



PROVIDENCE
UNIVERSITY COLLEGE

APPLICATION PACKAGE

for undergraduate admission

(800) 668-7768 | info@prov.ca
providencecollege.ca

Application Checklist

- **Pictures (2)**
- **Application Fee**
 - *Cheque or money order may be written out to Providence University College.*
- **Accommodations**
 - *A completed residence information form and room deposit of \$150.00 is required with your application if applying for residence.*
- **Completed Application**
- **References** (Referees must submit references directly to Providence)
 - *Leadership Reference.*
 - *Personal Reference.*
- **High School Transcript(s)**
 - *Required for admission. Please ask your school(s) to send a transcript directly to the Admissions Office.*
- **University and College Transcript(s)**
 - *Required for transfer credit or completed program. Please ask your school(s) to send a transcript directly to the Admissions Office.*

Forward your completed application to:

Admissions Office
Providence University College
10 College Crescent
Otterburne, MB R0A 1G0

Toll Free: (800) 668-7768
Fax: (204) 433-7158
Email: info@prov.ca

If you have any questions or concerns regarding this application, please contact the Admissions Office between the hours of 8:30 am and 4:30 pm.

Domestic Applications

Application Fee - \$50.00 CDN (non-refundable)

To qualify as a domestic applicant you must be a Canadian Citizen, Canadian Permanent Resident, or US Citizen.

International Applications

Application Fee - \$150.00 CDN (non-refundable)
COE Fee - \$500 CDN

The Confirmation of Enrollment fee is non-refundable (except if the applicant is denied a study permit by the Embassy/High Commission), will be applied as a deposit for tuition and is due upon application acceptance from Providence University College.

Providence Financial Aid

Apply early! Applications must be received by April 1 (for September enrolment) in order to qualify for Providence entrance scholarships, bursaries and financial awards. Check our website at providencecollege.ca to learn more about financial aid opportunities that may be available to you.

Application Policy

It is the policy of Providence University College in the admission of students or the hiring of employees not to discriminate on the basis of the applicant's race, colour, sex, nationality or ethnic origin. Personal information provided in this application packet will be used solely to facilitate your application process.

Enrollment Information

Anticipated Entrance Term: Fall (Sept. - Dec.) Winter (Jan. - Apr.)

Summer Year: _____

Anticipated Enrollment: Full time Part time

All students declare a major following their first semester of studies. Please indicate your intended program _____
(See website for more information)

Do you plan to complete any of your degree or certificate requirements by distance education?

Yes No

Please include two recent photographs of yourself.

Attach one here and enclose the second.

Do not send group photos or pictures larger than 2 x 2.5.

Personal Information

Name: _____
Last Name First Name Middle Name

Preferred Name: _____ Maiden Name (if applicable): _____

Gender: Male Female

Permanent Mailing Address:

Street or Box Number

City Province/State Postal/Zip Code Country

Temporary Mailing Address (if different than above): Effective _____ to _____

Street or Box Number

City Province/State Postal/Zip Code Country

Contact Information:

Home Telephone: (_____) _____ Work Telephone: (_____) _____

Cell Phone: (_____) _____ Email: _____

Birthdate and Citizenship:

Birthdate: _____ Birthplace: _____
MM/DD/YYYY City Province Country

Citizenship: _____

Social Insurance / Social Security Number: _____

PLEASE NOTE: If you are **NOT** a citizen of Canada, please complete the following:

Status in Canada (check one):

Will apply for a study permit Permanent Resident / Landed Immigrant Other Canadian Immigration Status: _____

Primary Language: _____ Language of Instruction in High School: _____

TOEFL/CLB Score: _____ Date Tested: _____

Family Information: (OPTIONAL)

Father's Name: _____
First Name Last Name Prov Alumni? Yes No Year: _____

Mother's Name: _____ Maiden Name: _____
First Name Last Name Prov Alumni? Yes No Year: _____

Emergency Contact Information (if different than above):

Name: _____ Relation to You: _____

Telephone Number: (____) _____ or (____) _____

Faith Information:

Are you a person of Christian faith? Yes No Unsure

If you have membership with a Church, or attend one regularly, please provide:

Name: _____ Denomination: _____

Extra-curricular / Volunteer Involvement:

Please list any involvement in volunteer or community service:

What might you wish to participate in while at Providence University College? Please see providencecollege.ca for more information.

Athletics

- Varsity Basketball
- Varsity Soccer
- Varsity Volleyball

Music

- Aslan's Child
- Chamber Singers
- Once Lost

Theatre

- Providence Players
- Full Length Production

Leadership / Community Involvements

- Student Council Committees

(Optional) Which other universities or colleges are you applying to? _____

Education History

Transcripts of your previous academic achievements are required for admission. Transcripts must be sent directly to the Admissions Office. Please list all high schools you have attended.

School Name	Entrance Year	Exit Year

High School Graduation Date: _____

High School Course Information (for grade 12 students only):

For all applicants currently in High School, please list all grade 12 courses that you have completed or you will be completing by the end of the academic year.

	Course Code	Course Title	Level (Ontario Students indicate U, M, O, C, etc)	Date Completed or Anticipated Date of Completion
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

Post Secondary Information:

Please list all post secondary education you have received. Transcripts must be sent directly to the Admissions Office.

School Name	Degree / Program	Entrance Year	Exit Year	Grad Year	Request Transcript Assessment?

Financial Information

How do you plan to finance your education at Providence University College?

- Personal Savings Student Loans Scholarships/Bursaries Agency Support
 Other: _____

1. If you are applying for a student loan, have you done so already? Yes No
If yes, which province? _____

2. For US students, have you completed FAFSA online? (Providence school code: G12274) Yes No

Accommodations

All single students under the age of 20 yrs. (as of September 1, in the year of enrollment) must live in campus residence halls or in the home of a parent or legal guardian, unless special permission is granted from the Director of Student Development. Students must take a minimum of 9 credit hours to be eligible for any on-campus accommodation.

Check one:

Under 20 Years of Age

- I plan to live in on-campus residences (includes the meal plan)
A \$150.00 deposit required. Please fill out residence information form. This is non-refundable after July 1 for the fall session, Nov 1 for the winter session.
- I plan to live at home with my parent(s) or guardian(s)

20+ Years of Age

- I plan to live in on-campus residences (includes the meal plan)
A \$150.00 deposit required. Please fill out residence information. This is non-refundable after July 1 for the fall session, Nov 1 for the winter session.
- I plan to live in on-campus apartments.
Be sure to check the website for listings and speak with the Student Services Coordinator to reserve your apartment.
- I plan to live off-campus

Medical Information

In which Canadian province do you have medical insurance / coverage? _____

Policy Number: _____

NOTE: International and U.S. students must enroll in the Manitoba International Students Health Insurance Plan.

Please check Yes or No:

1. Do you have any allergies, medical conditions, diseases, physical handicaps or learning disabilities? Yes No
2. Have you ever had any mental health issues? (Please identify below) Yes No
- Depression Eating Disorder Addiction
 Suicidal Intent Panic / Anxiety Disorder Other: _____

If yes, on either of these questions, please identify on a separate piece of paper any type of medications or learning/physical assistance that may be required. Please include history, current situation, date and treatment if applicable. If you are currently using medication, receiving treatment, or require special accommodations you may be required to have your health professional or physician submit a report.

Residence Information

Required for Residence Students only. Be as specific as possible as this information will assist in Residence and roommate placement.

1. Describe your family situation (eg. Oldest of 5 children). _____

2. Briefly describe your personality. _____

3. Name a specific roommate choice if applicable. Both individuals must submit a mutual request.

4. What are your expectations of a roommate? _____

5. What are your expectations of living in residence? _____

6. How do you handle conflict? _____

7. Please indicate the usual condition of your room?
 Perfectionist Very Neat and Clean Moderately Neat and Clean Somewhat untidy Untidy / Disorganized
8. Please check all that apply.
 Light sleeper Heavy sleeper Snorer Night owl Morning person
9. I need _____ hours of sleep per night to be well rested. I usually go to bed at _____
10. What time of day do you prefer to study? _____
11. In order to study I prefer to have: Music or background noise Absolute quiet No preference
12. Do you have any particular allergies or physical disabilities that may affect your room placement? Yes No
If yes, please specify: _____
13. What type of music do you like? _____
My favorite group(s) / band(s): _____
14. Identify any kind of music you find particularly bothersome. _____
15. My favorite TV show / movies / video games are: _____
16. My interests and hobbies are: _____

Covenant of Community Life

Understanding that Jesus Christ is sovereign over every aspect of corporate and individual life, that God's will is revealed in Holy Scripture, that the Holy Spirit interprets such to the church and empowers it to live accordingly, and that everything we have comes from God, we do covenant:

- To practice a vital and vibrant life of individual and corporate worship of the one true God;
- To pursue moral excellence in every aspect of our life and relationships;
- To steward our time, talent, treasure, body, and the environment to the glory of God;
- To exemplify the gospel of grace by upholding the dignity of, showing respect to, and serving all people regardless of age, race, gender, sexual orientation, religion, or culture;
- To maintain a living and verbal witness to the grace of God;
- To practice love, grace, truth, and generosity, and eschew offensive, manipulative, harmful, and deceptive behavior;
- To sacrifice our own selves for the good of the community and for the sake of the gospel; and
- When we sin, to forgive and be reconciled to one another and to seek forgiveness and reconciliation with God through Jesus Christ.

Epilogue

This Covenant of Community Life states the general principles by which the Providence Community (employees, Board of Governors and students) agrees to live. The Cabinet and Senate of Providence University College and Seminary reserve the right to establish policies and procedures at any time that uphold the Covenant and allow for the orderly and efficient administration of the institution. Such policies and procedures are set forth in the various handbooks (Student, Employee, Board of Governors).

When someone is hired as an employee, enrolls as a student, or is elected to the Board of Governors, they agree to live according to the Providence Covenant of Community Life for the duration of said engagement. They understand that the institution reserves the right to impose disciplinary actions in the case of failure to uphold either the Covenant of Community Life or the general institutional policies and procedures as set forth in the Providence University College and Seminary websites, and the various handbooks (Student, Employee, Board of Governors).

Applicant Agreement

I understand that by enrolling in Providence University College, I become a part of the Providence community. I understand that the faculty teaches in accord with the Covenant of Faith and that it upholds the Mission and Academic Covenants. While I am a part of the Providence community I agree to live in accordance with the Covenant of Community Life as stated above.

I understand and accept that submission of this application does not imply my acceptance as a student, and that Providence University College retains the right to refuse my application in its sole discretion without further obligation to me. I hereby agree that references are given in confidence as a part of this application procedure and are the confidential property of Providence, and I waive the right to see them.

I give permission to release my tuition information to the appropriate provincial government agency responsible for the Tuition Fee Income Tax Rebate program.

I certify that the information contained within this application is truthful and accurate to the best of my knowledge. I understand that if any information provided in my application is determined to be false or misleading, my application may be invalidated. I further understand that this could result in a rejection or revocation of an offer of admission or registration to Providence University College.

Applicant's Signature: _____ Date Signed: _____

Confidential Leadership Letter of Reference

To the Applicant: Please fill out the applicant portion of this form and present it to your leadership reference (Pastor, Teacher, Counsellor, Employer, or other supervisory position). These references are confidential and are used to help determine your eligibility for admission to Providence University College. This information will not be shared with, or provided to, any third party. Your application cannot be processed until we receive these forms back from your references.

NOTE: Relatives are not permitted to serve as references.

Applicant: Name: _____
Address: _____
City: _____ Prov/State: _____
Country: _____ Postal Code: _____ Telephone: (_____) _____

Referee: Name: _____
Address: _____
City: _____ Prov/State: _____ Postal/Zip Code: _____
Country: _____ Telephone: (_____) _____ Email: _____
Position: _____ Employer: _____

Note to the Referee:

Please complete both sides of this reference and return it to Providence University College. We appreciate your time and recognize its value; your evaluation will enable us to better understand the applicant and help us make an admission decision. Please send the form directly to the Providence Admissions Office by fax or mail. **Please do not give the form back to the applicant.** This form will remain confidential. Thank you.

1. How long have you known the applicant and in what capacity? _____

2. How well do you know the applicant? Very Well Well Casually
3. Please comment briefly on the applicant's family background. _____

4. Please comment on the applicant's personality and character. _____

5. Please comment on the applicant's social skills and how they will adapt to college life. _____

6. How do you think the applicant will benefit from attending Providence University College?

7. What challenges might the applicant experience while attending? _____

8. Please circle the word / phrase that best describes the applicant.

Desire to Learn	Self Motivated	Positive Attitude	Needs Encouragement	Shows Little Interest	No Opportunity to Observe
Leadership	Excellent Leadership Initiative	Maturing Leadership Skills	Leads When Asked	Makes Little Effort to Lead	No Opportunity to Observe
Co-operation	Works Well with Others	Usually Cooperative	Avoids Group Activities	Can Cause Friction	No Opportunity to Observe
Respect for Authority	Respects those in Authority	Generally Respectful	Critical of Authority	Can Be Disrespectful	No Opportunity to Observe
Concern for Others	Considerate, Caring	Growing Concern	Indifferent	Can Be Self Centred	No Opportunity to Observe
Choice of Peers	Consistent Discernment	Maturing Discernment	Questionable Discernment	Careless Choices	No Opportunity to Observe
Emotional Stability	Consistently Stable	Usually Well Adjusted	Sometimes Unstable	Unbalanced or Unstable	No Opportunity to Observe
Energy and Initiative	Seeks Additional Tasks	Does More than Expected	Does Assigned Tasks	Needs Encouragement	No Opportunity to Observe
Morality / Integrity	Consistent Moral Standards	Maturing Moral Standards	Inconsistent Attitudes and Practice	Lack of Moral Standards	No Opportunity to Observe
Anticipated Achievement in College	Will Excel Academically (A)	Will Achieve Better than Average (B)	Acceptable Performance (C)	May Experience Difficulty	No Opportunity to Observe

- Check one: I recommend with enthusiasm
- I recommend with this reservation _____
- I do not recommend

Additional comments may be included on a separate piece of paper.

I would like to receive information about (please check all applicable):

- Providence University College Providence Theological Seminary English Language Institute

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 Canada

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 Fax: (204) 433-7158
 Email: info@prov.ca
 Web: providencecollege.ca

Confidential Personal Letter of Reference

To the Applicant: Please fill out the applicant portion of this form and present it to your personal reference. These references are confidential and are used to help determine your eligibility for admission to Providence University College. This information will not be shared with, or provided to, any third party. Your application cannot be processed until we receive these forms back from your references. **NOTE: Relatives are not permitted to serve as references.**

Applicant: Name: _____
Address: _____
City: _____ Prov/State: _____
Country: _____ Postal Code: _____ Telephone: (_____) _____

Referee: Name: _____
Address: _____
City: _____ Prov/State: _____ Postal/Zip Code: _____
Country: _____ Telephone: (_____) _____ Email: _____
Position: _____ Employer: _____

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Anticipated Achievement in College	Will Excel Academically (A)	Will Achieve Better than Average (B)	Acceptable Performance (C)	May Experience Difficulty	No Opportunity to Observe

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Notes



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