admissions
**General Information**

Applicants seeking admission to undergraduate programs are required to have suitable and adequate preparation to enable them to undertake degree studies at the University. Before submitting an application, prospective students should read carefully the description of the program they wish to study and then review the admission requirements to determine whether their background qualifies them for consideration. The admission requirements apply to all applicants who wish to pursue degree studies on a full-time or part-time basis, including studies by distance education. Candidates may apply for admission to the programs listed in the various faculty sections of this Calendar.

All applicants will be considered for admission to the University of Waterloo unless St. Jerome’s University or Renison College is specified.

All correspondence should be directed to the Assistant Registrar for the Faculty to which the candidate is applying.

Detailed information regarding admission requirements is available from the Assistant Registrar for each Faculty or College Registrar.

Applicants are advised to outline thoroughly their educational background in order to facilitate the admission process. The admission information and requirements set forth in the Calendar are applicable for admission beginning in May, 2003.

**Authority To Admit**

All applicants for admission to the University will be considered by the Admissions Committee for the Faculty to which admission is sought. No final decision regarding the acceptability of an applicant will be made by an individual or group without the authority of the appropriate Admissions Committee.

The University reserves the right to refuse admission to any candidate and to refuse re-admission if, in the opinion of University officials, a student will not profit from University studies or poses a danger to the University community.

The University reserves the right to withdraw the Offer of Admission if the applicant fails to meet the minimum requirements for admission or any other condition stated on the Offer of Admission.

**Notice of Nondiscriminatory Policy as to Students**

The University of Waterloo admits students of any race, colour, sexual orientation, and national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the University. It does not discriminate on the basis of race, colour, sexual orientation, national and ethnic origin, or any other grounds prohibited by law in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other university-administered programs.

**Admission Requirements**

**GENERAL ADMISSION REQUIREMENTS**

The minimum admission requirements are expressed in terms of the current Ontario Secondary School curriculum. In many programs the number of qualified applicants may exceed the number of places available. Presentation of the minimum requirements guarantees only that the application will be considered seriously. The admission process is actually a competition for the places available, and the majority of the students admitted usually have averages above the minima.

Applicants educated outside of Ontario must meet admission average requirements and present course work equivalent to required Ontario Academic Courses or Ontario grade 12 U courses in addition to an equivalent level of education. Applicants are required to submit official transcripts for all years spent in secondary and post secondary education. Transcripts must indicate subjects studied, the grades received and an interpretation of the grading systems used.

Applicants who are refused admission to a particular program may be considered for admission to other programs in the same faculty for which they satisfy the specific subject and marks requirements and in which there are spaces available.

**APPLICANTS FROM ONTARIO SECONDARY SCHOOLS**

**Applicants presenting OACs under the old OSIS Curriculum**

Ontario secondary school students who will be completing the old Ontario high school curriculum must present the Ontario Secondary School Diploma (OSSD) including a minimum of six Ontario Academic Courses (OAC). An overall average of 70% on six OACs, which must include required courses, is normally the minimum required for consideration. Higher averages are required for admission to a number of programs in which the demand for places by qualified applicants exceeds the number of spaces.
available. The actual minimum averages required for these programs are determined each year on the basis of the number and qualifications of applicants, and available spaces.

In some programs, applicants may be considered for early conditional admission based on factors including their Level 3 and 4 (Grades 11 and 12) academic records, their OAC record to date, and other factors. Applicants who receive these early conditional offers must meet the minimum requirements as stated above.

Ontario Secondary School applicants may satisfy admission requirements by presenting a combination of OACs and courses under the new high school curriculum. Both types of courses and grades will be treated as equivalents. Applicants should ensure that the stated course requirements are satisfied and that course duplication is avoided.

The University reserves the right to withdraw conditional offers of admission if the applicant fails to meet the requirements specified above or any specific conditions stated on the Offer of Admission.

For more information on admission requirements, program requirements and recommendations for year one programs see www.ualberta.ca/ADMISSIONS

Applicants presenting the new Ontario High School Curriculum

Ontario Secondary School (OSS) students who will be completing the new Ontario high school curriculum must present the Ontario Secondary School Diploma (OSSD) including a minimum of six grade 12 courses. These courses must include a minimum of four university U preparatory courses and any two university or university/college M courses. Some programs, including Bioinformatics, Engineering, and Software Engineering, will require five U courses and one other U or M course.

An overall average of 70% on the best six grade 12 courses including the required courses is normally the minimum for consideration. Higher averages are required for admission to programs in which the demand for places by qualified applicants exceeds the number of places available. The actual minimum averages required for these programs are determined each year on the basis of the number and qualifications of applicants and the number of available spaces.

In some programs, applicants may be considered for early conditional admission based on factors including their grade 11 academic record, their grade 12 record to date, and other factors. Applicants who receive these early conditional offers must meet the minimum requirements as stated above. Ontario Secondary School applicants may satisfy admission requirements by presenting a combination of OACs and courses under the new high school curriculum. Both types of courses and grades will be treated as equivalents. Applicants should ensure that the stated course requirements are satisfied and that course duplication is avoided.

The University reserves the right to withdraw conditional offers of admission if the applicant fails to meet the requirements specified above or any specific conditions stated on the Offer of Admission.

For more information on admission requirements, program requirements and recommendations for year one programs see www.ualberta.ca/ADMISSIONS

Applicants from Other Canadian Provinces and Territories

Applicants from other provinces and territories must present a secondary school graduation (Grade 12) diploma. Applicants from Quebec must present at least first year of the CEGEP program following completion of the Secondary V Diploma. Out-of-province students intending to apply to the University of Waterloo should consult the Admission Requirements for Ontario Secondary School Applicants for program-specific course requirements at www.ualberta.ca/ADMISSIONS and then consult the Ontario Secondary School Course Equivalencies Guide for Students from Other Canadian Provinces and Territories at www.ualberta.ca/ADMISSIONS/out_of_prov_chart.html

Applicants from other Education Systems or Countries

Education Systems

Advanced Placement

The University of Waterloo accepts Advanced Placement courses (APs) as the equivalent of Ontario Academic Courses (OACs) and Ontario grade 12 U courses. Although it is recognized that Advanced Placement courses provide excellent preparation for university level studies, the curriculum often differs significantly from that of year one university courses. Consequently, in the best interest of preparing students for advanced level university studies, transfer credit is not awarded for APs.

International Baccalaureate

The University of Waterloo accepts the I.B. Diploma as a basis of admission to first-year undergraduate studies. An overall grade total of 28, excluding Diploma points, is the minimum for consideration. More competitive programs may require higher minimum grade totals. Subjects which are prerequisites for admission to specific programs must be at the Higher level with a minimum grade of 5. Where there are more than 3 prerequisite subjects specified, courses at the Standard level with grades of 6 or 7 will be accepted. For Engineering, Higher level Mathematics and Physics are recommended. Where Chemical-Physical Systems is being presented as an equivalent to Chemistry and Physics, it is recommended that it be at the Higher level. Applicants admitted to Faculty of Arts programs will be given consideration for transfer credit for Higher level courses in which a minimum grade of 5 is attained.
Admissions
Admission Requirements

Countries

Countries following a “British” System of Education
General Certificate of Secondary Education or equivalent with passes in at least five subjects, two of which must be at the Advanced Level.

Central and South America
First-year university with a standing of at least B-.

Europe
Maturity or Matriculation Certificate.

Countries Using French System
Baccalauréat Passable.

Hong Kong
Hong Kong Certificate of Education (English) and University of Hong Kong Matriculation (Advanced Level) with passes in at least five subjects, two of which must be at the Advanced Level. Applicants with three or more University of Hong Kong Advanced Level subjects will also be considered. Chinese University of Hong Kong First Year standing with courses appropriate to program.

India
Bachelor’s degree (with first or second division standing).

Mexico
Bachillerato with high standings in prerequisite subjects. Applicants who have written university entrance exams should arrange to submit the exam results with appropriate interpretive information.

South Korea
Immungye Kodung Hakkyo Choeupchang (Academic Upper Secondary School Certificate) and College Scholastic Ability Test or Academic Aptitude Test.

United States of America
High School Diploma with exceptionally high standing, and Advanced Placement Examinations in prerequisite subjects or first-year university standing in acceptable subjects from an accredited institution.

Applicants to the Faculty of Arts are required to submit SAT1 and SAT2 scores and/or results of the ACT test. The verbal SAT and the results of the English Achievement test and other Arts-related achievement tests are of particular interest.

Other Countries
Applicants who have been pursuing their education in other countries or educational systems other than those listed above must present an academic background that will generally permit them to be considered for admission to a university in their home country provided that the educational system is equivalent in curriculum content and depth of study to that of the Ontario system.

Most programs at the University of Waterloo have prerequisites or subjects that are required for admission. Applicants from other educational systems outside Ontario must present the equivalents of these prerequisites at the highest level possible in order to be considered for admission. In some cases, Advanced Placement or university level credits may be required.

Candidates should contact Admissions Services well in advance of the desired term of study for more information. As much information as possible should be provided in the initial inquiry. Official documents submitted in a language other than English must be accompanied by a notarized English translation.

A Tuberculosis (TB) skin test is recommended for students from outside Canada or students who have been travelling outside of Canada and the United States for 4 weeks or more. Students can have the test administered at Health Services for a nominal cost. The TB skin test can detect TB that is not active, or is “latent,” in the body. Latent TB is usually treated with antibiotics.

Applicants from College or University

Advanced Standing/Transfer Credit
Applicants to advanced years must specify the Faculty to which they are seeking admission, the program they wish to study, and the level of admission sought on their application form. All programs, with the exception of Architecture, Engineering, Independent Studies, Optometry and Software Engineering operate on a course credit system where a student’s progress is measured by courses completed rather than by years completed. Applicants to faculties which operate under the course credit system will have previous work evaluated on an individual course basis. For other applicants advanced standing will be determined to the appropriate year or term. Applicants are expected to submit course descriptions, in addition to an official academic transcript from the institution(s) they have previously attended or are presently attending. The provision of such information will greatly facilitate the evaluation of previous work and the consideration of possible transfer credits.

The University of Waterloo subscribes to the following General Policy on the Transfer of Course Credits, as adopted by the Council of Ontario Universities:

Acceptance of transfer credits among Ontario universities shall be based on the recognition that, while learning experiences may differ in a variety of ways, their substance may be essentially equivalent in terms of their content and rigour. Insofar as possible, acceptance of transfer credit should allow for maximum recognition of previous learning experience in university-level courses.

Subject to degree, grade and program requirements, any course offered for credit by one Ontario university shall be accepted for credit by another Ontario university when there is an essential equivalency in course content.

At the University of Waterloo, the assignment of transfer credits to a specific degree program will be at the discretion
of the admitting authority for the Faculty or other academic unit concerned.

Students are advised to refer to the Faculty sections in this Calendar for detailed regulations on advanced standing or transfer credit.

Applicants from Canadian Universities
As a general policy, applicants to Waterloo must present an academic background at least equivalent to the admission requirements as specified for Ontario secondary school students. It is important that this background includes courses equivalent to Ontario Academic Course requirements, Ontario grade 12 U courses or equivalents specific to the various programs that we offer. Minimum requirements also include an overall university average of C (65%) and “good standing”; some programs require a higher average or additional background.

See “Advanced Standing / Transfer Credit” in this chapter for more information. Students are also advised to refer to the Faculty sections in this Calendar.

Applicants from Ontario Colleges of Applied Arts and Technology
As a general policy, applicants to Waterloo must present an academic background at least equivalent to the admission requirements as specified for Ontario secondary school students. It is important that this background includes courses equivalent to Ontario Academic Course requirements, Ontario grade 12 U courses or equivalents specific to the various programs that we offer. Applicants from the Ontario Colleges of Arts and Technology (C.A.A.T.s) who have not completed the OSSD and the required OACs, Ontario grade 12 U courses or equivalents should consult with the Assistant Registrar, or, if applicable, the Renison College Registrar or the St. Jerome’s University Registrar for information about equivalencies.

Students are advised read the section on “Advanced Standing / Transfer Credit” in this chapter for more information. For detailed regulations on advanced standing or transfer credit contact the appropriate Assistant Registrar, or, if applicable, the Renison College Registrar or the St. Jerome’s University Registrar. For appropriate addresses, see “For More Information” in this Chapter.

Applicants from the Ontario C.A.A.T.s who have met the minimum admission requirements for programs at Waterloo will be assessed for admission and possible transfer credit on an individual basis according to the following Faculty and program guidelines:

**Applied Health Sciences**
Graduates of a two- or three-year diploma program must present a minimum cumulative average of B (75%) to be considered for admission to programs within Applied Health Sciences. To be considered for admission to Health Studies, applicants must also present OAC, Ontario grade 12 U courses or equivalent Biology and Chemistry.

Kinesiology requires OAC Calculus, Chemistry and Physics or Ontario grade 12 U course equivalents or other equivalents. Recreation requires an OAC English or equivalent.

Transfer credit varies depending on program applied to, secondary school background, level of completion at the C.A.A.T. and course/program equivalency assessment. Transfer credit will be considered only for courses relevant to studies within Applied Health Sciences in which a minimum grade of B- (70%) has been achieved. Normally the maximum number of transfer credits given is 15 term courses.

**Arts**
Graduates of two- and three-year diploma programs must present a minimum cumulative average of B (75%) in the college program to be eligible for admission to Arts regular programs. For consideration for admission to the Accounting and Financial Management, Arts and Business Regular and Applied Studies Co-op programs, higher averages, in the A- to A (80% to 85%) range, are often required.

Transfer credit is awarded according to the nature and length of the diploma program completed and reflects groups of courses within those completed programs. A grade of B- (70%) or better is required in individual, transferable courses. As much as 2.5 credits may be awarded for each year completed in the C.A.A.T. program. A maximum of 7.5 credits (15 term courses) may be awarded for graduates of a three-year program.

**Engineering**
To be considered for admission, applicants must present the following OACs: Algebra and Geometry, Calculus, Chemistry, English 1 and Physics or Ontario grade 12 U course equivalents or other equivalents, with a minimum overall average in the A to A+ (85% to 95%) range. Since Engineering is a professional program, only university-level credits may be used to fulfill the requirements of the programs and degree. Consequently, no transfer credit may be given for courses taken at the C.A.A.T.s.

**Environmental Studies**
The Faculty of Environmental Studies considers transfer credits from C.A.A.T.s and the applicant is encouraged to contact the Undergraduate Advisor of each unit directly for applicable guidelines.

**Mathematics**
For admission purposes all applicants must present OAC Algebra and Geometry, Calculus and English or Ontario grade 12 U course equivalents or other equivalents, with a minimum overall average of A (80%). Graduates of a three-year diploma program may be considered for up to 10 term courses of non-Mathematics (elective) transfer credit. The minimum grade expected is B (75%).

**Science**
Applicants to Science programs must present adequate academic background in prerequisite subjects including
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OAC Calculus; a second Mathematics, Physics or Biology or Ontario grade 12 U course equivalents or other equivalents, with a minimum overall average in the B- to B (70% to 75%) range. Applicants to the Science Biotechnology/Chartered Accountancy program should present a minimum average in the A (85%) range.

Transfer credit varies depending on program applied to, secondary school background, level of completion at the C.A.A.T. and course/program equivalency assessment. Transfer credit will be considered only for courses relevant to studies within Science in which a minimum grade of B- (70%) has been achieved. The maximum number of transfer credits given is 12 term courses. The maximum transfer credits for those admitted to Science Biotechnology/Chartered Accountancy is 10 term courses.

Software Engineering
To be considered for admission, applicants must present the following OACs: Algebra and Geometry, Calculus, Chemistry, English 1 and Physics or Ontario grade 12 U course equivalents or other equivalents, with a minimum overall average in the A to A+ (85% to 95%) range. Since Software Engineering is a professional program, only university-level credits may be used to fulfill the requirements of the programs and degree. Consequently, no transfer credit may be given for courses taken at the C.A.A.T.s

Other Applicants
Applicants who are not considered for admission on the basis of Ontario Secondary School standing or equivalent are considered under the following broad categories. These categories serve to identify general areas of academic preparation.

Mature Student Admission
Individuals who do not meet the normal requirements for admission may be considered as mature students by offering clear evidence of their ability to undertake and handle university studies. Applicants must have been away from high school for at least two years and must meet the requirements of the faculty and plan to which they are applying.

The University of Waterloo does not offer admission to mature applicants automatically. Instead, individual faculty admissions committees carefully consider all previous academic records, resumes and other biographical material such as personal and professional development, formal training, work experience and community service to determine suitability for university-level work. For example, applicants to the Faculty of Arts and Environmental Studies must have been away from formal education for some time, in no case less than two but normally five years or more, and must demonstrate strength in writing and critical thinking, while the faculties of Mathematics and Science expect an appropriate formal academic foundation in mathematics and science.

Applicants who do not qualify for full-time degree studies may be considered for admission to a part-time non-degree program in the Faculties of Arts, Environmental Studies and Science.

Applicants applying as mature students are advised to contact the Assistant Registrar of the desired faculty to discuss admissibility and appropriate academic preparation.

Non-Degree Status
Mature students or others who wish to take individual courses without pursuing a degree may apply for admission on a non-degree basis. Courses successfully completed while holding this status may be considered for credit toward a degree should admission to degree studies be granted at a later date.

Post-Degree Status
An applicant with a degree recognized as equivalent to a Canadian university bachelor’s degree or a graduate degree who does not wish to pursue another degree at this university may register as a post-degree student to take undergraduate courses. Normally, these courses cannot be credited towards a graduate degree at the University of Waterloo.

Letters of Permission
A Letter of Permission allows students to take courses at another (host) university, which will be considered for credit towards their degree at their “home” university subject to faculty/program regulations.

In order to be eligible for admission to a university on a letter of permission basis, students must be in “good standing” at their home university, complete a Letter of Permission form and obtain the approval of their academic advisor in advance of the application deadline at the “host” institution. Normally, the “host” institution will require the completion of their standard Application for Admission form following the receipt of the Letter of Permission. In some cases, the “host” will require a transcript from the “home” university.

For more information, please contact your academic advisor.

Students at other universities intending to study at the University of Waterloo on a Letter of Permission must initiate the process through their “home” university’s Registrar’s Office. The completed and approved Letter of Permission form must be received at the University of Waterloo no later than one month prior to the beginning of classes. Class selection is always subject to space being available in the class(es) concerned.

Student Exchange Programs
The University of Waterloo offers students opportunities for academic and personal growth in different cultural environments through numerous student exchange programs in over twenty countries. These programs permit
students to live and study at participating universities for a term or two and have their academic credits count toward their University of Waterloo degree.

Students wishing to be considered for a University-approved exchange program are normally required to enrol for full-time studies, have at least second year standing and be in “good standing” at their “home” institution. Approval of both the Academic Advisor and appropriate Exchange Program Coordinator is required.

Under the terms of most student exchanges, tuition fees are payable to the University of Waterloo, exempting students from fees at the host institution. Some exchange programs are faculty or department specific, while others are open to students in all faculties. Students who qualify for financial assistance while studying in Canada will normally maintain eligibility while studying abroad. Application deadlines vary from program to program. General information on exchanges is available on the website: http://www.research.uwaterloo.ca/intl/db/study_abroad.asp or from the International Programs Office in Needles Hall 3015, (519) 888-4567, extension 2288 or 3999.

Please contact your academic advisor for more information.

Canada Universities Student Exchange Program (CANEX)
The University of Waterloo is a participant in the Canada Universities Student Exchange Program (CANEX).

The purpose of the exchange is to provide students with an opportunity to live and study in a different environment while enhancing their academic, professional and personal goals and gaining a wider perspective of Canada. The exchange is open to Canadian citizens, permanent residents and international students.

The ten universities included in this exchange agreement are: McGill University, McMaster University, Queen’s University, Université Laval, Université de Montreal, University of Alberta, University of British Columbia, University of Toronto, University of Waterloo, and University of Western Ontario.

In order to be considered for the exchange students must be able to demonstrate above average academic performance, possess language skills at a level that will allow full and successful participation in the academic and extra-curricular life of the host institution, and be eligible to receive credit at the home institution for courses completed at the host institution. Successful applicants to the CANEX exchange program are eligible to apply for a scholarship of $1,000.00.

For more information and the appropriate application forms, contact Darlene Ryan in Needles Hall 2080, (519) 888-4567, ext. 2814.

English Language Requirement

English Language Requirement for Applicants Whose First Language is Not English

The official language of instruction at the University of Waterloo is English. Consequently, it is incumbent upon the University to have in place policies and procedures to ensure that its undergraduate students have sufficient language skills to cope with the rigors of the academic curriculum as well as, for many, the communication skills to be successful in co-operative education programs.

The following requirements are distinct from and in addition to the requirement to present OAC English, Ontario Grade 12 ENG 4U, or equivalent, where it is stated as an admission requirement.

Applicants Who Have Studied in Canada for a Period of Less Than Five Years

Applicants whose first language is not English and who have studied in Canada less than five years as of the first day of the month of the term in which studies are to begin must provide ALL of the following tests and scores as indicated below:

- Test of English as a Foreign Language (TOEFL): 600 AND
- Test of Written English (TWE): 5.0 OR
- Test of Spoken English (TSE): 50

Several alternative tests and scores may be substituted for the above including:

- The computer-based TOEFL: 250 and TSE: 50 OR
- The International English Language Testing System (IELTS): 7.5 OR
- The Michigan English Language Assessment Battery (MELAB): 90 with 80 minimum per section including a minimum score of 3 in the speaking test component

Talented applicants to the Faculties of Applied Health Sciences, Mathematics, and Science who do not meet the requirements as stated above but who present any one of the following scores will be considered on an individual basis:

- Test of English as a Foreign Language (TOEFL): 580 AND the Test of Written English (TWE) AND the Test of Spoken English (TSE) must be taken OR
- The computer-based TOEFL: 237 AND the Test of Spoken English must be taken OR
- IELTS: 7.0 OR
- MELAB: 85

Students who do not meet these requirements may still be eligible for admission. The Faculty of Mathematics together with Conestoga College administers the English Language for Academic Studies (ELAS) Program for applicants to Mathematics who require assistance with the English language.
Those who have studied in Canada for a period of less than five years but have pursued formal education for five years or more in a country or jurisdiction where the language of instruction is English may be considered for an exemption. Also, in very exceptional cases the University is willing to consider an exemption for those who have been in Canada for less than five years and who can demonstrate clearly that they have acquired the necessary language skills. The appropriate admissions committee will consider requests on a case-by-case basis. Such applicants should contact the University in writing or by email to Julie Pocock at j pocock@uwaterloo.ca and make a strong case for exemption.

Applicants Who Have Lived in Canada for Five Years or Longer

Applicants whose first language is not English and who have lived in Canada for five years or longer will also be required to meet the above requirements if they have not pursued formal education where English is the language of instruction. The appropriate admissions committee will apply these requirements on a case-by-case basis and notify the applicant promptly after a careful review of the documentation presented. Bilingual francophone Canadians educated in Canada do not have to meet these requirements.

Application Procedures

How to Apply

Applicants who have never registered at Waterloo for full-time studies, part-time studies or distance education studies and who wish to pursue degree studies on a full-time basis other than through distance education must submit their applications through the Ontario Universities’ Application Centre (OUAC).

- Applicants planning on completing the Ontario Secondary School Diploma (OSSD) who are presently enrolled in an Ontario Secondary School as a full-time day student must complete OUAC Form 101 available from the secondary school guidance departments or available online at www.ouac.on.ca/101/index.html.

- All other applicants must complete OUAC Form 105D or 105F for non-Canadian citizens applying from outside Canada. These forms may be obtained from the Registrar’s Office or online through OUAC at www.compass.ouac.on.ca

- St. Jerome’s registers students in the Regular or Cooperative system of study in the Faculties of Arts and Mathematics including Honours Arts Applied Studies Co-op and Honours Arts and Business, but excluding Arts Accounting and Financial Management Co-op. Applicants to St. Jerome’s University should use the appropriate Ontario Universities’ Application Centre (OUAC) application codes. Inquiries and correspondence should be directed to: The Registrar, St. Jerome’s University.

- Applicants may apply for the Social Development Studies Program, the Honours Arts Regular Programs and the Honours Social Work Program through Renison College. Renison College applicants should indicate “Renison College” clearly on the application form by using the appropriate Ontario Universities’ Application Centre (OUAC) program codes. Inquiries and correspondence regarding admissions should be directed to: The Registrar’s Office, Renison College.

- Those considering full-time attendance who have attended Waterloo previously do not apply using an OUAC form. Contact the Registrar’s Office to obtain an appropriate form.

- Applicants who wish to pursue degree studies on a part-time basis or non-degree or post-degree studies should contact the Registrar’s Office for the appropriate application forms.

- Applicants who wish to take courses by distance education should write to the Distance Education Office, University of Waterloo, Waterloo, Ontario N2L 3G1, call (519) 888-4050 or see their website, www.dce.uwaterloo.ca.

When requesting an application form from the University, candidates should outline their academic background and indicate the exact program and level of admission they are seeking. This will help to determine the appropriate application form as well as enable us to send additional information which an applicant may find helpful.

Further instructions on application procedures and documents required will be sent with the application form and the acknowledgment package.

Application Dates

On campus, full or part-time study

Because of the number of applications received each year, the University has established certain dates after which consideration of an application cannot be guaranteed.

<table>
<thead>
<tr>
<th>Term starting</th>
<th>Last date for application</th>
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<tbody>
<tr>
<td>May 2003</td>
<td>February 28, 2003</td>
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<tr>
<td>July 2003</td>
<td>June 3, 2003</td>
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<tr>
<td>September 2003</td>
<td>March 31, 2003</td>
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<tr>
<td>January 2004</td>
<td>October 31, 2003</td>
</tr>
<tr>
<td>May 2004</td>
<td>February 27, 2004</td>
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</table>

Architecture requires that applications must be dated as received at the OUAC no later than February 28. Supporting documents must be received at the University no later than March 14.
**Arts Accounting and Financial Management** requires that applications must be dated as received at the OUAC no later than March 31. Supporting documents must be received at the University no later than May 1.

**Applicants to other Arts programs** applying for admission to Fall term 2003 and using the OUAC 105 application must apply by March 31. Supporting documentation must be received by the Registrar’s Office by June 30. The respective deadlines for the Winter term are October 31 and December 1 and for the Spring term, February 27 and April 1.

**Engineering and Software Engineering** require that applications be dated as received at the OUAC no later than February 28. Supporting documents must be received at the University of Waterloo no later than March 31.

**Optometry** requires that applications must be dated as received at the OUAC no later than January 31.

**Social Work** requires that applications must be dated as received at the OUAC no later than December 31. Supporting documents must be received at the University of Waterloo no later than January 15.

**Distance Education**  
Please refer to www.dce.uwaterloo.ca or call the Distance Education Office at (519)888-4050.

**Completing Your Application**  
Only complete files containing all required documents (transcripts, letters of reference, etc.) will be presented to the Admissions Committees for consideration.

All Ontario Secondary School applicants will be notified no later than June 3, 2003 of the status of their application for admission. Ontario Secondary School applicants who complete their studies in the Fall semester may be considered when final grades are received.

Ontario Secondary School applicants who receive an offer of admission dated on or before June 3, 2003 are required to confirm acceptance by June 16, 2003. Applicants who receive an offer of admission after June 3 will be given two weeks from the date on the offer to confirm.

Applicants who are not currently enrolled in an Ontario Secondary School program can expect to wait several weeks before receiving a decision on their application after all required documentation has been received. Architecture and Independent Studies require applicants to come to the University for an admission interview and a decision cannot be made in such programs until after the interview has been taken and the Admissions Committee has had ample opportunity to consider all of the information that has been presented to it. Applicants who feel there has been an undue delay in the consideration of their application should check to ensure that all required documents have been received by the appropriate Faculty area in the Registrar’s Office.

**Release of Academic Information**  
The University may, on request from a Secondary School in Ontario or a CEGEP in Quebec, release certain academic data regarding performance about the student. The data will be released only if the student has authorized the release on the application form (OUAC Form 101 or 105). Students not wishing to have this information released may indicate their wishes on the application form.

**For More Information**

**Admissions**  
University of Waterloo  
Waterloo, Ontario, Canada N2L 3G1  
Telephone (519) 888-4567, ext. 3777  
Fax (519) 746-2882  
On-line Inquiries: askthewarrior@uwaterloo.ca  
www.findoutmore.uwaterloo.ca

The Registrar’s Office is located on the second floor of Ira G. Needles Hall. Working hours run from 8:30 a.m. to 4:30 p.m., Monday through Friday. The Office is open to serve the public from 10:00 a.m. to 4:00 p.m., Monday through Friday.

**Renison College**  
Westmount Road North  
Waterloo, Ontario N2L 3G4  
Telephone (519) 884-4404  
www.renison.uwaterloo.ca

**St. Jerome’s University**  
Westmount Road North  
Waterloo, Ontario N2L 3G3  
Telephone (519) 884-8110  
www.sju.ca

**Distance Education**  
University of Waterloo  
Waterloo, Ontario, Canada N2L 3G1  
Telephone (519) 888-4050  
Fax (519) 746-4607  
E-mail: distance@admmail.uwaterloo.ca  
www.dce.uwaterloo.ca