

## Program Specific Requirements

### ACCOUNTING & PAYROLL ADMINISTRATOR

Grade 12 graduation or equivalent

Grade 12 English with a minimum grade of 50% (MB graduates- G12 Core English: Comprehensive Focus, Literary Focus or Transactional Focus)

Grade 12 Math (Pre-calculus/Applied Math 40S or equivalent) with a 50% or higher

For applicants whose first language is not English or International Students, proof of English proficiency is required. Completion of one of the following tests are accepted. The scores required are listed below.

#### **IELTS (International English Language Testing System) Academic test only**

Overall Band 6.0    Speaking 6    Writing 6    Reading 6    Listening 6

#### **TOEFL (Test of English as a Foreign Language), Internet-based test (iBT)**

Total 80                  Speaking 20    Writing 20    Reading 20    Listening 20

#### **Can TEST**

Listening: 4.0                  Reading: 4.0                  Writing: 4.0                  Speaking: 4.0

#### **Michener English Language Assessment**

Listening: 8                  Reading: 7                  Writing: 7                  Speaking: 8

\* Program requirements are subject to change. Please contact [helen.lee@educationcanada.ca](mailto:helen.lee@educationcanada.ca) for current program requirements