**Community Integration through Cooperative Education – Checklist for application to the program**

**To complete the admission requirements, applicants will successfully complete the following:**

* **Step 1: Apply on line at** [**www.ontariocolleges.ca**](http://www.ontariocolleges.ca)
* **Step 2: Have your transcripts sent to** [**www.ontariocolleges.ca**](http://www.ontariocolleges.ca) **by your guidance department or local school board. If you are mailing in transcripts, please ensure they are sent in a sealed envelope in official format.**
* **Step 3: Complete the “additional applicant requirements” and mail it to our college at:**

 **Confederation College,**

**School of Health, Negahneewin & Community Services (CICE Program)**

 **1450 Nakina Dr,**

 **Thunder Bay, ON P7C 4W1**

* **Step 4: Request your two (2) references to complete the form called “Confidential Reference form” listed on the CICE web page under admission requirements. Your references must directly submit the completed document to Karen Kemp, Coordinator at the address above. References mailed directly from the applicant will not be considered as they are to remain confidential.**
* **Step 5: Once all 4 steps have been completed, the CICE program will contact you to arrange an interview. Information on how to prepare for the interview will be given at this time. Only those persons who are eligible will be given an interview.**