

# NIPISSING

U N I V E R S I T Y

## Important Admission Information

BCOMM - Distance Learning  
Winter 2026

### 'MYNIPISSING' ACCOUNT

Included in this package is information about accessing 'MyNipissing'. Applicants can track the status of their application on WebAdvisor, see if transcripts and other required documents have been received and update their address and other personal information. It is important to continue checking 'MyNipissing' regularly as documents are updated throughout the application process. Nipissing student email accounts will be activated shortly before registration opens.

Applicants who are eligible for transfer credit will be able to view their transfer credits on their WebAdvisor account under "Summary of Transfer Credits".

### REQUIRED DOCUMENTATION

Applicants to Nipissing University are first considered for admission based on their most recent and highest level of education attempted or completed. However, applicants are required to disclose and provide official academic transcripts from **EVERY** institution previously or presently attended, including high school(s) and non-Canadian institutions, whether they are related to the degree applied to or not. **Applications will only be considered once ALL required documentation has been received.** Applicants who have courses currently in progress may be eligible for a conditional offer of admission based on results to date. A final transcript must be submitted once current studies are completed prior to the first day of classes.

It is the applicant's responsibility to ensure that you meet all the necessary requirements. Admission requirements can be found at [www.nipissingu.ca/registrar](http://www.nipissingu.ca/registrar).



**Applicants who are taking college courses in the Fall 2025 semester are not eligible for the Winter 2026 entry.**

The next intake for this program is Spring/Summer (May) 2026. Applications for the Spring/Summer 2026 intake are made through our website at [www.nipissingu.ca/registrarforms](http://www.nipissingu.ca/registrarforms).

### DOCUMENT SUBMISSION

Transcripts and supporting documents can be submitted in the following ways:

1. **Email:** [admissions@nipissingu.ca](mailto:admissions@nipissingu.ca) Emailed transcripts will only be accepted when we can verify that they come directly from the issuing institution.
2. **Third-Party Companies (e.g., MyCreds, Parchment):** Please contact your institution directly for assistance with these platforms.
3. **Mailing Address:**

Nipissing University  
Office of the Registrar - Admissions  
100 College Drive, Box 5002  
North Bay ON P1B 8L7

### TRANSCRIPTS

Official transcripts must be submitted directly to Nipissing by the issuing institution. Transcripts submitted by the applicant will be considered unofficial. It is your responsibility to ensure that all completed and in progress courses (if applicable) and degree/diploma status show on the transcript your institution sends. If your name is different on the official transcript versus your application you must submit name change documentation, such as

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a Marriage Certificate, Divorce Decree or Change of Name Certificate.

### OUAC Transcript Submission

Official transcripts from Ontario universities and colleges should be ordered through the Ontario Universities' Application Centre (OUAC) as part of the application process. You must contact your university directly for all transcripts from outside Ontario.

### Nipissing Transcripts

Current Nipissing students and Nipissing graduates do not need to order or send Nipissing transcripts. However, if you attended Nipissing prior to 1992, you are considered a Laurentian University student and must request that transcript.

### International Transcripts

If you have attended an international college and/or university outside of North America, your transcripts must be assessed by the World Education Service – [www.wes.org/ca](http://www.wes.org/ca) (Course-by-Course Analysis is required). No exceptions.

### All Other Transcripts

You will need to contact the institution(s) directly to request your transcript(s) and have them sent to Nipissing University by one of the methods listed in the Document Submission section.

### DEADLINES

Application Deadline: **November 12, 2025**  
Document Deadline: **November 19, 2025**

Applications will only be evaluated once all required documents have been received. All transcripts and any supporting documents must be received by the document deadline.

Admission decisions will be released by mail within 21 days of when an application is considered

complete. An application is considered complete and ready for a decision only when all documents required for admission consideration have been received. Required documents may include but are not limited to: high school and/or postsecondary transcripts, WES evaluation (if applicable), English language proficiency scores (if applicable)

Failure to not provide required documents will result in a delay in assessing an application for an admission decision.

### UNIVERSITY TRANSFER APPLICANTS

Students in good standing at another recognized university are normally eligible for admission. Applicants who have been asked to withdraw from another university must sit out for one full year before they can be considered for admission.

Applicants who have attended another university may be eligible for transfer credit for university courses completed elsewhere. Transfer credits are normally awarded for university courses completed with "C" grades or higher. Courses with "D" grades are only eligible if they are offset by an equal number of "B" or higher grades. Transfer credits are not normally granted for education courses or courses of a practical nature, such as engineering or physical education activity courses.

University graduates may qualify for admission to a second-degree program in another area of study based on the results of their first-degree program. If deemed admissible, a second-degree program plan will be designed by the Academic Advising office.

Further information can be found on our Transfer Student website at [www.nipissingu.ca/transfercredits](http://www.nipissingu.ca/transfercredits).

### COLLEGE TRANSFER APPLICANTS

Applicants who have attended a recognized public college may be eligible for admission with transfer credits. All graduates of two-year and three-year diploma programs with a cumulative

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GPA of 70% or higher will be eligible for admission consideration with transfer credits.

College applicants who have completed a minimum of one full year of a recognized college diploma or certificate program with a cumulative GPA of 70% or higher will be considered for admission on probation. If admitted, the student must be successful in their first 18 credits to clear the probationary status. Students who have completed one year of college may be eligible for up to 9 credits in transfer credit.

Further information can be found on our Transfer Student website at [www.nipissingu.ca/transfercredits](http://www.nipissingu.ca/transfercredits).

**Repeated courses:** Applicants looking to raise their college program GPA may consider repeating courses they completed as part of their college diploma program. Repeated courses would need to be the same course code, same course title, and same credit value. Only the highest mark will be considered in the calculation. If the course code, title, or credit value has changed but it is still the same course, you will need to have the College send a letter directly to Nipissing indicating that the course you repeated is the same course that you previously took as part of your diploma program. If you choose to repeat an elective course, the same requirement applies. New courses will not be considered in the new calculation. The letter must be sent directly to Nipissing from the issuing institution. Please note that Nipissing recalculates all transcripts using the college's grading scheme.

### MATURE STUDENT STATUS

All applicants to Nipissing are first considered for admission based on the academic results they have achieved. Only when an applicant is deemed not admissible under any admission category are they then considered a Mature Student candidate. Such applicants must be 20 years of age or older by the end of the term being applied for and must have been away from formal education for the past two years. Official transcripts for all previous studies, including High School, must first be submitted before an applicant will be admitted as a Mature Student. Some programs require specific

prerequisite courses. Not all programs are eligible for Mature Student consideration. Mature Students will be permitted to begin their studies at Nipissing full-time but with a reduced course load (maximum 24 credits) and on probation. Registration for a full course load without probation will normally be permitted after completing at least 18 credits at Nipissing University and the student has demonstrated their ability to be successful at the university level.

### ENGLISH LANGUAGE PROFICIENCY

Applicants whose first language is not English may be required to supply proof of proficiency in English. Acceptable proof of English proficiency includes the Test of English as a Foreign Language (TOEFL), the International English Language Test Service (IELTS), the Pearson Test of English (PTE) Academic, the Canadian Academic English Language (CAEL/CAEL Online) or the Cambridge English Qualifications. Refer to our Academic Calendar or [www.nipissingu.ca/englishproficiency](http://www.nipissingu.ca/englishproficiency) for our complete English Language Proficiency Policy.

### TRANSFER CREDIT

Applicants will be notified with their Offer of Admission if they are eligible for transfer credit. Applicants who accept our offer of admission will have their transfer credit assessment processed within 2 - 4 weeks after receiving their final transcript (if courses are in progress). Applicants are responsible for ordering their final official transcript showing all in-progress courses completed and graded and/or diploma or degree awarded. **Please do not submit final transcripts until after graduation (if applicable).**

Applicants who are eligible for transfer credit will be able to view their transfer credits on their WebAdvisor account under "Summary of Transfer Credits".

Further information can be found on our Transfer Student website at [www.nipissingu.ca/transfercredits](http://www.nipissingu.ca/transfercredits).

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## REGISTRATION AND ACADEMIC ADVISING

Registration information is included with the Offer of Admission package. Students register for courses online, through 'MyNipissing'. After receiving an Offer of Admission, students are encouraged to make an appointment with an Academic Advisor to discuss their program direction and course selections.

Students eligible for transfer credits should ensure their transfer credit has been processed **before** meeting with an Academic Advisor. Appointments can be arranged through the Academic Advising Office at [www.nipissingu.ca/advising](http://www.nipissingu.ca/advising).

## STUDENT ACCESSIBILITY SERVICES

Nipissing actively promotes an accessible and barrier-free learning environment. If you require student accessibility services, identify yourself as early as possible so that accommodations and support systems can be arranged prior to the beginning of classes. For more information about the services available and the required documentation, visit the student accessibility website at [www.nipissingu.ca/sas](http://www.nipissingu.ca/sas).

## CONTACT INFORMATION

**Phone:** 705-474-3450

**Fax:** 705-495-1772

**Website:** [www.nipissingu.ca](http://www.nipissingu.ca)

**Academic Calendar:** [www.nipissingu.ca/calendar](http://www.nipissingu.ca/calendar)

<b>Academic Advising</b>	<a href="mailto:advising@nipissingu.ca">advising@nipissingu.ca</a>	ext. 4680
<b>Admissions</b>	<a href="mailto:admissions@nipissingu.ca">admissions@nipissingu.ca</a>	ext. 4600
<b>Registration</b>	<a href="mailto:registrar@nipissingu.ca">registrar@nipissingu.ca</a>	ext. 4600
<b>Financial Aid</b>	<a href="mailto:finaid@nipissingu.ca">finaid@nipissingu.ca</a>	ext. 4311
<b>Finance Office</b>	<a href="mailto:finance@nipissingu.ca">finance@nipissingu.ca</a>	ext. 4419
<b>Sema Chaudhry, Program Manager</b>	<a href="mailto:bcomm@nipissingu.ca">bcomm@nipissingu.ca</a>	--