

Dear Students,

We are currently in the process of looking for a 3rd Year Student Representative for our Admissions Committee. The Committee usually meets approximately 6 to 7 times per year. This is a two year mandate. There is also a 4th year student currently sitting on the committee.

Responsibilities of a Student Representative:

- attend and actively participate as a Student Representative to scheduled Admissions Committee meetings throughout the academic year (proposed dates for this year are September 19<sup>th</sup>, October 10<sup>th</sup>, January 19<sup>th</sup>, February 13<sup>th</sup>, April 10<sup>th</sup>, May 15<sup>th</sup> and June 19<sup>th</sup>);
- accurately and objectively present the views of the student body;
- provide feedback/suggestions in regards to the Faculty's admissions process;

If you are interested and want to volunteer for this position, you must submit a short explanation as to why you wish to sit on this committee as a student representative (150 words max.) **by Friday, September 19<sup>th</sup> (end of business day)**. A decision should normally be made by the Committee before our first meeting in October. Please note that as a third year student, you might not be involved in the interviewing process as usually only fourth year students get to interview applicants.

Thanks.

Marie-Claude

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