APPLICANT INFORMATION
FOR ADMISSION TO THE MD PROGRAM
For 2025 Incoming Class
Application Deadline
October 1, 2024

Admissions College of Medicine
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Thank you for your interest in the College of Medicine at the University of Saskatchewan (USask). 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 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 are proud of our commitment to equity, diversity, and inclusion as evidenced by our numerous initiatives in this space. Furthermore, 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. We hope that you strongly consider applying to our program and joining the USask medicine family!

I. STEWARDSHIP OF YOUR INFORMATION

The University of Saskatchewan (USask) collects and creates information about students (“personal information”) under the authority of the University of Saskatchewan Act and in accordance with the Local Authority Freedom of Information and Protection of Privacy Act.

This information may be used for purposes of admission, registration, monitoring academic progress and other decisions regarding a student’s academic status, the administration of USask and its programs and services, including services for students of Indigenous membership/citizenship. This may include contacting students to offer programs and services that may be of benefit to them.

Some of this information may further be used or disclosed in accordance with the Act and will be reported as required by federal or provincial authority. USask will also use this information for statistical reporting purposes, evaluation of academic and non-academic programs, and institutional planning. When information pertaining to student characteristics is linked to other measures for program evaluation and planning purposes, unique identifiers will be assigned to de-identify data, and any reporting will not identify individual students.

II. FINANCIAL ASSISTANCE PROGRAMS FOR ELIGIBLE APPLICANTS

The University of Saskatchewan, College of Medicine is a participant in the Price of a Dream program providing financial assistance to waive the application and MMI fees for applicants, with significant financial barriers, to the MD program. The Price of a Dream program is open for applications until July 15, 2024, at 11:59 PM. Applicants to the Price of a Dream program will receive notification of their fee waiver award by July 31, 2024, ahead of the College of Medicine’s application opening in August. More information regarding this program is available here.

The Association of American Medical Colleges (AAMC) and the Association of Faculties of Medicine in Canada (AFMC) provide a fee assistance program for Canadian examinees who register for the MCAT during the 2024 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.
III. GENERAL INFORMATION

The mandate of the College of Medicine 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 are self-directed
- have insight and are teachable
- are 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 108 seats to offer this year. To enhance diversity in our college and future physician workforce, up to 20 seats will be offered through the Indigenous Admissions Circle (IAC) and up to 7 seats will be offered through the Diversity and Social Accountability Admissions Program (DSAAP). Our program values the diversity that comes from applicants without a connection to Saskatchewan and/or rural communities, and we will admit up to 6 applicants without Saskatchewan or rural connections.

IV. APPLICATION PROCEDURES AND DEADLINES

Application to the College of Medicine is 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.

After creating the account, you will receive 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 begin your Medicine application. If you already have an existing USask account, you can simply select Start application from the account.
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. **Anticipate a delay between receiving a document in the application system and it being marked as received** – please be patient.

A. The online application will be available in early August. Please carefully review your application prior to officially submitting. **You cannot log back into your application after it has been submitted to make changes to the information you have provided; therefore, any necessary changes will need to be submitted to the Admissions Office via email.**

B. Correspondence from the Admissions Office will be sent only 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, 2024, at 11:59 pm CST** (Saskatchewan time). **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 12.
G. **Deadlines are important.** All noted deadlines are at **11:59 pm CST** (Saskatchewan time) on the date listed. 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 reviews/investigations of the following in your current or previous academic program(s)** (this applies right up to the first day of starting medical school): professionalism, academic misconduct, non-academic misconduct, or any other type of 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. **Expectations of Applicant Conduct.** The College of Medicine has **expectations of applicant conduct.** Active applicants (including applicants offered a seat until the start of the program), prospective applicants, or other individuals are expected to conduct themselves throughout their interaction with our office and/or the application process in a manner that is respectful to the community, our faculty, and our staff.

K. 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 or in person.
- It is the applicant’s responsibility to monitor their email and all associated email folders (inbox, spam, junk, etc.) during the application process. This includes ensuring that email inboxes and associated folders are not full and are able to receive incoming mail. We are not responsible for any correspondence that is not answered by stipulated deadlines.
- Individuals, applicants, their family members, delegates, and/or friends are not to contact any members of the senior leadership team including the Dean, College of Medicine; Associate Dean, MD Program; or Director of Admissions, MD Program directly or indirectly in any form/method/manner regarding the application process or their application. **This includes sending application status emails to various individuals at the university or other governing bodies.** Doing so will be considered a breach of professionalism and any such contact or overtures will be noted and may jeopardize the individual’s application.
- Please note that we do not respond to third party inquiries that are sent on behalf of an applicant.
• 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 2020). Foreign transcripts related to study-abroad coursework are not included in this requirement.

V. CITIZENSHIP AND RESIDENCY

You must be a Canadian citizen or have Canadian Permanent Resident status by the application deadline of October 1, 2024. Additionally, you must have lived in Canada for at least three years of your life prior to August 1, 2025. If your Permanent Resident card expires between the application deadline and the date of 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 outside of Saskatchewan). 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. Applicants must be prepared to provide verification for claims made in regard to their Saskatchewan connectedness.

VI. INDIGENOUS ADMISSIONS CIRCLE (IAC)

The University is committed to equity, diversity, and inclusion and are proud to support academic opportunities for Indigenous students. We continue to grow our partnerships with Indigenous communities across the province and nationally and value the unique perspective that Indigenous students provide to strengthen these relationships. Originating in 2022, the College of Medicine introduced a new process to evaluate Indigenous applicants called the Indigenous Admissions Circle (IAC). The IAC is a dedicated committee 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 choosing to apply through the Indigenous Admissions Circle must meet all posted admission requirements and will participate in the MMI. After the MMI, the Admissions Committee will determine which IAC applicants will participate in the conversation circle process with Indigenous physicians and medical learners. Alternatively, Indigenous applicants may choose to apply outside of the IAC process and will have the potential opportunity to participate in the panel interview process; however, these applicants will only be considered for non-IAC seats. Applicants will only be eligible for the conversation circle or the panel interview and will not be offered both interviews.

Only Indigenous applicants applying through the IAC will be considered for the twenty seats designated to the IAC. Verification of Indigenous Membership/Citizenship at the University of Saskatchewan is led and determined by the deybwewin | taapwaywin | tapewin: Indigenous Truth policy and Standing Committee in accordance with
the processes developed to enact the policy. Verification of Indigenous Membership/Citizenship with documentation is a condition of acceptance for this program. The documents required, as outlined by the deybwewin | taapwaywin | tapewin: Indigenous Truth policy, must be submitted by October 15, 2024. Indigenous applicants choosing to apply outside of the IAC are also encouraged, but not required, to complete this process to be eligible for future awards and programming for Indigenous students. Please visit: https://indigenous.usask.ca/indigenous-initiatives/deybwewin-taapwaywin-tapwewin.php to proceed through the verification system. If you have any questions or require additional information about deybwewin | taapwaywin | tapwewin, please contact: indigenoustruthpolicy@usask.ca.

VII. DIVERSITY AND SOCIAL ACCOUNTABILITY ADMISSIONS PROGRAM (DSAAP)

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 socio-economic and other systemic barriers to achieve admission to medical school. Although this questionnaire is available to everyone, this program is designed to support those who face significant socio-economic barriers. Therefore, we recommend only those students with these barriers that can be validated (one or more “yes” answers to the questionnaire) are invited to complete the supplemental DSAAP questionnaire. There are up to 7 seats available for DSAAP.

VIII. FUNCTIONAL CORE COMPETENCIES (ESSENTIAL SKILLS AND ABILITIES) REQUIRED FOR THE STUDY OF MEDICINE

Applicants must familiarize themselves with the Functional Core Competencies Required for the Study of Medicine prior to applying to the program.

IX. APPLICATION REQUIREMENTS

1. Computer-Based Assessment For Sampling Personal Characteristics (Casper)

All applicants must complete a current 2024 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 AcuityInsights.app for important information on the accepted test dates and requirements for our program.
- The last Casper test date that will be considered for this application cycle is September 12, 2024.
- You will need to create an account and sign up for the Casper 2. (Please note that the Casper 2 (CSP-10211) has replaced the Canadian Professional Health Sciences CSP-10201).
- No other assessment tools offered by Acuity Insights are required for application to our program for the current cycle.
- Applicants must make sure to select the University of Saskatchewan, College of Medicine for distribution before the distribution deadline of October 1, 2024.
- Casper scores distributed to the University of Saskatchewan College of Medicine after the deadline will not be considered.
- 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).
• Casper scores will not be marked as received until the initial file review is completed. This could be as late as December 1, 2024.
• Your Acuity Insights account will produce a report for applicants showing when scores are distributed to the University of Saskatchewan, College of Medicine.

2. Written Personal Statements
All applicants are required to submit written personal statements. The instructions and questions will be available as a supplemental item ONLY once an application is submitted. Once the personal statement is uploaded as a supplemental item, no further changes will be permitted.

● The submissions must be no longer than 750 words for each question, 12-point Times New Roman font, and double spaced with 1” x 1” margins.
● Do not include any personal identifiers (i.e., name, student number, etc.).
● The applicant must be the sole author of the submission; we may use programs such as Turnitin to ensure authenticity and to check for the use of artificial intelligence (AI) software. The use of AI software (such as ChatGPT) is strictly prohibited.
● The responses to both questions MUST be combined and uploaded as a single PDF document.
● The deadline to submit the supplemental item is October 15, 2024, 11:59 pm CST (Saskatchewan time).
● A personal statement that is not submitted as per the above formatting instructions may not be considered.
● 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 the requirements in A, B and C to apply for admission.

A. Medical College Admission Test (MCAT)
The last available writing of the MCAT for application in 2024, for entry 2025, is August 30, 2024. An MCAT test taken after August 30, 2024, will not be considered. The earliest accepted scores for application in 2024, for entry in 2025, are from January 2020.

The applicant’s best score must be available and entered on the admission application at the time of submission of the application. 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 between August 1, 2024, and October 1, 2024. MCAT results released through the AAMC Test Site after the October 1st deadline will not be considered.

For application in 2024, for entry in 2025, applicants are required to have a minimum total MCAT score of 492 with a minimum MCAT section score of 123 in all four sections, however, one section may be 122 as long as the total score of all four sections is at least 492. There is no weighting applied to any of the four sections.

The best MCAT score in one sitting will be considered. Confidence bands are not considered, and any further AAMC adjustments to scores after our MCAT score release deadline of October 1, 2024, will not be considered. The AAMC site will generate a report for applicants, indicating when scores are released to the University of Saskatchewan, College of Medicine.
MCAT scores will not be marked as received until the initial file review is completed. This could be as late as December 1st.

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 Bachelor’s Degree or Professional Program Degree Awarded Prior to Entry into Medicine**

Applicants must complete (or have previously been awarded) a four-year bachelor’s 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, 2025). The four-year bachelor’s 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, 2024. Submission of this letter does not guarantee an application will move forward; these will be considered on a case-by-case basis. If your academic plans change after your application has been submitted, you are required to notify our office.

**Applicants must have a minimum University Academic Average (UAA) of 80% to apply.** Applicants in the final year of their degree must also maintain an 80% average in the year of application. Raw scores from both term 1 and term 2 will be used to calculate the average.

Applicants must have completed at least 90 credit units by the application deadline.

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 (see the USask Conversion Scale). A one-term course is equal to 3 CU, and a two-term course is equal to 6 CU.

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 a five-year timespan of study. 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.

**Introductory level courses** - 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. It is expected that most courses taken in the final year of the degree program will be upper level/senior level courses.

**Repeat courses** - 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.

**Pass/Fail (Credit/No Credit)** - 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.

**Online/Distance Education** - A maximum of 60 CU of distance education (online courses) will be allowed in the UAA calculation. Undergraduate degrees obtained by taking entirely distance education classes will not be
accepted. Graduate degrees obtained by taking entirely distance education classes will be accepted only if the applicant has a completed undergraduate degree that meets our minimum UAA requirement.

In all cases, there will only be one UAA utilizing the eligible final grades available at the time of application, and it will be calculated only once during file review.

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

Application in the Final Year of the First Four-Year Degree or Professional Program: Applicants must have a minimum of 90 credit units (CU) completed at the time of application (October 1, 2024) 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, 2025, 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 who are currently enrolled in a graduate program or have completed a graduate program will have graduate grades included if they fall within the most recent 120 CU used for the UAA calculation. If the graduate grades are included in the UAA calculation, applicants will receive a percentage grade augmentation depending on the status and level (Master's or PhD) of their graduate degree at application. Applicants must be currently enrolled in the graduate program or have completed the graduate degree to get the augmentation of their percentage. Applicants who have completed multiple graduate programs will have the augmentation applied at the highest rate applicable but will not receive more than one augmentation to their UAA. The augmentation will be completed during file review at the time of application.

The augmentation of the percentage will be applied as outlined below:
- Currently enrolled in a graduate program with a minimum of 6 CU completed – 2% augmentation
- Completed Master’s program – 3% augmentation
- Completed PhD program – 4% augmentation

Professional Programs (Non-Direct Entry): Applicants currently enrolled in a professional program must have all courses for the degree completed by April 30, 2025, 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.

**Tempo Learning:** Degrees obtained through Tempo Learning 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.

When the most recent 120 CU are used for calculation of the UAA, the earliest courses required to make the 120 CU total 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.g., if the last 3 CU class needed to get to 120 CU falls within an academic term where five 3 CU classes were taken concurrently, the average of the five classes is used as the mark for the last required 3 CU).

**Inconsistent Academic Record:** 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) and failure to progress through the degree in a timely fashion.

**C. Indigenous Studies Pre-requisite**

Beginning in the 2024 application cycle, for 2025 admission, applicants must have an Indigenous studies prerequisite course completed. The approved 3 credit unit course or equivalent course must have a focus on teaching the historical context and effects of colonialism on Indigenous peoples in Canada.

At the time of application, applicants will be expected to have a plan in place for completion of the Indigenous studies pre-requisite. Applicants will be required to enter the course information (institution, course number, course name, start date and completion date) on their application as a supplemental item. As the successful completion (passing grade if a graded course) of an approved course will be a condition of any offer of admission, applicants must have successfully completed the approved course by April 30, 2025. If the condition is not met, the offer of admission will be revoked.

For a course to be considered towards meeting this requirement, the course must be listed on our approved list of courses. It is imperative that applicants review the list of approved courses to ensure that they have met the requirement. Note: as courses are reviewed and approved, they will be added to this list. If an applicant has completed already or has plans to take a course that is not on the list, they need to email med.admissions@usask.ca clearly outlining course details (institution, course number, course description, start date, and a link to the course syllabus) for review.

For applicants that have completed their undergraduate degree and are enrolled in a graduate program or are not attending a post-secondary institution, a certificate of successful completion from the Indigenous Canada course offered by the University of Alberta OR Building an Awareness of Cultural Humility course offered by the University of Saskatchewan will meet the pre-requisite requirement for the 2024 application cycle. Please note...
that the above-mentioned courses may have limited start dates, and a formal certificate confirming successful completion will be required.

X. TRANSCRIPTS

All applicants must upload to their application (as a supplemental item available after submitting the application) a current copy of their official transcript(s) from ALL universities, other post-secondary institutions and high school(s) 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 University of Saskatchewan transcript electronically; therefore, there is no need to upload a copy of your transcript from the university.

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.

XI. APPLICATION REVIEW PROCESS

A. Casper results (for the current application cycle).

B. Medical College Admissions Test (MCAT) results are verified to ensure they match with the official scores released by the AAMC and meet our requirements.

C. Final year of enrollment or completion of a four-year degree with required minimum UAA and demonstration of academic consistency.

D. As a result of the assessments in steps A through C, you may be notified at any time that your application will not proceed further.

E. In December, invitations will be sent to selected applicants to participate in our virtual Multiple Mini Interview (MMI) which will take place in January. Applicants that are not invited to attend the MMI will receive an email indicating that their application will not be considered further. No further information will be provided.

F. Based on performance in the MMI, successful applicants will be invited to a panel interview/conversation circle in March which will be held in person with the option of a virtual interview. Applicants that are not invited to attend the panel interview/conversation circle will receive an email indicating that their application will not be considered further. No further information will be provided.

G. References will be contacted after the panel interview and conversation circle invitations have been sent out.

H. Following the panel interview/conversation circle, applicants will be requested to submit their final preference of training site.

I. Applicants that participate in the panel interview/conversation circle 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. Indigenous studies pre-requisite review.

K. 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.

L. 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 admission to an academic program where the information is provided explicitly or implicitly in confidence.

XII. CRITERIA FOR INTERVIEW OFFER

**Virtual MMI and panel interview/conversation circle**

The Casper score, MCAT score (including section scores), UAA, written submissions, DSAAP index, and Saskatchewan connectedness index could be used to determine if applicants will receive an MMI offer. The number of applicants invited to the MMI and then to the panel interview/conversation circle will vary year by year. Upon acceptance of an invitation to participate in the MMI, you will be required to pay the $75.00 non-refundable interview fee by the deadline outlined in the MMI invitation.

The panel interview/conversation circle process will be conducted following the MMI, with the goal of getting to know our applicants better and to further assess communication and emotional intelligence competencies. The performance on the MMI will determine who will be invited to the panel interview/conversation circle. We plan to offer the panel interview/conversation circle in-person; however, a virtual panel interview/conversation circle will also be made available to those that cannot attend in-person.

**Access and Equity Services for the MMI, panel interview and conversation circle**

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/conversation circle must submit a written request by the date outlined in the interview offer to the Admissions Office (med.admissions@usask.ca) describing the need for accommodation. Note that accommodation for the MMI or panel interview/conversation circle is not linked to any subsequent need for accommodation should an applicant be accepted by the College of Medicine.

**Applicant Mistreatment**

Applicants to the College of Medicine have the same rights as those enrolled in the college and thus have access to the many avenues of reporting instances of mistreatment. Applicants who may need to report mistreatment are encouraged to contact the Office of Student Affairs (OSA) at med.studentaffairs@usask.ca for advice and support. Please refer to the links below for the University of Saskatchewan’s policy on Mistreatment (Discrimination & Harassment) including the procedures for addressing same and related forms.
XIII. 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/conversation circle 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/conversation circle: 50% UAA and 50% MMI
- Final Admission Rank Number (ARN): 30% UAA, 35% MMI, 35% panel interview
- Final Admission Rank Number (ARN) for IAC: will be determined through a holistic review of academic performance, personal attributes and the recommendation of the IAC subcommittee following the conversation circle

Scores will be normalized amongst all considered applicants (Z scores) 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 from your references. **Reference feedback is not scored** (i.e., the information provided by references is not used in ranking for admission). 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/volunteer/leadership role within the last four years. 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.
The request for References/Recommendations will be sent to the applicant at the time of MMI offers. **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 March to schedule the reference call. The number of references contacted is at the discretion of the Admissions Office and not all references may be contacted.

**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; inappropriate applicant conduct contrary to the expectations of applicant conduct; 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/conversation circle 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**
Applicants 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 in 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.
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 a 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?

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).

XVI. SELECTION OF TRAINING SITE

The entire MD program (Years 1 – 4) will be offered at BOTH the Regina (40 students) and Saskatoon (68 students) campuses. At the time of application, applicants will be asked to select ONE of the following options:

- I want to apply for admission to the Regina campus only
- I want to apply for admission to the Saskatoon campus only
- I want to apply for admission to the Regina campus, second choice Saskatoon
- I want to apply for admission to the Saskatoon campus, second choice Regina

After the panel interview, applicants will be asked to indicate their final preference of training site. If an applicant does not respond to the request for site preference (following the panel interview); the Admissions Office will assume that the applicant has no preference of site, and the site will be assigned based on availability and at the discretion of the Admissions Office. In such cases, the applicant will be only offered one site and the site assignment will not be subject to appeal.

- Regina Only = you wish to only be considered for a position at the Regina campus
- Saskatoon Only = you wish to only be considered for a position at the Saskatoon campus
- **Regina, second choice Saskatoon** = you wish to be considered for both Regina and Saskatoon campuses; Regina is your preferred site, but you will also accept a Saskatoon seat
- **Saskatoon, second choice Regina** = you wish to be considered for both Regina and Saskatoon campuses; Saskatoon is your preferred site, but you will also accept a Regina seat

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.

**Once a site has been accepted by an applicant, that decision is final. If you are unable to train at a site, do not include it in your site preferences.** Applicants with new (after the April site preference survey deadline) extenuating circumstances requesting to change their training site will not be entertained by the Admissions Office. Students should refer to the [Site Assignment Appeal Procedures](#) for options in this circumstance. Site assignment appeals will be considered by the UGME office at the earliest in the winter of Year 1, after completion of the fall term at the assigned site.

We strive to ensure equal diversity at both the Saskatoon and Regina campus. To help achieve this, successful IAC and DSAAP applicants will be proportionally represented at each campus, taking into account applicant site preference and seat availability at each campus.

To learn more about each of our campuses, please review our [Site Selection Postcard](#) which provides a brief overview of the different opportunities available at each campus. The postcards also connect you to virtual tours and short videos highlighting our learning facilities at both campuses.

Your campus site preference does not at all influence selection decisions made by the Admissions Committee as the Admissions Committee will never know any individual’s preferred site preference. Applicants that are granted a one-year deferral will retain the site they are assigned at the time of the deferral being granted.

**XVII. APPLICANTS OFFERED A SEAT**

**Acceptance Deposit**
Applicants who are offered admission must pay a non-refundable deposit of 10% of the [tuition](#) by the deadline date of the acceptance of the offer. Applicants that withdraw their admission acceptance after paying the fee will forfeit the deposit.

**Proof of Canadian Citizenship**
Admission to the college is conditional upon receipt of Proof of Canadian Citizenship by the **deadline of July 15, 2025**.

Applicants claiming to be a Canadian Citizen on their application must upload, as a single document, one of the following: valid Canadian Passport page showing Canadian citizenship; Canadian Citizenship Card; Canadian Citizenship Certificate (must be accompanied by a valid government issued photo ID (both sides of all documentation); or a Canadian Birth Certificate (must be accompanied by a valid government issued photo ID)).
Deferral of Seat
The written request (med.admissions@usask.ca) for a maximum one-year 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. A maximum of five deferrals will be granted per year. Deferrals will be granted only for completion of graduate studies and professional programs. After the initial offers for admission are made, the first round of deferrals will be adjudicated two weeks after the deadline to accept or decline the seat offer. Deferral requests will be reviewed at that time and applicants with the highest admissions rank order will be offered deferral (if more than five students have requested deferral). If there are less than five deferrals requested/granted after the first round, a second round will be conducted for those newly admitted off the wait-list (deadline to have request in will be July 1). Any remaining deferred seats will be granted by rank order, as was done in the first round. Any remaining seats after the second round will be offered to applicants off the wait-list on a first come, first serve basis.

Final Transcripts
All applicants that have been offered admission will be required to have an official transcript sent directly from the institution (excluding the University of Saskatchewan) to the College of Medicine, Admissions Office. Our preference would be to receive the transcript via email directly from the institution to med.admissions@usask.ca. Transcripts sent using MyCreds or other secure electronic transcript delivery services are acceptable. 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, 2025.

Please note that transcripts are manually reviewed at the time of final file review. It may take up to June 30th for the status of your conditions, including receipt of transcripts, to be updated in the online application.

Criminal Record Check
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 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.

XVIII. 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. Financial supports may be available to
complete the MBA portion of this dual degree program. For details on the Edwards School of Business MBA Program see https://grad.usask.ca/programs/business-administration.php.

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

**XIX. 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.

**XX. 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 (19 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 Initiatives and Programming
- College of Medicine Rural Faculty Member
- 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)

**XXI. ADMISSIONS APPEAL PROCESS**

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 Admissions Decision Appeal form. This form and any supporting documentation must be submitted to the Chair of the Admissions Appeal Committee 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.

XXII. ESTIMATE OF EXPENSES RELATED TO MEDICAL EDUCATION

<table>
<thead>
<tr>
<th></th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Number of Months)</td>
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<td>9</td>
<td>12</td>
<td>8</td>
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<td>College of Physicians &amp; Surgeons Fees</td>
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<td>First Aid/BLS Certification</td>
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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 June 27, 2024