

## Public Relations – Corporate Communications

Ontario College Graduate Certificate  
Trafalgar Road Campus

Program Code: PPRCC

**Please note:** This is a sample Supplemental Admission Requirements Information Sheet for reference purposes only. A full copy of the Supplemental Admission Requirements Sheet will only be made available to applicants to **Public Relations – Corporate Communications**.

If you require this information in an accessible format, please contact: [registrar@sheridancollege.ca](mailto:registrar@sheridancollege.ca)

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### Selection Process for Applicants

Eligible applicants are selected on the basis of their previous academic achievement, and/or the results of their portfolio evaluation and language skills. Applicants who have completed a two-year college diploma and applicants who have completed less than two years at a recognized college or university are required to submit a portfolio to determine eligibility. Applicants applying based on work experience are also required to submit a portfolio.

Applicants selected for the program will be notified through their Sheridan email account. Decisions will not be released over the phone. Fee, registration and timetable information will follow. Classes for the fall term will begin:

| Start Date                 | Academic Term |
|----------------------------|---------------|
| Tuesday, September 3, 2024 | Fall Term     |
| TBA                        | Winter Term   |
| TBA                        | Spring Term   |

## **Academic Integrity**

By submitting your Admission Requirements, you are agreeing to comply with Sheridan's Academic Integrity Policy. The Academic Integrity Policy states:

Sheridan College is committed to upholding the highest standards of academic integrity. The International Centre for Academic Integrity (ICAI) defines academic integrity as “a commitment, even in the face of adversity, to six fundamental values: honesty, trust, fairness, respect, responsibility, and courage. From these values flow principles of behavior that enable academic communities to translate ideals into action”.

Applicants who are found to have falsified transcripts, cheated on admission tests, or submitted fraudulent documents or in any other way attempted to circumvent the admissions process in a manner inconsistent with the principles of academic integrity, will not be granted admission to the College. Those applicants will be ineligible for admission to any Sheridan program or course for a period of not less than 5 years, after which admission to the College will be reviewed on a case-by-case basis.

For programs where a portfolio submission is required as part of the admission process, portfolio work should represent an applicant's own ideas, writing, projects and creations. Where others have contributed, or non-original ideas have been included, applicants will give proper recognition and reference. Applicants are not allowed to use advanced automated tools (artificial intelligence or machine learning tools such as ChatGPT) for written or visual components of portfolio submissions.

## **Additional Admission Requirements**

To continue processing your application, you must submit one PDF document that includes all of the following. It is in your best interest to submit your documentation as soon as possible as the program can fill at any time.

### **STATEMENT OF INTENT**

Create a statement of intent outlining why you are pursuing a career in public relations and why you think you will succeed in the field. (One to two pages)

### **RÉSUMÉ**

Create a customized résumé that reflects your suitability for a career in public relations. It should detail previous work experience and education, while including any volunteer work or extra-curricular activities that demonstrates community involvement and/or experience in marketing, communications or public engagement. (Maximum three pages)

### **WRITING SAMPLES**

Select and submit three samples of your own written work (published or unpublished). Samples can include: term papers, essays, class projects from college or university programs, work on student newspapers, personal blog articles or any published work. Samples should be free of typographical errors.

## **Additional Information**

- **Check your Sheridan email account frequently.**  
Many of the communications you receive from Sheridan come to you exclusively via your Sheridan email account.