



Career Investigation Report



Guidelines

It is essential that anyone applying to the _____ Program have a clear understanding of the educational program as well as the responsibilities of _____ professionals. The Career Investigation Report allows you to detail your decision-making process for becoming a member of this profession. Include as much relevant information as possible, but keep in mind that you must use this form ONLY and you must complete all sections.

Please submit a typed Career Investigation Report; handwritten submissions will be rejected. Once you have completed the report, you must send it to the Registrar's Office to be added to your admissions file. Applications to the _____ Program will not be considered for admission until all required supporting documentation has been received.

You can submit your Career Investigation Report by uploading a saved copy through MyNAIT Portal. For detailed instructions on how to submit your Career Investigation Report online, please visit www.nait.ca/careerinvestigation. If you are submitting this Report electronically, you do not need to sign the last page of the form. Alternatively a printed and signed hard copy of the report can be submitted in person or by mail to the Registrar's Office at the address below:

Office of the Registrar
11762-106 St. NW, Suite 1000
Edmonton, AB T5G 3H1

Name: _____ Date: _____



Section 1:

To learn about occupations related to your studies, it is recommended that you talk to someone who has professional and/or educational experience in the area that interests you. Contact employers, unions or professional associations, counsellors, teachers, family members or friends to gather more information about the occupational research you are conducting.

For each person you have contacted, please provide the following: name, phone number, mailing address, email address, title, employer.

Contact 1:

Name: _____

Phone Number: _____

Mailing Address: _____

Email: _____

Title: _____

Employer: _____

Years in Program: _____

Specialty: _____

Typical Duties: _____

Contact 2:

Name: _____

Phone Number: _____

Mailing Address: _____

Email: _____

Title: _____

Employer: _____

Years in Program: _____

Specialty: _____

Typical Duties: _____



1) Describe one or two employment opportunities related to the field of studies you have chosen. How will your personal background enable you to be successful in this field?
(1100 Character limit)

3) What skills/abilities are required to be successful in the field?
(600 Character limit)

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Section 2 continued:

Please answer all questions in this section.

- 5) What are the starting, average, and maximum salaries in this occupation? Are there opportunities for promotion?
(600 Character limit)

- 6) Where are these jobs most likely to be located and what are the working conditions?
(600 Character limit)

- 7) Is the job typically full-time, part-time, seasonal, or contract? What are the normal hours of work?
(600 Character limit)

- 8) How is the future outlook for this career? How stable is employment in this occupation?
(1100 Character limit)



Section 3:

1) How did you learn about the Program at NAIT?

Website

Information week at NAIT

NAIT open house

Newspaper ad (*please specify*)

Friend

Other (*please specify*) _____

2) Did you participate in any of the following program-related events as a prospective student?

Buddy System

Info-Session

Info Week

Open House

Other (*please specify*) _____

APPLICANT'S CHECKLIST

In order for your application to be processed all of the following must be completed and submitted:

Apply online to the Program through APAS

Complete and submit a Career Investigation Report

If you attended high school or a post-secondary institution outside of Alberta, you must request an official transcript to be sent to the Registrar's Office as soon as grades are available. If you attended high school or a post-secondary school within Alberta, your transcripts will automatically be requested through APAS.

By checking this box I certify that I completed this form in my own words. I recognize that if I have plagiarized or provided any false information in any part of this document, I will forfeit my admission to the program.

A signature is not required if this form is submitted electronically through the [MyNAIT Portal](#)

Signature: _____ Date: _____