

**Students applying for a *program* in Creative Writing (Major, Minor, Honours in English and Creative Writing) must submit the following:**

- An English-language portfolio of your best writing. The portfolio must not exceed 15 pages in length and it must include two genres (chosen from fiction, poetry, and drama; non-fiction is not an eligible genre), although the portfolio does not have to be divided equally between the genres.
- A brief letter of intent addressed to “Coordinator of Creative Writing.” In the letter, state the program for which you are applying, outline your background as a reader and a writer, and discuss your goals for study in creative writing, as well as one or more literary works that have influenced you. The letter must include complete contact information (name, e-mail, mailing address, phone number, and your Concordia student number). If you are applying for a Major, or an Honours, state whether creative writing is your first, second, or third choice program. The portfolio and letter of intent must be submitted stapled together. Please do not send transcripts or letters of recommendation with your portfolio.

**Students who are not in a Creative Writing program but who wish to apply for admission to a *single Creative Writing course* must submit the following:**

- An English-language portfolio of your best writing in the same genre as the course for which you are applying, (i.e. fiction, poetry, or drama); non-fiction is not an eligible genre. The portfolio must not exceed 10 pages.
- A brief letter of intent addressed to “Coordinator of Creative Writing.” The letter should state the course for which you are applying, outline your background as a reader and a writer, and discuss your goals for study in creative writing. It should also discuss one or more literary works that have influenced you. The letter must also include complete contact information (name, e-mail, mailing address, phone number, and your Concordia student number). The portfolio and letter of intent must be submitted stapled together. Please do not send transcripts or letters of recommendation with your portfolio.

**Format for *all* portfolios:**

- 8 ½ x 11 paper, 12 point font, numbered pages, stapled. Fiction should be double-spaced. No folders or binders. Keep a copy of your work. Portfolios will not be returned.
- All contact information (name, e-mail, mailing address, phone number, and your Concordia student number) should appear on the first page. Subsequent pages should have your name and the page number.

**Important information for *all* applicants:**

- Admission into creative writing programs and courses is competitive. Not all portfolios are approved.
- Portfolios and letters of intent must pay close attention to spelling and grammar.
- Due to the high volume of portfolios, it is not possible for us to provide comments.
- Work that falls into the categories of fantasy, science fiction, horror, or romance will be considered only if it does not constitute the entire portfolio. Non-fiction such as academic essays, newspaper articles, memoirs, travel narratives, blog entries, and journal entries will not be considered.

- Portfolios must be submitted (by mail or in person) directly to the Department of English. Electronic, faxed, or e-mailed portfolios will not be accepted.

**Note:** Only one portfolio per academic session will be considered. If your portfolio is not approved, you may submit for any subsequent academic session, with a new portfolio and letter of intent.

**All students: please note that student demand regularly outpaces our enrolment capacity. Early application is advisable in all cases.**

**Where to mail or to hand-deliver your portfolio and letter of intent:**

**Mail to:**

Coordinator of Creative Writing  
c/o Angela Alleyne  
Department of English  
Concordia University  
1455 de Maisonneuve Blvd. West  
Room LB-641  
Montreal, QC  
H3G 1M8

**Deliver to:**

Coordinator of Creative Writing  
c/o Angela Alleyne  
Department of English  
Concordia University  
1400 de Maisonneuve Blvd. West  
Room LB-641  
Montreal, QC

**Additional information:**

Ms. Angela Alleyne, 514- 848-2424 Ext. 2343 or [angela.alleyne@concordia.ca](mailto:angela.alleyne@concordia.ca)

## **Undergraduate -- Dates and Deadlines**

### **New Students (*External Students*)**

#### **Undergraduate University Application deadline for September: March 1st**

Both your portfolio and letter of intent must be sent directly to “Coordinator of Creative Writing” in the Department of English. Portfolios will be received as early as January, but no later than **March 1st**. All **NEW** students must also complete a university application.

#### **Undergraduate University Application deadline for January: November 1st**

Both your portfolio and letter of intent must be sent directly to “Coordinator of Creative Writing” in the Department of English. Portfolios will be received as early as September, but no later than **November 1st**. All **NEW** students must also complete a university application.

### **Undergraduate Students already at Concordia (*Internal Students*)**

If you are already a Concordia student in a B.A. program and wish to change your concentration to creative writing, both your portfolio and letter of intent must be sent directly to “Coordinator of Creative Writing” in the Department of English by **June 1** for courses starting in September and by **November 7** for courses starting in January. Keep a copy of your work. Portfolios will not be returned.

If you are already a Concordia student but in another Faculty or degree (e.g. B.Sc.) program, you must complete a Degree Transfer form available from the Student Service Centre (LB-185) and adhere to the deadlines for **NEW** students. There is a fee for Degree or Faculty Transfer. Both your portfolio and letter of intent must be sent directly to “Coordinator of Creative Writing” in the Department of English, by **March 1<sup>st</sup>** for September admission; or by **November 1<sup>st</sup>** for January admission. Keep a copy of your work. Portfolios will not be returned.

### **Non-Concordia Undergraduate University Students**

If you are an undergraduate student from another university interested in taking creative writing courses at Concordia, you must **first** have written permission from your home university and be **officially** registered as a visiting student at Concordia. Refer to this link for Visiting students <http://www.concordia.ca/admissions/undergraduate/admission-requirements/visiting-students/>

Both your portfolio and letter of intent must be sent directly to “Coordinator of Creative Writing” in the Department of English, by **March 1<sup>st</sup>** for September admission; or by **November 1<sup>st</sup>** for January admission. Keep a copy of your work. Portfolios will not be returned.

### **Undergraduate Independent Students**

If you are an undergraduate Independent student interested in taking creative writing courses at Concordia, you must first be **officially** registered as an Independent student at Concordia. Refer to this link for Independent students. <http://www.concordia.ca/admissions/undergraduate/admission-requirements/independent-students/>

Both your portfolio and letter of intent must be sent directly to “Coordinator of Creative Writing” in the Department of English, by **March 1<sup>st</sup>** for September admission; or by **November 1<sup>st</sup>** for January admission. Keep a copy of your work. Portfolios will not be returned.

### **Students With No Portfolios**

Students who have no portfolio may wish to enroll in ENGL 224 (The Creative Process) – which has no pre-requisite for admission – to prepare themselves for later application for a degree program or for a single course in creative writing.

**Note:** Successful completion of ENGL 224 does not guarantee acceptance into any creative writing program or creative writing course.