

How to Apply – Post-Secondary Programs: Canadians and Permanent Residents

<p>Before You Apply</p>	<p>Choose your program.</p> <ul style="list-style-type: none"> • Academic program only • English for Academic Purposes (EAP) plus Academic program 	<p>Review program details, admissions requirements, and next available intakes.</p> <ul style="list-style-type: none"> • Program Listing • Program Specific Requirements • English Language Proficiency
<p>Gather supporting documents and save digital copies (PDF) to your computer or a flash drive.</p>	<p>Final official high school transcript, including proof of graduation (notarized copies are recommended)</p> <p>Final, official post-secondary transcripts and proof of post-secondary graduation, if applicable (official or notarized copies)</p> <p>Proof of English Language Proficiency, if required:</p> <ul style="list-style-type: none"> • Current, valid English language proficiency test results OR • Supporting documentation to show you meet one of the waiver conditions <p>Other program specific supporting documents, if required.</p>	<p>Still in high school? Request an interim transcript from your guidance counsellor or school administration, and submit the most up-to-date transcript available.</p> <p>If you have previously attended any post-secondary education, even if you did not finish, you must provide transcripts and proof of graduation, if applicable.</p> <p>Required for all applicants whose primary language is not English. Applicants who have been educated outside of Canada may be required to prove English language proficiency – see English exempt countries.</p> <p>Consider attending MITT’s English Language Institute if you do not meet English language proficiency requirements. You may be eligible for conditional admittance to MITT post-secondary/post-graduate programs.</p> <p>Review program specific requirements and individual program pages. Some MITT programs require other documentation to be submitted, e.g. resume, PAT Test Form, Statement of Interest.</p>
<p>Apply Online</p>	<p>If you have any questions about the online application, see our online application tutorial, contact admissions@mitt.ca or call 204-989-6501 to speak with an Admissions Representative.</p> <p>Create an account (or log-in to your existing account) and complete the online application form. You will require:</p> <ul style="list-style-type: none"> • A valid credit card (Visa, MasterCard or Discover) • Digital copies (PDF format) of your supporting documents • Two emergency contacts (name, phone and email) <p><i>If you are applying for English plus an academic program, you must apply for both in the same online application (see online application tutorial).</i></p>	<p><u>Application fees for 2020-2021:</u></p> <p>Academic programs: \$105.00</p> <ul style="list-style-type: none"> • Cyber Defense and Cloud Administration, Network and Computer Technology, and Software Developer Programs: \$215.00 per application/program (includes PAT fee) <p>English for Academic Purposes: \$100.00</p> <p><i>*Application fees are subject to change, and are non-refundable and non-transferrable.</i></p> <p>Applicants may apply to up to two (2) post-secondary programs within a given Academic Year.</p> <p>Applications may not be transferred between programs, or deferred to a future intake.</p> <p>Note: MITT Partner Adult Learning Centre students receive a one-time application fee waiver. Some conditions apply. Contact recruitment@mitt.ca for more details.</p>
<p>Submit official supporting documents</p>	<p><u>Step 1:</u> Upload all required documents to the online application. We require high quality scans of your official documents:</p> <ul style="list-style-type: none"> • PDF format only • Scanned in colour • Full pages, scanned front and back • Name each document with your full name, and type of document <p><i>Scanned documents that are of unacceptable quality, illegible or certified/attested documents will delay application processing and may result in your application being cancelled.</i></p> <p><u>Step 2:</u> Submit official documents in person, by mail or courier to:</p> <p>Admissions Office Manitoba Institute of Trades and Technology 7 Fultz Blvd. Winnipeg, Manitoba, Canada R3Y 1G4</p>	<p><u>Official documents:</u> Originals or notarized copies (notarized copies recommended).</p> <p>Documents in a language other than English must be accompanied by a notarized or certified English translation.</p> <p>Certified or attested copies, or copies stamped by a Commissioner of Oaths are not accepted.</p> <p>Official hard copy supporting documents must be received by the 14th calendar day from the date the online application is received by MITT. Until they are received, the application will not be processed.</p> <p>Still in high school/post-secondary? Submit interim transcripts. Final official transcripts are due immediately upon completion of the studies, and must be received by MITT at least 30 days prior to the program start date.</p> <p>All documents submitted become the property of MITT and will not be returned unless deemed irreplaceable by MITT.</p>

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<p>After You Apply – Application Processing</p>	<p>Please allow up to 6 weeks to process your application. MITT prioritizes complete applications, which include all information and required documents submitted in the specified format.</p> <p>Status updates are posted in the MITT Application Portal. Log-in to the portal to check the status of your application regularly.</p> <p>If your program of choice is full, you will be placed on a waitlist until the start of the program. If a space does not become available by the start of the program, we will contact you approximately 2-3 weeks after the program start date to offer you consideration to the next available intake.</p>	<p>Applicants with incomplete information/missing documents will be notified by email.</p> <p>MITT will not process your application until all information and documents required to make an admissions decision is received.</p> <p>Questions and supplemental documentation can be sent to admissions@mitt.ca, or contact an Admissions Representative at 204.989.6501.</p>
<p>Receive and Accept Offer of Admission</p>	<p>If you meet all entrance requirements and a seat is available for your chosen program and intake, you will be sent an Offer of Admission by email that will include a request to pay a non-refundable admission deposit.</p> <p>Accept your Offer of Admission by paying the required admission deposit. The admission deposit will be applied against the total amount of tuition owing.</p>	<p><u>2020-2021 admission deposit: \$400.00</u></p> <p><i>Failure to pay the deposit by the deadline indicated will result in your Offer of Admission being withdrawn.</i></p>
<p>Receive Letter of Acceptance</p>	<p>Once you have accepted your Offer of Admission, you will be provided with a Letter of Acceptance (LOA)</p>	
<p>Apply for Transfer Credit (if Applicable)</p>	<p>Requests for transfer credit are accepted up to 30 days prior to the program start date</p>	<p>Information on transfer credit can be found on our Recognition of prior learning page.</p>
<p>Pay Your Tuition Fees</p>	<p>See Tuition and Fees for current amounts.</p>	<p>Canadian Students and Permanent Residents may sign up for a Rotessa payment plan (form will be provided with your offer of admission), or pay by one of these fee payment methods.</p> <p>Online banking payment instructions</p>
<p>Attend Orientation and Begin Classes</p>	<p>Detailed information about orientation and the start of classes will be provided by email before the start of the program.</p> <p>Program schedules will be posted on the Student Schedules section of our website.</p> <p>Review the program supply list, and make arrangements to purchase your textbook.</p>	