

**WGSS Grads:  
POST-SECONDARY TERMS and DEFINITIONS**

<b>Term</b>	<b>Definition</b>
<b>A.C.T.</b> (American College Testing Program)	The <b>A.C.T.</b> is a standardized test developed to test potential college students' abilities in English, math, reading and science.
<b>Admission</b>	A university or college will review an application to see if the applicant satisfies their general and specific entrance requirements for <b>admission</b> to a specific program or faculty. The application is reviewed in comparison with all applications that met the specified admission criteria. When the student is admitted, they can then register for courses once the deposit has been paid.
<b>Advisor</b>	An academic <b>advisor</b> helps guide students in selecting and planning effective programs for students at their institution. Advisors are available for individual consultation around course selection, program options, and transfer information.
<b>Application</b>	To be considered for admission, a student must complete an <b>application</b> . In BC, Alberta and Ontario, students are encouraged to use the provincial application service available for public post-secondary institutions. It is common for the application to include the payment of an application fee; sometimes additional documents are required, such as an interim transcript, a personal profile, an essay or a portfolio.
<b>Associate Degree</b>	An <b>Associate Degree</b> is the credential earned after the equivalent of two years (60 credits) of full-time study in prescribed subjects by the Ministry of Education. Typically, these arts or science programs are taken at a community college or technical institution. The courses and credits are counted as the first two years of a bachelor's degree.
<b>Bachelor's Degree</b>	A <b>Bachelor's Degree</b> , also known as a baccalaureate degree, is the first degree in an undergraduate program at a university. It usually takes four years (120 credits) to complete a Bachelor's Degree if a student studies 'full-time.' Full-time typically means a student is registered in five courses per term.
<b>Bursary</b>	A <b>bursary</b> is an award based on financial need, which does not have to be paid back. There are often both academic and non-academic requirements which must be fulfilled to be considered for the award.
<b>Calendar</b>	An academic <b>calendar</b> is a university's official publication of the programs they offer. It also includes admission information, course information, deadlines, and high school pre-requisite information.
<b>Campus Visit</b>	A <b>campus visit</b> is an opportunity for students to tour a university or college institution. Every institution's website contains information about arranging an opportunity for students and their families to visit the campus. During this visit, there will be an opportunity to meet with an advisor and learn more about the institution before completing an application.
<b>Certificate</b>	A <b>certificate</b> is the credential earned after taking 10-12 courses (30 credits), in a specialized field. Some institutions allow a student to use the courses taken as part of a Certificate and towards credits/courses for a degree program. Certificate programs are generally one year in length.
<b>Conditional Admission</b>	When an institution makes an offer of admission to a prospective student, it sometimes includes "conditions." For example, they may have reviewed an application based on mid-term grades and offered the student <b>conditional admission</b> . The condition may be that the student must submit the final grades. If the final grades do not meet the mid-term grades, the offer of admission may be revoked. If the student had been offered "conditional admission," the offer of admission letter will clearly outline the steps the student must take to meet the conditions for admission.
<b>Confirm Offer</b>	An academic institution requests that perspective students <b>confirm the offer they receive</b> . This means that the institution requests that the student confirm that they either accept or decline the offer, and the institution often provides a date that this must be done. Usually, the student is required to pay a deposit as confirmation of the offer; this then secures a spot for the student at that institution.
<b>Continuous Intake</b>	A <b>continuous-intake</b> program is a certification program in which there are a limited number of seats that are continually filled from a wait-list as spaces become available. There is often no fixed beginning or end dates for these programs and students work at their own pace.
<b>Co-operative Program / Internship</b>	Institutions provide the opportunity for students to have work experience in cooperation with employers. Often this is called " <b>Co-op</b> " or an <b>Internship Program</b> ." The work experience is sometimes paid employment and is in the area of the student's academic studies. For example, working for a semester with an engineering firm as part of a P.Eng. degree.
<b>Credits</b>	A typical bachelor's degree requires 120 course credits for completion; each <b>credit</b> indicates approximately three hours of coursework per week for a semester. A standard Bachelor's degree requires completion of 40 courses, at 3 credits/hours per course.
<b>Deferral</b>	A <b>deferral</b> is a postponement of admission to an institution. Newly admitted first-year students for September entry may request a deferral. Requests for deferral are typically

	made in writing, providing a reason for the deferral request, and are then reviewed on an individual basis by the institution. Sometimes scholarships can be deferred for a semester or a year, but every scholarship and every institution has different rules concerning deferral. It is best to find out the rules before requesting a deferral.
<b>Degree</b>	A <b>degree</b> is an academic credential awarded to a student who has completed a particular focus of study. University degrees are commonly referred to as: Bachelor's (e.g. BA, BSc, BBA, etc.); Master's (e.g. MA, MSc, MBA, etc.); or Doctorate (PhD).
<b>Deposit</b>	A <b>deposit</b> is a portion of tuition which is paid to secure a spot at the institution. The balance of the tuition costs will be billed to the student. The deposit usually needs to be paid within the first weeks of starting classes for that semester. It is important to know the dates when deposits and payments are due because missed payments can affect whether a student can enroll in or complete a course.
<b>Diploma</b>	A <b>diploma</b> is a document bearing the record of graduation from a college or university. A college may also use the term for a credential awarded after two years of study, often in a hands-on field. Diploma programs are generally two years in length and are 60 credits.
<b>DL Course</b>	<b>Distributed Learning (DL)</b> is a method of pursuing education by taking courses through night school, correspondence or the Internet.
<b>Doctorate Degree</b>	A <b>Doctorate Degree</b> is the highest level of academic degree offered by an academic institution. A doctorate indicates a high level of specialization and knowledge in a particular area. It is common to require professors at a university to have a doctorate degree. There are several types of doctorate degrees, each entitling the recipient to be addressed as "Doctor." A Ph.D. is the abbreviation for "Doctor of Philosophy"; M.D. is the abbreviation for a Medical Doctorate.
<b>Elective</b>	An <b>elective</b> is any course taken outside the student's major or minor discipline; it is not specifically required for the student's program of studies.
<b>English Proficiency</b>	<b>English proficiency</b> refers to a student's ability to speak, write and understand English. If a student's first language is not English, the student will be required to demonstrate a certain proficiency in English before they are admitted into an institution. Each institution will have information on their website as to which tests are approved and what minimum scores are required.
<b>Exchange Program</b>	An <b>exchange program</b> is an option that enables a student to spend one or two semesters of a degree program at a university in another country. This allows a student to gain exposure to another country's perspective in a field of education or chosen career path. Many universities have developed partnerships with other post-secondary institutions around the world to add an international experience to a student's studies.
<b>Faculty</b>	A <b>faculty</b> is a division within an institution comprising of one subject area, or related subject areas. For example, The Faculty of Education, or Faculty of Applied Science. Within a faculty, there are often many departments of specialization.
<b>Full-ride</b>	A slang term for a scholarship that covers all costs associated with attending school, including tuition, room, board, books, etc.
<b>General Entrance Requirement</b>	Each institution has a minimum standard for admission called <b>general entrance requirements</b> . This information will be available on their website, or their school calendar. Often it includes the minimum grades a student must have in courses like English 12 or Math 11. It will also indicate whether a second language is required for 'general admission.'
<b>Graduate Degree</b>	A <b>Graduate Degree</b> can be completed after an undergraduate degree. It involves additional study in a particular area of interest and may include research or the completion of a thesis. This program leads to the completion of a Master's or Doctoral degree.
<b>Honours Degree</b>	An <b>Honours degree</b> is a program which involves a high level of specialization in a discipline and requires 18 or more credits in that discipline at the 300 or 400 level.
<b>Information Session</b>	Academic institutions provide <b>information sessions</b> as an opportunity for the student to hear specific information about a particular program or faculty. Attending an information session is often an excellent opportunity to learn about the admission criteria, number of applicants, and how to increase the student's chances of being accepted into the program.
<b>Interim Marks</b>	An <b>interim mark</b> is requested by an institution when a final grade is not yet available.
<b>Laddering</b>	<b>Laddering</b> is when an institution (usually a college/university) allows a student to use courses taken and add those credits to the next level of study or towards a degree program. For example, courses taken as part of a certificate can be used towards a diploma, and a diploma or associate degree can make up part of a four-year degree in the same area.
<b>Language Proficiency Test</b>	A <b>language proficiency test</b> measures a student's ability to speak, write and understand English. Post-secondary institutions want to ensure that students can satisfy the demands of university-level coursework. Commonly accepted language proficiency tests are the TOEFL or IELTS.
<b>Limited Enrolment</b>	<b>Limited enrolment</b> programs have a restricted number of spaces and in most cases, require a supplemental application or audition/evaluation in addition to a successful academic record. Admission to these programs is often very competitive.

<b>Major</b>	A <b>major</b> is the primary area of specialization and study for a bachelor's degree program. For example, a student could obtain a Bachelor of Arts degree with a major in Psychology. Generally, a major requires 15 or more credits in that discipline at the 300 or 400 level.
<b>Master's Degree</b>	A <b>Master's Degree</b> is completed after an undergraduate degree. It usually involves additional study in a particular area of interest and may include research or the completion of a thesis. A student who works towards this designation is called a "graduate student." A Master's degree often precedes a doctoral degree.
<b>Minor</b>	A <b>minor</b> is a secondary area of study for a bachelor's degree program. Requirements vary and are prescribed by the department; a student will be required to have some courses at the 300 or 400 level.
<b>Orientation</b>	<b>Orientation</b> is a general information session provided by an academic institution for first-year and/or new students. Student receive information about the services and opportunities available to on campus.
<b>PEN (Provincial Education Number)</b>	A <b>Provincial Education Number (PEN)</b> is a unique number which is assigned to all students in the Province of British Columbia. Student must provide their PEN number when the student applies to any post-secondary institution in BC. Students must know their PEN number when they wish to request a copy of their high school transcript from the BC Ministry of Education.
<b>Prerequisite</b>	A <b>prerequisite</b> course is one required to be successfully completed before entry into a more advanced course.
<b>Private Institution</b>	<b>Private Institutions</b> are primarily non-profit organizations. They raise funding through private donations and have higher tuition rates in comparison to public institutions. Private institutions usually have a smaller selection of programs than public institutions but private institutions may offer more specialized programs.
<b>Professional Degree</b>	A <b>Professional Degree</b> meets the accreditation standards of a particular professional association or college. For example, B.Ed., B.Eng., LL.B., etc.
<b>Public Institution</b>	A <b>Public Institution</b> primarily receives funding from the government in addition to tuition and other fees. They generally have larger institutions with higher enrolment than private institutions. They often offer a wide variety of programs.
<b>Registration</b>	Once a student has been offered admissions and paid a deposit, the student will be given a date and time to <b>register</b> for the specific courses they wish to take each semester. It is advisable to have 3-5 'plans' so that when a student goes to register, if the course(s) the student wanted is full, then the student can quickly switch to an alternate plan.
<b>S.A.T. (College Board Standard Assessment Test)</b>	The <b>S.A.T.</b> is a standardized test developed to measure reading, writing, and math skills in potential university students.
<b>Scholarship</b>	A <b>scholarship</b> is a monetary award based on academic achievement, excellence in an area that pertains to the award or other specified criteria.
<b>Selective Entry</b>	<b>Selective Entry</b> Programs have a limited number of spaces (seats) available. These spaces are filled through a selection process to find the qualified applicants who are then offered admission to the program.
<b>Self-Report</b>	Post-secondary institutions ask students to <b>self-report</b> marks for completed Grade 11 and 12 grades, interim grade 12 marks, and sometimes anticipated grades. This information helps post-secondary institutions to evaluate the student's application for admission.
<b>Specific Entrance Requirement</b>	A student must meet the specific entrance requirements to be considered for admission to a program or faculty. <b>Specific entrance requirements</b> will be listed on the institution's website or school calendar and generally include a list of the Grade 12 required courses. Some institutions have minimum percentage requirements and/or require additional documentation as part of the application.
<b>Student Loan</b>	A <b>student loan</b> is a government-sponsored sum of money that must be repaid.
<b>Supplementary Application / Information</b>	Some programs and faculties with limited enrolment require applicants to complete a <b>supplementary information form</b> . This form accompanies a student's main application and provides additional information such as goals, past accomplishments, awards and extra-curricular activities. Note: It is very common for Business programs to ask students to complete a supplemental application by a specific date.
<b>Transcript</b>	A <b>transcript</b> is a student's official academic record provided by an educational institution. The transcript clearly outlines the courses a student completed, and the grades received. An official copy of a high school transcript is required when applying to a post-secondary institution.
<b>Transfer Credit</b>	Institutions work together to recognize credits taken at one institution matches courses offered at other institutions. Students who are interested in transferring from one institution to another would be wise to check the transferability before they register to take the course. <a href="http://www.bctransferguide.ca">www.bctransferguide.ca</a>
<b>Tuition</b>	<b>Tuition</b> is the financial cost of enrolling in courses for one semester at an institution. Tuition fees vary depending on which program a student is taking and whether they are a domestic or international student.

<b>TVR</b> (Transcript verification report)	A <b>transcript verification report (TVR)</b> is provided to Grade 12 students twice during their grade 12 year (December, May). It provides students with an opportunity to verify their courses, marks, credits and mailing address.
<b>Undergraduate Degree</b>	An <b>Undergraduate Degree</b> is the first degree a student can complete at the university level. It is commonly called a baccalaureate or bachelor's degree. An undergraduate is a student who has not yet completed a Bachelor's degree. A bachelor's degree typically requires a minimum of 60 units of coursework.