Provincial Attestation Letter (PAL) Policy

VICTORIA CAREER COLLEGE OF HEALTH AND BUSINESS LTD.

PTIB Institution No.	ID-03879
Effective Date	1st September, 2026
Position Responsible	Senior Education Administrator

1. Purpose

The purpose of this policy is to outline the requirements for the Provincial Attestation Letter (PAL) for students applying to Victoria Career College. This policy ensures compliance with the British Columbia government's regulations while maintaining transparency in student admissions.

2. Scope

This policy applies to all applicants seeking admission to Victoria Career College, including domestic and international students.

3. Policy Statement

3.1 Domestic Students

Domestic students (Canadian citizens and permanent residents) are **not required** to obtain a Provincial Attestation Letter (PAL) as part of their admission process. Their applications will be processed based on the standard eligibility criteria set by the college.

3.2 International Students

- The requirement for a Provincial Attestation Letter (PAL) for international students will be determined **on an individual basis**.
- PAL issuance will depend on factors such as the student's country of residence, program of study, and applicable government regulations.
- Victoria Career College will provide guidance to eligible international applicants on obtaining a PAL if required.

4. Responsibilities

- The **Admissions Office** will assess PAL requirements for international students and provide necessary support during the application process.
- The **Registrar's Office** will ensure that PAL policies comply with provincial and federal

guidelines.

5. Review and Amendments

This policy will be reviewed periodically to ensure alignment with government regulations and institutional requirements. Updates will be communicated to students and relevant stakeholders as needed.