APPLICANT INFORMATION

Entry Fall 2016 Admission Requirements

Application Deadline
October 1\textsuperscript{st}, 2015
16:00 CST

Admissions Office
College of Medicine
University of Saskatchewan
Suite 5B53, Box 17
Health Sciences Building
107 Wiggins Road
Saskatoon SK  S7N 5E5

Email: med.admissions@usask.ca
Phone: 306-966-4030

Website: www.medicine.usask.ca/admissions
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Deadline For Applications: OCTOBER 1st, 2015 – 16:00 CST.

Key factors related to admission to the College of Medicine, University of Saskatchewan, are described below. The most up-to-date requirements and notice of upcoming changes will be posted on the College of Medicine website (www.medicine.usask.ca/admissions).

All correspondence from the Admissions Office will only be sent by email. No paper copy or hard copy will be sent by post. Applicants must routinely check their email account and keep the Admissions Office up-to-date with their current email address and contact information.

As the only medical school in Saskatchewan, the College of Medicine at the University of Saskatchewan has a responsibility to serve the residents of the province. As such, 90% of first year positions are reserved for Saskatchewan residents. To increase the number of Aboriginal physicians, 10% of first year positions are available for qualified, self-identified First Nations, Métis, and Inuit students through our Aboriginal Equity Program (these seats are included within the 90% allocated Saskatchewan positions).

I. RESIDENCY AND CITIZENSHIP

A. Saskatchewan Residents

1. Applicants must be a Canadian citizen or have Permanent Resident status and have lived in Canada for at least three years prior to September 1 of the year in which admission is being sought.

2. Applicants normally must have resided in Saskatchewan for the three years directly preceding September 1 of the year in which admission is being sought. However, applicants who have left the province, but have previously lived in Saskatchewan for an accumulated period of 15 years (permanent residency) will be treated as residents. Applicants who have previously lived in Saskatchewan for an accumulated period of less than 15 years, and do not qualify under the three year condition, will receive credit of one year toward the three-year requirement for every five years residency in the province. Applicants who meet the same criteria based on residency in Yukon, Northwest, or Nunavut territory can apply as a Saskatchewan resident.

3. An exception to the three-year ruling may be made for members of the Armed Forces of Canada or RCMP, or for an applicant whose spouse, parent, or guardian is a member of the Armed Forces of Canada or RCMP, who has moved to Saskatchewan due to being reassigned. In these cases, the applicant must have resided in Saskatchewan for at least 12 consecutive months directly preceding September 1 of the year of application (not year of entry should they be successful) and obtained written approval to waive the 3-year requirement.

4. Application can be made by individuals who have been in three years of full time study at the University of Regina or the University of Saskatchewan directly preceding the date of entry being sought.

Appropriate documentation to support a residency claim under Section 2 or 3 above (as a resident of Saskatchewan/territory) must be provided (i.e., Driver’s License and/or Health Card where residency will date from when documentation was changed to Saskatchewan or territory). Appropriate documentation to support a residency claim under section 4 above will be an official transcript from the University of Regina or the University of Saskatchewan. At the discretion of the Admissions Office, applicants may be required to provide further supporting documentation.

Please refer to II. ACADEMIC REQUIREMENTS - SECTION A for complete information regarding Academic Requirements for Saskatchewan Residents.
B. Aboriginal Equity Program

Ten percent (10%) of first-year spaces are reserved for persons of Canadian Aboriginal descent (with a preference for applicants meeting the Saskatchewan residency requirement and a maximum of five equity seats open to Out-of-province applicants of Aboriginal descent accepted through the equity seats each year). Applicants of Aboriginal ancestry are first considered within the Saskatchewan pool, and if not competitive, then within the equity pool. Aboriginal applicants must identify themselves on the application for admission and submit proof of Aboriginal ancestry. Acceptable proofs of ancestry include: Status or Treaty card, Métis Membership card, Nunavut Trust Service Card, or Inuit roll number. The College of Medicine, University of Saskatchewan, will ONLY recognize Métis cards from the provincial counterparts of the Metis National Council. Please see website:  

http://www.metisnation.ca/index.php/who-are-the-metis/citizenship

You are strongly encouraged to apply for your proof of ancestry as soon as possible so your application can be processed in a timely manner. Applicants who have yet to receive or are experiencing difficulty in obtaining an acceptable recognized proof of ancestry are encouraged to contact the Admissions Office. Genealogies may be requested and the decisions of the Admissions Committee are final.

C. Out-Of-Province Residents

1. Up to 10% of positions may be held by Out-of-province applicants.

2. Applicants must be a Canadian citizen or have Permanent Resident status and have lived in Canada for at least three years prior to September 1 of the year in which admission is being sought.

Please refer to II. ACADEMIC REQUIREMENTS – SECTION B for complete details of Academic Requirements for Out-of-province Applicants.

II. ACADEMIC REQUIREMENTS

NOTE: Requirements for Saskatchewan residents are under Section A, and requirements for Out-of-province residents are under Section B. Calculation of the university academic average (UAA) for admissions purposes will be done in %. Where transcripts have results in other than %, conversion to % will be done.

SECTION A: Saskatchewan Residents and Aboriginal Equity Program

All Saskatchewan resident applicants must meet both 1 and 2 (below) of the following Academic Requirements to apply for admission:

1. MCAT Requirement

All in-province applicants (including those eligible to apply through the Aboriginal Equity Program) must complete the Medical College Admission Test (MCAT) prior to the application deadline of October 1, 2015. Depending on the date that you write the MCAT, your test scores may or may not be available by the application deadline. Please note that you will be able to submit your application even if your MCAT scores are not yet available. Applicants must release their score(s) to the University of Saskatchewan, College of Medicine by October 31st, 2015.

For application fall of 2015 for entry fall of 2016, no minimum MCAT section or sum scores will be required. MCAT scores must be obtained in one sitting prior to the application deadline. The earliest accepted scores for application 2015 for entry fall of 2016 are from 2012.
The Admissions Committee as a part of its assessment of an individual’s application will review the MCAT section scores for consistency and for concordance of the MCAT sum with the individual’s university academic average (UAA). Inconsistency within the MCAT results, or discordance between the MCAT sum and the UAA, can serve as the grounds for the Admissions Committee to remove an individual’s application from further consideration.

While prerequisite courses are not mandatory, applicants are strongly encouraged to complete equivalent/similar courses to ensure readiness for the basic sciences covered in the first two years of the undergraduate medical curriculum. Registration for the MCAT is online at www.aamc.org/mcat.

For information regarding acceptable MCAT results for future applications, please consult the Admissions website.

2. Four-Year Baccalaureate Degree Awarded Prior to Entry into Medicine

To establish an academic average for consideration by the Admissions Committee, students must have completed a 4-year baccalaureate degree (can be in any subject area) prior to entry into Medicine. Saskatchewan residents must have attained a UAA of 75% over all courses taken to be considered. The UAA calculation will be based on all grades reported on official transcripts from all accredited degree-granting post-secondary institutions attended, regardless of whether or not transfer credits were awarded, and regardless of the time of year a course was taken.

The following points [A-J] will be considered when determining an applicant’s UAA:

[A] First 4-Year Baccalaureate Degree. For application October 1, 2015, and onwards, a Saskatchewan resident can first apply in the final year of a 4-year baccalaureate degree program, provided ≥ 102 credit units (CU) are completed by the end of December of the application year. If an applicant is offered a seat in medicine, all coursework taken up to the awarding of the 4-year degree must be completed by the end of April prior to entry to medicine and in ≤ 60 months since starting university (the only exception to the 4-year degree requirement is described in [C]). All university courses completed as of the end of December following application will be used in the UAA calculation for admission purposes. Although courses completed in the calendar year following application will not be used in calculating a UAA for admission purposes, these final courses must average ≥ 75%.

[B] Additional 4-Year Baccalaureate Degrees or Restarting University. Individuals starting a new 4-year degree program after completing their first 4-year degree, or restarting university after a poor start and being away from post-secondary studies for at least 8 consecutive months before restarting their studies, must be within 30 CU of completing the new 4-year degree program at the time of application. All coursework for the awarding of the 4-year degree must be completed by the end of April prior to entry to medicine. For purposes of UAA calculation, the most recent 120 CU completed as of the end of December of the year of application will be used and the 120 CU must have been completed within ≤ 60 months (for restart applicants, the time away from university will be removed when assessing the 60 month period). Although courses completed in the calendar year following application will not be used in calculating the UAA for admission purposes, academic performance in these classes must average ≥ 75%.

[C] Professional Programs. Individuals in a non-direct entry college can apply if prior to application ≥ 90 CU have been completed, the initial coursework was started no more than 48 months earlier, and ≥ 102
credit units (CU) are completed by the end of December of the application year. At least 120 CU must be completed by the end of June prior to entry to medicine. If in later years of or having finished a non-direct entry program, the most recent 120 CU completed prior to application will be used for the UAA calculation, provided the 120 CU have been completed within ≤ 60 months. As in [A], although any coursework taken in the calendar year following application will not be used in calculating the UAA for admission purposes, academic performance in these classes must average ≥ 75%.

[D] UAA CALCULATION BASED ON LAST 120 CU. When the last 120 CU are used for calculation of an individual’s UAA, the earliest courses required to make the total of 120 CU frequently fall time-wise within a larger number of classes taken concurrently (i.e., within the same academic term). In this case, the average of all classes taken concurrently will be used as the mark for each of the remaining courses needed to reach the 120 CU total.

[E] DISTANCE EDUCATION AND PASS/FAIL COURSES. Up to 15 CU of distance education and up to 24 CU of pass/fail grading are allowed within the coursework used for the calculation of the UAA for admissions purposes. Any additional distance education or pass/fail courses must be pre-approved by the Admissions Office.

[F] WRITTEN SUBMISSIONS. Most potential applicants will fit into one of the three above categories for calculating a UAA for admission purposes. For the rare individual who does not, the situation must be detailed in writing and submitted to the Admissions Office for consideration. To be dealt with in a timely manner, such submissions must be received by the Admissions Office well in advance of the annual application deadline. Note that no case will be considered with fewer than 102 CU completed prior to the end of December of the year of possible application or 120 CU completed prior to possible entry into medicine. Some honours, double majors, and/or work-experience or Co-op programs will run beyond the 60 month period allowed for a 4-year degree. Such situations will be handled on a case-by-case basis by the Admissions Office upon receipt of the details in writing.

[G] JUNIOR LEVEL COURSES. In all cases, introductory (junior) courses taken must be a requirement of the degree program being finished and the maximum number of junior courses allowed will be what is permitted by the degree granting institution the applicant is studying at. Any introductory courses completed beyond the numerical maximum allowed for the 4-year degree will not be considered for admission purposes.

[H] AP/IB TRANSFER CREDITS. Advanced Placement (AP) and International Baccalaureate (IB) credits can be used towards completion of a 4-year degree, but will not be counted towards calculation of an individual’s UAA for admission purposes. The start and completion date for AP/IB courses will be as if they were taken during the first year of university.

[I] GRADUATE STUDENTS. Applicants with an incomplete post-graduate degree at the end of the application year will have their UAA calculated as in [A], [B], or [C], with all graduate-level classes completed to the end of December added if to the applicant’s advantage. Classes completed after the year-end will not be considered. For applicants completing a Master’s degree or PhD by the end of December the year of application, 9 CU or 15 CU worst marks, respectively, will be removed and their UAA then calculated.

[J] ACADEMIC CONSISTENCY. In all cases, the Admissions Committee has the right to invalidate an application based on (i) academic inconsistency or (ii) incongruence between the academic record and MCAT results.
SECTION B: Out-of-Province Residents

All Out-of-province applicants must meet both 1 and 2 (below) of the following Academic Requirements to apply for admission.

1. MCAT Requirement

All Out-of-province applicants must complete the Medical College Admission Test (MCAT) prior to the application deadline of October 1, 2015. Depending on the date that you write the MCAT, your test scores may or may not be available by the application deadline. Please note that you will be able to submit your application even if your MCAT scores are not yet available. Applicants must release their score(s) to the University of Saskatchewan, College of Medicine by October 31st, 2015.

For application fall of 2015 for entry fall of 2016, MCAT scores must be obtained in one sitting prior to the application deadline. The earliest accepted scores for application 2015 for entry fall of 2016 are from 2012.

Acceptable minimum scores on the version of the MCAT written from 2012 to January 31, 2015: Verbal Reasoning, Physical Sciences and Biological Sciences sections must total a minimum of 30 (no score less than 8 on any section).

Acceptable minimum sum on the updated MCAT2015: A total sum of 506 with specific section minimums as follows: Biological and Biochemical Foundations of Living Systems ≥127; Critical Analysis and Reasoning Skills ≥127; Chemical and Physical Foundations of Biological Systems ≥126; and Psychological, Social, and Biological Foundations of Behavior ≥126.

While prerequisite courses are not mandatory, applicants are strongly encouraged to complete equivalent/similar courses to ensure readiness for the basic sciences covered in the first two years of the undergraduate medical curriculum. Registration for the MCAT is online at www.aamc.org/mcat.

For information regarding acceptable MCAT results for future applications, please consult the Admissions website.

2. Four-Year Baccalaureate Degree Awarded Prior to Entry into Medicine

Application by Out-of-province applicants can be made only during or after the final year of a four-year baccalaureate degree. If a four-year degree is completed prior to application, course-work for the degree must have been completed within a 60 month period. If applicants are in the final year of a four-year degree, a minimum of 90 credit units must have been completed in the 48 months prior to the end of August immediately before application. All courses completed at the date of application will be used for calculation of the university academic average (UAA). The minimum UAA required for application will be 83.0%. The four-year degree must be completed by the time study of medicine starts. All remaining courses completed after the date of application must minimally average 83.0%. Applicants with an incomplete post-graduate degree at the end of the application year will have their UAA calculated, with all graduate-level classes completed to the end of December added if to the applicant’s advantage. Classes completed after the year-end will not be considered. For applicants completing a Master’s degree or PhD by the end of December the year of application, 9 CU or 15 CU worst marks, respectively, will be removed and their UAA then calculated.
III. CRITERIA FOR INTERVIEW OFFER

Personal qualities are assessed primarily by a multiple mini interview (MMI) process held during one weekend in March each year. Candidate information is not given to assessors prior to the interview. With 100 seats available, interview capacity is currently set at 330 individuals. The number of Saskatchewan residents, including self-declared Aboriginals, and Out-of-province applicants invited to interview will vary yearly, depending upon the number of individuals in each applicant pool.

Selection of Saskatchewan residents, including self-declared Aboriginals, invited to interview will be based on their MCAT and UAA scores combined in a 2:3 ratio. Selection of Out-of-province applicants invited to interview will be based on the MCAT total score (MCAT Sum), with the Verbal Reasoning score or Critical Analysis and Reasoning Skills score being used to break ties. Usually, a minimum of 60 Out-of-province applicants will be invited to interview for the ten seats available to this group.

IV. CRITERIA FOR SELECTION

The purpose of our admissions process is to select candidates with excellent cognitive and non-cognitive abilities, since such individuals will thrive in our learning environment. Through our social contract with the province of Saskatchewan, the College of Medicine places strong emphasis on non-cognitive skills as measured by the interview process. Upon successful completion of the undergraduate medical program, our students become adept problem solvers, committed life-long learners, and humanistic, well-rounded physicians in whatever field of medical practice they choose.

A. Ranking for Admission is based on academic performance and personal qualities.

Academic performance for Saskatchewan residents is based on the applicant’s UAA and MCAT result, provided that the performance in coursework leading to the 4-year degree has been reasonably consistent or has improved, and that the MCAT result (both sum and individual section scores) shows consistency and congruency with an applicant’s academic record.

Academic performance for Out-of-province residents will be based on the MCAT total score along with a required minimum of 83% overall coursework that is completed prior to application. Remaining courses completed after the date of application must minimally average 83%, as well.

As part of the full file review that the Admissions Committee undertakes when considering all applicants for admission, consistency and improvement in an applicant’s academic record will each be considered with neither consideration being absolute. In this review, the mandate of the Admissions Committee is to assess whether an applicant can handle the academic requirements of the undergraduate medical program. Refer to full file review section D (below).

In the event of a deferred examination, no decision will be made on a file regarding an interview invitation or final ranking until the official final grade has been received. It is the applicant’s responsibility to inform the Admissions Office of a pending deferred or supplemental examination and/or the outcome of a deferred or supplemental examination. Deadline to report such an item is January 30th for Term 1 courses or April 30th for Term 2 courses. If the Admissions Office is not notified by the deadline, the file will be reviewed using the available information.

In the event of a grade appeal, pending grade change, or a grade change, no decision will be made on a file regarding an interview invitation or final ranking until the official final grade has been received. It is the
applicant’s responsibility to inform the Admissions Office of a grade appeal, pending grade change, or the result of a grade appeal or a grade change. Deadline to report such an item is January 30th for Term 1 courses or for Term 2 courses, 4:00 PM CST the day prior to the release of the first round of offers (date will be posted on website). If the Admissions Office is not notified by the deadline, the file will be reviewed using the available information.

**B. Weighting** – The weighting of academic performance to personal qualities (MMI) will be as follows:

- **Saskatchewan resident applicants** - 20% MCAT score, 30% calculated UAA (as per II ACADEMIC REQUIREMENTS SECTION A: SASKATCHEWAN RESIDENTS), and 50% MMI result.

- **Out-of-province resident applicants** – of those invited for an interview, ranking for admission will be based 100% on the applicant’s performance in the MMI.

**C. References** – Applicants will be required to provide the names of **three** referees. Referees must have supervised you either as a research supervisor or have been your immediate supervisor in a volunteer role or employment capacity. The persons you select as referees must know you well and not be a relative or a friend. It is up to you, the applicant, to decide whether a given individual is appropriate based on the three possible supervision criteria. Applicants will be able to update contact information for a particular referee up to March 30th, however, applicants will not be able to change a referee after the application deadline. Please ensure that you have contacted your referees, obtained their permission, and obtained current and correct contact information. Referees must be willing to accept a 10-15 minute phone call. The number of referees contacted per applicant is at the discretion of the Admissions Office. Applicants must provide the following information on each referee at the time of application: Title; First Name; Surname; Position (i.e., Professor); Specific Role, details of how each referee came to know you (i.e., Research Supervisor, Volunteer Coordinator, Employment Supervisor); Length of time Known; Email; and Daytime Telephone. **NOTE:** Incomplete or inaccurate information on any of your 3 references may invalidate your application. References are not scored; they are used on a rule in/rule out basis. Additional documentation such as a CV, research papers, and letters of support will not be considered.

**D. Professionalism and Full File Review** – The Admissions Committee of the College of Medicine will carry out a full file review on all applications, with an emphasis on professionalism issues. Missed deadlines or tardiness in the submission of required admission related materials or responses will result in an application being terminated. Please see Breach of Professionalism Revised 2010 and Breach of Professionalism Algorithm found at [http://www.medicine.usask.ca/policies/breach-of-professionalism-policy-procedures.php](http://www.medicine.usask.ca/policies/breach-of-professionalism-policy-procedures.php).

If during the application cycle (after submission) up to the date of entrance into the College, you are or have been the subject of a professionalism or academic disciplinary review, you must immediately report the incident to the Admissions Office.

**E. Selection** – Candidates for Medicine are selected by the Admissions Committee of the College of Medicine on the basis of rank order of competitiveness and consideration of information pertinent to individual applicants. The Committee treats applicants anonymously; i.e., Committee members are provided appropriate information about applicants, however, all information is de-identified.

**F. Outcome Date** – Applicants will be notified of the outcome of their application by May 31, 2016 at the latest. Applicants placed on a wait list will be notified about the final outcome at any time up until the first academic day after the September Labor Day weekend.
G. Transcripts – By the application deadline, **ALL** applicants **MUST** have **OFFICIAL TRANSCRIPTS** from **ALL** universities and other post-secondary institutions **ever** attended other than **Saskatchewan universities** *(University of Regina or University of Saskatchewan)* sent directly to the College of Medicine and they must be postmarked by the application deadline (October 1, 2015 16:00 CST).

Saskatchewan resident applicants attending university outside Saskatchewan must also have official transcripts sent following the completion of an academic term (Term 1 and Term 2).

All applicants attending the MMI will be required to have an official transcript sent as soon as the 2015/16 grades are reported at the end of the academic term other than Saskatchewan universities *(University of Regina or University of Saskatchewan)*.

All offers of admission will be conditional upon receipt of an official final transcript showing the degree used in the calculation of the UAA, being awarded. Deadline to receive the final official transcript will be June 30, 2016.

Transcripts in a language other than English must have an official translation attached.

Applicants who have attended universities outside of Canada (non-North American) must have official transcripts sent directly from that institution. Note: The review of international transcripts can take up to several weeks to process; therefore, applicants must ensure that all documentation related to international transcripts is received at least two months prior to the application deadline.

**All transcripts must be sent directly from the institution to the Admissions Office at: Admissions Office, College of Medicine, Box 17, 5B53.2 Health Sciences Building, University of Saskatchewan, 107 Wiggins Road, Saskatoon, Saskatchewan S7N 5E5.**

Transcripts that have passed through the applicant’s hands are deemed to be unofficial and will not be considered.

H. Criminal Record Check – All applicants offered admission will be required to submit a criminal record check, including vulnerable sector screening to the College of Medicine by August 15 of the year of entry, as well as in subsequent years of study. Please refer to **Section XI**. For information regarding the Criminal Record Check Policy and Procedures, please visit [http://medicine.usask.ca/documents/Admissions/Criminal-Record-Check-Policy-and-Procedures1.pdf](http://medicine.usask.ca/documents/Admissions/Criminal-Record-Check-Policy-and-Procedures1.pdf)

I. Deferral of Seat – (Saskatchewan Residents only) - Applicants admitted to first year Medicine may be allowed to defer entry for one year to allow them to complete a Masters, Ph.D. or a professional degree program. The written request for a deferral must be submitted at the time of acceptance, along with the deposit.

J. Site Assignment – Currently there is a 60/40 seat split for years 2, 3 and 4 between the Saskatoon and Regina training sites. Assignment of site will be based on your **admission rank score for the application group in which you are competing**. If your score is high enough together with a space/seat open at your preferred site, you will get that site. If your preferred site is filled when your rank score is reached, you will be offered a space at the other site, and you can accept or decline.
V. MD/MBA DOUBLE DEGREES

The Edwards School of Business and the College of Medicine at the University of Saskatchewan have implemented a 5-year program of study whereby an individual accepted into medicine can also undertake a MBA program. Two students a year who are accepted to do both degrees will be allowed a year deferral to medicine to complete the course-work for the MBA. If chosen, the MBA workplace practicum can be done immediately following the MBA academic year or during the summer between medicine years 1 and 2. Students applying for the dual MD/MBA stream must possess a 4-year Baccalaureate degree at entry to the MBA program and have done the MCAT. For each student accepted to do both degrees, a scholarship is provided to bring the cost of tuition for the MBA degree down to essentially the annual tuition for the MD degree. For details on the Edwards School of Business MBA Program: [http://www.usask.ca/programs/colleges-schools/grad-studies/programs/business-administration.php](http://www.usask.ca/programs/colleges-schools/grad-studies/programs/business-administration.php)  Note: Applicants must first meet the requirements of their respective pool and be accepted into Medicine before admittance into the MD/MBA stream will be considered.

VI. ADMISSIONS-BASED COMBINED MD-PHD PROGRAM

The Admissions-based, combined MD-PhD Program is intended for undergraduate medical students planning to pursue a career as a clinical scientist. The 4-year UAA and MCAT results are both reviewed. Potential areas of research range from the molecular to the social/population determinants of health. Applicants are encouraged to discuss with potential supervisors regarding proposed research. Applicants must first meet the requirements of their respective pool and be accepted into Medicine before admittance into the PhD program will be considered.

Policies and procedures regarding the combined MD-PhD Program are available on the College of Medicine website at [http://www.medicine.usask.ca/education/graduate-programs/md-phd/index.php](http://www.medicine.usask.ca/education/graduate-programs/md-phd/index.php).

VII. APPLICATION PROCEDURES AND DEADLINE

A. Application forms must be submitted online and will be available at [www.medicine.usask.ca/admissions](http://www.medicine.usask.ca/admissions) after August 1st.

B. The deadline to submit applications is October 1st, 2015 – 16:00 CST. Late applications and/or application fee payment will NOT be accepted.

C. Transcripts and any other documents required for application must be postmarked by the application deadline of October 1st, 2015 at 16:00 CST. Transcripts may be sent early and will be matched up with the application when it is received.

D. The Application fee is $125 and must be paid by credit card or by sending a cheque at the time of submitting the online application form. If sending a cheque, please include a printed copy of the Online Submission Form in the same envelope.
VIII. COUNSELLING OF APPLICANTS TO MEDICAL SCHOOL

The Admissions Office is available to assist applicants who seek counseling regarding admission to Medicine. It is policy, however, not to instruct applicants as to a specific course of action to follow, but to provide the information needed for them to make their own choice with respect to the alternatives available. The following points require special attention.

A. No official of the College can guarantee the admission of any applicant. Admission is determined by the Admissions Committee on the basis of an annual competition.

B. All applicants are required to initiate any personal inquiries through an email to med.admissions@usask.ca, so that an official response can be made. It is only these written responses which will be considered as evidence of official advice given.

C. Applicants are encouraged to discuss their plans to apply for entrance to Medicine with those who can usefully advise them, but they should be aware that second and third hand information about admissions policies is often incorrect and should not be relied upon.

D. Since most applicants are not accepted into the College of Medicine, students should choose a degree that could lead to a satisfactory alternate career.

IX. CHANCES FOR ADMISSION

The number of positions available in first year Medicine was increased to 100 in 2012 (up to 10% of these can be for Out-of-province applicants).

X. ADMISSION WITH ADVANCED STANDING

Transfer students are not accepted. All applicants must follow the complete admissions process. After being accepted into the first year class, formal application may then be made to the Undergraduate Medical Education Committee for any advanced standing, or individual class exemptions.

XI. ESSENTIAL SKILLS AND ABILITIES REQUIRED FOR THE STUDY OF MEDICINE

Accommodation for the MMI:

Applicants who think that they may require a disability accommodation in order to complete the MMI must submit a written request by February 29, 2016 to the Admissions Office (med.admissions@usask.ca), describing the needed accommodation. Note that accommodation for the MMI is not linked to any subsequent need for accommodation should an applicant be accepted by the College of Medicine (see next section).

Essential Skills & Abilities Required for the Study of Medicine

Applicants must familiarize themselves with the Essential Skills and Abilities Required for the Study of Medicine to determine if the practice of medicine is possible as a career. Details are found at the website http://medicine.usask.ca/documents/TechnicalStdsmotionSept2014.pdf
Applicants who potentially would require an accommodation during their undergraduate study of medicine should bring forward their need for an accommodation as soon as possible.* Please provide details in writing to the Coordinator of the Office of Student Affairs (edith.conacher@usask.ca).

* The declaration of a need for accommodation on the part of an applicant is voluntary, but as a significant period of time is generally required to process accommodation requests, early declaration is strongly advised. In the event that an applicant does not indicate the need for accommodation until an offer of admission is made, the College of Medicine reserves the right to defer matriculation for one year, if necessary, to ensure proper development and implementation of an accommodation plan.

XII. CRIMINAL RECORD CHECK

Applicants to the College of Medicine will be required to answer the following questions on the application form and provide detailed information for any question(s) answered “Yes”:

- Have you ever been suspended, disqualified, censured, or had any disciplinary action taken against you as a member of any profession?
- Have you at any time been suspended, expelled, required to discontinue, or otherwise disciplined (including being denied readmission) for any academic or non-academic offence by a post-secondary institution?
- Have you ever been convicted of a criminal offence (this includes any offence for which pardon has been received)?
- Have you been arrested or charged with any criminal offence, in Canada or elsewhere?
- To the best of your current knowledge and belief, are you currently under investigation for possible criminal conduct, in Canada or elsewhere?

Note: If during the application cycle, anything changes in regards to how the questions were answered at the time of application, it is the applicant’s responsibility to immediately notify the Admissions Office.

All applicants offered admission will be required to immediately request a criminal record check, including vulnerable sector screening, and submit the results to the College of Medicine by August 15 of the year of entry. Renewal of the criminal record check will be required in subsequent years of study. All applicants should familiarize themselves with the Criminal Record Check Policy and Procedures document [http://medicine.usask.ca/documents/Admissions/Criminal-Record-Check-Policy-and-Procedures1.pdf](http://medicine.usask.ca/documents/Admissions/Criminal-Record-Check-Policy-and-Procedures1.pdf) under the Applicant Information Section. Results will be shared, including sharing a copy of the documentation, with: (i) the College of Physicians and Surgeons of Saskatchewan and (ii) other medical and/or educational institutions as required. In the event that an applicant is found to be ineligible for an educational license, the offer of admission will be revoked.

If you are a future applicant considering application to the U of S College of Medicine and answer “yes” to any of the preceding questions, it is recommended that you contact the Admissions Office to have an informal review of the details of your background completed to determine future concerns with regard to admission or licensure as a medical student.
XIII. THE ADMISSIONS COMMITTEE

Selection of students for admission to the College of Medicine is the responsibility of the Admissions Committee. The Committee consists of 17 voting members:

- Chair (Director of Admissions)
- Dean of Medicine or Designate
- Director of Northern Medical Services
- 7 Faculty Members
- Three undergraduate medical students (one representing each – MED I, MED II, and MED III)
- College of Medicine Aboriginal Coordinator
- The Dean or Designate of the Faculty of Science, University of Regina
- Two lay representatives - appointed by the Saskatchewan Urban and Rural Municipalities Associations, SUMA and SARM, respectively
- Representative, Student and Enrollment Services Division, University of Saskatchewan (non-voting)
- Administrative Coordinator - Admissions (non-voting)
- Administrative Coordinator - Undergraduate Medical Education (non-voting)

XIV. ADMISSIONS APPEAL PROCESS

NOTE: Applicants will have 10 business days from the date a negative application decision is emailed to launch an appeal of that decision.

A subcommittee of the Undergraduate Education Committee, chaired by the Associate Dean of Medical Education, will hear and decide upon applicant appeals of decisions made by the Admissions Committee. Appeals must be submitted in writing (hard copy with signature received by post or courier on or before the deadline given above) to the Associate Dean of Medical Education, Room B526, Box 17, Health Sciences Building, University of Saskatchewan, 107 Wiggins Road, Saskatoon, Saskatchewan S7N 5E5. An appeal initiated by email correspondence will not be accepted.

As outlined in the Policy on Admission to Degree Programs (http://policies.usask.ca/policies/academic-affairs/policy-on-admission-to-degree-programs.php) - Admission Decisions - Appeal of Admission Decisions, ratified by University Council on May 1, 2012 - “Grounds for an admission appeal shall be limited to: (1) unit procedural errors, (2) evidence that the information used in the assessment of the decision was wrong or incomplete, or (3) evidence that the assessment was not made according to the published admission qualifications and selection criteria. A failure by the applicant to provide accurate and complete information in accordance with the established admission qualifications and selection criteria shall not be grounds for an appeal. The decision of the appeals committee is final and no further appeal procedure will be entertained.”
## XV. ESTIMATE OF EXPENSES RELATED TO MEDICAL EDUCATION:

<table>
<thead>
<tr>
<th></th>
<th>Med I</th>
<th>Med II</th>
<th>Med III</th>
<th>Med IV</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Number of Months)</td>
<td>9</td>
<td>9</td>
<td>12</td>
<td>8</td>
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<tr>
<td>Tuition</td>
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<td>USSU Fees</td>
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<td>880.71</td>
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<tr>
<td>Student Medical Society Fees</td>
<td>300.00</td>
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<tr>
<td>College of Physicians &amp; Surgeons Fees</td>
<td>-</td>
<td>20.00</td>
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<tr>
<td>SMA Fees</td>
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<tr>
<td>LMCC Fees</td>
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<td>900.00</td>
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<tr>
<td>CaRMS Fee (including travel)</td>
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<tr>
<td>Criminal Record and Vulnerable Sector Check Fee</td>
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<td>Books</td>
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<td>1,700.00</td>
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<tr>
<td>Equipment (ACLS &amp; Fit Testing)</td>
<td>3,250.00</td>
<td>150.00</td>
<td>700.00</td>
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<td>Professional Clothing</td>
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<tr>
<td>Electives</td>
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<td>-</td>
<td>4,000.00</td>
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<td>Rotations Outside Saskatoon</td>
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<tr>
<td>Travel (local)</td>
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<td>700.00</td>
<td>800.00</td>
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<tr>
<td>Rent, Food, etc.</td>
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<td>11,400.00</td>
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<tr>
<td><strong>TOTAL</strong></td>
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<td><strong>31,207.71</strong></td>
<td><strong>37,207.71</strong></td>
<td><strong>42,737.71</strong></td>
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*Revised July 24, 2015*

**2015 Requirements for Entry Fall 2016**