

Application Instructions

Veterinary Technology Diploma Open Learning Program

IMPORTANT NOTES

- Ensure you meet all the [educational & other admission requirements](#) before you proceed with your application. You will be ineligible for a seat if you do not meet the requirements.
- The application deadline is October 1st.
- This is not a first-come and first-serve program. Please take your time to ensure all documents are thoroughly completed.

NOTE: If you are re-applying to this program, we require the following **new** documents:

- Online application through [Education Planner BC](#)
- New to 2027 intake: the following 5 forms will be available as hyperlinks that Admissions will provide to you when you apply to the program. All of them will need to be resubmitted as part of your application.
 - Health & Safety form
 - Orientation questionnaire
 - Employment verification form
 - 3 online reference forms
- We also require any additional transcripts and vaccination records if you have completed additional courses or have received any additional vaccinations since you last applied.

STEP 1: Apply to this program on Education Planner BC

PART A. Create an [EPBC](#) account if you don't already have one. Select Thompson Rivers University. You can find your Vet Tech OL program under the following category selections:

- ⇒ undergrad
- ⇒ OL
- ⇒ Winter 2027
- ⇒ Diploma
- ⇒ Vet Tech OL

PART B. On [EPBC](#), fill in the application information. You will come to a section "Submission of documents." Upload your **Canadian citizenship** or **Permanent Residence status** document. Driver's license and medical/care cards are not accepted.

STEP 2: Order and submit your academic transcripts to TRU

Transcripts (interim or final) for high school and post-secondary schools attended (other than TRU) must be submitted by the deadline, sent to TRU directly from the issuing institution(s). Transcripts submitted by students will not be accepted as official. If your original transcripts are not in English, translations must be provided.

Refer to the [TRU transcripts page](#) for more information and instructions on this step.

Within a few business days of submitting your application, you will hear from TRU Admissions confirming your application and giving you a TRU student ID (if you don't already have one). You will need this TRU ID for the next step.

STEP 3: Forward and/or complete all online forms that will be provided to you by email from Admissions once your application is processed.

- 1) The web link to the **online Reference Form** will be supplied to you from Admissions, which you can then provide to your referees. Each referee must fill out their own form.

They will need your TRU student ID number (T-ID). These forms will automatically be submitted to the Admissions office upon completion by your referees.

We recommend that your referees be a DVM, RVT, schoolteacher or employer. Family members or friends are normally not acceptable as a professional referee. At least one of your referees must be from your potential CM/Clinic indicating under additional comments:

- Clinic support of you taking this VTEC OL program
- How long you have you been **employed** (volunteering does not apply)

- 2) Forward the online **Employment Verification form** link to your Clinic Owner 's email address. This form will automatically be submitted to the Admissions office upon completion by your Clinic Owner.
- 3) Complete and submit the electronic **Health and Safety Form**.
- 4) Complete and submit the **Orientation Questionnaire**.

STEP 6: Submit Proof of up-to-date vaccinations, including for rabies.

To find out what **vaccinations** are recommended in your province, refer to the [Provincial and Territorial Information](#) listed on the Government of Canada's Vaccines and Immunizations page.

If you have not completed the 3 doses for **rabies** yet and are experiencing difficulty obtaining the rabies vaccine you may alternatively provide documentation (letter from the vaccine administrator, a scheduled appointment email, receipt of payment for future shot) demonstrating confirmed future appointment time(s).

STEP 5: If necessary, submit an English Language Proficiency test

If you have been educated in a country where English is not an official language, submit an accepted [English Language Proficiency test](#) result with scores required for Academic Study. The preferred method is that your scores be submitted by the Testing Agency directly to OLAdmissions@tru.ca. But if you have the test results, you may also send them by email.

The seats for this program are not offered on a first come, first serve basis. All applications will be assessed after the deadline has passed. Please take your time to fully fill out all the supporting documents to ensure that the admission committee will receive an application package that thoroughly presents your life and educational experiences.

For assistance, please contact OLAdmissions@tru.ca or vettech@tru.ca.