



Application for Admission

APPLYING TO UCQ

PLEASE KEEP THIS PAGE FOR YOUR OWN REFERENCE

Application Deadline: **Thursday, April 1, 2021** (for Bachelor of Nursing Regular Track). It is your responsibility to ensure your application and required documents are submitted by the deadline.

To complete your application, please note the following steps:

1. Submit your application form by email to: ucqadmit@ucalgary.edu.qa

Please include the following:

- **Steps One to Five of the attached application.** (All sections must be complete or your application will not be accepted)
- **Copy of your passport and your national identification card (Qatar ID)**

2. Submit the following documents as they become available and no later than April 1, 2021:

- **Official secondary school transcript**

NOTE: If you are currently taking secondary school courses you must submit first semester or predicted grades from the 2020-2021 academic year to be considered for admission. In some cases you must also submit grades from previous years. For details please see the "Required documents" sheet found on our website or request a copy from student services and check what is required from your system of education.

- **Official transcripts from any university or college you have attended**

NOTE: Even if you did not complete the program of study or the course work is unrelated to nursing you must submit transcripts.

- **Official test score results from TOEFL or CAEL or IELTS**

Important!

Due to the Covid pandemic all applications must be submitted by email. Documents can be submitted by email or post.

Email to: ucqadmit@ucalgary.edu.qa

What happens after you apply?

- Within one week of submitting your application you can expect to receive an email with your application number.
- Make sure you submit all required documents before April 1.
- You can expect an admission decision in April or May.

Please check your email regularly. We will be sending most communication about your application through email.

If you have any questions about the application for admission or entry requirements, please contact Student Services at **4406 - 5200** or via email ucqadmit@ucalgary.edu.qa

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STEP ONE

FOR INTERNAL USE

Received by: _____

Application receipt: _____

☐ Passport

☐ Qatar ID

Are you a:

☐ Qatari National

☐ Child of a Qatari Parent

☐ Born in Qatar

How many years have you been in Qatar? _____

I heard about UCQ from:

☐ Community Advert

☐ High School

☐ Family/Friend

☐ Work

☐ SocialMedia

☐ Other: _____

PERSONAL INFORMATION

Passport name:

First Name

Second Name

Third Name

Family Name

Previous name if applicable: _____

Date of birth: _____

Day/Month/Year

Place of birth: _____

City/Country

Country of passport: _____

Nationality: _____

CONTACT INFORMATION

Email address: _____

Mobile phone: _____

Home phone: _____

P.O. Box: _____

City/Country: _____

ENGLISH TEST DETAILS

I have supplied the evidence of the following:

☐ TOEFL Score: _____

☐ IELTS Score: _____

☐ CAEL Score: _____

Date: _____

☐ I believe I am exempt because I have studied 3 or more years in an English Language International School.

YES

NO

Are you currently working as a nurse?

☐ YES (please answer question below)

☐ NO (proceed to next page)

Where are you working as a nurse? _____



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STEP TWO

SECONDARY (HIGH SCHOOL) EDUCATION

List all of the school(s) you attended for the final 3 years of secondary school (high school):

1. School name: _____
Location of school: _____
Attended from: _____ Attended to: _____
Month/Year Month/Year

2. School name: _____
Location of school: _____
Attended from: _____ Attended to: _____
Month/Year Month/Year

3. School name: _____
Location of school: _____
Attended from: _____ Attended to: _____
Month/Year Month/Year

If you are currently taking high school courses please list all courses you will be completing in the 2020-2021 academic year:



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STEP THREE

POST SECONDARY EDUCATION - UNIVERSITY OR COLLEGE

Important!

You are required to report every post-secondary institution that you been registered as a student. Even if you did not complete your studies or the course work you completed is not related to the field of nursing.

Failure to report all universities or colleges will result in the cancellation of your application.

Have you ever studied at a University or College? ☐ Yes ☐ No

Please list all of the universities or colleges you are or have attended:

1. University/College name: _____

Location of school: _____

When did you study there? _____
Month/Year to Month/ Year

2. University/College name: _____

Location of school: _____

When did you study there? _____
Month/Year to Month/ Year

3. University/College name: _____

Location of school: _____

When did you study there? _____
Month/Year to Month/ Year



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STEP FOUR

SIGNED DECLARATION OF APPLICATION

I understand that this information is collected for the purposes of determining my admissibility to the University of Calgary in Qatar (UCQ), and may also be shared with Canadian Agencies in accordance with legislation governing post-secondary education in Canada. This information will form part of the student record and will be disclosed to relevant University of Calgary academic and administrative units. If granted an award, pertinent information may be released to award donors, high schools, funding bodies, and used for University of Calgary in Qatar promotional purposes. Specific data elements will be disclosed to the Students' Associations in Calgary in accordance with contractual agreements since University of Calgary in Qatar students are members of either the undergraduate or graduate student's associations.

At the University of Calgary in Qatar the following information is defined as the student's public record: name, dates of registration and graduation, faculty of registration, and degree/diploma awarded. All other data is considered confidential and will be used and disclosed in accordance with privacy legislation. If you have any questions or concerns about the collection of, or use of this information, please contact the Director of Student Services, University of Calgary in Qatar.

With regard to this application, I certify that the information provided is true and complete in all respects. I understand that falsifying or omitting documents or omitting information on this application will result in immediate dismissal from the University. Falsified documents may be referred to the appropriate authorities for prosecution. Information on falsified documents may be shared with the Association of Universities and Colleges of Canada. Completion of this application gives express permission to the University of Calgary in Qatar to request from other institutions any applicant's transcripts in addition to those already submitted. The University reserves the right to reject applicants for admission or cancel any admission ruling, even if entrance requirements have been technically met, on the basis of their overall academic records or on the basis of grounds that, in the opinion of the University are reasonable in the circumstances.

I have read and understand this applicant declaration, and if admitted to the University of Calgary in Qatar, I agree to comply with all the rules and regulations.

Signature of applicant: _____

Date: _____

Day/Month/Year



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STEP FIVE

CONFIDENTIAL STUDENT RECORD ACCESS WAIVER FORM (OPTIONAL)

The University of Calgary has a Policy on the Confidentiality of Student Records that was approved by General Faculties Council in 1989 and is in compliance with both federal and provincial legislation which deal with privacy and confidentiality matters. This policy defines what information is considered public and who has access to student records. All students have the opportunity to view their own record excluding file memos marked as confidential and information which was provided in confidence (either explicitly or implicitly). Students will be permitted to view such files under conditions which prevent any alteration or mutilation of the file or its contents and in the presence of a supervisor. This includes both Registrar's and Faculty/Department office files.

At the University of Calgary in Qatar the following information is defined as the student's public record: name, dates of registration and graduation, faculty of registration, and degree/diploma awarded. All other data is considered confidential and will be used and disclosed in accordance with the Policy on Confidentiality of Student Records legislation.

Confidential records include but are not limited to:

- Information contained on a completed application form
- Official and unofficial copies of education transcripts
- Courses in which a student is enrolled
- All grades, both final and on individual assignments
- English language proficiency exam results (e.g. CAEL, TOEFL)
- Sponsorship information

However, in keeping with the Confidentiality Policy, students can authorize the University of Calgary in Qatar to release the student's confidential record to named individual(s) by completing this Waiver Form. This Waiver Form will be kept on file by the University of Calgary in Qatar and no confidential information will be released to any non-University of Calgary in Qatar person unless that individual is specifically named on this form.

Completion of this Confidential Student Record Access Waiver Form authorizes the University of Calgary in Qatar to provide details of the student's confidential academic record, including grades to:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

I have read and understand this Confidential Student Record Access Waiver Form, and I agree to comply with all the rules and regulations.

Signature of applicant: _____

Date: _____

Day/Month/Year