ADMISSIONS PROCEDURES

BCIT™

Computer Systems Bachelor of Technology – School of Computing and Academic Studies
3700 Willingdon Avenue, Burnaby, BC, Canada V5G 3H2
E cstbtech@bcit.ca

Entrance Requirements

- **English:** two years of education in English in an English-speaking country with **one** of the following:
  - English 12 (67%) or
  - Three credits of post-secondary English, Humanities or Social Sciences (67%) from a **recognized institution**

  For more information regarding English Requirements, please visit **bcit.ca/admission/english.shtml**.

- **Post-secondary education: one** of the following:
  - **BCIT Computer Information Technology (CIT) Diploma** or
  - **BCIT Computer Systems Technology (CST) Diploma** or
  - Equivalent of CST Diploma **and** a minimum of 3 months relevant work experience. These applicants **must** apply with a completed department assessment**

Applicants who have completed post-secondary studies outside of Canada, United States, and the United Kingdom will require a comprehensive evaluation of their credentials by the **International Credential Evaluation Service (ICES)**.

Equivalence will be determined based upon assessment of the student's academic background. Contact **cstbtech@bcit.ca for a pre-entry assessment. The outcome of this evaluation will indicate which, if any, pre-entry courses are needed to achieve equivalence to the BCIT CST diploma core. An official list of required pre-entry courses will be sent to you once your information is assessed. Pre-entry courses must be complete prior to applying and the department assessment attached with your application. All required pre-entry courses are offered through Part-time Studies at BCIT.

BCIT CST/CIT Diploma Graduates may apply directly to the program at **bcit.ca/apply**.

Pre-entry/Department Assessment

The following documents are required for the pre-entry assessment:

1. Pre-entry Assessment Request Form (see last page).
2. Resume detailing the number of hours worked per week for any of the following:
   a. Full-time and/or part-time employment,
   b. Computing/programming related volunteer experience, and/or
   c. Computing/programming related projects.

   Please include the months when dating. For example: May 2009 – June 2013 at 40 hours per week.

3. One of the following:
   a. **Official and sealed** post-secondary transcript(s), if applicable, or
   b. **Official and sealed** ICES Comprehensive Report.

Pre-entry Student Guidelines

1. Candidates must attempt at least three (3) pre-entry courses per calendar year to keep the pre-entry form current and valid.

2. Upon completion of the pre-entry courses, applicants may apply to the CST BTech program via online application at **bcit.ca/apply**. Please notify the CST BTech department via email at **cstbtech@bcit.ca** when applying so that the department can supply the Admissions Office with any documentation used for the pre-entry evaluation.

3. Applicants must have satisfied the English 12 (67%) or three credits of post-secondary English, Humanities or Social Sciences (67%) from a **recognized institution** requirement prior to taking any of the degree courses in the Bachelor program.

4. Students have up to seven (7) years to complete the Bachelor program starting from the date of their first Technical degree-level course, or the date of acceptance to the Bachelor program, whichever comes first.

5. Applicants may also complete the **General Education component** of the Bachelor program any time prior to admission into the program. However, if an applicant has completed management courses prior to admission into the Bachelor program, the courses are transferable to the Bachelor program only if they are not more than five (5) years old at the time of admittance into the program. Please note that BCIT's **LIBS7001** and **LIBS7002** are mandatory.

PRE-ENTRY ASSESSMENT REQUEST FORM

BCIT™

Computer Systems Bachelor of Technology – School of Computing and Academic Studies
3700 Willingdon Avenue, Burnaby, BC, Canada V5G 3H2
E cstbtech@bcit.ca

DATE		
Month	Day	Year

Instructions: 1) Save this PDF to your desktop, 2) Open with Adobe Reader or Adobe Acrobat, 3) Complete all required fields, 4) Save, 5) Close PDF then re-open to ensure the content you filled in has saved, 6) Submit to CST BTech Department.

Student Name (Last, First)		BCIT Student Number
Street Address		
City	Province	Email Address
Postal Code (V0V 1A1)	Country	Phone Number

Checklist:

Pre-entry Assessment Request Form, filled and signed.

Resume, detailing number of hours worked per week, attached.

Official sealed transcript(s) is/are:

Attached

Being sent directly from past/current post-secondary institution(s) to:

CST BTech Program Assistant
British Columbia Institute of Technology
SW2 103 – 3700 Willingdon Avenue
Burnaby, BC V5G 3H2

Being evaluated by ICES. The Official and sealed Comprehensive Report will be sent to you directly.

I would like my academic records to be assessed for eligibility to enter the Computer Systems Bachelor of Technology Degree program.

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Student Signature