

## **Re-admission Process and Guidelines:**

- 1. Review the letter sent to you from Student Records at my.bcit.ca. This letter will explain if you are required or eligible to apply for re-admission at this time. Alternatively, you may wish to contact the Program Head for more information about reapplying.
- 2. If eligible, apply online for re-admission to the Admissions department, complete the course-bycourse self-assessment form and pay the application fee. We recommend that the re-admission application be made at least one term in advance of the anticipated re-admission date.
- 3. Re-admission is conditional upon the applicant's successful implementation of a plan resolving previous academic difficulties. The applicant is responsible for submitting such a plan in writing to the Program Head at the time of application, and to carry out the plan to the satisfaction of the program. Allow sufficient time between submission and the start of the term to enable satisfactory implementation of the plan.
- 4. We do not ordinarily re-admit applicants who have failed a term or any course more than once, or have failed more than one term in the program.
- 5. Students may be required to repeat and to successfully complete courses that have undergone significant change, or courses that were taken more than three years previously. This may include courses where transfer credits were previously granted. A performance contract may be required between the student and the department.
- 6. Students cannot take any courses more than one level higher than their current level of study in the program (i.e. students cannot take a level 4 course with an outstanding level 2 course).
- 7. Re-admission is conditional upon space availability. When more applicants apply than there are seats available, the Biomedical Engineering program reserves the right to select those applicants deemed by the program to have the best chance for success.