

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

- An English-language portfolio of your best writing. The portfolio must not exceed 15 pages in length and 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 University Student I.D. Number, if you have one). If you are applying for a Major, or an Honours, state whether creative writing is your first, second, or third choice program. Only **one** portfolio is required for submission, whether you are applying for the Major, **or** the Honours **or** the Minor. Do not upload transcripts or letters of recommendation with your Creative Writing Portfolio and Letter of Intent.

**N.B.:**• Your letter of intent and portfolio must be uploaded **together as ONE** document in **PDF** format. If you have a Concordia University Student I.D. Number, please include it on your letter of intent. Be sure to read your documents carefully before submission as **NO** subsequent uploads will be considered.

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

- An English-language portfolio of your best writing in the genre of the course for which you are applying, (i.e. fiction for a fiction class). 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, your reasons for the request, along with any writing experience relevant to the course subject matter. The letter must also include complete contact information (name, e-mail, mailing address, phone number, **and** your Concordia University Student I.D. Number). Do not upload transcripts or letters of recommendation with your Creative Writing Portfolio and Letter of Intent. Please advise the creative writing program at [angela.alleyne@concordia.ca](mailto:angela.alleyne@concordia.ca) when you have uploaded your documents. You will receive an email decision from the CW program within 4-6 weeks.
- Your letter of intent and portfolio must be uploaded **together as ONE** document. Be sure to read your documents carefully before submission as **NO** subsequent uploads will be considered.

**Format for All Portfolios:**

- 12 point font, numbered. Fiction should be double-spaced.
- All contact information (name, e-mail, mailing address, phone number, **and** if you have one, your Concordia University Student I.D. Number) should appear on the first page. Subsequent pages should have your name and the page number.

## **Important Information for All Applicants:**

- Please **read carefully** and adhere to the information and guidelines.
- 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.

**Note:** Only **one** portfolio per academic session will be considered. If your portfolio is not approved, you may submit for any subsequent academic session (Fall or Winter) 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. Auditing is NOT permitted under any circumstances.**

### **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 uploaded to your Student Centre. **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 uploaded to your Student Centre. **NEW** students must also complete a university application.

### **Undergraduate Students Already At Concordia (*Internal Students*)**

If you are already a Concordia student and wish to apply for the Creative Writing program, (Major or Minor or Hons.), you must upload your portfolio and letter of intent to your Student Centre by **June 1** for courses starting in September and by **November 7** for courses starting in January. Please advise the creative writing program at [angela.alleyne@concordia.ca](mailto:angela.alleyne@concordia.ca) when you have uploaded your documents. You will receive an email decision from the CW program within 4-6 weeks.

If you are a Concordia student in another **Faculty** (e.g. Fine Arts) or are in a **non-BA** Degree program, and you wish to apply for the Creative Writing program, (Major or Hons.), you must complete a Degree Transfer available online at: <http://www.concordia.ca/admissions/apply-now.html> and please 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 uploaded to your Student Centre by **March 1<sup>st</sup>** for September admission; or by **November 1<sup>st</sup>** for January admission. You will receive a decision from the Admissions Office.

### **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/visiting-students.html#can>

You must also contact the creative writing program at [angela.alleyne@concordia.ca](mailto:angela.alleyne@concordia.ca) regarding permission to register for creative writing courses.

If you are an Incoming Student Exchange student and interested in taking creative writing courses, you must upload your creative writing portfolio and letter of intent with your Exchange application. The Creative Writing program will advise the Exchange Office of the decision.

<http://www.concordia.ca/international/visiting-exchange/study-exchange.html>

### **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/independent-students.html>

You must also contact the creative writing program at [angela.alleyne@concordia.ca](mailto:angela.alleyne@concordia.ca) regarding permission to register for creative writing courses.

### **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 creative writing 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.