



UNIVERSITY OF SASKATCHEWAN

College of Medicine

MEDICINE.USASK.CA

APPLICANT INFORMATION
FOR ADMISSION TO THE MD PROGRAM

Entry August 2023

Application Deadline

October 1, 2022

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

Email: med.admissions@usask.ca

Website: www.medicine.usask.ca/admissions

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Thank you for your interest in the College of Medicine at the University of Saskatchewan. We appreciate you taking the time to review this important document. As the only medical school in Saskatchewan, the College of Medicine exists primarily to serve the residents of the province. Our school values diversity and we strive to have an incoming MD class that reflects the diversity of our province. Our Indigenous Admissions Circle (IAC) process is designed to support self-declared First Nations, Métis, and Inuit students from all over Canada to gain admission to Medicine. Our Diversity and Social Accountability Admissions Program (DSAAP) provides applicants who have experienced a challenging socio-economic background an opportunity to enter the MD program. We strive to admit students that have a connection to Saskatchewan and/or rural communities to address the physician workforce challenges our communities are facing. Once again, we hope that you strongly consider applying to our program and joining the USask medicine family!

I. GENERAL INFORMATION

The mandate of the Admissions Committee is to select students who have the academic ability and possess the personal attributes to be successful in our program and in their future careers in medicine.

We feel that students coming into the College of Medicine should have the following personal attributes:

- *communicate well in giving and receiving information*
- *exhibit resiliency, maturity, and be self-directed*
- *have insight and be teachable*
- *be congenial and have excellent people skills*
- *show compassion, empathy, and respect for all*
- *demonstrate ability to lead and advocate*
- *possess integrity and professionalism*

We have a total of 100 seats to offer each year. To enhance diversity in our college and future physician workforce, up to 20 seats will be offered through the IAC and up to 6 seats will be offered through the DSAAP.

II. APPLICATION PROCEDURES AND DEADLINES

Application to the College of Medicine will be completed through the University of Saskatchewan Admissions site at <https://apply.usask.ca>.

If you do not already have a USask account, you will need to create one.

UNIVERSITY OF SASKATCHEWAN

Log in Create account Start application Campus tours Events

Create account

Your account is your unique, personalized access to the University of Saskatchewan (USask) admissions portal. You can use it to manage your profile, view your application status, and receive notifications about your application. You can also use it to manage your interests and communication preferences. Please do not use your account to apply for admission on behalf of someone else.

Personal information

To help us make sure you receive the notifications and information you want, please tell us about yourself and what you're interested in.

Legal first name *

Legal family/last name * **Preferred name**

Date of birth *

You will then get an email from a **Do Not Reply** address to click to complete the setup of your account.

Once you have confirmed your account, log in and select Start application to start your Medicine application.

My account Start application Campus tours Events

Choose an application

What do you want to apply for today?

Undergraduate program: bachelor's degree, diploma or certificate
Agriculture and Bioresources | Arts and Science | Education | Edwards School of Business | Engineering | Kinesiology | Certificate in Dental Assisting

Joint admission to an undergraduate program and English studies (EAP)
EAP and one of: Agriculture and Bioresources | Arts and Science | Education | Edwards School of Business | Engineering | Kinesiology

Undergraduate program that requires previous post-secondary study
Dentistry | Law | Medicine | Nursing | Nutrition | Pharmacy | Veterinary Medicine

Graduate program: post-graduate diploma, master's or PhD degree
These programs require a previous degree in a relevant discipline.

English studies (EAP) only
Take courses to improve your English language skills for personal development.

Take undergraduate classes as a visiting or audit student
Visiting: Take classes that will transfer to a program at another university.
Audit: Take classes for interest only without earning credit.

Please select the program you would like to apply for:

Dentistry

Law

Medicine

Nursing

Pharmacy or Nutrition

Veterinary Medicine

NOTE: Documents cannot be uploaded until after the application is submitted and the application fee is paid. You can then log back in and upload the required documents in the Supplemental Items section of your account. When the College of Medicine Admissions Office has received items they are marked “correct” indicating they have been received but not necessarily that they are approved.

A. The online application will be available in early August. Please carefully review your application prior to submitting. **You cannot log back into your application after it has been submitted to make changes to the information you have provided.** Any necessary changes must be emailed to the Admissions Office (med.admissions@usask.ca).

B. Correspondence from the Admissions Office will only be sent to the email address provided on your USask online account; no paper or hard copy will be sent by post. Ensure the email address listed on your online account is active and routinely checked, including junk/spam folders.

C. The deadline to complete and submit the online application and pay the application fee is October 1, 2022. We will not accept late applications under any circumstance.

D. The non-refundable application fee is \$150.00 and must be paid by credit card.

E. For applicants invited to participate in the Multiple Mini Interview (MMI), there is an additional non-refundable fee of \$75.00 which must be paid at the time of accepting the MMI invitation.

F. Transcripts and any other documents required for application must be uploaded to your application in the Supplemental Items section. These items will not be available for you to upload until after your application is submitted, application fee paid and you log back into your account. Please see Transcripts section on page 9.

G. Deadlines are important. Therefore missing a deadline, failing to submit the required supplemental documentation or neglecting to respond to an email requesting information may result in your application being removed from further consideration.

H. You must inform the Admissions Office if you have been subject to any of the following in your current or previous academic program(s) (this applies right up to the first day of starting medical school): professionalism review, academic misconduct, non-academic misconduct, or a disciplinary review. Failure to report such misconducts and reviews **will** result in an application being coded inactive, even if such reports or reviews lead to no penalty.

I. **The language of instruction at the University of Saskatchewan is English.** Applicants whose primary language is not English may be required to present proof of proficiency in English. Information regarding the English language proficiency requirement at the University of Saskatchewan can be found at [Admission requirements - University of Saskatchewan](#).

J. The Admissions Office is available to assist interested individuals who seek information regarding the admission requirements for the College of Medicine. The Admissions Office will not provide specific course(s) of action to follow based on individual circumstances, but will provide general information about our policies and procedures to assist applicants in making their own choices with respect to the requirements for application to Medicine. The following points require special attention:

- No official of the college can guarantee the admission of any applicant. Admission is determined solely by the Admissions Committee based on the policies set out in this document.

- All admissions inquiries must be submitted via email to med.admissions@usask.ca to appropriately document official communication with the Admissions Office. Therefore, our office will not respond to or communicate with applicants over the phone.
- Any inquiry pertaining to the review and evaluation of a foreign transcript (not including American institutions) **must be** accompanied by a valid Medical College Admissions Test (MCAT) result (i.e., a test written no earlier than January 2019). Foreign transcripts related to study-abroad coursework are not included in this requirement.

III. CITIZENSHIP AND RESIDENCY

You must be a Canadian citizen or have Canadian Permanent Resident status by the application deadline of October 1, 2022. Additionally, you must have lived in Canada for at least three years of your life prior to August 1, 2023.

Please note, if your Permanent Resident card expires between the application deadline and August 1 prior to orientation of the year of admission, admission to the college will be conditional upon receipt of an updated valid Permanent Resident card.

We welcome applicants from across Canada to apply to our program. There are no specific provincial residency requirements to apply. An applicant's connection to Saskatchewan and rural communities will be assessed through a Saskatchewan connectedness index based on demographic factors linked to future Saskatchewan-based practice. Applicants from Yukon, Nunavut and Northwest Territories are highly encouraged to apply and their connection to the territories will be given the same weight as connection to Saskatchewan. As part of our social mandate and as Saskatchewan's only medical school, the vast majority of seats for the program will be allocated to applicants with Saskatchewan (or Yukon, Nunavut and Northwest Territories) and/or rural connectedness (in and out of Saskatchewan). Our program values the diversity that comes from applicants without a connection to Saskatchewan and/or rural communities and we will admit up to five applicants without Saskatchewan or rural connections. The factors and algorithm used to determine the Saskatchewan connectedness index will not be publicly released to prevent individuals from tailoring their application to gain unfair advantage.

IV. INDIGENOUS ADMISSIONS CIRCLE

Starting in the 2022 application cycle, the College of Medicine will have a new process to evaluate Indigenous applicants called the Indigenous Admissions Circle (IAC), made up of representatives from the Indigenous community. The group will support the college's Indigenous applicants by reviewing and evaluating applicants through an Indigenous lens.

Indigenous applicants must self-identify on the application for admission and submit government documentation and/or other documentation as determined by the Admissions Office and Senior Lead Indigenous Programming and Initiatives. Acceptable documentation includes: Secure Certificate of Indian

Status; Certificate of Indian Status; Band Member and Citizenship Cards; Metis National Council provincial registration cards, Métis Settlement General Council documentation, Nunavut Trust Service Card, or Nunavut Inuit Enrolment Card; Nunavik Inuit Beneficiary Card, Makivik Corporation (Quebec); Nunatsiavut Government Card or Nunavik Inuit Beneficiary Card. You are encouraged to apply for government documentation or other documentation as soon as possible so that your application can be processed in a timely manner. We are happy to provide assistance if you need some direction with this aspect of the application process. If you have not yet received, or are experiencing difficulty in obtaining acceptable documentation, you are encouraged to contact valerie.arnault@usask.ca. Genealogies and letters from Indigenous organizations or agencies may be requested. Acceptable documentation must be uploaded to your application as a supplemental item. Deadline for receipt of the supplemental item is October 15, 2022 for your application to be considered through the IAC.

Applicants choosing to apply through the Indigenous Admissions Circle must meet all posted admission requirements and will participate in the MMI. After the MMI, IAC applicants will participate in conversation circles (akin to a panel interview) with members from the Indigenous community. Indigenous applicants will also be considered for a seat outside of the IAC by voluntarily participating in a separate panel interview (same process as the non-IAC applicants). Indigenous applicants applying through the IAC will be informed about the conversation circle process and panel interview invite after the MMI. Indigenous applicants applying through the IAC can voluntarily opt-out of the panel interview process, however these applicants will then only be considered for admission through the recommendation of the IAC.

V. DIVERSITY AND SOCIAL ACCOUNTABILITY ADMISSIONS PROGRAM (DSAAP)

The DSAAP is a voluntary program designed to take into account significant socio-economic barriers to gaining admission to medical school. All applicants have the opportunity to complete a voluntary questionnaire that will assess factors of socioeconomic and other systemic barriers to achieve admission to medical school, however we recommend only those students with these barriers (one or more “yes” answers to the questionnaire) to complete the supplemental DSAAP questionnaire. Information regarding the DSAAP can be found at [Admission to the MD program - College of Medicine | University of Saskatchewan](#).

VI. ESSENTIAL SKILLS AND 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 [CoM Technical Standards - College of Medicine - University of Saskatchewan](#).

VII. REQUIREMENTS TO APPLY

1. COMPUTER-BASED ASSESSMENT FOR SAMPLING PERSONAL CHARACTERISTICS (CASPer®)

All applicants are required to complete a current 2022 online assessment, [CASPer®](#), to be eligible for admission. CASPer is an online situational judgment test that assesses numerous personal and professional characteristics.

Please go to www.TakeAltus.com to register your CASPer account and sign up for the **CSP-10201 – Canadian Professional Health Sciences** version of CASPer. Applicants must make sure to **select the University of Saskatchewan College of Medicine for distribution before the posted Distribution Deadline**. For the most up to date information regarding test dates please check the www.TakeAltus.com website under [Test Dates and Times](#).

CASPer test results are only valid for the admissions cycle in which the test is taken. Applicants who have already taken CASPer in previous years are required to re-take it to be eligible for subsequent admission cycle(s).

Please note that the College of Medicine does not process CASPer results until November. Therefore this item will not be marked as received until the initial review of the application is completed.

2. WRITTEN PERSONAL STATEMENTS

All applicants are required to submit personal written responses to two questions that will be posted on the online application when it opens in early August 2022. The submissions must be no longer than 750 words each, 12-point Times New Roman font, double spaced with 1" x 1" margins. Please number the pages for each submission and include your BID number (identified on your application), **but not your name** in the header of the document. The applicant must be the sole author of the submission and we may use programs such as Turnitin to ensure authenticity. The deadline to submit the essays as a supplemental item is October 15, 2022. The purpose of the submissions is for the applicant to share aspects of their personal background, relevant experiences and motivation to attend medical school in Saskatchewan. Applicants may be asked to further speak to their written submission during the application cycle and may be asked to identify a verifier (or verifiers) who can speak to the authenticity of their written submission at any time during the application cycle.

3. ACADEMIC REQUIREMENTS

Applicants are required to meet both requirements A and B to apply for admission.

A. Medical College Admission Test (MCAT)

The MCAT must have been written prior to the application deadline of October 1, 2022. Registration for the MCAT is online at www.aamc.org/mcat. You must request that all of your MCAT results be released electronically **specifically** to the University of Saskatchewan, College of Medicine, via the Association of

American Medical Colleges (AAMC) MCAT Test Site and **specifically between October 11, 2022 and October 21, 2022**. Even if you have released your scores to the University of Saskatchewan, College of Medicine prior to October 11, 2022, you **must re-release** them during the previously stated time period. **In order to capture all possible MCAT results, only scores released to the University of Saskatchewan, College of Medicine, during this time period will be considered.**

For application in 2022 for entry in 2023, no minimum MCAT section score or total score will be required. MCAT scores must be obtained in one sitting prior to the application deadline. The earliest accepted scores for application in 2022 for entry in 2023 are from January 2019. **Only the most recent MCAT writing will be considered.** Confidence bands are not considered and any further AAMC adjustments to scores after our MCAT score release deadline of October 21, 2022 will not be considered. The AAMC site will produce a report for applicants showing when scores are released to the University of Saskatchewan, College of Medicine. Please note that the College of Medicine does not process MCAT results until November, so this item will not be marked as received until the initial review is completed.

For each application cycle, the Admissions Committee will review all of the MCAT scores and set the minimum overall MCAT score, and MCAT section scores, for the current cycle. For application in 2022 for entry in 2023, no minimum MCAT section or total score will be required. However, it is important to note that for the last three admissions cycles, the Admissions Committee removed applicants from further consideration for an interview offer if their total MCAT score was less than 492 and/or their minimum section score(s) were less than BBFL 123; CARS 122; CPBS 123; PSBB 123.

The AAMC and the Association of Faculties of Medicine in Canada (AFMC) provide a fee assistance program for Canadian examinees who register to test during the 2022 testing year. Canadian examinees who are eligible and qualify, will receive reduced scheduling, rescheduling, and cancellation rates. Learn more about the MCAT Fee Assistance Program for Canadians at www.aamc.org/mcat.

While no prerequisite courses are required for admission, to prepare for the MCAT and to ensure readiness for the concepts covered in the first two years of the undergraduate medical curriculum, applicants are strongly encouraged to complete equivalent/similar courses in the following: Introductory level Biochemistry, Chemistry, Biology, Physics, Statistics, Sociology and Psychology.

B. Four-Year Baccalaureate Degree or Professional Program Degree Awarded Prior to Entry into Medicine

Applicants must complete (or have previously been awarded) a four-year baccalaureate degree (in any subject area) or a professional program degree (non-direct entry) prior to entry into Medicine (all degree requirements must be completed by April 30, 2023). The four-year baccalaureate degree or professional program must be completed **within five years**. The Admissions Committee will consider a written submission from applicants unable to complete their degree within the five-year window due to extenuating circumstances that were outside of the applicant's control. Written submissions must be emailed to med.admissions@usask.ca by October 1, 2022. Submission of this letter does not guarantee an application will move forward; these will be considered on a case-by-case basis.

Applicants must have completed at least 90 credit units by the time of application (October 1, 2022).

For university academic average (UAA) calculation purposes, all applicants will have approximately 10% of their lowest course grades removed up to a maximum of 12 credit units (CU) (e.g., 90 to 105 CU = 9 CU removal; 106 to 120 CU = 12 CU removal). Applicants who have completed a minimum of 6 CU towards a graduate degree will have an additional 6 CU lowest grades removed from the UAA calculation.

Calculation of the UAA is done in percentages (%). Where transcripts have results in other than percentages, conversion to percentages will be completed. All calculations are done according to USask credit weightings. A one-term course is equal to 3 CU and a two-term course is equal to 6 CU. Applicants who repeat a class will have both the initial class and the repeated class grade counted in their UAA if both fall within the courses used to calculate the UAA.

Applicants must have a minimum of 80% UAA to apply and must maintain an 80% UAA in term 1 and term 2 in the year of application if they are in the final year of their degree.

Applicants are highly encouraged to carry a full course load in at least one of the past three years of their degree. Courses used in the UAA calculation must have been completed within five years or less. Time away from studies will be removed from the calculation.

Additional undergraduate level courses taken following the awarding of a degree will not be considered in the UAA calculation.

A maximum of 60 CU of introductory level courses (e.g., 100 level at USask and University of Regina) will be allowed in the UAA calculation.

A maximum of 60 CU of pass/fail courses will be accepted in the UAA calculation. If there are more than 60 CU of pass/fail courses within the 120 CU we will go further back into the degree until we have 60 CU graded courses.

A maximum of 60 CU of distance education (online courses) will be allowed in the UAA calculation. Degrees obtained by taking entirely distance education classes **will not be accepted**. NOTE: Courses that were required to be presented remotely due to COVID-19 that were normally presented in a face-to-face format, will be excluded from the 60 CU maximum.

In all cases there will only be one UAA and it will be calculated only once during file review at application.

SCENARIOS FOR CALCULATING THE UAA AT TIME OF APPLICATION TO MEDICINE:

APPLICATION IN THE FINAL YEAR OF A FOUR-YEAR DEGREE OR PROFESSIONAL PROGRAM:

Applicants must have a minimum of 90 credit units (CU) completed at the time of application (October 1, 2022) and the UAA will be calculated using a minimum of 90 CU, up to a maximum of 120 CU. All course requirements for the degree must be completed by April 30, 2023 and the degree must be awarded prior to starting medicine.

APPLICATION AFTER THE AWARDING OF A FOUR-YEAR DEGREE OR PROFESSIONAL PROGRAM: Applicants must have a minimum of 120 CU completed at the time of application and the UAA will be calculated using the most recent 120 CU, working from the awarding of the degree back. Any additional undergraduate courses taken after the awarding of the degree will not be considered until after an additional degree has been awarded by the time of application.

APPLICATION AFTER THE AWARDING OF AN ADDITIONAL FOUR-YEAR DEGREE OR PROFESSIONAL PROGRAM: Applicants must have completed and have the additional degree awarded prior to application and the UAA will be calculated using the most recent 120 CU working backwards from the awarding of the most recent degree.

GRADUATE DEGREES: Applicants will have graduate grades included in the most recent 120 CU used for the UAA calculation. The graduate degree does not need to be completed in order for these grades to count in the UAA calculation. Applicants who have completed a minimum of 6 CU towards a graduate degree will have an additional 6 CU lowest grades removed from the UAA calculation.

PROFESSIONAL PROGRAMS (NON-DIRECT ENTRY): Applicants currently enrolled in a professional program must have all courses for the degree completed by April 30, 2023 and the degree must be awarded prior to starting medicine for this degree to be used in the UAA calculation. If an applicant will not have the professional program courses completed by April 30, but have a four-year degree previously awarded, then the UAA will be calculated on the four-year degree only.

ARTICULATION AGREEMENTS: In the case of a degree resulting from an articulation/partnership agreement between institutions to facilitate transfer of credits and awarding of a four-year degree (i.e., technical school and university), if a block transfer of credit units is noted on the transcript of the receiving institution, then the average of the entire transcript from the technical school will be applied as the average of the block transfer. For example, if an applicant completed a diploma or certificate program from a technical school and then was awarded a block transfer of 60 credit units to be applied towards the completion of a four-year degree, then the average of the entire transcript from the technical school will be used as the average of the block transfer credit. The UAA calculation will then be completed. Degrees where the university level courses are taken entirely online will not be considered.

AP/IB TRANSFER CREDITS: Advanced Placement (AP) and International Baccalaureate (IB) credits can be used towards completion of a four-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.

In all cases, the Admissions Committee has the right to remove the application from consideration based on a highly inconsistent academic record (e.g., grades declining over time or grades fluctuating over a wide range).

VIII. TRANSCRIPTS

ALL applicants **MUST** upload to their application (as a supplemental item) a current copy of their official transcript(s) from **ALL** universities and other post-secondary institutions ever attended other than the University of Saskatchewan.

If you are currently attending or have ever attended the University of Saskatchewan, we will access your transcript electronically; therefore, there is no need to upload a copy of your transcript.

All applicants that have been offered admission will be required to have an official transcript sent directly from the institution to the College of Medicine, Admissions Office. Transcripts that have passed through the applicant's hands (even if sealed) are deemed to be unofficial and will not be considered. Our preference would be to receive the transcript via email directly from the institution to med.admissions@usask.ca. If your institution does not provide electronic copies of transcripts, please request that an official transcript be sent directly from the institution to the Admissions Office at: Admissions College of Medicine, Box 17 Health Sciences Building, University of Saskatchewan, 107 Wiggins Road, Saskatoon, Saskatchewan S7N 5E5.

All admission offers are conditional upon receipt of an official final transcript showing the degree used in the calculation of the UAA having been awarded. Deadline to receive the final official transcript is June 30, 2023.

For foreign transcripts, if the UAA cannot be clearly calculated on a credit-weighted basis, then the transcript will be evaluated on a case-by-case basis with the Admissions Committee responsible for approval of the applied evaluation process. Transcripts in a language other than English must have an official translation attached. International Qualifications Assessment Service (IQAS) and World Education Services (WES) transcript evaluations will not be considered.

IX. APPLICATION REVIEW PROCESS:

- A. CASPer results (for the current application cycle).
- B. Medical College Admissions Test (MCAT) results are assessed to ensure that; (i) the most recent score has been submitted; (ii) the most recent test was written within the required timeline, and; (iii) the minimum requirements (if applicable) have been met. Also assessed is performance consistency within the components of the MCAT and consistency between the MCAT results and the university academic average (UAA).
- C. Proof of Canadian Citizenship or Canadian Permanent Resident status and four-year degree requirement with required minimum UAA and academic consistency will be assessed.
- D. As a result of the assessments in steps A, B and C, you may be notified at any time that your application will not proceed further.
- E. In early January, invitations will be sent to selected applicants to participate in our virtual Multiple Mini Interview (MMI).

- F. Based on performance in the MMI, successful applicants will be invited to a Panel Interview/Conversation Circle held in March which will be held in person with the option of a virtual interview.
- G. Following the Panel Interview and/or Conversation Circle, applicants will be requested to submit their final preference of training site.
- H. References will be contacted after the Panel Interview and/or Conversation Circle.
- I. Interviewed individuals are then informed that they: (i) are being offered a seat; (ii) have been wait-listed, or; (iii) will not be offered a seat in the current admissions cycle.
- J. Beyond being informed of one of the three outcomes listed in step I, no further information will be provided to applicants either in writing or through a personal meeting with any member of the Admissions Office, the Admissions Committee, or the College of Medicine Dean's Office.
- K. Confidential information in an applicant's file will not be disclosed to an applicant or anyone acting on the applicant's behalf. Relevant Saskatchewan legislation pertaining to this policy is excerpted as follows:

The Saskatchewan Local Authority Freedom of Information and Protection of Privacy Act

(1990-91, c.L-27.1, section.30, subsection 3.):

The (university) may refuse to disclose to an individual personal information that is evaluative or opinion material compiled solely for the purpose of:

(a) Determining the individual's suitability for:

(ii) admission to an academic program;

where the information is provided explicitly or implicitly in confidence.

X. CRITERIA FOR INTERVIEW OFFER

MMI and Panel Interview/Conversation Circle

The CASPer score, MCAT score (including section scores), UAA, written submissions and Saskatchewan-connectedness score will be used to determine if applicants will receive an MMI interview offer.

The number of applicants invited to the virtual MMI and then to the panel interview will vary year by year.

Upon acceptance of an invitation to participate in the virtual MMI, you will be required to pay the \$75.00 non-refundable interview fee by the deadline outlined in the MMI invitation.

A panel interview process will be conducted following the virtual MMI, with the goal of getting to know our applicants better and to further assess communication and emotional intelligence skills. The performance on the virtual MMI will determine who will be invited to the panel interview. We plan to offer panel interviews in-person; however, a virtual panel interview will also be made available. The conversation circles will be used as the panel interview process for the IAC.

Access and Equity Services for the MMI and Panel Interviews

Applicants who think that they may require an accommodation based on disability, religion, family status, gender identity or any prohibitive grounds in order to participate in the MMI or panel interview must submit a written request by the date outlined in the interview offer to the Admissions Office (med.admissions@usask.ca) describing the needed accommodation. Note that accommodation for the MMI or panel interview is not linked to any subsequent need for accommodation should an applicant be accepted by the College of Medicine.

XI. CRITERIA FOR SELECTION

Ranking for admission is based on academic performance and personal qualities as set out in our requirements.

Additional documentation outside of our requirements, such as a personal CV, research papers, and letters of support, will not be considered.

Academic performance is based on the applicant's UAA and MCAT results.

Personal attributes are assessed first by CASPer and then by the applicant's written submission, MMI, panel interview and references.

Weighting of different elements throughout the application cycle

In addition to consideration of an applicant's CASPer score and their written submissions, the weightings of academic and personal factor variables (including calculation of the admission rank number) to determine interview invites and acceptance to the MD program will be as follows:

- Prior to MMI: 50% UAA and 50% MCAT
- Prior to Panel Interview: 25% UAA, 25% MCAT, 50% MMI
- Final Admission Rank Number (ARN): 20% UAA, 20% MCAT, 30% MMI, 30% panel interview

Z scores will be used for the UAA, MCAT, MMI and panel interview scores.

The Saskatchewan connectedness index and the DSAAP index will be applied at each stage of the application cycle.

References/Recommendations

Personal attributes are assessed in part by information provided by the recommendations from your references. You must provide the names of three references who have **supervised** you in a capacity of either an immediate research supervisor or your immediate supervisor in recent employment or a volunteer role. Specifically, if within the last five years you have enrolled in or have completed an undergraduate research course and/or a post-graduate program, it is recommended that you use your research supervisor as a

reference. Employment or volunteer supervisors should be as recent as possible. Your references cannot be a relative or a friend.

Reference feedback is not scored (i.e., the information provided by references is not used in ranking for admission).

The request for References/Recommendations will be sent to the applicant at the time of MMI interview offers. Applicants must provide the following information on each reference in your application: First and Last Name; Position (e.g., Professor); Full details of how each reference has supervised you (i.e., their role in your employment, research or volunteer setting); Length of Time Known; Email; and Daytime Telephone Number.

Ensure your references are aware of and have consented to being contacted by the College of Medicine for a 10 to 15-minute phone call during March or April. Please ensure that you have their correct contact information.

The Admissions Office will email references in late March or early April to schedule the reference call. The number of references contacted is at the discretion of the Admissions Office.

File Review for Areas of Concern

The Admissions Committee can refuse admission based on any information within your file; your file starts with your first contact with the Admissions Office of the College of Medicine. The file review is done on all applicants, with an emphasis on an applicant's suitability for a career in medicine. File review starts within the Admissions Office and then moves to a Standing Committee of the Admissions Committee, with files recommended by the Standing Committee going to the Admissions Committee for a final decision.

When either the Admissions Standing Committee or the Admissions Committee considers files for an applicant's suitability for a career in medicine, only de-identified information is considered. Common reasons for the Admissions Committee ultimately invalidating an application include: evidence of inability to understand and utilize instruction received in written and oral format; academic or non-academic misconduct; misrepresentation on the application; prior criminal behavior; input from referees, and; unprofessional comments and/or behavior during the applicant's attendance at our MMI, panel interview, or in communication with the Admissions Office.

If one or more of the above issues is found in a file, the Admissions Committee retains the right to actively seek further relevant information about the applicant, including, but not limited to, the Admissions Office contacting individuals with knowledge of the applicant, who may or may not have been listed as references.

Academic and Non-Academic Misconduct Check Consent Form

At the time of registration for the MMI, interviewees will be required to sign a consent form allowing the Admissions Office to contact any of the educational institutions they have attended regarding academic and non-academic misconduct on their part. **In submitting an application, you are consenting to the collection of any such supplemental information.**

Selection

Candidates for Medicine are selected by the Admissions Committee of the College of Medicine based on the policies outlined in this document, by rank order. The committee reviews applicants anonymously and all information is de-identified.

Outcome

Applicants will be notified of the outcome of their application by about mid-May. Applicants **will be informed that they: (i) are being offered a seat, (ii) have been wait-listed, or (iii) will not be offered a seat in the current admissions cycle. Decisions of the Admissions Committee are confidential; as such, applicants will not be provided with reasons for the decisions of the committee.** Applicants placed on a wait-list will be notified about the final outcome at any time up to the first day of Orientation in early August.

Deferral of Seat

Applicants admitted to first year Medicine may be allowed to defer entry for a maximum of one year to allow for completion of studies (typically a Masters or PhD or a professional program). The written request (med.admissions@usask.ca) for a deferral must be submitted at the time of acceptance, along with a non-refundable acceptance deposit. Requesting a deferral does not guarantee that a deferral will be granted by the Director of Admissions.

Selection of Training Site

The entire MD program (Years 1 – 4) will be offered at BOTH the Regina (40 students) and Saskatoon (60 students) campuses. At the time of application, applicants will be asked to select ONE of the following options:

- I want to apply for admissions to the Regina campus only
- I want to apply for admission to the Saskatoon campus only
- I want to apply for admission to BOTH the Regina campus AND the Saskatoon campus (applicant will have to choose ONE site to attend if accepted for admission at both campuses).

After the panel interview, applicants will be asked to indicate their final preference of training site:

- No Preference
- Regina Only
- Saskatoon Only
- Regina, second choice Saskatoon
- Saskatoon, second choice Regina

The policies, criteria and process of ranking applicants for admission will be the same at both campuses. If you are offered a seat at your non-preferred site, you will remain on the wait-list for your preferred site. Accepting the seat at the non-preferred site will still allow you to accept a seat at your preferred site if a seat becomes available. If you do not accept the seat offer at your non-preferred site, you will not be placed on a wait-list for your preferred site and your application will not be considered further.

To ensure diversity at each campus, a 60:40 ratio of successful applicants from the IAC and DSAAP will be maintained at the Saskatoon and Regina campuses, respectively.

NOTE: Applicants that are granted a one-year deferral will retain the site they are assigned at the time of the deferral being granted.

Acceptance Deposit

Applicants who are offered admission must pay a non-refundable deposit of 10% of the tuition <https://students.usask.ca/money/tuition.php> by the deadline date of the acceptance of the offer. Candidates that withdraw their admission acceptance after paying the fee will forfeit the deposit.

XII. MD/MBA DUAL DEGREE PROGRAM

The Edwards School of Business and the College of Medicine at the University of Saskatchewan have implemented a five-year program of study whereby an individual accepted into Medicine may also undertake a one-year MBA program. Up to two students a year who are accepted to do both degrees will be allowed a one-year deferral to Medicine to complete the coursework for the MBA. For details on the Edwards School of Business MBA Program see <https://grad.usask.ca/programs/business-administration.php>.

NOTE: You must first be accepted into Medicine before you will be considered for admittance into the MD/MBA dual degree program.

XIII. STUDENTS WISHING TO TRANSFER INTO THE USASK MD PROGRAM

The College of Medicine at the University of Saskatchewan does not accept students wishing to transfer from another medical school into our program.

A Canadian citizen or permanent resident of Canada currently enrolled in another medical school who wishes to attend the College of Medicine MUST apply through the regular admissions process.

In compliance with the university-level Articulation and Transfer Credit Policy, the College of Medicine reserves the right to approve or deny requests for transfer credit or advanced standing in the Undergraduate Medical Education program (see [Transfer Student Policy - College of Medicine - University of Saskatchewan](#)). Requests for transfer credit or advanced standing will only be considered on a case-by-case basis **post-admission** to the Doctor of Medicine (MD) program at the University of Saskatchewan. The process to determine transfer credit(s) may result in a cost incurred by the student.

XIV. ACCOMMODATION

Applicants who potentially would require an accommodation during their undergraduate study in the Doctor of Medicine program are encouraged to register with Access and Equity Services at the time of acceptance as entry into the program may need to be delayed to ensure proper development and implementation of an accommodation plan. Please also contact the Office of Student Affairs for the College of Medicine regarding your request for an accommodation at med.studentaffairs@usask.ca.

XV. BACKGROUND 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 (i) subject to allegations of any academic or non-academic offence by a post-secondary institution, (ii) suspended, expelled, required to discontinue, or otherwise disciplined (including being denied readmission) for any academic or non-academic offence by a post-secondary institution, (iii) subject to informal resolution with respect to any academic or non-academic offence by a post-secondary institution, or (iv) cited for any professionalism issues at any time?*
- *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 regard to how you answered the questions at the time of application, you are responsible for **immediately** notifying the Admissions Office (med.admissions@usask.ca).

All applicants accepting admission will be required to immediately request a criminal record check, including vulnerable sector screening, and submit the official results to the College of Medicine by the first day of Orientation of the year of entry. You should familiarize yourself with the Criminal Record Check Policy and Procedures document [Criminal Record Check Policy and Procedures](#) under the Applicant Information Section. Positive 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 you are found to be ineligible for an educational licence from the College of Physicians and Surgeons of Saskatchewan, the offer of admission will be revoked.

XVI. THE ADMISSIONS COMMITTEE

Selection of students for admission to the College of Medicine is the responsibility of the Admissions Committee. The Committee consists of the following members (18 with vote):

- Chair (Director of Admissions)
- Dean of Medicine's Designate
- Director of Northern Medical Services
- Seven Faculty Members
- Faculty Member/Site Director - Regina Campus
- Three undergraduate medical students (one representing each – Year 1, Year 2, and Year 3)
- College of Medicine Senior Lead, Indigenous Programming and Initiatives
- The Dean or Designate of the Faculty of Science, University of Regina
- Two general public representatives - appointed by the Saskatchewan Urban and Rural Municipalities Associations, SUMA and SARM, respectively
- Representative, Student and Enrolment Services Division, University of Saskatchewan (non-voting)
- Administrative Coordinator - Admissions (non-voting)
- Program Manager - Undergraduate Medical Education (non-voting)

XVII. ADMISSIONS APPEAL PROCESS

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

The Admissions Appeal Committee will review and decide upon applicant appeals of decisions made by the Admissions Committee. If you appeal, your appeal must include the completed and signed appeal form found at [Admission to the MD program - College of Medicine | University of Saskatchewan](#). This form and any supporting documentation must be submitted to the Chair of the Admissions Appeal Committee by email to med.admissions@usask.ca on or before the 5 business day deadline.

As outlined in the Policy on Admission to Degree Programs ([Policy on Admission to Degree Programs](#)) – 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.” Any appeal launched must specify the ground(s) the appeal is based on to be considered further by the Admissions Appeal Committee.

XVIII. ESTIMATE OF EXPENSES RELATED TO MEDICAL EDUCATION

	Year 1	Year 2	Year 3	Year 4
(Number of Months)	9	9	12	8
Tuition (2022-23)	\$19,467	\$19,467	\$19,467	\$19,467
USSU Fees (2022-23)	1,050	1,050	1,050	1,050
Student Medical Society Fees	300	-	-	-
College of Physicians & Surgeons Fees	20	-	-	-
MCCQE Part I	-	-	-	1,375
CARMS Fee	-	-	-	625
Criminal Record/Vulnerable Sector Check	75	-	75	-
Books [#]	500	500	500	500
Electives	-	-	-	9,500
Rotations Outside Home Site	300	600	1,500	1,500
Travel [†]				

NOTE: Housing and living expenses are not included in this table.

[#]Amount is variable depending on the usage of EBooks, library loans, online subscriptions, used books, and purchased textbooks.

[†]Travel expenses are variable and will depend on, for example, the clinical experiences chosen, student interest group involvement, conference attendance and personal travel.

Revised July 13, 2022