

Application for Admission—Prairie Horticulture Certificate (PHC) Program

Admission

Applications for admission are accepted for the PHC program only. If you wish to enroll in a degree credit course, you must follow the general admission procedures outlined at explore.usask.ca/admissions.

You must be admitted to the PHC program, before you will be able to register for classes, even if you are a previous U of S student. Please make note of the admission deadlines listed on the PHC program's website. Previous U of S students are not required to pay the \$75.00 application fee, nor submit education transcripts, if course work was completed and a grade obtained at the U of S.

Admission Categories and Educational Requirements

Regular Admission

This category is for applicants who have completed secondary level standing (24 credits) in Saskatchewan, or its equivalent, and for applicants who have previously or are currently attending another recognized post-secondary institution. GED, ABE, and ACE subjects are not acceptable for regular admission. Saskatchewan Grade 12 transcripts may be requested at www.education.gov.sk.ca/transcripts. For further information and links to the websites for other provinces' Department of Education, please visit explore.usask.ca/admissions.

Special (Mature) Admission

This category is for those who do not qualify for regular admission. To qualify for special admission, applicants must be at least 21 years of age before the first day of the session to which they are applying. Applicants for special admission must have completed Grade 12 English courses in Literature and Composition. ABE 12 courses will be acceptable for this purpose. To be considered for special admission, applicants must submit the following:

- proof of age
- a written request for Special Admission, including a statement why the applicant has chosen this area of study, and a summary of work and personal experience since leaving school
- copies of supporting documents covering any non-credit programs the applicant might have completed
- transcripts for any Saskatchewan Grade 12 or equivalent subjects, or courses at a recognized post-secondary institution
- resumé, if available

Probationary Admission

This category is for applicants who lack regular admission requirements and are not admitted under Special Admission. Students may be admitted on a probationary basis and can register in one per course per term. Students who are accepted on a probationary basis, and who have passed two courses with an average mark of 60% or better, will then be deemed to have met the regular admission requirements.

Required Admission Documentation

In addition to the completed admission form, the following documents and fees are required for admission.

Please note that the Application Fee and Transcripts requirement are for new U of S students only. (Previous U of S students do not need to submit if coursework was completed and a grade was obtained.)

- **Application Fee** (\$75)
- **Transcripts** (high school or post-secondary)
- **Letter of Recommendation** (special/mature admission category) ¹
- **Proof of English Proficiency** (for applicants whose first language is not English)

¹ See the Admission Requirements on the PHC website for more information

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University of Saskatchewan Student I.D. Number

Personal Information			
If you have previously applied for admission to the U of S, please state when:		Month Year	Former Name:
Last Name		First Name	Middle Name (do not abbreviate)
Permanent Address - Apt. Number, Street, Box Number			
			Social Insurance Number
City / Town		Province	Postal Code
Home Telephone Number	Work Telephone Number	Cellular Phone	Fax Number
E-mail address			
Date of Birth Day Month Year	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Immigration Status <input type="checkbox"/> Canadian Citizen <input type="checkbox"/> Landed Immigrant <input type="checkbox"/> Student Visa Date of Landing:	Country of Citizenship (if not Canada)

Type of Program						
<p>Please check the stream you are applying to:</p> <p><input type="checkbox"/> Landscaping and Arboriculture stream <input type="checkbox"/> Apprenticeship</p> <p><input type="checkbox"/> Fruit and Vegetable Production stream</p> <p><input type="checkbox"/> Greenhouse Crop Production stream</p> <p><input type="checkbox"/> Nursery Crop Production stream</p> <p><input type="checkbox"/> Undecided</p>	<table border="1"> <thead> <tr> <th>Session Information</th> </tr> <tr> <th>Please check which session you wish to begin your studies:</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Term 1 (September-December)</td> </tr> <tr> <td><input type="checkbox"/> Term 2 (January-April)</td> </tr> <tr> <td><input type="checkbox"/> Term 3 (March-June)</td> </tr> </tbody> </table>	Session Information	Please check which session you wish to begin your studies:	<input type="checkbox"/> Term 1 (September-December)	<input type="checkbox"/> Term 2 (January-April)	<input type="checkbox"/> Term 3 (March-June)
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<input type="checkbox"/> Term 1 (September-December)						
<input type="checkbox"/> Term 2 (January-April)						
<input type="checkbox"/> Term 3 (March-June)						

Admission Category
<input type="checkbox"/> Regular <input type="checkbox"/> Special (Mature) <input type="checkbox"/> Probationary

Previous and Current Education (List all institutions attended)							Years (eg: 04-07)	
	Name of School	City or Town	Province	Country	Degree or Program	From	To	
High School								
College or University 1								
College or University 2								
College or University 3								
Have you requested your transcripts from the last academic institution you've attended?								
<input type="checkbox"/> Yes <input type="checkbox"/> No Date Requested:								

Current Employer Information

Current Employer:

Address:

Phone:

Payment of the Application Fee for New U of S students

Please indicate how you will be paying the \$75.00 (CDN) non-refundable application fee. Application fee payment is required before your application will be processed and a decision communicated to you. Cheques and money orders should be made payable to the University of Saskatchewan.

- Cheque Money order
 Credit Card Card Type: MasterCard Visa

Card Number:

Expiry Date:

Month Year

Authorization name on card (please print):

Signature: _____

FOR OFFICE USE ONLY

- Application Fee Paid
 Previous U of S Student

Approval

- Applicant fully accepted
 Applicant conditionally accepted
 Applicant accepted on probation

Signature: _____

Declaration

I agree, if admitted to the University of Saskatchewan, to comply with the regulations of the University. I certify that the information I have provided on this application is true and complete in all respects and that no relevant information has been withheld. I understand that misrepresentation, falsification of documents, or withholding of requested information in regard to this application are serious offenses which may result in prosecution under the University's Regulations on Student Academic Dishonesty and/or the Criminal Code of Canada. I also understand that other institutions may be notified if such information is discovered.

Applicant Signature _____

Date:

How did you hear about us?

- U of S website Website (URL) Word of Mouth Teacher or Classroom
 Employer/workplace Newspaper (Name) Other

Once you have completed the admission form, you may submit it along with a \$75.00 application fee to:

PHC Program Office
467 Williams Building
University of Saskatchewan
221 Cumberland Avenue North
Saskatoon SK S7N 1M3

Contact Information

For more information or to check on the status of your application for admission, please contact:

Diana Hebig/Sharon Greenough
Program Assistants
certificates.admin@usask.ca
306.966.6488

Jill Turner, Program Manager
jill.turner@usask.ca
306.966.1382