



APPLICATION CHECKLIST August 2015

LONDON CAMPUSES

King's University College, Brescia University College, Western University

Contact: london.registrar@cultureworkstheschool.com

CultureWorks and ESL only applications

- CultureWorks online application

CultureWorks and undergraduate applications to King's or Brescia at Western

- CultureWorks online application
- Scanned transcripts (with notarized copies to follow)
- Further scanned documents required depending on country (with notarized copies to follow)
- C.V. or resume if student graduated more than 6 months prior

CultureWorks and undergraduate applications to Main Campus at Western

- CultureWorks online application
- Original transcripts sealed in an envelope by the school (or an educational body)
 - If student is applying for an engineering program only: course descriptions must be provided for the last 2 years of high school for physics, chemistry and mathematics - course descriptions must be from the school, but must also be translated and notarized. Students from Saudi Arabia must have transcripts stamped by the Ministry of Education or the Saudi Arabian Cultural Bureau)
- Further notarized documents required depending on country
- C.V. or resume if student graduated more than 6 months prior

CultureWorks and graduate applications to Western (Main Campus, King's or Brescia)

- CultureWorks online application
- CultureWorks online test
- Further instructions will be sent from the CultureWorks office with next steps

OSHAWA CAMPUSES

University of Ontario Institute of Technology (UOIT) and Durham College

Contact: oshawa.registrar@cultureworkstheschool.com

CultureWorks and ESL only applications

- CultureWorks online application

CultureWorks and undergraduate applications to UOIT

- CultureWorks online application
- Notarized, true copy or original transcripts (true copy stamped by educational body. Students from Saudi Arabia must have transcripts stamped by the Ministry of Education or the Saudi Arabian Cultural Bureau)
- Further notarized documents required depending on country
- Photocopy of passport
- C.V. or resume if student graduated more than 6 months prior

CultureWorks and graduate applications to UOIT

- CultureWorks online application
- CultureWorks online test
- Further instructions will be sent from the CultureWorks office with next steps

CultureWorks and college applications to Durham College

- CultureWorks online application
- Copies of transcripts and diploma (originals to be provided upon arrival)
- Photocopy of passport
- C.V. or resume if student graduated more than 6 months prior

OTTAWA CAMPUS
Carleton University

Contact: ottawa.registrar@cultureworkstheschool.com

CultureWorks and ESL only applications

- CultureWorks online application

CultureWorks and undergraduate applications to Carleton

- CultureWorks online application
- Scanned** transcripts (with notarized copies to follow). Students from Saudi Arabia must have transcripts stamped by the Ministry of Education or the Saudi Arabian Cultural Bureau.
- Further **scanned** documents required depending on country (with notarized copies to follow)
- C.V. or resume if student graduated more than 6 months prior

(Aug/15)