

SIMON FRASER UNIVERSITY

S.317

MEMORANDUM

To MR. H. M. EVANS

From DR. D. MEAKIN

REGISTRAR

DIRECTOR OF ADMISSIONS

Subject SENATE PAPER

Date 22nd December, 1969

*Early Processing of Admissions*

Attached is a copy of the paper on Early Processing of Admissions for consideration by Senate at its January meeting.

*DM*

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TO: ALL MEMBERS OF SENATE

FROM: DR. D. MEAKIN

DIRECTOR OF ADMISSIONS

SUBJECT: EARLY PROCESSING OF  
ADMISSIONS

DATE: 11th December, 1969

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Discussions have been taking place with the University of British Columbia and the University of Victoria on the problems connected with restricting enrolments, and particularly a means of establishing a priority for British Columbia students. The major difficulty arises from the late availability (around August 1st) of the final grades for B.C. Grade 12 and Grade 13. On the other hand, the deadline for completion of foreign applications is set much earlier, and these are processed before it is known how many B.C. applicants will be admitted. In order that B.C. applicants can be given priority, the University of British Columbia has announced that it is going to start processing of Fall applications for B.C. Grade 12 applicants as early as May.

The following information is relevant.

1. UBC intends to admit "approximately 3400" new students next year. They admit that this could actually be as high as 3600, since they will accept some 10 per cent above the 3400. They expect to reject approximately 400 applicants who would normally qualify.
2. They do not (as has been reported) have a cut-off point at 65%. They expect to admit many students with averages below this level.

3. UBC intends to process the bulk of B.C. Grade 12 applicants in May on the basis of academic standings at Easter. They will accept (probably unconditionally) all students with clear records and an average above some point still to be determined. They expect to admit some 2000 students on this basis. Marginal students will be processed in the normal way when final results become available.
  
4. University of Victoria proposed that the three universities should adopt a common position on this, with a joint advertising campaign through the Department of Education and the press, and perhaps through meetings with Secondary School principals.

The proposal is as follows:-

- a) Students invited to apply for early processing with a May 15th deadline for application. They would be required to submit a school statement of Grade 11 and 12 standings up to Easter.
  
- b) Mail acceptance by June 10th, with Permit to Register. Each University would receive its own applications and process them under its own admissions policies.
  
- c) Student would be required to return a postcard by July 2nd, confirming acceptance. Failure to do this, would mean loss of priority.

I recommend that we seriously consider adopting the idea of processing applications on the basis of Easter marks, and that we cooperate

fully with UBC and UVic to put the scheme into operation. I see the following benefits for SFU:-

- i) A considerable improvement in the efficiency of preregistration.
- ii) An equal chance to accept good students before they commit themselves to another university.
- iii) Public knowledge of cooperation between the Universities will help all three Universities.
- iv) Cooperation is likely to increase in this area (eg., common application forms and inter-University notification of acceptances). If we do not participate now, we are likely to get left behind.
- v) The load of processing applications will be more evenly distributed over the Summer.
- vi) Some knowledge of number of B.C. Admissions before out-of-province applicants are processed.

Adoption of the proposal would not mean any change in our admission standards or any loss in the freedom of this University to determine its own admissions policies. Most students with averages high enough to be considered for early processing would receive "Recommended Grades" from their school, and would not be required to write Departmental examinations. Recommended Grades are based on work completed to Easter, and so in most cases, the grade used in early processing would be identical to the final grade.

Full details of procedures are still to be determined, and will include discussion with the Department of Education. However, in order that we are in a position to pursue the matter further, I request that Senate approve the following addition to our Admissions Policies:-

"Students enrolled in Grade 12 in a public accredited school in British Columbia may apply for admission to Fall Semester on the basis of their Grade 11 and 12 records up to and including Easter examinations. Students with clear records and high averages may be given admission at this time. Students not admitted are required to submit their final official Department of Education transcripts, when available, for normal processing. Applications for early processing, including an official statement of Grade 11 and Grade 12 standings from the school must be received in the Office of the Registrar by May 15th."

DM:bc