

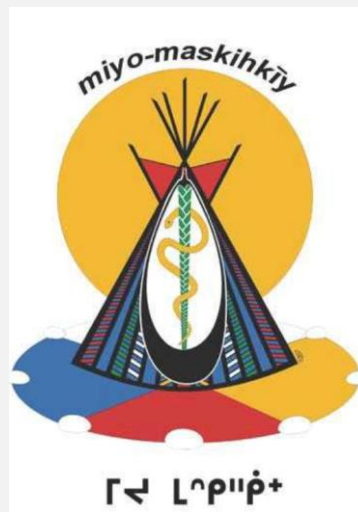


UNIVERSITY OF SASKATCHEWAN

College of Medicine

MEDICINE.USASK.CA

INDIGENOUS ADMISSIONS PATHWAY



APPLICANT INFORMATION

Entry Fall 2021 Admission Requirements

Application Deadline

October 1, 2020

4:00 PM Saskatchewan Time

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. As such, the vast majority of our seats are reserved for Saskatchewan residents. Our school values diversity and we strive to have an incoming MD class that reflects the diversity of our province. Our Indigenous Admissions Pathway (IAP) 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 provides Saskatchewan residents who have experienced a challenging socio-economic background an opportunity to enter the College. If you are not a Saskatchewan resident, we value the diversity you also bring to the incoming class and we currently have five seats allocated for non-Saskatchewan residents (non-Indigenous).

Please visit our website (www.medicine.usask.ca/admissions) to learn more about our medical school and what we have to offer you as a future medical student studying at Saskatchewan's Medical School. This website will also have information about any proposed and approved changes to future admission cycles.

I. GENERAL INFORMATION TO BE READ BY ALL APPLICANTS

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 four application pools, based on residency and diversity elements, and each pool has its own rank list.

- 1) Saskatchewan Resident
- 2) Non-Saskatchewan Resident
- 3) Indigenous Admissions Pathway (IAP)
- 4) Diversity and Social Accountability Admissions Program (DSAAP)

Please note that applicants that qualify for the Indigenous Admissions Pathway will first be ranked in the Saskatchewan resident pool and could gain admission through this pool to maximize the number of students who qualify and gain admission under the IAP.

II. APPLICATION PROCEDURES AND DEADLINES

A. Application forms must be submitted online and will be available at www.medicine.usask.ca/admissions in early August. You cannot log back into your application after it has been submitted. Updates to your contact information must be emailed to the Admissions Office (med.admissions@usask.ca). Correspondence from the Admissions Office will only be sent by email to the email address provided on the online application; no paper or hard copy will be sent by post. You must ensure the email account provided in the online application is active and routinely checked, including junk/spam folders. Any changes to the provided email address and/or contact information must be reported to med.admissions@usask.ca to ensure your information is up-to-date.

B. The deadline to submit both the application and the application fee is October 1, 2020 at 4:00 PM (Saskatchewan time). We will not accept late applications under any circumstance.

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

D. For applicants invited to participate in the Multiple Mini Interview (MMI), there is an additional non-refundable fee of \$150.00 which must be paid at the time of accepting the MMI invitation. This fee is currently under review to be reduced and is subject to change prior to the MMI.

E. Transcripts and any other documents required for application (e.g., proof of residency, Indigenous proof documentation) must be postmarked by October 15, 2020 at 4:00 PM (Saskatchewan time). We unfortunately are unable to confirm receipt of transcripts at the current time, however the Admissions office will contact applicants if transcripts are not received in the office.

F. Deadlines are important, therefore missing a deadline or responding to an incorrect email address in the submission of required admission-related materials or responses *may* result in your application being coded inactive.

G. You must inform the Admissions Office if you have been subject to any of the following in your current or previous academic program (up until 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.

H. For any individual, a maximum of five applications to the College of Medicine are allowed. The Admissions Committee considers a submitted application with an accompanying application fee as an application, even if later withdrawn or not pursued further.

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 <https://grad.usask.ca/admissions/admission-requirements.php#Englishlanguageproficiencyrequirements>.

J. The Admissions Office is available to assist interested individuals who seek information regarding the admission requirements for the College of Medicine. It is policy, however, to not instruct individuals as to a specific course of action to follow, but rather to provide the information needed for them to make 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, so that an official response can be made. It is only these written responses which will be considered as evidence of information provided; **phone calls will not be accepted.**
- 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 2017). Foreign transcripts related to study-abroad coursework are not included in this requirement.

III. RESIDENCY AND CITIZENSHIP

You must be a Canadian citizen or have Permanent Resident status by the application deadline of October 1, 2020. Additionally, you must have lived in Canada for at least three years of your life prior to August 1 of the year in which admission is being sought.

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

Indigenous Admissions Pathway (IAP)

The College of Medicine Admissions Office is committed to actively recruiting and supporting Indigenous students into medicine, ensuring the best pathway for Indigenous applicants through the Indigenous Admissions Pathway. An important aspect of this is ensuring that doctors are reflective of the communities who they serve. Diversity and equity strengthen the profession of medicine and the quality of care of patients and improves health outcomes.

One of our very important goals in Admissions is to help bring down barriers and offer opportunities and inspiration to Indigenous students to pursue medicine as a career. We want Indigenous applicants to feel supported and encouraged through the application process. Having a strong Indigenous voice in the College of Medicine and future physician work force of this province is very important as we build truth, reconciliation and relationship with Indigenous patients, families and communities.

All students who self-declare as Indigenous will first be considered for admission with all other Saskatchewan resident applicants for a seat within the medical program. All applicants must meet college's admission requirements. The college has set aside ten seats for self-declared First Nations, Metis or Inuit of Canadian decent who are deemed eligible as per our requirements.

- All Indigenous applicants will also be considered for a Saskatchewan resident seat to maximize the opportunities for Indigenous applicants.
- Indigenous applicants must self-identify on the application for admission and submit Indigenous government documentation and/or other documentation as determined by the Admissions Office and Indigenous Coordinator. Acceptable documentation includes: Certificate of Indian Status, or Secure Certificate of Indian Status (often referred to as Status or Treaty card), Metis National Council provincial organizations citizenship cards, Alberta Métis Settlement General Council membership cards, Inuit beneficiary membership card, Nunavut Trust Service Card, or Nunavut Inuit Enrolment Card, Nunatsiavut Government Card or Nunavik Inuit Beneficiary Card <https://www.itk.ca/national-voice-for-communities-in-the-canadian-arctic/>

Please refer to the above noted link for more detailed information.

- 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 the Admissions Office. Genealogies and letters from Indigenous organizations or agencies may be requested. Acceptable documentation must be received in the Admissions Office by February 1, 2021 for your application to be considered through the IAP.

IV. REQUIREMENTS TO APPLY

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

All applicants are required to complete an online assessment, [CASPer®](#), to be eligible for admission. CASPer is an online situational judgement test that assesses for numerous personal and professional characteristics and it will compliment other tools that we use.

The applicant is responsible for booking and taking the CASPer assessment, which includes having access to all of the following:

- Government-issued photo ID
- Valid email address
- Working webcam
- Working microphone
- Reliable high-speed internet connection

Please go to www.takeCASPer.com to register your CASPer account and sign up for the **CSP-10201 – Canadian Professional Health Sciences** version of CASPer using a piece of government-issued photo ID. 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 CASPer.com website under [Test Dates and Times](#).

To account for identity verification and payment processing timeline, ensure that you register for your test at least three days before your preferred test date and time. Last-minute bookings are not recommended. If you require testing accommodations for CASPer, you will need to submit the [Accommodations Request Form](#) signed by you and your qualified professional three weeks in advance of your desired test date. More information regarding CASPer accommodations can be found [here](#).

Please direct any inquiries about the test to support@takecasper.com. Alternatively, you may reach out to the CASPer Support Team through the chat bubble in the bottom right-hand corner of your screen on the takecasper.com website or in your CASPer account.

The CASPer test is comprised of 12 sections: eight video-based and four word-based scenarios. Following each scenario, you will be required to answer a set of 3 probing questions in 5 minutes or less. Halfway through the test, there is an optional 15-minute break. The test typically takes between 75-90 minutes to complete. No studying is required prior to taking the CASPer test, however you are encouraged to familiarize yourself with the test format via the System Requirements Check and 12 section practice test. Additional helpful resources are available free of charge at <https://takecasper.com/test-prep/> and <https://takecasper.com/faq/>. For a more detailed look at the CASPer test, please see this [video](#).

CASPer test results are valid for one admissions cycle. Applicants who have already taken CASPer in previous years will therefore be expected to re-take it.

2. ACADEMIC REQUIREMENTS

Indigenous Admissions Pathway applicants are required to meet both requirements A and B.

A. Medical College Admission Test (MCAT)

NOTE: The MCAT must have been written prior to the application deadline of October 1, 2020. 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 30, 2020 and November 6, 2020**. Even if you have released your scores to the University of Saskatchewan, College of Medicine prior to October 30, 2020, 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 2020 for entry fall of 2021, no minimum MCAT section 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 2020 for entry fall of 2021 are from January 2017. **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 November 6, 2020, 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; therefore, we will not confirm receipt of MCAT scores.**

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. In the last admissions cycle for entrance in 2020, the Committee removed applicants from further consideration for an interview offer if their total MCAT score was less than 492. This past year, in addition to the total score cutoff of 492, the Admissions Committee set the minimum section score cutoffs of BBFL [123](#); CARS [122](#); CPBS [123](#); PSBB [123](#). These cut points are likely to be used again in the upcoming cycle.

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.

Registration for the MCAT is online at www.aamc.org/mcat.

For information regarding acceptable MCAT test dates for future applications, please consult the Admissions website <http://medicine.usask.ca/admission-to-the-md-program/how-to-apply.php#MCAT>.

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

Calculation of the **university academic average (UAA)** is done in percentages (%). Where transcripts have results in other than %, conversion to % will be done.

Due to the COVID-19 pandemic and the effect on delivery, evaluation, and grading of courses which resulted in alternate grading being implemented at many institutions, for the purpose of applying for admission in 2020 for entry August 2021, if the calculation of the UAA (as outlined below) involves the winter 2020 and spring/summer 2020 term(s), two separate calculations will be performed with the best UAA being considered. The two calculations will be (i) UAA calculated using the percentage or letter grades from the winter/spring/summer 2020 terms as listed on the official transcript and (ii) UAA calculated with all grades from winter/spring/summer 2020 terms considered as only credit/no credit (pass/fail).

If the calculation of the UAA for the purpose of applying for admission in 2020 for entry August 2021 involves the fall 2020 term, please note that due to the uncertainty at this time regarding the process (and options) institutions will be taking/proposing regarding grading, the Admissions Committee will not be making a decision until October 2020 regarding how fall 2020 grades will be used in the calculation of the UAA.

To establish an academic average for consideration by the Admissions Committee, students must have completed a four-year baccalaureate degree (can be in any subject area) prior to entry into Medicine. Saskatchewan residents must have attained a UAA of $\geq 75\%$ as described below. The UAA calculation will be based on the evaluation of grades reported on official transcripts from **all accredited degree-granting post-secondary institutions attended** (with the exception of Articulation Agreements - see item D), regardless of whether or not transfer credits were awarded, and regardless of the time of year a course was taken. You are not required to carry a full courseload as long as you meet the stated time requirements. Also, it should be noted that **the UAA calculation uses course credit unit weighting** and an initial class and a repeated class will both be counted if they fall within the courses used to calculate the UAA.

Items A through K will be considered when determining an applicant's UAA. If the current year is being used in calculation of the UAA, courses taken in term 2 (after December 31) must average $\geq 75\%$. If your UAA can be calculated more than one way (items A to E below), the best UAA calculated will be used. Additional undergraduate level courses taken following the awarding of a degree will only be considered if they

will result in a subsequent four-year degree completed by the end of April and that will be awarded prior to entering medical training.

(A) FIRST FOUR-YEAR BACCALAUREATE DEGREE. A Saskatchewan resident can **apply in the final year of a four-year baccalaureate degree program**, provided ≥ 102 credit units (CU) are completed by the end of December of the application year. If you are offered a seat in Medicine, all coursework taken up to the awarding of the four-year degree must be completed by the end of April prior to entry to Medicine and in ≤ 5 years since starting university (the only exception to the four-year degree requirement is described in (C)). All university courses completed as of the end of December following application will be used in calculating your UAA for admission purposes. Although courses completed in the calendar year following application will not be used in calculating your UAA, these final courses must average $\geq 75\%$. **If you have been awarded a four-year degree prior to application**, your UAA will be calculated on the most recent 120 CU completed up to award of the degree. In this case, the courses being counted must have been completed within a period of ≤ 5 years.

(B) ADDITIONAL FOUR-YEAR BACCALAUREATE DEGREES OR RESTARTING UNIVERSITY. If you start a new four-year degree program after completing your first four-year degree, or restart university after being away from post-secondary studies for at least 8 consecutive months before restarting your studies, you must be within 30 CU of completing the new four-year degree program at the time of application for the new or restart degree to be considered for UAA calculation purposes. All coursework for the awarding of the four-year degree must be completed by the end of April prior to entry to Medicine. For purposes of UAA calculation, the most recent 120 CU completed as of the end of December of the year of application will be used and the 120 CU must have been completed within ≤ 5 years (for restart applicants, the time away from university will be removed when assessing the five-year period). Although courses completed in the calendar year following application will not be used in calculating the UAA for admission purposes, academic performance in these classes must average $\geq 75\%$. If you are not within 30 CU of completing the second degree at the time of application, only your first four-year degree will be considered as per (A). Only 1 restart is allowed within the 120 CU being considered. Any additional restarts (i.e., two or more) within the 120 CU being considered will be allowed, however, the removal of the most recent time away will be reviewed and a decision on whether it, too, is removed will be made on a case-by-case basis.

NOTE: Additional undergraduate level courses taken following the awarding of a degree will only be considered if they will result in a subsequent four-year degree completed by the end of April and that will be awarded prior to entering medical training.

(C) PROFESSIONAL PROGRAMS. Individuals currently in a non-direct entry college (foreign medical schools or foreign professional programs are not considered) can apply if prior to application ≥ 90 CU have been completed, and ≥ 102 CU are completed by the end of December of the application year. At least 120 CU must be completed by the end of June prior to entry to Medicine. Coursework taken in the 6 months after December of the year of application must be required for the professional program the individual is enrolled in. The professional degree does not have to be awarded prior to entry into Medicine. If an undergraduate degree is completed prior to the application deadline, the UAA of that degree will also be considered as in (A). To calculate the UAA, the most recent ≤ 120 CU up to the end of December of the year of application will be used to calculate the UAA, provided the 120 CU have been completed within ≤ 5 years. As in (A), although any coursework taken in the calendar year following application will not be used in calculating the UAA for admission purposes, the average in the classes started as of January must be $\geq 75\%$. If you are currently in a professional college, a final admissions decision will not be made until all current academic year coursework and examinations are completed. Grades for the current year must be available by July 15, 2021.

(D) 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.

(E) UAA CALCULATION BASED ON LAST 120 CU. 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).

(F) PASS/FAIL COURSES. Up to 60 CU maximum of pass/fail grading are allowed within the courses used for the calculation of the undergraduate degree UAA. Any additional pass/fail courses **must be pre-approved by the Admissions Office**. NOTE: Courses required to be remotely presented due to COVID-19 (winter 2020 term and any additional terms) that are normally presented in a face-to-face format, will be excluded from 60 CU maximum.

(G) DISTANCE EDUCATION. Up to 60 CU of distance education are allowed within the courses used for the calculation of the UAA. Any additional distance education courses **must be pre-approved by the Admissions Office**. Degrees obtained by taking entirely distance education classes **will not be accepted**. NOTE: Courses required to be remotely presented due to COVID-19 (winter 2020 term and any additional terms) that are normally presented in a face-to-face format, will be excluded from 60 CU maximum.

(H) WRITTEN SUBMISSIONS. Most potential applicants will fit into one of items A–E for UAA calculation purposes. For an individual who does not meet the time requirements, the situation must be detailed in writing and submitted to the Admissions Office for consideration. To be dealt with in a timely manner, such submissions must be received by the Admissions Office well in advance of the annual application deadline. Note that no case will be considered with fewer than 102 CU completed prior to the end of December of the year of application or 120 CU completed by the end of April prior to possible entry into Medicine. Some honours, double majors, and/or work-experience or co-op programs will run beyond the five-year period allowed for a four-year degree. Such situations will be handled on a case-by-case basis by the Admissions Office upon receipt of the details in writing.

(I) INTRODUCTORY LEVEL COURSES. Any introductory level courses completed beyond the numerical maximum allowed by the degree granting institution for the four-year degree will not be considered in the calculation of the UAA. Students delaying the completion of a degree and taking additional credit units in order to meet application requirements must be enrolled in upper level courses.

(J) 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.

(K) GRADUATE STUDENTS. Applicants currently enrolled in a post-graduate degree program at the end of the application year will have their UAA calculated with all graduate-level classes completed to the end of December considered if to the applicant's advantage. For applicants who have completed a Master's degree or PhD by the

end of December the year of application, 9 or 15 CU worth of lowest marks, respectively, will be removed from their undergraduate degree and the UAA will be recalculated using the most recent 111 CU or 105 CU, respectively. Classes completed after the year-end will not be considered.

(L) ACADEMIC CONSISTENCY. In all cases, the Admissions Committee has the right to code an application inactive based on (i) an irregular academic record (e.g., grades declining over time or grades fluctuating over a wide range) or (ii) incongruence between the academic record and MCAT results (e.g., MCAT result unexpectedly low based on the UAA).

V. APPLICATION REVIEW PROCESS

- A. CASPer results.
- 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, (iii) the minimum requirements (if applicable) have been met, and finally, (iv) scores are not too low overall to be considered for that particular applicant pool. 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 residency (Canadian Citizenship, Permanent Resident, Saskatchewan Resident), Indigenous ancestry, 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 can be notified at any time that your application will not proceed further.
- E. In early February, invitations are sent to selected applicants within each applicant pool to participate in our Multiple Mini Interview (MMI) in March.
- F. By mid-May, interviewed applicants are processed according to the criteria applicable to the applicant pool they are in. 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.
- G. Beyond being informed of one of the three outcomes listed in step F, no further information will be provided to interviewed 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.
- H. 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 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.

VI. CRITERIA FOR INTERVIEW OFFER

Your CASPer score will be used as one of the criteria to determine if you will receive an interview offer, as well as your MCAT score (including section scores). The Admissions Committee will review all of the MCAT scores and set the minimum MCAT score cutoff for an interview invitation. All eligible Indigenous Admissions Pathway applicants that meet the minimum requirements for an interview as set by the Admissions Committee will be invited to interview.

Personal qualities are first assessed by CASPer and then through participation in the Multiple Mini Interview (MMI). Due to the uncertainty surrounding COVID-19, travel restrictions, and acceptable gathering sizes, the 2021 MMI will be conducted virtually with our applicants.

Upon acceptance of an invitation to participate in the MMI, you will be required to pay the non-refundable interview fee by the deadline outlined in the MMI invitation. Please note: The \$150 fee is currently under review for a possible reduction given the virtual delivery. An update will be available prior to MMI invitations being sent to applicants.

Access and Equity Services for the MMI

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 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 is not linked to any subsequent need for accommodation should an applicant be accepted by the College of Medicine.

VII. CRITERIA FOR SELECTION

A. Ranking for Admission is Based on Academic Performance and Personal Qualities

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

Academic performance for Indigenous Admissions Pathway applicants is based on the applicant's UAA and MCAT results.

Term 1 (fall term) - In the event of a deferred examination, supplemental examination, grade appeal, or grade change, you must inform the Admissions Office. The deadline to report such an item to the Admissions Office (med.admissions@usask.ca) is January 31. If the Admissions Office is not notified by the deadline, your file will be reviewed and the calculation of the UAA will be completed using the information available at the time of the file review for Term 1.

Term 2 (spring term) - In the event of a deferred examination, supplemental examination, grade appeal, or grade change, you must inform the Admissions Office. The deadline to report such an item to the Admissions Office is April 30. All coursework needs to be completed by April 30 (other than in the case of a professional college where courses started in January extend past April 30) with all final grades reported by June 30 (or July 15 in the case of professional college program). Any offer of admission would be conditional upon the receipt of all official final grades confirming that all admission requirements have been met and that the degree used in the calculation of the UAA has been awarded.

Personal attributes, for all applicants, are assessed by the MMI.

B. Weighting

The weighting of academic performance to MMI for Indigenous Admissions Pathway Applicants will be as follows: 20% MCAT total score, 30% calculated UAA, and 50% MMI result. In all three categories, z scores are used.

C. Transcripts

ALL applicants **MUST** have **OFFICIAL TRANSCRIPTS** from **ALL** universities and other post-secondary institutions ever attended other than *Saskatchewan universities (University of Regina or University of Saskatchewan)* sent directly from the institution to the Admissions Office for the College of Medicine and they must be postmarked by **October 15, 2020 4:00 PM (Saskatchewan time)**.

Note: If you have just recently enrolled in an institution and no transcript is yet available, you are required to submit a proof of enrollment in place of an official transcript.

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 have a transcript sent at anytime throughout the application cycle.

If you are currently attending or have ever attended the University of Regina: By you providing your University of Regina Student Identification Number on the application, you are allowing release of your official University of Regina transcript to the Admissions Office, College of Medicine, at the University of Saskatchewan for use during the application cycle covered by this Applicant Information document. You are not required to send a transcript or complete any further documentation at anytime throughout the application cycle.

If you are currently attending or have ever attended a post-secondary institution other than the University of Saskatchewan or the University of Regina: An official transcript must be sent directly from the institution to the Admissions Office, College of Medicine postmarked by October 15, 2020. Following the completion of an academic term (both Term 1 and Term 2) and following graduation and the awarding of a degree, diploma, or certificate, we require additional official transcripts to be sent.

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, 2021.

Additional Information Regarding Transcripts for All Applicants

Regardless of educational institution attended (i.e., within North America or not), applicants must have official transcripts sent directly from all institutions they have attended (other than the University of Regina or the University of Saskatchewan) and **ALL institutions ever attended must be reported on the application**. Transcripts that have passed through the applicant's hands (even if sealed) are deemed to be unofficial and will not be considered. The review of international transcripts can take weeks to process; therefore, applicants must ensure that all documentation related to international transcripts is received at least two months prior to the application deadline. Also note that transcripts in a language other than English must have an official translation attached.

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. IQAS and WES transcript evaluations will not be considered.

All transcripts must 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.

NOTE: Our online application is unable to report back to applicants when documentation is received and, due to workload, our office is not able to confirm receipt of transcripts. Therefore, it is important for you to order your transcript(s) with sufficient time for them to be postmarked by October 15, 2020.

D. References

Personal attributes, for all applicants, are assessed in part by information provided by references. You must provide the names of **three references who have supervised** you either as a research supervisor or have been your immediate supervisor in recent employment or in a volunteer role. **Specifically, if within the last 5 years you have enrolled in or have completed an undergraduate research course and/or a post-graduate program, your immediate supervisor in each case must be used as a reference. Employment or volunteer supervisors should be as recent as possible.** Your references cannot be a relative or a friend. You need to ensure your references know that you are using them in your application and that you have their correct contact information. References must be willing to accept a 10-15 minute phone call during April and occasionally early May. If a reference refuses or is unable to allow their name to be used, contact the Admissions Office with details. 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.

You 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 vis a vis you in an employment, research or volunteer setting); Length of Time Known; Email; and Daytime Telephone. You can update reference contact information (via email to med.admissions@usask.ca), but you can not change a reference after the October 1, 2020 application deadline. **Reference feedback is not scored (i.e., the information provided by references is not used in ranking for admission).**

E. File Review

The Admissions Committee can refuse admission based on any information within your file and your file starts with your first contact with the Admissions Office of the College of Medicine. The file review is done on all applicants invited to interview, with an emphasis on an applicant's suitability for a career in Medicine. This 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 participation in our MMI or elsewhere.

If one or more of the above issues is found in your file, the Admissions Committee retains the right to actively seek further relevant information about you, including, but not limited to, contacting individuals with knowledge of you, whom you may or may not have listed as references. This will be done through the Admissions Office.

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.

F. 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 and by admission pool. The Committee reviews applicants anonymously and all information is de-identified.

G. Outcome

Interviewed applicants will be notified of the outcome of their application by May 31, 2021 at the latest. Interviewed 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.

H. Deferral of Seat

Indigenous Admissions Pathway applicants admitted to first year Medicine may be allowed to defer entry for one year to allow them to complete a Masters, PhD or a professional degree program. The written request (med.admissions@usask.ca) for a deferral must be submitted at the time of acceptance, along with the acceptance deposit.

I. Site Assignment

Currently there is a 60/40 seat split for years 2, 3 and 4 between the Saskatoon and Regina training sites. Assignment of site will be based on your admission rank score for the application group in which you are competing. If your score is high enough together with a space/seat open at your preferred site, you will get that site. If your preferred site is filled when your rank score is reached, you will be offered a space at the other site, and you can accept or decline admission. Information regarding the appeal of your assigned site for years 2, 3, and 4 can be found at <http://medicine.usask.ca/policies/site-and-rotation-assignment-policy.php>. Applicants that are granted a one-year deferral will retain the site they are assigned at the time of the deferral being granted.

J. Acceptance Deposit

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

VIII. MD/MBA AND MD/PhD DEGREE PROGRAMS

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 can also undertake a one-year MBA

program. 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>.

The MD/PhD Degree Program enables undergraduate medical students wishing to pursue a career as a clinician-scientist to take a leave to pursue a PhD within the Health Sciences Graduate Program after their second year in the MD program. Once the doctoral degree is completed (generally 3-4 years) the student returns to complete the MD program. Candidates must meet the PhD entry requirements for the Health Sciences Graduate Program and secure a commitment from an eligible supervisor with the resources necessary to conduct the proposed research. It is the student's responsibility to seek out and establish a supervisor and apply to the Health Sciences Graduate Program **prior to the end of the first term** of the MD program. Please contact the Assistant Dean Graduate Studies College of Medicine, Dr. David Cooper (david.cooper@usask.ca) if you are interested in pursuing an MD/PhD.

NOTE: You must first meet the requirements of your respective applicant pool and be accepted into Medicine before you will be considered for admittance into the MD/MBA or the MD/PhD degree programs.

IX. TRANSFER STUDENT POLICY

The College of Medicine considers applications for admission from Canadian citizens or Permanent Residents of Canada currently enrolled in another medical school based upon the same criteria as other applicants (for that particular pool) and are not accepted as a transfer student from another medical program. All applicants must follow the complete 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 <https://medicine.usask.ca/policies/transfer-student-policy.php>). 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.

X. 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 <http://medicine.usask.ca/documents/TechnicalStdsmotionSept2014.pdf>.

Applicants who potentially would require an accommodation during their undergraduate study of Medicine 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.

XI. CRIMINAL RECORD CHECK

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

- *Have you ever been suspended, disqualified, censured, or had any disciplinary action taken against you as a member of any profession?*
- *Have you at any time been (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 regards 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 <http://medicine.usask.ca/documents/Admissions/CriminalRecordPolicy.pdf> 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.

If you are a future applicant considering application to the U of S College of Medicine and answer *yes* to any of the preceding questions, you should contact the Admissions Office to have an informal review of the details of your background completed to determine future concerns for admission or licensure as a medical student.

XII. 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 follow 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 Indigenous Coordinator
- 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)

XIII. ADMISSIONS APPEAL PROCESS

NOTE: Applicants will have 5 business days from the date a negative application decision is emailed to launch an appeal of that decision.

The Admissions Appeal Committee will hear and decide upon applicant appeals of decisions made by the Admissions Committee. If you appeal, your appeal must include the Appeal Form <http://medicine.usask.ca/admission-to-the-md-program/how-to-apply.php#AppealAdmission> which you have filled out and signed. The appeal 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 deadline.

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

XV. ESTIMATE OF EXPENSES RELATED TO MEDICAL EDUCATION:

	Year 1	Year 2	Year 3	Year 4
(Number of Months)	9	9	12	8
Tuition (2020-21)	\$17,998	\$17,998	\$17,998	\$17,998
USSU Fees (2020-21)	930	930	930	930
Student Medical Society Fees	300	-	-	-
College of Physicians & Surgeons Fees	20	-	-	-
SMA Fees	17	17	17	17
MCCQE Part I	-	-	-	900
CaRMS Process (including travel)	-	-	-	5,000
Criminal Record/Vulnerable Sector Check	70	-	70	-
Books [#]	500	500	500	500
Equipment	250	-	-	-
Electives	-	-	-	8,000
Rotations Outside Saskatoon/Regina	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 16, 2020