



HUMAN RESOURCE MANAGEMENT PRE-ENTRY ASSESSMENT

Admissions

3700 Willingdon Avenue, Burnaby, BC, Canada V5G 3H2

Instructions: 1) Save this PDF to your desktop, 2) Open with Adobe Reader or Adobe Acrobat, 3) Complete all required fields, 4) Save, 5) Close PDF then re-open to ensure the content you filled in has saved, 6) Submit to BCIT.

Your BCIT ID Number AO	Legal First Name (given name)	Legal Last Name (family name)
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- This form is a program entrance requirement and submission with your application is mandatory.
- You must save this form to your computer and upload the completed version to your online application.
- The program area will evaluate your answers; please use proper English, grammar and punctuation.

REASONS FOR SELECTING PROGRAM

In your own words, briefly state your reasons for selecting this program:

CAREER OBJECTIVES

Briefly describe your career goals upon completion of this program:

YEARS OF WORK EXPERIENCE

How many years of work experience do you have **in general**?

- <1 year 1-2 years 3-4 years 5-10 years 10+ years

How many years of volunteer experience do you have?

- <1 year 1-2 years 3-4 years 5-10 years 10+ years

WORK AND VOLUNTEER EXPERIENCE

Select the statement that best describes your work and volunteer experience

- Less than 1 year; combination of full-time and part-time or all part-time
- 1–2 years’ experience; combination of full-time and part-time or all part-time
- 3–4 years’ experience; mostly full-time
- 3–4 years’ experience; mostly full-time with some supervisory or management experience
- 5–10 years’ experience: full-time with some supervisory or management experience
- 5–10 years’ experience: full-time with the majority as supervisory or management experience

GENERAL WORK EXPERIENCE

Do you have any experience? Please list below:

POSITION 1 Type of position	Start Date	End Date
	Position Title	Company Name
	City	Province
Main responsibilities of this position 1. 2. 3.		
Main skills and abilities required in this position 1. 2. 3.		
POSITION 2 Type of position	Start Date	End Date
	Position Title	Company Name
	City	Province
Main responsibilities of this position 1. 2. 3.		
Main skills and abilities required in this position 1. 2. 3.		

POSITION 3 Type of position	Start Date	End Date
	Position Title	Company Name
	City	Province

Main responsibilities of this position

- 1.
- 2.
- 3.

Main skills and abilities required in this position

- 1.
- 2.
- 3.

PERSONAL INTERESTS / EXTRA-CURRICULAR ACTIVITIES AND HOBBIES

Do you participate in any extra-curricular activities (now or in the past)? (e.g. volunteering, clubs, sports, community involvement)

As a participant Yes No (If yes, briefly describe below.)

As a leader Yes No (If yes, briefly describe below.)

As a team member Yes No (If yes, briefly describe below.)

SPECIAL AWARDS AND CITATIONS

Have you received any special awards or recognition for your accomplishments?

Yes No

If yes, list here:

OUTSTANDING ACCOMPLISHMENTS

Are there any outstanding accomplishments you would like to share? If yes, briefly describe.

ADDITIONAL INFORMATION

Briefly discuss any additional information you feel is important for the Admissions Committee to know in considering your application.

Recommend to Apply Yes No

Approved by

Signature

Date

PRIVACY NOTICE

BCIT collects personal information that you chose to provide through this questionnaire under the authority of section 26 of the Freedom of Information and Protection of Privacy Act (RSBC. 1996, c. 165) and the College and Institute Act, (RSBC. 1996, c.52).

Your personal information is used to assess your eligibility for admission, registration, decisions on your academic status and for other BCIT purposes that are directly related and consistent with BCIT's mandate and its programs and the administration and operation of BCIT pursuant to the College and Institute Act and other applicable legislation.

Some of this personal information may also be disclosed to the BCIT Student Association, the BCIT Alumni Association and the BCIT Foundation. For individuals who are granted awards, BCIT release personal information to award donors and funding agencies. Information on admission, enrollment and academic achievement is disclosed and used for statistical and program research and evaluation purposes by BCIT, other post-secondary educational institutions (in such cases, individual identities are not disclosed) and as required by provincial and federal government authorities or authorized by law.

Questions about the collection, use and disclosure of personal information by BCIT may be directed to the Associate Director, Privacy, 3700 Willingdon Ave., Burnaby, BC V5A 3H2; Tel: 604.432.8508, email: Cynthia_Kent@bcit.ca

By completing and submitting this questionnaire with your application for admission to BCIT, you consent to the collection, use and disclosure of your personal information as described above.