

## Master of Counselling Program Admission Checklist for International Students

*Students from countries other than Canada who wish to study in Canada must complete this application process. Please complete this form and enclose it with your application form.*

Applicant's Name: \_\_\_\_\_  
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- Complete CityU Online International Student **Application Form**
- Pay the Non-refundable **Application Fee** of CAD \$200
- Send **Official transcripts** to CityU, with authenticated, certified translations if applicable (opened transcripts are not acceptable)
- Submit the following documents:
  - Copy of the **ID page of your Passport**
  - Copy of Study or **Work Permit** or any other **Official Document** issued by Canadian authorities
  - Copy of Proof of **Medical Insurance** (private first 3 months OK, provincial healthcare option thereafter)
  - Proof of **English proficiency** (TOEFL or other proof of English proficiency in sealed envelope)
  - Prerequisites: **Learning and Cognition, Personality and Human Development**
  - Current **Vitae/Resume**
  - Minimum 50 hours of **Volunteer Service** for applicants with non-related counselling experience
  - Letters of Reference**: Three letters of professional reference (CityU form or referee's letter)
  - MC Background Information Questionnaire** (CityU Form)
  - Admission Essay** (CityU Guidelines)
  - Writing Sample**: Following the interview
  - Consent to Release Education Records** form if applicable
  - Name Changes** if applicable, include copy of name change documentation (marriage certificate or legal change of name) in addition to a photocopy of a piece of photo ID showing current name

An interview with the Program Director or his/her designee will determine final qualification for admission to the program after all of the above have been submitted

**Send or E-mail all documents (except for online application form) to:**

**City University in Canada, Vancouver B.C. Site**

**Attention: MC International Admissions Office**

**789 West Pender Street, Suite 310**

**Vancouver, BC, V6C 1H2, Canada**

[BCAdmissions@CityU.edu](mailto:BCAdmissions@CityU.edu)