



**URBAN CIRCLE TRAINING CENTRE INC.**  
**ADULT EDUCATION & EMPLOYMENT PROGRAM**  
(August 12, 2024 to June 13, 2025)  
**INTAKE PROCESS**  
(Updated: February 8, 2024)

**Attend an Information Meeting on one of the following days:**

- ❖ Wednesday, February 21, 2024 @ 2PM
- ❖ Tuesday, March 5, 2024 @ 10AM
- ❖ Wednesday, March 13, 2024 @ 2PM
- ❖ Wednesday, March 27, 2024 @ 10AM

**All Highlighted Dates – Mark your Calendar to Attend**

**2nd Intake:**

<b>Application Deadline:</b>	<b>Friday, March 1, 2024 (4:30 PM)</b>
Orientation Meeting:	Tuesday, March 5, 2024 (9:30AM – 12:00PM)
DRP (Reading) Assessments:	Tuesday, March 5, 2024 (1:00PM – 4:30PM)
Interview Dates:	Wednesday, March 6, 2024; & Thursday, March 7, 2024
Staff Team Deliberations:	Wednesday, March 13, 2024 (10:00 AM)
Notification of Acceptance:	Tuesday, March 19, 2024

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