

Associate Diploma in Turfgrass Management: CO-OP

Fall 2024

Background Information Form (BIF) and Application Instructions

Admission information can be found at: <https://www.uoguelph.ca/programs/turfgrass-management/>

In addition to submitting your application through the Ontario Universities' Application Centre (OUAC), you must submit the following documents to complete your application:

- Transcript(s)
- Background Information Form (BIF)
- Resume

Admission decisions are based on academic performance (high school and/or other post-secondary grades) and the applicant's overall suitability and fit for the DTM:C program (as illustrated in the BIF answers and resume i.e. leadership, work experience, knowledge, passion, aspirations, references, etc...).

Academic Transcripts

All applicants are required to provide official transcripts from all high schools and post-secondary institutions previously attended.

Ontario High School Applicants:

- Your school will submit grades to the OUAC on your behalf. We receive grade data on an ongoing basis throughout the admission cycle.
- Note: If you are not currently enrolled, you must make arrangements to have your school submit official grades to the OUAC, or submit official transcripts to Admission Services on your behalf.

High School Applicants Outside of Ontario:

- Please have your school forward official transcripts showing completed Grade 11 and 12 courses, and all in-progress Grade 12 courses. For currently enrolled course work, have your guidance counsellor/administrator email an official transcript with all in-progress and completed grades to applicant@uoguelph.ca. All course and grade information must be sent to Admission Services at the University of Guelph as soon as possible.
- Note: British Columbia schools submit grade data electronically to the OUAC. We will automatically receive grade data from the OUAC on an ongoing basis.

Transfer Applicants:

- High school and post-secondary transcripts must be sent from the issuing institution directly to Admission Services on your behalf. Unofficial transcripts can also be submitted through the OUAC Document Upload or emailed to applicant@uoguelph.ca.

International High School Applicants Outside of Canada:

- Upload all required documents to your admission portal as soon as possible.

Background Information Form

All responses must be in the applicant's own words. Answer all questions without any assistance from others. Answers should be written in complete sentences and limited to the space allocated on the form. Proofread your answers carefully with attention to spelling and grammar.

Resume

Submit your most recent and updated resume as part of the BIF. Include all relevant workplaces on your resume. Where possible, include an employer reference in your BIF.

How to Submit your BIF:

Save the completed BIF including your resume as one PDF file and email to Carie Devitt, DTM:C Program Counsellor, at: dtmpc@uoguelph.ca.

For admission consideration, it is recommended that your Background Information Form reach Carie Devitt by **February 16, 2024**. Applications submitted after this date will be considered based on space.



ONTARIO AGRICULTURAL COLLEGE

Dear applicant,

Greetings and thank you for your interest in the Diploma in Turfgrass Management (DTM) Program at the University of Guelph.

The DTM program is an intensive course that combines both academic and experiential approaches to education and preparation for a successful career as a manager in the turfgrass industry. Our curriculum combines technical, scientific, and business-related areas of study through in-class lectures, hands-on labs, outdoor workshops, and field trips. Over the course of its tenure, the DTM program has become recognized as Canada's premiere post-secondary turfgrass education program. It is my goal to maintain this reputation and continue growing our success by hiring instructors and admitting students who best personify the following core values: **Passion, Integrity, Commitment, Leadership and Aspiration.**

Please be sure to keep these core values in mind when describing yourself in the background information form and resume. Please note that industry knowledge, understanding and experience will be considered assets to all applicants, but are not required for program admittance.

I sincerely look forward to reviewing your application.

A handwritten signature in blue ink, appearing to read "C. Shaw".

Cam Shaw, Manager
Associate Diploma in Turfgrass Management
EC Bovey Building, Rm 1105
University of Guelph
Guelph, ON N1G 2W1

Applicant Information

OUAC#
(if applicable)

U of G ID #
(if applicable)

Last name:

First name:

Address:

City:

Province:

Postal Code:

Country:

Telephone:

Email:

References

Reference #1

Name:

Position:

Address:

City and
Province:

Telephone:

Email:

Reference #2

Name:

Position:

Address:

City and
Province:

Telephone:

Email:

Note: References could include current or former employer(s), guidance counsellor, coach or teacher. Including an employer reference is strongly recommended. Do not include references that are friends or family members.

Background Information Form: Questions

Question 1. Why do you wish to join the Associate Diploma in Turfgrass Management program at the University of Guelph?

Question 2. Why do you wish to pursue a career as a turfgrass manager? What inspirations, mentorship, and guidance led you to this career goal?

Question 3. Describe yourself as a student. For example: Are you a keen participant in class? Are you outgoing? Do you find yourself asking questions or engaging in class discussions? Are you a leader? Or would you describe yourself as being quiet and introverted?

Question 4. Briefly describe any skills, knowledge and experiences you possess that are related to turfgrass management or will translate well to a career in turfgrass management.

Question 5. What are your aspirations with respect to your future career as a turfgrass manager?

Question 6. How did you find out about the DTM program? Please list any and all information that helped you to identify the University of Guelph as your choice for pursuing this educational pathway.

Resume (Copy and paste your resume below)

