# EDUCATION ASSISTANT PROGRAM APPLICATION CHECKLIST

**NAME:** _____

**STUDENT NUMBER:** _____  *If you have previously attended ACC*

**I am applying for:**

☐ **Victoria Avenue East, Brandon** (annual winter starts)

☐ **Distance Education** (bi-monthly starts)

| | OFFICE USE ONLY Received | |
|---|---|---|
| ☐ Apply Online and upload the items below: | Y | N |
| ☐ $95 Application Fee (non-refundable) | Y | N |
| ☐ **EITHER**, an original official High School Transcript showing a complete Grade 12 | Y | N |
| ☐ **AND/OR,** I am currently at high school or upgrading at an adult learning centre; an original official High School Transcript of marks to date & a letter from my school confirming my enrolment is enclosed. (official final transcript is required 30 days prior to program start date) | Y | N |
| ☐ Official College/University Transcript, if applicable. (applicants must be in good academic standing at their current institution) | Y | N |
| ☐ Proof of English Language Proficiency, if applicable; see www.assiniboine.net/elp for details. | Y | N |
| ☐ Photocopy of Permanent Resident Card, if applicable. (both sides are required) | Y | N |
| ☐ Photocopy of Current Criminal Record Vulnerable Sector Check (Must be current within 6 months of application.) **Must be obtained from your local police/RCMP detachment** | Y | N |
| ☐ Photocopy of Current Child Abuse Registry Check (Must be current within 6 months of application) **www.gov.mb.ca/fs/childfam/child_abuse_registry_form.html** | Y | N |
| ☐ Photocopy of current certification in CPR – Level C (CPR) | Y | N |

This form is available in alternate formats.
Please contact accessibility@assiniboine.net or 204.725.8700 (ext. 6052).