

College
of New
Caledonia

CNC

International
Education

International Education

How to apply online using EducationPlannerBC

<https://apply.educationplannerbc.ca/>

EducationPlannerBC (EPBC) allows you to apply for admission to BC universities, colleges and institutes.

Applying to CNC: EducationPlannerBC Instructions

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International
Education

Creating an account

APPLY

APPLY

Apply to one or more BC post-secondary institutions using the EducationPlannerBC application service.
Note: To apply to the following institutions [click here](#).

- BC Institute of Technology
- Royal Roads University
- University of Northern British Columbia
- Okanagan College
- University of British Columbia
- University of Victoria

To get started,



[Sign Up for your EducationPlannerBC Account](#)

OR

USERNAME

PASSWORD

Login

[Forgot your Username or Password?](#)

If this is your first time applying with EducationPlannerBC, you must create an account.

If this is not your first time using EducationPlannerBC, log in as per usual.

First, choose a username and password. Your password must contain one of each requirement.

Your EducationPlannerBC login credentials will be used for all future online applications to BC universities, colleges and institutes.

If you have used EducationPlannerBC to apply to another intake or institution, please use the same account for all future applications.

USERNAME

⚠ Username is required.

PASSWORD

- ✓ At least one lower case letter to be included.
- ✓ At least one upper case letter to be included.
- ✓ At least one number to be included.
- ✓ At least one special character to be included.

⚠ Password is required.

Password is case-sensitive and must:

- Be at least eight (8) characters in length
- Contain one or more of each of the following: 1) Lower case letter, 2) Upper case letter, 3) Number and 4) Special character

CONFIRM PASSWORD

Account Confirmation

CREATE ACCOUNT

✓ Account Created

Your account information has been emailed to **Your email here**. If you do not receive the email within the next 5 to 10 minutes, please check your junk and trash folders for an email from mailer@educationplannerbc.ca.

You are now logged in. Use the drop-down menu at the top right to change your Password or Username. Record your Username and Password for future reference.

[Enter Personal Information](#)

PLAN

[Get Started](#)

[Apply](#)

SEARCH

[Undergraduate](#)

[Apprentice](#)

APPLY

[Apply Now](#)

HELP

[Questions](#)

[How to Search](#)

CONFIRM ACCOUNT

Please check your email for a confirmation link to confirm your account. You will not be able to submit an application until your account is confirmed.

If you haven't received a confirmation email, please check your junk mail or spam folder. You can also send a new confirmation email by clicking the button below.

[Re-send Confirmation Email](#)

[Dismiss](#)

You must confirm your account before you can begin the application process.

If you have not received the confirmation email within 5 to 10 minutes, click the "Re-send Confirmation Email" link.

Account Recovery

Should you forget your Username and Password at some point in the future, we'll use the email address you provide below to assist you in recovering access to your account.

EMAIL ADDRESS

In addition to account recovery emails, you will receive a receipt of completed applications at the provided Email Address upon using the EducationPlannerBC Application Service. If you believe you are not receiving email from EducationPlannerBC, be sure to check your Spam, Trash and Junk mail folders.

CONFIRM EMAIL ADDRESS

Mandatory fields must be completed before clicking "Create Account."

An email address can only be used once for each EducationPlannerBC account.

Collection Notice

The information included in your EPBC account is collected under Section 26c of the Freedom of Information and Protection of Privacy Act. The information provided is collected, used and disclosed with your consent when you apply to attend a participating BC post-secondary institution. If you have any questions about the collection, use and disclosure of this information, contact:

Director
EducationPlannerBC
200-555 Seymour St
Vancouver, BC V6B 3H6
info@educationplannerbc.ca

☐ Click here to acknowledge this notice and create your EPBC account

Click to create your EducationPlannerBC account and begin the application process.

Create Account Cancel

PROFILE



COMPLETE PROFILE



Select Institution



Complete Application



Review & Submit

LAST MODIFIED
7 hours ago

If you want to update your [Password](#) or [Email Address](#), please go to your [EducationPlannerBC Account](#).

Your profile consists of personal and contact information, along with your academic history. A copy of your profile is included alongside any application you submit to a Post-Secondary Institution.

Each drop down section must be completed.

Click on each section to expand mandatory information fields.

"Start Applying" will not be available until all information fields have been filled in.

Personal Information
Provide details about your identity, language and citizenship.

Contact Information
Provide your mailing address, telephone number, and optionally, an emergency contact.

Academic History
List all High Schools (Grades 8-12) and Post-Secondary Institutions you've attended in the past.

Start Applying

Personal Information

Legal Names



Personal Information
Provide details about your identity, language and citizenship.

Legal Names

Legal names are shown on your birth certificate or passport (if you didn't legally change them later).

FIRST OR GIVEN NAME(S) *(Optional)*

If you have only one legal name, enter it in the 'LAST OR FAMILY NAME' field below.

MIDDLE NAME(S) *(Optional)*

LAST OR FAMILY NAME

⚠ Last or Family Name is required.

Your legal names **MUST** match the names on your passport.

Naming Examples:

Names on Official Documents		How to Enter on EducationPlannerBC	
First name	Last name	First name	Last name
Harpreet Kaur		Harpreet	Kaur
Sandra	Wu Yee	Sandra	Wu Yee
Sonia			Sonia

*The “Last or Family Name” field must have a name entered to continue with your application.

Other Names

Other Names

Other names are ones you use informally or prior to a legal name change.

PREFERRED FIRST NAME *(Optional)*

FORMER LAST OR FAMILY NAME *(Optional)*

Former names include maiden name or birth name prior to a legal name change.

If you have a preferred first name, enter it into this field.

Language/Citizenship

PRIMARY LANGUAGE SPOKEN AT HOME

If you don't find your primary language, select "Other" at the bottom.

COUNTRY OF CITIZENSHIP

IMMIGRATION/VISA STATUS IN CANADA

Select the visa type or immigration status you will have at the beginning of your studies.

STUDENT VISA EXPIRY DATE *(Optional)*

If you have a current study permit, enter the end date.

Fill in all Language and Citizenship fields.

Select the visa type or immigration status you will have at the beginning of your studies. If you have a current study permit, fill in this section.

For more information regarding your student visa and study permit, visit: <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit.html>

Contact Information

Mailing address

Admission correspondence may be sent to your mailing address.

COUNTRY

STREET ADDRESS

Use both address lines if your complete address does not fit on the first line.

CITY

Enter both the City and District in the same field.

Do not abbreviate City name. Enter the full name.

POSTAL CODE

Telephone Numbers

Telephone

PRIMARY PHONE NUMBER

Philippines

x | v

Enter phone number...

 This field is required.

If you enter your country's calling code, please include a '+' sign at the beginning.

ADDITIONAL PHONE NUMBER *(Optional)*

Select country...

| v

Enter phone number...

If you enter your country's calling code, please include a '+' sign at the beginning.

Enter your country's area code followed by the telephone number.

Emergency Contact Information

Emergency Contact

To provide emergency contact information, click the checkbox below and provide the name, phone number and email of your emergency contact.

☒ Provide an emergency contact

EMERGENCY CONTACT'S FULL NAME

Emergency Contact Info

PRIMARY PHONE NUMBER

Select country...

| v

Enter phone number...

If you enter your country's calling code, please include a '+' sign at the beginning.

ADDITIONAL PHONE NUMBER *(Optional)*

Select country...

| v

Enter phone number...

If you enter your country's calling code, please include a '+' sign at the beginning.

EMERGENCY CONTACT'S EMAIL ADDRESS



We strongly urge you to provide emergency contact information.

Providing emergency contact information gives the College of New Caledonia permission to contact and release information to the person named under Emergency Contact in situations the College deems there is an urgent concern for the health, wellness and safety of the student.

Save

Cancel

Academic History



Academic History

List all High Schools (Grades 8-12) and Post-Secondary Institutions you've attended in the past.

List all High Schools (Grades 8 to 12) and Post-Secondary Institution(s) you've attended in the past.

High Schools

High School	Location	Dates Attended	Current or Completed Grade
No High Schools to list. Add a school by clicking the 'Add' button below.			
<div>Add</div> To complete Academic History at least one school must be added, up to a maximum of 3.			

Post-Secondary Institutions

Institution	Location	Dates Attended	Credential	Date Awarded
No Post-Secondary Institutions to list. Add an institution by clicking the 'Add' button below.				
<div>Add</div> A maximum of 5 institutions may be added.				

Add every high school and post secondary school that you have attended.

When you click on "Add," a secondary screen will appear to enter your academic history and credentials.

High School & Post Secondary Information

Add High School

COUNTRY

India



HIGH SCHOOL

Other India Secondary School

If you can't find your school by name, type "Other" in the High School field and use the default selection provided.



If you cannot find your school's name, type "Other" and use the default selection provided.

Take the same steps to add Post Secondary information.





Personal Information

Provide details about your identity, language and citizenship.



Contact Information

Provide your mailing address, telephone number, and optionally, an emergency contact.



Academic History

List all High Schools (Grades 8-12) and Post-Secondary Institutions you've attended in the past.

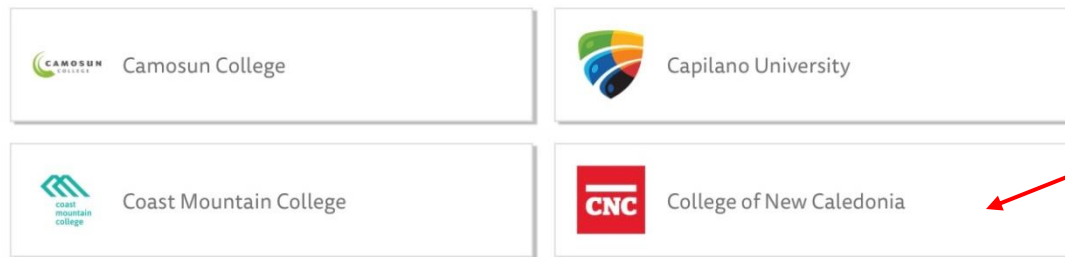
Start Applying

Notice the change in color from orange to green. Once all information has been entered, you are eligible to apply.

Institution Selection

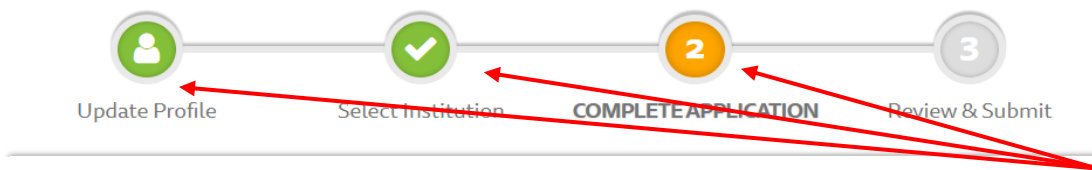
Start Applying to an Institution

Start a new application by selecting the corresponding institution below.



Scroll through the list of available Colleges and Universities. Find the **College of New Caledonia** and click to apply.

COMPLETE APPLICATION



Note you can navigate back and forth by clicking on each link.



Information for Applicants

This application is both for prospective domestic and international applicants. If you are a sponsored apprentice, please use the [Applicant Training Application](#).

Applications for the next academic year, will be accepted any time after September 15th. Early application is advised as many programs have limited number of seats available. Applicants to these programs are strongly recommended to apply by March 31st

Press "Create Application" to choose your desired program and intake and upload all required academic documents.

Application

Create Application

Program Selection

Application No. 88000248

 Delete Application

At any time, you can delete an application that has not been submitted.

LAST MODIFIED
6 minutes ago

PROGRAM
(Not Specified)



Program Selection

Select the program you're interested in applying for at this institution.

Program Selection

Admission Category

ARE YOU?

International Applicants



WHICH TERM DO YOU WISH TO START?

2022 Jan to Apr



WHICH CAMPUS DO YOU WISH TO STUDY?

Prince George (Main)



In this section, you will select "International Applicants" your preferred start date based on availability and your available campus of choice.

Program Choice

SELECT YOUR SUBJECT AREA

Select Subject Area...



Business

Health Sciences

Human Services

Technology Programs

University Studies and Fine Arts

Program choice will include different subject areas, such as Business, Health Sciences, University Studies, etc. First, choose your subject area, to see the available programs.



Additional Information

Provide additional details requested by the College of New Caledonia.

Program Choice

SELECT YOUR SUBJECT AREA

Business

SELECT YOUR PROGRAM

Select Program...

Accounting and Finance

Business Management Certificate

Business Management Diploma

Post Diploma in Human Resources Management

Post Diploma in Tourism & Hotel Management

If you chose Business for example, you will see a list of all the programs related to Business, which are currently open to applications.

If you cannot find your desired program, it may have already reached capacity or be unavailable during the current intake.

Program Choice

SELECT YOUR SUBJECT AREA

University Studies and Fine Arts

SELECT YOUR PROGRAM

Associate of Arts - English

Once you have selected your program, you will see the program details.

Program Details

ASSOCIATE OF ARTS - ENGLISH

Employers in a wide range of fields value written and oral communication skills, creativity, and critical thinking abilities students gain in English programs.

[View program information](#)

Questions

Please provide the following program-specific information:

ATTENDANCE

Please select an attendance option*

☐ Full-time

☒ (Not Specified)

Attendance choices are determined by program selected.

You must be a full time student to qualify for your study permit. Follow the link below for more information regarding your study permit.

<https://www.welcometobc.ca/Work-or-Study-in-B-C/Study-in-B-C/International-Students>

Submission of Documents

Submission of documents

To expedite processing of your application we encourage you to submit all available supporting documents with your application.

PASSPORT

Upload a scan of your passport data pages.

 Browse ...

Your document may be in JPEG, PNG, TIFF and PDF file formats. Maximum file size is 3MB.

IELTS, TOEFL OR ENGLISH PROFICIENCY

Upload your IELTS, TOEFL, or equivalent English proficiency assessment.

 Browse ...

Your document may be in JPEG, PNG, TIFF and PDF file formats. Maximum file size is 3MB.

SENIOR SECONDARY MARK SHEET

Upload your scanned, original Senior Secondary mark sheet and results.

 Browse ...

Scans of photocopied or notarized documents will not be accepted. Your document may be in JPEG, PNG, TIFF and PDF file formats. Maximum file size is 3MB.

POST-SECONDARY MARK SHEET *(Optional)*

Upload your scanned, original Post- Secondary mark sheets with the provisional certificate or degree certificate and backlog summary if appropriate.

 Browse ...

Upload your post-secondary transcript with provisional certificate or degree certificate from a country other than Canada. Scanned photocopies or notarized documents will not be accepted. Your document may be in JPEG, PNG, TIFF and PDF file formats. Maximum file size is 3MB.

Documents should be uploaded to this section of the application. We require scanned original documents in **PDF format only**. Scans of photocopies or notarized documents will not be accepted. Ensure documents are legible before uploading them.

If documents are missing or are illegible, your application will be considered **incomplete and will not be processed**.

Maximum allowable file size is **3 MB**.



***If your document exceeds the maximum allowable file size, please click browse and select a new document.**

Once you have uploaded all of the required documents, press "Save."

Save

Cancel

Additional Information



Additional Information
Provide additional details requested by the College of New Caledonia.

Additional Information

Gender

SELECT YOUR GENDER

☐ Male

☐ Female

☒ (Not Specified)

Agent Information and Release for International Applicants

DO YOU HAVE AN EDUCATIONAL REPRESENTATIVE OR AGENT AND AUTHORIZE THE INSTITUTION TO RELEASE ADMISSIONS, REGISTRATION AND TUITION INFORMATION TO THEM?

☐ Yes ☐ No ☒ (Not Specified)

Save

Cancel

Gender must be specified in this section.

If you are authorizing an educational representative or agent, select "Yes."

Agent Information

Agent Information and Release for International Applicants

DO YOU HAVE AN EDUCATIONAL REPRESENTATIVE OR AGENT AND AUTHORIZE THE INSTITUTION TO RELEASE ADMISSIONS, REGISTRATION AND TUITION INFORMATION TO THEM?

☒ Yes ☐ No ☐ (Not Specified)

AGENT NAME

AGENCY



EMAIL ADDRESS

Save



Cancel

A new section will open and you will be able to fill in the agent information here.


Once you have completed this section, press "Save."



Program Selection
Select the program you're interested in applying for at this institution.



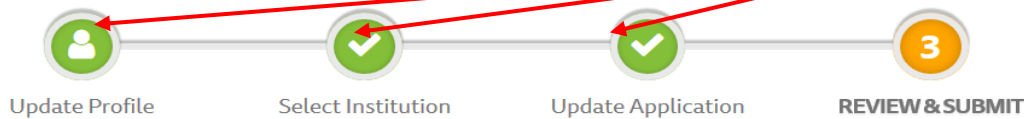
Additional Information
Provide additional details requested by the institution you're applying for.

 Review & Submit

The drop down menu will turn green from orange once all the information has been entered. You are now eligible to review and submit.

Review and Submit

REVIEW & SUBMIT



Application Fee

\$125.00 CAD (non-refundable)

An application fee is required for each submitted application.

To change your application after it is submitted, please contact the Admissions department at College of New Caledonia.

PAYMENT OPTIONS

- ☐ I will pay by credit card when submitting my application.
- ☐ I have an approved application fee waiver.
- ☒ (Not Specified)

Confirm Email Address

Is your current email address, **your email address here**

☐ Yes, this is my current email address.

It's important that we have your current email address; it's where we'll send your application receipt, and how the school will contact you with next steps about your application.

If you need to update your email address, please do so at [EducationPlannerBC Account - Update Email](#), before proceeding to Make Payment.

Consent for Information Disclosure and Declaration of Applicant

I hereby certify that the information I have submitted in this application for admission is true and complete and that no information has been withheld to the best of my knowledge. Submission of this application permits the college to request and/or confirm any information necessary to support my application for admission. I understand that any omission or misrepresentation of information may result in the cancellation of my admission or registration status and that falsifying documents or information may result in immediate dismissal from the College of New

- ☐ I give my consent to disclose my information per the above declaration.
- ☐ I hereby certify that the information provided in this Application is true, accurate and complete.

Submit Application

Note you can navigate back and forth by clicking on each link.

This is the time to review your application to ensure that all the information is correct and matches your passport and academic documents.

You will not be able to submit your application without making a credit card payment or submitting an application fee waiver.

Please confirm that your email is correct and current so you do not miss correspondence from CNC regarding your application.

Read the information disclosure and applicant declaration. If you agree, tick the boxes to submit your application.

Once you press "Submit Application" you will no longer be able to make any further updates or corrections.

Finally, you will receive and email from EducationPlannerBC confirming payment and submission of your application.

You have successfully completed your application to the **College of New Caledonia!**