



UNIVERSITY OF SASKATCHEWAN

College of Medicine

MEDICINE.USASK.CA

NON-SASKATCHEWAN RESIDENT

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

TABLE OF CONTENTS

I.	GENERAL INFORMATION TO BE READ BY ALL APPLICANTS	2
II.	APPLICATION PROCEDURES AND DEADLINES	2
III.	RESIDENCY AND CITIZENSHIP Non-Saskatchewan Residents	3
IV.	REQUIREMENTS TO APPLY	
	1. CASPer	4
	2. Medical College Admission Test (MCAT) and Four-Year Baccalaureate Degree	
	A. MCAT	5
	B. Four-Year Baccalaureate Degree and Calculation of Average	5
V.	APPLICATION REVIEW PROCESS	7
VI.	CRITERIA FOR INTERVIEW OFFER	8
VII.	CRITERIA FOR SELECTION	
	A. Ranking for Admission	9
	B. Weighting	9
	C. Transcripts	9
	D. References	10
	E. File Review	10
	F. Selection	11
	G. Outcome	11
	H. Site Assignment	11
	I. Acceptance Deposit	11
VIII.	TRANSFER STUDENT POLICY	11
IX.	ESSENTIAL SKILLS AND ABILITIES REQUIRED FOR THE STUDY OF MEDICINE	12
X.	CRIMINAL RECORD CHECK	12
XI.	THE ADMISSIONS COMMITTEE	13
XII.	ADMISSIONS APPEAL PROCESS	13
XIII.	ESTIMATE OF EXPENSES RELATED TO MEDICAL EDUCATION	14

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)

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) 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.

Non-Saskatchewan Residents

Up to five seats may be held by non-Saskatchewan resident applicants.

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

Non-Saskatchewan resident 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 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, MCAT scores must be obtained in one sitting prior to the application deadline. The earliest accepted scores for application 2020 for entry fall of 2021 are from January 2017. **Only the most recent MCAT will be considered.** Confidence band scores are not considered and any further adjustments to scores by the AAMC 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 application in 2020 for entry fall of 2021, non-Saskatchewan resident applicants will be required to have a met a minimum total score of 510 with a minimum score of 127 for each of the four section scores. **Only the most recent test will be considered.**

As we have limited interview spaces, last year the non-Saskatchewan resident minimum MCAT cutoff for an interview invitation was a total score of 519. The CARS section score and calculated UAA were then used to break ties for interview wait-list offers.

While no prerequisite courses are required for admission, to prepare for the MCAT and to ensure readiness for the basic sciences 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 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.

Application by non-Saskatchewan resident applicants can be made only during or after the final year of a four-year baccalaureate degree. The minimum UAA required for application is 85%. 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. If a four-year degree is completed prior to application, coursework for the degree must have been completed within a five-year period. 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), regardless of whether or not transfer credits were awarded, and regardless of the time of year a course was taken. 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. Applicants are not required to carry a full courseload as long as they meet the stated time requirements. All undergraduate courses completed at the date of application (if at the time of application, you are in your first four-year degree) or up to award of your most recent undergraduate degree (if the degree was awarded prior to application) will be considered in the calculation of the UAA. Additional courses taken after the awarding of the degree will not be included in the calculation of the UAA.

If courses taken after application are required for award of the degree, those courses must maintain an average $\geq 85\%$.

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.

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.

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.

WRITTEN SUBMISSIONS. 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.

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.

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.

GRADUATE STUDIES. 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. Classes completed after the year-end will not be considered in the UAA calculation. 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 their UAA then re-calculated.

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), 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

Selection of non-Saskatchewan resident applicants invited to interview is based first on their CASPer score and then on the MCAT total score, with the Critical Analysis and Reasoning Skills (CARS) score and UAA being used to break ties. With 5 seats available for non-Saskatchewan applicants, normally 40-50 applicants will be invited to interview. A short MMI wait-list of non-Saskatchewan applicants will be maintained until 10 days before the interview weekend.

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. The number of Saskatchewan residents, including Indigenous applicants, and non-Saskatchewan resident applicants invited to interview will vary year by year, depending upon the number of eligible individuals in each applicant pool.

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 non-Saskatchewan residents will be based on the MCAT total and section scores together with a required UAA of $\geq 85\%$ (the UAA does not factor in as it is only a minimum requirement that must be met).

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

B. Weighting

Ranking for admission for non-Saskatchewan resident applicants will be based 100% on the applicant's performance in the MMI, as expressed as a z score.

C. Transcripts

ALL applicants **MUST** have **OFFICIAL TRANSCRIPTS** from **ALL** universities and other post-secondary institutions **ever** attended 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.

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.

Non-Saskatchewan resident applicants participating in the MMI are required to have an official transcript sent as soon as the 2020/21 grades are reported at the end of the academic year (April 2021). If you are currently in a graduate program, we require an additional transcript at the end of Term 1 showing any final grades that were awarded so that they may also be considered in the calculation of the UAA. All offers of admission will be conditional upon receipt of an official final transcript showing award of the degree used in the calculation of the UAA. 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 attendance at 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. 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.

I. 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. 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.

IX. 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.

X. 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.

XI. 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)

XII. 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.

XIV. 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