

Application for Registration

**Applicants are required to speak with the Program Director of the appropriate program prior to making an application for registration. Should you live out of town, a phone interview will be arranged for you.

**This process is coordinated through the Campus Director.
For a tour or to set up your appointment please email or call
tania@atlanticcentre.com
or by phone 506.672.7625 x212

All applications for registration into a Full-Time Program must be accompanied by:

- Official transcripts from secondary and post-secondary education
- One original letter of reference on letterhead
- Cover letter and resume
- \$100 application fee (non-refundable)
- Do not forget to sign your application form

1. Complete Application for Registration

Please print clearly and complete the attached application in ink. Be sure to sign your application.

2. Official Transcripts

Transcripts are required from your secondary or any post-secondary training. Transcripts may be faxed directly from the school/college to us @ 506.642.5366. A copy is acceptable.

3. Letter of Reference

The academic or professional letter of reference must be an original, signed by an instructor or employer and must be provided on school or company letterhead. This letter is used as a character reference. Phone call may be accepted.

4. Cover letter & Resume

Your resume showcases your experiences; professional and educational. It also serves as a history of any volunteer activities. Your cover letter outlines your desire to attend your program of choice and reasoning as to why you have chosen this field.

5. Application Fee

\$100 non-refundable application fee is used as a seat deposit. We accept the first 10 applicants per program; this fee will hold your seat and used to process your application. Payable in Canadian Dollars.

6. Pre-requisites

Candidates must have graduated (or be graduating) from their high school and received (or will receive) their diploma in order to qualify for acceptance. Equivalency (GED) is accepted. Please provide a copy of your certificate as proof.

7. When to Apply

Please send in your application and seat deposit as soon as possible. The other listed items may be sent to us as you receive them. We understand there are unforeseen circumstances therefore; pending seat availability we may accept candidates last minute. Please speak with our Campus Director to check seat availability: tania@atlanticcentre.com or by phone 506.672.7625 x212

8. International Students

International students may apply for any program. All international applicants are required to complete the TOEFL English competency test. Atlantica Centre Institution code is 2620. International applicants are also required to complete a phone interview with the program director. A non-refundable seat deposit of \$500 is required. All fees in Canadian Dollars and correspondence is required in English.

9. Program Directors

All of our Program Directors are industry professionals and have worked many years in each of their chosen fields. You may view their bio pages listed on our website. www.atlanticcentre.com

10. New Brunswick Tuition Rebate

The province of New Brunswick offers a tuition rebate. Students qualify to receive 50% of their tuition back up to a maximum of \$20000. Please speak with our Campus Director for more details.



Contact us for your tour today!
Atlantica Centre for the Arts
45 Hanover St, Saint John NB E2L 3G1
www.atlanticcentre.com
Phone: 506.672.7625 x212
Fax: 506.642.5366
Toll Free: 866.672.7656

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1. Personal Information

First Name (Please Print Clearly)	Middle Name	Last Name	
Mailing Address	City	Province/State	Postal Code
Telephone Number (Day)		Telephone Number (Evening)	
Email Address	Date of Birth (MM/DD/YEAR)	Sin#	

2. Contact in Case of an Emergency

Name	Relationship to you
Address	Phone

3. Program Information

Please enroll me in:

- 3D Animation—80 Weeks Graphic Design—48 Weeks
 Recording Arts—48 Weeks Broadcasting—40 Weeks

Preferred Start Date: _____

4. Previous Education

Name of School	Dates Attended	Last Grade Completed	Certificate/Degree Obtained
1.			
2.			
3.			
4.			

5. Employment History

Employer	Position	Start/End Dates	Duties
1.			
2.			
3.			
4.			

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6. Financial Information

Do you plan on accessing a student loan to fund your education: Yes No

If Yes, in which province will you be applying? _____

What other means will you be using to fund your education?

Do you require a payment plan for any amounts NOT covered by student loans? Yes
 No

7. Please Answer the Following:

1. Have you ever been required to withdrawal, repeat a program of studies, or failed at another post-secondary institution? Yes No

2. How long have you been planning to attend a career college in your chosen field? _____

3. How did you hear about us? _____

4. In your opinion, what are you good at? _____

Any additional comments? _____

Please read the following before signing:

1. I understand that submission of this application in no way guarantees admission into a program or course, and that admission is subject to meeting Atlanticas program or course prerequisites and space availability.
2. I hereby certify that all statements on this application are true and complete in all respects, and that no relevant information has been withheld. I understand that falsifying documents or information on this application will result in immediate and permanent dismissal from Atlantica. I agree that if admitted, I will comply with the regulations set in place by Atlantica Centre for the Arts.

Signature: _____ Date: _____

Administrative use Only

Date Received: _____ Payment made by: _____

Amount Received: _____ Notes: _____