

Application Guide

Recognition of Acquired Competencies (RAC)

Documents required for your application to RAC

- Current curriculum vitae
- Letters from former and/or current employers confirming your work functions and the duration of your employment.
- Job descriptions and/or hiring contracts
- Grade transcripts (college and university)
Note: A photocopy will be accepted for the preliminary assessment of your file. A sealed official transcript issued by the educational institution directly to the College will be required for your application.
- Other documents attesting to credited and non-credited training pertaining to the profession (certificates, detailed course outlines for credited courses, etc.)
- Reference letters – if available

Admission to Cégep Heritage College

To be eligible for admission to the **Attestation of College Studies program (AEC)**, applicants must be deemed to have sufficient education AND to meet one the following requirements:

- Has interrupted their studies for at least two consecutive semesters, or one school year;
- Has completed at least one year of full-time, post-secondary studies;
- Is participating in a contract agreement entered into by the college and an employer, or is a recipient of a government program.

The applicant must provide the following:

- Completed application form
- Payment of \$30 non-refundable application fee (or proof of sponsorship if applicable)
- Proof of status in Canada
- Proof of Québec residency (if applicable)
- Final high school transcript (showing if graduated)
- Any post-secondary transcript(s) or Ministerial evaluation document (if applicable)

Note: Some AEC programs may have additional admission requirements. Please contact Continuing Education at 819.778.2270 x2801 for more information.

To be eligible for admission to the **Diploma of College Studies (DEC)**, applicants must meet the following requirement:

- Hold a Diploma of Secondary Studies (D.E.S.)

AND provide the following documents:

- Completed admission form (online or paper format)
- Pay a non-refundable \$30 application fee
- Birth certificate
- Proof of Québec residency (if applicable)
- Final high school transcripts

Note: Some DEC programs may have additional admission requirements. Please contact Student Services at 819.778.2270 x1320 for more information.

Contact Information

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