



URBAN CIRCLE TRAINING CENTRE INC.

ADULT EDUCATION & EMPLOYMENT PROGRAM

(August 14, 2023 to June 14, 2024)

INTAKE PROCESS

Updated: February 10, 2023)

Attend an Information Meeting on one of the following days:

- ❖ Tuesday, February 14 @ 2:00PM
- ❖ Tuesday, March 14 @ 2:00PM
- ❖ Wednesday, April 12 @ 2:00PM
- ❖ Wednesday, May 10 @ 2:00PM
- ❖ Wednesday, June 7 @ 2:00PM
- ❖ Wednesday, March 1 @ 10:00AM
- ❖ Wednesday, March 29 @ 10:00AM
- ❖ Tuesday, April 25 @ 10:00AM
- ❖ Thursday, May 25 @ 10:00AM

All Highlighted Dates – Mark your Calendar to Attend

2nd Intake:

Application Deadline:	Friday, March 3, 2023 (4:30 PM)
Orientation Meeting:	Tuesday, March 7, 2023 (9:30AM – 12:00PM)
DRP (Reading) Assessments:	Tuesday, March 7, 2023 (1:00PM – 4:30PM)
Interview Dates:	Wednesday, March 8, 2023; Thursday, March 9, 2023; & Monday, March 13, 2023
Staff Team Deliberations:	Wednesday, March 15, 2023 (10:00 AM)
Notification of Acceptance:	Tuesday, March 21, 2023

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