

Price Faculty of Engineering Internationally-Educated Engineers Qualification (IEEQ) Program Applicant Information Bulletin 2021 – 2022

Application Deadline
April 1, 2021

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Section 1: General Statement

The purpose of this bulletin is to provide information to prospective applicants to the Price Faculty of Engineering at the University of Manitoba. This document outlines categories of admission, requirements and deadlines.

This bulletin is available with, and constitutes part of, the application. It is assumed that all applicants have read and understood it prior to submitting the completed application.

Programs Offered: Internationally-Educated Engineers Qualification (IEEQ) Program

Section 2: Eligibility Requirements

A. Academic Requirements

The IEEQ Program is an option for individuals who have been assigned confirmatory exams as a result of an *Assessment of Academic Credentials* from Engineers Geoscientists Manitoba - the regulatory body for engineering in Manitoba.

An *Assessment of Academic Credentials* by Engineers Geoscientists Manitoba is the first requirement to determine your eligibility for the IEEQ Program.

To start the licensing process with Engineers Geoscientists Manitoba please visit <http://www.enggeomb.ca/IEP.html>.

To be eligible for the IEEQ Program, you must have five (5) or fewer Confirmatory Exams to complete, as assigned by an Engineers Geoscientists Manitoba *Assessment of Academic Credentials*. Please note that the exam 11-CS-1 *Engineering Economics* does not count toward the total of five (5) Confirmatory Exams assigned. That means, you can be assigned five (5) Confirmatory Exams plus 11-CS-1 *Engineering Economics* and you will still be eligible for the IEEQ Program.

B. English Language Proficiency Requirements

All applicants whose primary language is not English and who do not qualify for a waiver under the University of Manitoba's English language proficiency regulations will be required to demonstrate proficiency in the English language through one of the options listed at the University of Manitoba Admissions website.

Preferred English Language Proficiency Option for IEEQ students

On a Canadian Language Benchmark (CLB) Placement Test, your scores must be benchmark level eight (8) in all four language areas (8/8/8/8), or three benchmarks of eight (8) and no more than one benchmark of seven (7) in the four language areas (for example, 8/8/8/7 or some similar combination).

See the link below to view information regarding specific English Language Proficiency Requirements and English Language Proficiency Waiver information:

<http://umanitoba.ca/admissions/undergraduate/requirements/english-language-proficiency>

Results for most language tests, including TOEFL, IELTS and CanTEST, expire two years from the test date. Test scores must be valid at the start of classes. Please confirm the validity of your test results.

Section 3: Application Process & Deadlines

A. Application Fee

Canadian/Permanent Residents: \$100.00
International Applicants: Not applicable*
**Admission to this program is open to Canadian Citizens and Permanent Residents only*

Applications are not considered received until the application is submitted and the application fee has been paid by the posted deadline.

All correspondence, including decision release information will be sent via email and posted to your application portal.

Please ensure your email account remains current and will accept emails from the University of Manitoba. Check your filters.

It is important to check your email and application portal regularly and specifically around the deadlines and important dates listed below.

B. Deadlines and Important Dates

DATE	DEADLINES AND IMPORTANT DATES
April 1, 2021	Deadline for application and application fee. <i>If you submitted an application in previous years and were not accepted, you must submit a new application form to be considered for the program for September 2021.</i>
April 15, 2021	Documentation Deadline (for all outstanding documentation)
Early May, 2021	Notification to all applicants of the outcome of your application.

C. Required Application Documentation

- **Assessment of Academic Credentials from Engineers Geoscientists Manitoba** (indicating that you are eligible to complete the IEEQ Program in place of the confirmatory examinations).
- **Proof of proficiency in the use of the English language** (see Section 2: Eligibility Requirements, B. English Language Proficiency Requirements).
- **Final transcripts** from any university or college attended other than University of Manitoba are required. Transcripts become the property of University of Manitoba and will not be returned. *Scanned copies are acceptable and can be uploaded in the application.*
- **Proof of Canadian Citizenship, Permanent Residence or Refugee Status** is required if born outside of Canada. This can be uploaded to the online application before application submission.
- **Resume or Curriculum Vitae.** This document can be uploaded to your online application.

Please send all physical application documentation to the following address:

**Admission for Engineering (IEEQ)
University of Manitoba
424 UMSU University Centre
66 Chancellors Circle
Winnipeg, MB R3T 2N2**

Electronic transcripts should be submitted to Applicant.Services@umanitoba.ca *

*In the event that you are not able to provide an official transcript (for example, if the issuing office at your university or college is closed due to COVID-19), the University of Manitoba will accept an electronic transcript provided that it has been sent directly from the email of the office responsible for issuing transcripts. Applicants who submit their documents electronically may be requested to provide original, physical copies at a later date.

Section 4: Selection Process

A. Tie Breaking Procedure for Offers

In the event of a tie, the following procedure will be used:

1. Increase the number of significant figures used in the calculation.
2. Where a tie still exists, the application that was received first will be used to break the tie. All completed applications are time stamped upon submission; in the case of a paper application, these applications will be time stamped after they have been entered into the system by a University of Manitoba Admissions Office staff member.

B. Notification of Decision

Decisions will be posted to the applicant's portal. Applicants must log into their application portal to view the decision and to accept or decline their offer. If the offer is not accepted by the deadline date indicated in the letter, the offer will lapse. Lapsed offers will be considered a declined response. It is imperative that emails and application portals are regularly checked.

All applicants that are granted an offer will be required to accept their offer of admission within the application system. Acceptance must be received within two weeks of the decision being released, as stipulated by the deadline to accept the offer, or the offer will lapse and no longer be valid.

If you are accepted into the IEEQ Program for September 2021, the Price Faculty of Engineering will work with you during the summer of 2021 to set up an appropriate selection of courses and refer you to potential sources of financial assistance, if required.

NOTE: the application portal at the university is NOT the same as the Engineers Geoscientists Manitoba online profile.

Engineers Geoscientists Manitoba and the University of Manitoba are separate and distinct institutions. One institution cannot change, modify or dictate the policies or decisions of the other.

Section 5: Reconsideration & Appeals

Individuals who wish to have their applications reconsidered should submit their request in writing to the Admissions Office. Past experience has shown that most inquiries can be satisfied at this level without further reference. Persons wishing reconsideration of the decision shall direct their request to the Admissions Office within ten (10) business days of the posted decision date.

Should the student wish to pursue the reconsideration decision of the Selection Committee further, such an appeal will be made in accordance with the Senate Committee on Admission Appeals Procedures.

http://umanitoba.ca/admin/governance/governing_documents/students/admission_appeals.html

Applicants are advised that appeals of reconsideration decisions by the Chair of the Selection Committee and the Senate Admissions Appeal Committee focus on questions of correct adherence to published policies and procedures, and NOT on subjective issues or the relative merits of the application.

Section 6: Counselling of Applicants

The Price Faculty of Engineering, IEEQ Program Office and Admissions Office are able to assist applicants who seek counselling regarding admission to the IEEQ Program. However, it is policy not to instruct applicants as to a specific course of action they should follow, but rather to provide the information needed for applicants to make their own choice with respect to the alternatives available. The following points require special attention:

1. Applicants are encouraged to discuss their plans with all who can usefully advise them, but they should be aware that second and third hand information about admission policies may not be accurate.
2. No official at the University of Manitoba can guarantee the admission of any applicant. Admission is determined by the Committee on the basis of an annual competition.
3. All applicants are advised to supplement any personal enquiries with a written request so that an official written response can be made. Only written responses will be considered as evidence of any advice given (see Section 8: Contact Information).

Section 7: Student Accessibility

The University of Manitoba is committed to providing all students equal access to learning opportunities. If you are a student with a diagnosed disability (permanent, chronic, or temporary) who may require academic accommodations, please contact Student Accessibility Services at 204-474-7423 or by email at student_accessibility@umanitoba.ca to learn more about the confidential supports that are available. <http://umanitoba.ca/student/accessibility/>

Section 8: Contact Information

IEEQ Program:	Ilene Blayden IEEQ Program Assistant 341 Stanley Pauley Engineering Building Telephone: (204) 474-8961 Email: ieeq@umanitoba.ca Web: umanitoba.ca/engineering/ieeq
Admissions Office:	424 UMSU University Centre Telephone: (204) 474-8808 Email: admissions@umanitoba.ca
Admissions Officer:	Brianne McKay Telephone: (204) 474-8814 Email: admissions.engineering@umanitoba.ca

The following other contacts may also be useful.

Student Accessibility Services	520 UMSU University Centre Telephone: (204) 474-7423 Email: student_accessibility@umanitoba.ca
Student Advocacy Office	520 UMSU University Centre Telephone: (204) 474-7423 Email: student_advocacy@umanitoba.ca