

POLICY NUMBER: 5100
POLICY NAME: Admissions Policy
POLICY TYPE: Administration
DATE ADOPTED: September 6, 2018



VANCOUVER COLLEGE OF MASSAGE THERAPY ADMISSIONS POLICY

1. Introduction

Vancouver College of Massage Therapy is committed to providing excellence in education to motivated students interested in entering the massage therapy profession. VCMT admits three full-time classes per year with intakes occurring in September, January and May. The school also has a part-time program with a varying number of intakes each calendar year.

VCMT seeks students with the academic qualities, personal standards and commitment levels that lead to high levels of success in the program and in their future careers as Registered Massage Therapists.

2. Purpose

The purpose of this policy is to outline the academic and behavioural standards by which VCMT assesses the suitability of candidates requesting entry into the VCMT Registered Massage Therapy program.

3. Policy

VCMT will give priority to student applicants who have achieved a set of minimum academic standards and demonstrate qualities consistent with VCMT's personal and professional values. These are outlined as follows:

Academic Standards

- **Secondary School Requirement**

- In order to be accepted into the program, students will need to have met the following minimum Secondary School requirements:
 - High school graduation diploma (Dogwood) or equivalent
 - An average of at least 65% on their Grade 11 and 12 courses
 - An average of at least 70% in English 12 or equivalent English course
 - Students who have not achieved the required English 12 or equivalency will be required to complete the VCMT English essay assessment and achieve a mark of at least 70%
- Priority will also be given to students who have completed at least one Science 11 or Science 12 course or equivalent

- **Post-secondary Education**

- Priority will be given to students who have successfully completed post-secondary courses or have training and/or experience in one or more of the following areas
 - Science
 - Kinesiology
 - Sports Science
 - Massage Therapy
 - Personal Training

Personal/Professional Qualities

In addition to meeting academic standards, students will be required to demonstrate high levels of motivation, compassion, integrity, mindfulness and caring. These will be determined in the following ways:

- Through the interview process where each candidate will be interviewed by a VCMT representative and also assessed with regard to:
 - English competency
 - Personal confidence
 - Commitment level
 - Professional readiness
- Through portfolio evidence provided by the student candidate.

Health Standards

- Each candidate will need to confirm a level of health and fitness that meets the requirements and rigours of the profession by meeting the health requirements listed on the 'VCMT Health Assessment Form'.
- Each candidate will be required to have immunization or immunity against all diseases as listed in VCMT's 'Immunization and Communicable Disease Form'.

4. Definitions

- **High School Graduation Diploma** refers to a BC Dogwood Diploma, a BC Adult Graduation Diploma (Adult Dogwood) or an equivalent diploma from another province or jurisdiction.
- **Portfolio Evidence** refers to any artifacts that the student can compile in electronic or hard copy format which provide evidence of their past and/or current involvements in activities which speak to their level of readiness and commitment to enter and successfully complete the RMT training program.
 - Examples might include: certificates of achievement, photographic evidence, letters of recognition, awards, etc. for activities which indicate high levels of initiative, commitment, service, achievement, etc.

5. Procedures

Student Applicants will:

1. Submit the VCMT application form (5100.1) along with a copy of their final high school transcript.
2. Submit a portfolio or other supportive documents outlining the candidate's involvements in activities that promote and/or indicate a positive, healthy, engaged, compassionate lifestyle.
3. Undergo an interview with a VCMT representative as arranged through VCMT Admissions
4. Attend an Introductory Massage Workshop or equivalent as approved by VCMT
5. Give permission to VCMT to conduct a criminal record check through the Ministry of Justice's *BC Criminal Records Review Program*.



6. Meet with an admissions representative to review the following:
 - a. Student Contract
 - b. Start and end date of the program
 - c. Tuition fees
 - d. Refund Policy

Note: Final decisions regarding the suitability of a candidate rest fully with VCMT and its Admissions representatives.

Signature of Director of Operations: _____

Date: _____