

# MARINE INSTITUTE

## APPLICATION FOR ADMISSION

### Personal Information and Protection of Privacy

The information requested on this form is collected under the authority of the *Memorial University Act (RSNL 1990 c M-7)* and is needed to assign your Marine Institute identification number; to process your application for admission; to verify your qualifications and determine your eligibility for admission; for administration of student records, scholarships, and awards; for provision of student and alumni services; and for institute planning and research. Upon registration at Marine Institute, this information will form part of your student record and will be used to document your progress in an academic program. Students' personal information may be disclosed to academic and administrative units; to donors or representatives of institute-administered scholarships/bursaries/awards; to federal and provincial agencies as legally required; to student governance associations; to high school or post-secondary institution contacts as necessary to provide new and transfer applicants with appropriate academic advice; and to private health insurance provider(s) as necessary to administer the applicable student health insurance program. For details on the use and disclosure of students' personal information, please contact the Registrar at (709) 778-0497.

REV-2018-05

[www.mi.mun.ca](http://www.mi.mun.ca)

### THIS APPLICATION SHOULD BE ACCOMPANIED BY:

- ✓ Application fee of \$60. (\$120 fee if you are an international student or a student transferring from a college and/or university outside of Newfoundland and Labrador).
- ✓ Other documents as specified by the program for which you are applying.  
*All transcripts must be OFFICIAL and must be sent by the University or College you have attended, or the Department of Education, directly to the Marine Institute Registrar's Office. Grade Reports will not be accepted. If you attended Memorial University this information will be obtained internally.*
- ✓ An official transcript of your high school grades to date.
- ✓ An official copy of your university transcript(s) to date.

### WHEN SHOULD I APPLY?

It is recommended that you apply as early as possible, but applications should be received by **April 15<sup>th</sup>**. Applications received after this date will be assessed as resources and space allow.

International Students: The application deadline for international students is **March 1<sup>st</sup>**.

Applicants should consult the Marine Institute's Calendar available at [www.mi.mun.ca](http://www.mi.mun.ca) or by calling **1-800-563-5799**, for program information, admission requirements and regulations.

### PHYSICAL REQUIREMENTS

Applicants to selected Marine Institute programs are required to provide proof of physical fitness prior to registration.

The two medicals involved are known as the Transport Canada Marine Medical Certificate (TC), and the Canadian Association of Petroleum Producers Offshore Medical (CAPP).

Programs that require proof of physical fitness include:

#### TC MARINE MEDICAL CERTIFICATE

Diploma of Technology Nautical Science  
Diploma of Technology Marine Engineering  
Diploma/Degree in Marine Environmental  
Diploma/Degree in Ocean Mapping  
Technical Certificate in Bridge Watch  
Technical Certificate in Harvesting  
Technical Certificate in Marine Diesel Mechanics  
Technical Certificate in Fire Rescue

#### CAPP MEDICAL ONLY

Diploma/Degree in Underwater Vehicles  
Technician Diploma in Remotely Operated Vehicle

Students must present proof of physical fitness to the Registrar's Office with the appropriate medical form signed by the authorized physician. Please note that medicals do expire and may need to be repeated prior to completion of a program.

### STUDENT AFFAIRS AND HOUSING

The Marine Institute offers a wide range of services to students with disabilities. For more information, please contact our Student Affairs Office at **1-800-563-5799, ext. 0702** or **(709) 757-0702**. For information regarding on-campus student housing, please call **(709) 864-7590** or email [housing@mun.ca](mailto:housing@mun.ca).

[admissions@mi.mun.ca](mailto:admissions@mi.mun.ca)

P.O. Box 4920 St. John's, NL Canada A1C 5R3 Tel: 1-800-563-5799, ext. 0380 / 709-778-0380 Fax: 709-778-0322



## ADMISSION REQUIREMENTS

### DIPLOMAS OF TECHNOLOGY AND TECHNICIAN DIPLOMAS – NEWFOUNDLAND APPLICANTS

Applicants shall have completed Graduation requirements for high school as set down by the Department of Education and obtained credits in each of the following, with a minimum combined average of 60% in the level three Mathematics, English and Science.

**Mathematics:** Four (4) math credits, two (2) which must be either Math 2201 or Math 2200; and two (2) credits from either Math 3201\* or Math 3200  
\*a minimum of 60% must be achieved in this course

**Language:** Two (2) credits from English 3201

**Science:** Four (4) credits, two (2) of which must be from either Biology 3201, or Chemistry 3202, or Physics 3204, or Earth Systems 3209

### DIPLOMAS OF TECHNOLOGY AND TECHNICIAN DIPLOMAS – APPLICANTS FROM OUTSIDE NEWFOUNDLAND

Canadian citizens who reside outside Newfoundland and Labrador require a Grade XII graduation diploma in a University Preparatory Program (the Secondary V Certificate for Quebec applicants) with a passing mark in the required courses equivalent to those identified for Newfoundland applicants and an overall average of no less than 60% in these courses.

### TECHNICAL CERTIFICATE PROGRAMS

Applicants require completion of the grade required for the particular program for which they are applying.

### MATURE STUDENTS

Mature students are 21 years of age or older within one (1) month of the start of the program. The admission requirements above describe the minimum qualifications individuals should have in order to succeed in each respective program area. Individuals may obtain the equivalent or other suitable qualifications from alternate sources to prepare them for technology programs.

Applicants must demonstrate they have a technical or practical expertise, or a combination of both, in their intended field of study. Mature applicants should submit an Application for Admission, as well as the following documentation:

- A resume outlining all associated experience
- A letter of recommendation from an employer or other individual who can attest to an applicant's qualifications
- Official academic transcripts of high school and post-secondary studies
- Proof of age

### TRANSFERS FROM OTHER CANADIAN UNIVERSITIES/COLLEGES

Students from other universities/colleges will be considered for admission upon producing satisfactory documentation. Students forced to withdraw from another university/college will not be eligible for admission to the Marine Institute until the associated withdrawal penalty has been served. Students transferring from other universities/colleges, and students with prior academic or work experience may apply for Credit Transfer or Challenge Examinations. Please refer to the Marine Institute Calendar for the policies, regulations and procedures governing transfers of credit and challenge examinations.

### APPLICANTS FROM OTHER COUNTRIES

Please refer to the Marine Institute Calendar for regulations governing English Proficiency Requirements. Information on entering Canada to study as a foreign student should be obtained from the applicant's nearest Canadian Embassy or Consular Office.

## MARINE INSTITUTE NON-DEGREE APPLICATION FOR ADMISSION

Advanced Diploma; Post Graduate Certificate; Diploma of Technology/Bachelor of Technology;  
Diploma of Technology; Technician Diploma and Technical Certificate Programs

### THE APPROPRIATE FEE MUST ACCOMPANY THIS APPLICATION

If you have previously attended the Marine Institute, please indicate student # \_\_\_\_\_

Have you previously applied for admission?  Yes  No If yes, when? Year \_\_\_\_\_

Have you ever attended Memorial University of Newfoundland?  Yes  No MUN Student # \_\_\_\_\_

Semester and year for which application is being made. Please note that all programs have a fall intake only for new students.

September, year \_\_\_\_\_ January, year \_\_\_\_\_ Technical Session, year \_\_\_\_\_ Other \_\_\_\_\_

### Section A: Personal Information Please ensure ALL of Section A is completed. Please print.

1.  Mr.  Ms.  Mx. Family Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_

Previous Family Name (if applicable) \_\_\_\_\_

2. Sex  Male  Female  Another Gender Identity Date of birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
YYYY MM DD

MCP # (Newfoundland and Labrador residents only) \_\_\_\_\_

3. Permanent Mailing Address (please give complete details)

Street/Apt. # \_\_\_\_\_ P. O. Box \_\_\_\_\_

City/Town \_\_\_\_\_ Province/State \_\_\_\_\_ Country \_\_\_\_\_

Postal Code \_\_\_\_\_ E-mail Address \_\_\_\_\_

Telephone HOME (\_\_\_\_) \_\_\_\_\_ WORK (\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_) \_\_\_\_\_

FAX (\_\_\_\_) \_\_\_\_\_

4. Citizenship \_\_\_\_\_ Immigration Status (non-Canadians only)  Landed Immigrant  Student Visa  
 Permanent Resident

#### Aboriginal Status:

Are you an Aboriginal person?  Yes  No

5. Parent, Guardian or Next of Kin NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

Permanent Mailing Address \_\_\_\_\_ City \_\_\_\_\_

Province \_\_\_\_\_ Country \_\_\_\_\_ Postal Code \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

### Section B: Educational Information Please ensure ALL of Section B is completed.

6. This year did you attend  High School  University  College  No Educational Institution

Students in Newfoundland and Labrador who are currently completing Level III, please sign the following authorization:

*I hereby authorize the Department of Education, Province of Newfoundland and Labrador, to release my examination results to the Office of the Registrar, Fisheries and Marine Institute of Memorial University of Newfoundland.*

Signature \_\_\_\_\_ Date \_\_\_\_\_



**HOW DID YOU HEAR ABOUT MARINE INSTITUTE?**

- Admissions Staff    MI Representative    Career Fair    Brochure    Advertisement    Alumni    Web
- Other \_\_\_\_\_

*Applicants should note that all documents (including transcripts) used for admission purposes become the property of the Marine Institute and are not returned to the applicant. Documents submitted by applicants who are not accepted, or who do not attend, are kept on file for one year and are destroyed after that time. The Marine Institute reserves the right to refuse admission to any applicant.*

I hereby apply for enrolment at the Fisheries and Marine Institute of Memorial University of Newfoundland and certify that the information contained herein is complete and correct. I understand that failure to disclose required information on this application form is considered to be an academic offence. If admitted, I agree to abide by all the rules and regulations set out by the Marine Institute. I make this application in acknowledgement that it is subject to all provisions of current and future Marine Institute Calendars including, without restricting the generality of the foregoing, all limitations and qualifications set out therein. I hereby authorize the Marine Institute to obtain all relevant records from any school or post-secondary institution which I have attended, and release to agencies with a legitimate interest, any non-confidential information.

Signature \_\_\_\_\_ Date \_\_\_\_\_