



Policy Title:	Admissions Policy
Policy Number:	4004

1. Policy Statement

St. Matthew's University (SMU) admission policies and regulations are intended to identify students who are best able to be successful in their academic studies and contribute to the university community. This policy outlines the general criteria and regulations for admission to SMU.

2. Scope

This policy applies to all applicants seeking admission to the Doctor of Veterinary Medicine program at SMUSVM, including new applicants and transfer applicants.

3. Admissions Criteria

Admission to the DVM program is based on a review of the applicant's academic preparation, prerequisite coursework, application materials, relevant experience, communication skills, and readiness for veterinary medical education.

Applicants must meet the stated admission requirements, subject to program enrolment limits and seat availability. Meeting the minimum admission requirements does not guarantee admission.

English is the language of instruction at SMUSVM. Applicants must be prepared to understand the curriculum and communicate effectively in English.

4. Doctor of Veterinary Medicine Admissions Requirements

Applicants to the DVM program are expected to complete the following prerequisite coursework:

- General Biology or Zoology: one academic year with laboratory components;
- General Chemistry: one academic year with laboratory components;
- Organic Chemistry: one-half academic year with laboratory components;
- Biochemistry: one-half academic year.

The following courses are recommended, but not required:

- Math, Physics, and/or Computer Science: one-half academic year.
- Biochemistry: one-half academic year.

Applicants who are missing most or all DVM prerequisite coursework but who hold a bachelor's degree may be considered for SMUSVM's eight-month online Pre-Veterinary Master's Program, which awards a Master of Science in Biomedical Science degree.

Students who successfully complete the Pre-Veterinary Master's Program earn automatic admission into SMUSVM's DVM program.

5. Veterinary Technology Applicants

Graduates of accredited Veterinary Technology programs may be considered for admission to the DVM program without additional coursework.

To be eligible under this pathway, applicants must have achieved a minimum GPA of 2.7 in their Veterinary Technology program and must not have received a grade of "D" or lower.

6. Application Requirements

Applicants to the DVM program must submit a complete application and all required supporting documentation.

Required application documents include:

- Completed application form;
- Official transcript(s) from each college, university, or professional school attended;
- Two letters of recommendation;
- Personal statement of 500 words or less;
- Proof of English language proficiency, if applicable;
- Certified English translations of documents not issued in English, where required; and
- Any additional documentation requested by the University.

For recent graduates, one letter of recommendation should come from a professor, instructor, or academic advisor, and the second should come from a work, volunteer, or professional supervisor. Where possible, the professional reference should be from a veterinary or animal-care setting.

Established professionals who do not have current academic references may submit letters from two employment or professional contacts.

The Graduate Record Examination (GRE) is recommended but not required.

7. Interview

Eligible applicants may be invited to complete an interview as part of the admissions review process.

The interview may be conducted in person or by video and is used to assess the applicant's candidacy, including their motivation, communication skills, professionalism, readiness for veterinary medical education, and understanding of the veterinary profession.

8. English Language Proficiency

English is the language of instruction at SMUSVM.

Applicants whose principal language is not English may be required to provide evidence of English language proficiency.

Evidence of English language proficiency may include the Test of English as a Foreign Language (TOEFL) or another comparable English language proficiency examination approved by the University.

9. Transfer Applicants

SMUSVM welcomes applications from qualified transfer applicants from other DVM programs.

Transfer applicants must follow the same application process as new applicants. Transfer applicants must submit a complete application through the web portal or a verified copy of their VMCAS application through the online form.

Transfer applicants must also submit all academic results from their current or previous DVM program, including GPA results.

Acceptance of transfer credit is at the sole discretion of SMUSVM. Admission as a transfer student is not guaranteed and is subject to review of the applicant's academic record, course comparability, program standing, documentation, seat availability, and any other requirements established by the University.

10. Technical Standards for Veterinary Students

Applicants and students must be able to meet the technical standards required for veterinary medical education and the practice of veterinary medicine.

A candidate for the Doctor of Veterinary Medicine degree must have the abilities and skills required in the following broad areas:

- Observation;
- Communication;
- Motor function;
- Intellectual-conceptual ability; and
- Behavioural and social attributes.

Applicants must also have the personal ability to function in an effective and safe manner in diverse and sometimes stressful settings. These settings may involve heavy workloads, long hours, early or late hours, and unpredictable durations.

11. Application Review and Next Steps

After an applicant submits their application and supporting documents, the admissions department will contact the applicant if the application review committee has questions or if additional documentation is required before the process can continue.

Eligible applicants will be invited to participate in an in-person or video interview.

If an applicant is not selected to continue through the application process, they will be notified as soon as possible.

12. Start Dates and Rolling Admissions

SMUSVM offers start dates in January, May, and September each year.

The University operates on a rolling admissions cycle. Applicants may apply throughout the year and, if accepted, may begin with the next available class, subject to admissions timelines, seat availability, completion of required documentation, and any conditions of admission.

13. Required Documentation

Applicants are responsible for providing all documentation required for the University record.

Applicants must disclose all post-secondary institutions attended and arrange for official transcripts, documents, and test results to be sent as required by the University.

A transcript is normally considered official if it is received directly from the issuing institution or through an authorized official transcript service accepted by the University.

The University may accept official electronic transcripts where they are sent directly by the issuing institution through an authorized third-party vendor, secure transcript service, or other method approved by the University.

A certified English translation completed by a certified translator must accompany official documents issued in a language other than English.

Applicants are not admissible if fraudulent, misleading, altered, or incomplete documents, records, information, or data are submitted.

14. Responsibility

Applicants are responsible for:

- providing all required documentation and applicable fees (if any) required for an admission evaluation;
- International applicants are responsible for obtaining their student visa and student study permits.

Recruitment Advisors are responsible for:

- ensuring applicants understand all admission requirements and provide all required documentation;
- ensuring that complete applications are provided to the Office of the Registrar for review;
- ensuring that any official transcripts they receive are sent to the Office of the Registrar unopened and intact;
- advising applicants to have their official transcripts sent directly to the Office of the Registrar and not to the representative.

The Office of the Registrar is responsible for:

- processing all applications for admissions and accepting those who clearly meet the stated standards;
- issuing all formal offers of admission, admissions with conditions, and denials of admission;
- maintaining official records and all official documentation for applicants and students;
- maintaining a list of countries where English is an official language;
- maintaining a list of approved credential evaluation services;
- maintaining a list of approved English Proficiency tests and required minimum scores; working with the head of English language courses to compile and maintain a list of approved English language programs that meet the English Proficiency requirements.

The Registrar is responsible for:

- reviewing and deciding upon all applications that vary from the standard admission requirements including identifying admission conditions if appropriate;
- deciding and directing alternate language testing mechanisms on a case-by-case basis.