

## Regulatory Affairs

Ontario College Graduate Certificate Program  
Online Campus

Program Code: **PRGAF**

**Please note:** This is a sample Supplemental Admission Requirements Information Sheet for reference purposes only. A full copy of the Supplemental Admission Requirements Sheet will only be made available to applicants to **Regulatory Affairs**.

If you require this information in an accessible format, please contact: [registrar@sheridancollege.ca](mailto:registrar@sheridancollege.ca)

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### Program Eligibility

Postsecondary Diploma, Advanced Diploma or Degree or equivalent in a Health or Science field with a minimum overall GPA of 65%. Admission to this program is a competitive process and preference will be given to students who hold a baccalaureate degree in a health or science field.

### Selection Process for Applicants

Candidates to the program are selected on the basis of academic achievement and the evaluation of one of your:

- a previously graded post-secondary (science/health related) paper submission.
- or
- a previously written professional work sample (science/health related)

Postsecondary transcripts, indicating courses completed to-date, must be submitted at the time of application. Domestic applicants must submit transcripts through [ontariocolleges.ca](http://ontariocolleges.ca) at the time of application.

Applicants selected for the program will be notified through their Sheridan email account. Decisions will not be released over the phone. Fee, registration and timetable information will follow. Classes for each term will begin on the following dates:

Start Date	Academic Term
Tuesday, September 6, 2022	Fall Term
Monday, January 9, 2023	Winter Term

## **Academic Integrity**

By submitting your Admission Requirements, you are agreeing to comply with Sheridan's Academic Integrity Policy. The Academic Integrity Policy states:

Sheridan College is committed to upholding the highest standards of academic integrity. The International Centre for Academic Integrity (ICAI) defines academic integrity as "a commitment, even in the face of adversity, to six fundamental values: honesty, trust, fairness, respect, responsibility, and courage. From these values flow principles of behavior that enable academic communities to translate ideals into action".

Applicants who are found to have falsified transcripts, cheated on admission tests, or submitted fraudulent documents or in any other way attempted to circumvent the admissions process in a manner inconsistent with the principles of academic integrity, will not be granted admission to the College. Those applicants will be ineligible for admission to any Sheridan program or course for a period of not less than 5 years, after which admission to the College will be reviewed on a case-by-case basis.

For programs where a portfolio submission is required as part of the admission process, portfolio work should represent an applicant's own ideas, writing, projects and creations. Where others have contributed, or non-original ideas have been included, applicants will give proper recognition and reference.

## Additional Admission Requirements

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After applying to the program, applicants will be required to submit additional admission requirements online and will receive official submission instructions. It's in your best interest to apply as soon as possible.

To proceed with your application, you must submit one **sample of your written work** online via your [Sheridan Applicant Portal](#)

### SAMPLE OF WRITTEN WORK

From either:

- previously written professional work sample, created within the last two years.
- or
- a previously graded (science/health related) post-secondary paper submission created within the last two years.

Your submission should show evidence of careful proofreading and editing, with attention to spelling and grammar when used conventionally.

The written professional work sample should illustrate as strongly as possible your original and unique voice, including well-considered choices about form and structure, and demonstrate your work.

The total page length for the entire submission should NOT exceed three pages. The piece can be an excerpt from a larger work. Unless absolutely necessary, please do not attach explanatory notes to your work, as these notes will be included in your total page count. Font and formatting can deviate from the standard 12pt/double-spaced if it is required for presentation reasons. **This should be submitted as a single PDF. A cover page is not necessary.**

### Additional Information

- **Laptop program**  
Regulatory Affairs students are required to have a Sheridan approved laptop to participate in the program. Laptop specifications will be announced in early summer 2022. At that time, please check the Sheridan website at:  
<https://it.sheridancollege.ca/laptop-requirements/requirements.html>
- **Check your Sheridan email account frequently.** Many of the communications you receive from Sheridan come to you exclusively via your Sheridan email account.
- Successful applicants to the program will be invited to attend Orientation activities during the last week of August 2022. Details will be sent to your Sheridan email account.
- If you require assistance regarding this document, please call 905-845-9430 and select Option 4 to speak with an Information Specialist in our Contact Centre.