

Klimes Statistics Course Addition:

Here are some instructions to guide you on adding the statistics course.

First go to Colleges Attended and add a school

You will select the following:

**Add a College or University** ✕

Report all institutions attended. Once you submit your application, you cannot edit previously entered colleges and universities, but you can add new colleges and universities.

\* Indicates required field

\* **What college or university did you attend?**

\* **If you can't find your school in our list, select one of the options below:**

Unlisted English Speaking Canadian Institution     Unlisted US Institution     Unlisted French Speaking Canadian or Other Foreign Institution

\* **Did you obtain or are you planning to obtain a degree from this college or university?**

Yes     No

\* **What type of term system does this college or university use?**

Quarter     Semester     Trimester

\* **Are you still attending this college or university?**

Yes     No

**When did you attend this college or university?**  
Select the first and last terms you attended this institution, regardless of gaps in attendance.

\* **First Semester**

\* **Last Semester**

After that, the "school" will be added in.

You will then go to Transcript Entry where all institutions are listed.

Select "Start" under the Klimes Institute > " Start by Adding Semester"

## Klimes Institute Transcript

Summer 2 July 2021 - Summer 2 September 2021


\* Indicates required field

*TERM	*YEAR	*ACADEMIC STATUS	*COMPLETION STATUS
Summer 2	2021	Post-Baccalaureate	Completed

+ Add A Course    + Add A Semester

Cancel    Save

Then add choose to "Add a course"

STATS101	Introduction to Statist	Statistics	3	00	B	B	
<small>e.g., BIO 101</small>	<small>e.g., Introduction to Biology</small>		<small>e.g., 3.00</small>		<small>e.g., 85 or B</small>		

+ Add A Course    + Add A Semester

Cancel    Save

Then Save and when you go back to the Transcript Entry tab, you will see a green line under that school meaning the statistics course is added.