



URBAN CIRCLE TRAINING CENTRE INC.

ADULT EDUCATION & EMPLOYMENT PROGRAM

(July 13, 2020 – December 11, 2020)

INTAKE PROCESS

(Updated: February 04, 2020)

Attend an Information Meeting on one of the following days @ 9:30a.m.:

Thursday, January 9, 2020	Thursday, February 6, 2020	Tuesday, February 25, 2020
Wednesday, March 11, 2020	Thursday, March 26, 2020	Wednesday, April 8, 2020
Tuesday, April 21, 2020	Tuesday, May 5, 2020	Thursday, May 14, 2020
Tuesday, May 26, 2020		

All Highlighted Dates – Mark your Calendar to Attend

All Applicants **MUST** Attend an Intake Session

1st INTAKE:

Application Deadline:	Monday, February 10, 2020 (4:30p.m.)
Orientation Meeting:	Tuesday, February 11, 2020 (9:00a.m. - 12:00p.m.)
Academic Assessment:	Tuesday, February 11, 2020 (1:00p.m. – 4:00p.m)
Interview Dates:	Wednesday, February 12, 2020; Thursday, February 13, 2020; & Friday, February 14, 2020
Staff Team Deliberation:	Wednesday, March 4, 2020 (10:00 a.m.)
Notification of Acceptance:	Monday, March 9, 2020

2nd INTAKE:

Application Deadline:	Monday, March 9, 2020 (4:30p.m.)
Orientation Meeting:	Tuesday, March 10, 2020 (9:00a.m. - 12:00p.m.)
Academic Assessment:	Tuesday, March 10, 2020 (1:00p.m.- 4:00p.m)
Interview Dates:	Wednesday, March 11, 2020; Thursday, March 12, 2020; & Friday, March 13, 2020
Staff Team Deliberation:	Wednesday April 1, 2020 (10:00 a.m.)
Notification of Acceptance:	Monday, April 6, 2020

3rd INTAKE:

Application Deadline:	Monday, April 6, 2020 (4:30p.m.)
Orientation Meeting:	Tuesday, April 7, 2020 (9:00a.m. - 12:00p.m.)
Academic Assessment:	Tuesday, April 7, 2020 (1:00p.m. – 4:00p.m)
Interview Dates:	Wednesday, April 8, 2020; Thursday, April 9, 2020; & Tuesday, April 14, 2019
Staff Team Deliberation:	Wednesday, April 29, 2020 (10:00 a.m.)
Notification of Acceptance:	Thursday, April 30, 2020 (p.m.)

4th INTAKE:

Application Deadline:	Friday, May 15, 2020 (4:30p.m.)
Orientation Meeting:	Wednesday, May 20, 2020 (9:00a.m. - 12:00p.m.)
Academic Assessment:	Wednesday, May 20, 2020 (1:00p.m. - 4:00p.m.)
Interview Dates:	Thursday, May 21, 2020 (until 2:15pm only); Friday, May 22, 2020; & Monday, May 25, 2020
Staff Team Deliberation:	Tuesday, June 9, 2020 (10:00 a.m.)
Notification of Acceptance:	Wednesday, June 10, 2020

PLEASE NOTE: All applicants **MUST** complete one of the above scheduled Intake Process before given an acceptance letter.