



DON MILLS CAREER COLLEGE

For Health, Business and Technology

"Serving the Community with Care and Professionalism"

747 Don Mills Rd. Unit # 204
Toronto, Ontario, Canada M3C 1T2
Phone : 647 348 3622, 416 637 5022
Fax : 647 348 1770
Email : info@donmillscollege.com
Web : www.donmillscollege.com

Registered as a Private Career College under the Private Career Colleges Act, 2005.

ADMISSION POLICY

Don Mills Career College admits qualified students to apply their desired program. However all the applicants should meet program requirements and have sufficient financial support for their study in Canada. To be a part of the DMCC all students should follow comprehensive admissions procedure to determine their program to choice.

Prerequisites for Admission

1. Language Proficiency:

The students must be 18 years old and must have English proficiency. The local students must write CAST test at DMCC and should pass to continue the next step of admission process.

The International students must have TOFEL OR IELTS TO APPLY THE PROGRAM AT DMCC. Upon their arrival they must write CAST Test at DMCC.

2. Person Essay (strongly recommended but not required)

The personal essay should be no more then 1-2 typed pages, and your full legal name and date of birth should clearly visible at the top. Include any information that you think will be valuable in the evaluation process, such as your education aspirations, travel and work experience, creative talents, factors affecting your academic record, or anything else that might be of use and interest to the admission committee.

Admission for Local Students:

Local Students are eligible for admission at Don Mills Career College if they meet the following requirements

- Ontario Secondary School Diploma (Grade 12)
- GED Certificate
- Is 18 years old
- Successful completion of CAST Entrance Test



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Admission Process:

Step 1:

Meet the admission officer in person.

By Telephone

By e-mail

By Mail

Step 2:

Complete the entrance test

Provide Official transcripts

Step 3:

Complete Financing requirements

Step 4:

Fill the Registration Form

Step 5:

Start your program

Admission Process the International Students:

Step 1:

Applicants must meet all prerequisite admission requirements to be considered for admission to Don Mills Career College. At first the students must have interview by telephone. (Skype) e-mail, or mail with an Admission Officer to confirm suitability of program. Please note that your file will be opened after following items have been received in the original/scanned/faxed version:

1. A complete international Student Application form
2. A copy of Photo ID – passport front page is preferable
3. Official academic documents
4. Brief Resume / CV
5. CAN \$500 non-refundable International Students Application fee.



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Non-refundable Admission Fee

All new students admitted to Don Mills Career College, including international students are required to pay a one-time CDN \$500 Application Fee. This fee is non-refundable and cannot be waived. Your application for admission cannot be reviewed unless we have received your CDN \$500 non-refundable Application Fee.

The non-refundable application fee should be submitted in the form of credit card payment, an international money order or a check drawn on a Canadian bank, made payable to Don Mills Career College for Health, Business, and Technology, in the amount of CDN \$500.

Step: 2

Selection Decision

All course applications are reviewed and all decisions are made in the Office of Admissions. Your application will be assessed and if you are academically eligible for admission to Don Mills Career College you will receive an Approval Statements.

Please note that the approval letter is not an official acceptance letter and cannot be used to obtain Student |Permit (Visa).

Step: 3

Paying Tuition Fees

The admission process is normally completed a few working days. Accepted students receive a Conditional Letter of Acceptance, sent by fax or e-mail, and must pay a part of tuition fee deposit. On receipt of this deposit, the college will issue an Official Letter of Acceptance after you receive a positive selection decision and the Letter of Acceptance; **you don't have to submit the whole Tuition Fee Deposit** right away to register for your program of choice. This Letter of Acceptance can be used to obtain Study Permit (Visa). However, you have to pay your total fee upon arrival to Canada before starting your program of choice.



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Step: 4

Applying for Study Permit (Visa)

Once you received the official Letter of Acceptance, you have to apply for Study Permit (Visa). Persons who are outside Canada who are not Canadian citizens or Permanent Residents of Canada and who wish to study temporarily in Canada are required to obtain a study permit. A study permit is issued if the application is accepted. Study Permit (Visa) are not issued from within Canada. You must apply to Citizenship and Immigration Canada (CIC) which is located in your nearest Canadian Embassy, High Commission or Consulate. CIC is a Canadian government Department, and operates independent of any Canadian educational institution. Official information on requirements should be obtained from a CIC office in Canada, a Canadian Embassy or consulate overseas and/or on the CIC website at <http://www.cic.gc.ca>

For more information about applying for a Study Permit outside Canada please check the following link:

<http://www.cic.gc.ca/english/pdf/kits/guides/5269E.PDF>

Note: Refund Policy applies as per the policy of the college aligned by PCC Act. Students are legally obligated to read, understand and sign the policy upon admission.