



Terms and Conditions of Your Offer of Admission to the BScPA Program

A. Acknowledgements/Agreements

By accepting this offer of admission you acknowledge and agree to the following requirements of the Program:

1) Distance and Residential Program

a) Year One

- i) **Travel and housing for Residential Blocks:** Although the majority of the first year of the Physician Assistant Professional Degree Program is delivered on-line, there are portions that are delivered face-to-face in Toronto. You agree to travel to the Academic Centre in Toronto on four separate occasions over the course of 12 months to participate in the Residential Blocks which vary between two and five weeks in length. You will be responsible for the cost of your travel and housing during the four Residential Blocks in Year One. The Program does not provide housing or financial support for Residential Blocks.

b) Year Two

- i) **Travel and Accommodation for Residential Blocks:** you agree to be responsible for the cost of your travel and housing during Year Two for the two Residential Blocks in Toronto.
- ii) **Travel and Accommodations for Clinical Placements:** you agree to be responsible for any travel and housing costs that may be incurred during the Clinical Placement at your Home Training Location, regardless of where you are placed.
 - **Clinical Placement North/South Swap:** you agree to participate in a 'North/South Swap' Clinical Placement for up to six months. A subsidy will be available to assist with costs of travel and/or accommodation for the 'North/South Swap' Clinical Placement; however, you agree that any costs above the predetermined maximum allowable by the subsidy are your responsibility.
 - **Driving:** You acknowledge that students are advised that access to a vehicle and the ability to drive (as well as possession of a valid driver's license) are strongly recommended for the Clinical Placements in Year Two.

2) Full Time Program in Ontario, Canada

By accepting this offer of admission, you acknowledge that this is a **full time** program, with the expectation of approximately 30 hours per week dedicated to class time, whether in Residential Blocks or on-line learning. Students are expected to spend additional time on assignments, group work and independent study. Note that with this educational workload in mind, the Program strongly discourages students to be employed while in the program.



During the on-line portion of the Program (Year One), students will be participating in Longitudinal Clinical Experience courses. These involve interacting with professionals in a health care setting and must occur in Canada. All Year Two Clinical Placements arranged by the Program will take place in Ontario, Canada. By accepting the offer of admission, you agree that **you will reside in Canada for the duration of the Program.**

3) On-line learning

- a) **The majority of the BScPA Program is delivered on-line.** By accepting this offer of admission, you agree that you are responsible for ensuring access to a computer and high-speed internet (at least 512 kbps) for the duration of the Program and that you have a laptop to bring to the Residential Block sessions. If you need to purchase a computing device, the University of Toronto Bookstore offers student discounts.
 - i) Computer/laptop must have a minimum operating system of Windows 7 or Mac OSX 10.6, as well as Office 2007. Most technology enabled learning activities will be web-based and do not require special software installation other than a word processor (registered U of T students can obtain free copies of Microsoft Office from the U of T Libraries)
 - ii) Computer/laptop must have a minimum 1GB of RAM with a minimum 2GHz processor
- b) **You must be able to:** send and receive e-mails; open e-mail attachments; open programs on your computer; print webpages; use a search engine such as Google to find general information; and determine directions to a location using online maps. By accepting this offer of admission, you agree that you are responsible for ensuring you have these skills prior to the start of classes on **September 4, 2018.**

4) Orientation

Pre-Program On-line Course: Students are required to complete a specified medical terminology course on-line, at their own expense (approximately \$50). The course will run for five weeks in July/August 2018. Further details will follow once you are enrolled in the Program.

B. Required Document Submissions

Deadline for all required document submissions is August 1, 2018



1) Vulnerable Sector Police Records Check and Disclosure

As all Physician Assistant students undertake significant portions of their education in settings with exposure to vulnerable populations, you are required to complete and submit the results of a Vulnerable Persons Criminal Record Check. This process must be initiated through your local police service. Costs incurred will be at your own expense. You **must obtain two copies** of the report, and **submit one original copy**. You must retain the second original copy for yourself (some clinical sites will require you to provide that to them directly).

Police forces may use slightly different language to describe the various levels of Records Checks available. Please be sure that the check you undergo includes results from local police records, the Royal Canadian Mounted Police's (RCMP's) Canadian Police Information Centre, and the Pardoned Sex Offender Registry. This high level of check is the one required by volunteer and other agencies who serve children and other vulnerable populations.

You must submit one original report (by mail or in-person) to:

Enrolment Services, Undergraduate Medical Education
Medical Sciences Building, Rm 2124
1 King's College Circle
Toronto, Ontario, M5S 1A8

As these checks can take several weeks (in some centres, up to 12 weeks), we recommend that you begin the process as soon as possible to meet our deadline.

Should you have concerns about the Vulnerable Sector Police Records Check, please contact the Undergraduate Medical Education (UME) Enrolment Services office.

Tel: 416-946-8720 **[Email: reception.registrar@utoronto.ca](mailto:reception.registrar@utoronto.ca)**

If you will be using Toronto Police Services to obtain this record check, you must obtain the Toronto Police Reference Check Program Form from UME Enrolment Services prior to visiting or contacting Toronto Police. Email registrar.medicine@utoronto.ca for details on this process **prior** to contacting the police.

2) Immunizations

You are required to provide a record of up-to-date completion of required immunizations. This requirement must be fulfilled in order to meet the Health Standards set forth in the Public Hospitals Act, Section 4.2, Ontario Regulation 518/88. The Immunization form is available on our website (www.PAconsortium.ca), under 'Current Students'.



3) Basic Cardiac Life Support Certification

This offer of admission requires that you provide proof of (at minimum) valid Basic Cardiac Life Support certification (Adult and Child Cardiopulmonary resuscitation CPR/Basic Rescuer C). Students are required to have a valid CPR certificate throughout the two-year program. Students are responsible for submitting a copy of the certificate (front and back) as evidence of their recertification, as appropriate.

Immunizations and Basic Cardiac Life Support Certification must be submitted electronically to UME Enrolment Services via ShareFile. Once you have accepted the Terms & Conditions, you will receive an email with more information regarding this submission.