

**Original Approval Date:** August 17, 2009  
**Most Recent Approval:** August 17, 2009  
**Editorial Amendments:** March 11, 2025

**Parent Policy:** [Admissions Policy](#)

## Undergraduate Admissions Procedure

<b>Office of Administrative Responsibility:</b>	Office of the Registrar
<b>Approving Authority:</b>	Provost and Vice-President (Academic)

### Purpose

The purpose of this procedure is to outline procedures relating to the administration of undergraduate admission regulations at the University of Alberta. (Admission requirements for the University and for all Faculties are found in the *University Calendar*.)

### Definitions

The attached definitions table outlines the terms used in this procedure and any specific rules of interpretation that apply.

### Scope/Application

This procedure applies to all Academic Staff and Colleagues and Support Staff as outlined and defined in the Recruitment Policy (Appendix A and Appendix B) in addition to applicants, undergraduate and graduate students.

### Procedure

#### 1. EFFECTIVE DATE OF CHANGES TO ADMISSION REGULATIONS

Following approval by GFC:

- a. Where changes to **admission** regulations may disadvantage students in the current admission cycle, normally implementation will be effective after the change has been published in the University Calendar for one full year (i.e., effective the second year that the information is published in the University Calendar).
- b. For example, a change approved in May 2005 would be first published in the 2006-2007 University Calendar in March 2006. Therefore the statement cannot come into effect until

September 2007 (affecting applicants who apply for the September 2007 term beginning July 2006).

- c. Where changes to admission regulations are deemed by the approving body to be “advantageous to students”, normally the date of implementation will be effective immediately or at the next available intake for the admitting Faculty.

## 2. BLENDED GRADE

In calculating admission averages for high school applicants, the University of Alberta will use the **blended grade** for subjects in which a provincial examination is given, as in the case of Alberta Diploma Examinations.

## 3. APPLICANT PROVISIONS

- a. Each Faculty which does not require pre-professional university level studies in its undergraduate program may provide for the admission of applicants with **non-matriculated standing**. Applicants who have a non-matriculated standing may be considered under Non-matriculated applicant criteria, as specified by the Faculties and published in the University Calendar.
- b. The minimum age to be considered for admission will be sixteen years by the first day of classes of the term for which admission is sought, but a Faculty will be permitted a measure of latitude in considering students younger than this.
- c. The University of Alberta encourages applications from Aboriginal peoples. Particular admission provisions as published in the University Calendar may apply.
- d. The University of Alberta formally recognizes approved Advanced Placement (AP) and International Baccalaureate (IB) courses for advanced standing or placement on admission to the University.

## Definitions

<i>Any definitions listed here apply to this policy document only with no implied or intended institution-wide use.</i>	
<b>Admission</b>	Acceptance of a candidate for enrolment in a specified program and Faculty.
<b>Blended Grade</b>	The combination of a school-awarded and a provincial examination grade.
<b>Non-Matriculating Standing</b>	The designation given to applicants who do not meet the normal minimum matriculation requirements for admission to a Faculty. Non-Matriculated applicants must be 21 years or older by the first day of classes of the term in which admission is sought.

## Related Policy Documents (UAPPOL)

- [Admissions Policy](#)
- [Quota Program Admissions Committees Terms of Reference Information Document](#)

## Related Links

- [Office of the Registrar](#) (University of Alberta)
- [Post-secondary Learning Act](#) (Government of Alberta)
- [University Calendar](#) (University of Alberta)

*For questions surrounding policy document interpretation or implementation,  
please contact the Office of Administrative Responsibility.*

*For the most recent version of this document please visit <https://www.ualberta.ca/policies-procedures/index.html>*