarding your refusal may be answered by the Admissions office of the respective college

Potential Reasons for Refusal :

- Sec 5 English & French Marks <65%
- Low marks in pre-requisites
- Low Term 1 & 2 Grades (Grade 11)
- Low marks in Sec 4 (MELS)
- Applying to a Program for which you are missing the pre-requisites