THE UNIVERSITY OF BRITISH COLUMBIA

Vancouver Senate Admissions Committee
c/o
Enrolment Services |Senate & Curriculum Services
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Vancouver BC V6T 1Z1
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January 9, 2009

To: Vancouver Senate

From: Admissions Committee

Re: **a) Changes in Admission Requirements – Doctor of Medicine (approval)**
b) Changes in Admission Requirements – Bachelor of Commerce and Bachelor of Arts (approval)
c) Policy on Essential Skills and Abilities for Admission, Promotion and Graduation – Doctor of Medicine (approval)

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a) Changes in Admission Requirements – Doctor of Medicine (approval)(circulated)

The Admissions Committee has reviewed and recommends to Senate for approval the revised calendar entry on admission to the Doctor of Medicine program, effective for the 2009/2010 admission cycle (for entry in September 2010).

Motion: *That Senate approve the revised calendar entry on admission to the Doctor of Medicine program, effective for the 2009/2010 admission cycle and thereafter.*

b) Changes in Admission Requirements – Bachelor of Commerce and Bachelor of Arts (approval)(circulated)

The Admissions Committee has reviewed and recommends to Senate for approval for the current admission cycle a proposal for the substitution of Grade 11 grades in place of a required Grade 12 grade for the calculation of an admission average for out-of-province applicants to the Bachelor of Commerce and Bachelor of Arts programs. Students admitted on the basis of an admission average that incorporates Grade 11 grades are required to satisfy all published admission requirements for admission to the University in order to retain the offer of admission. The proposal allows for more timely offers of admission and the Admissions Committee will closely monitor the implementation of this policy change.

Motion: *That Senate approve the proposed changes to admission requirements for out-of-province applicants to the Bachelor of Arts and Bachelor of Commerce programs, effective for only the 2008/2009 admission cycle (for entry to the 2009 Winter Session).*

c) Essential Skills and Abilities (Technical Standards) for Admission, Promotion and Graduation – Doctor of Medicine (approval)(circulated)

The Admissions Committee has reviewed and recommends to Senate for approval the Faculty of Medicine policy on Essential Skills and Abilities (Technical Standards) for Admission, Promotion and Graduation in the Doctor of Medicine program. In order to successfully complete the MD program, students must demonstrate the skills and abilities as described in the attached policy. The Admissions Committee will submit the associated calendar entry for approval at the February 2009 meeting of Senate.

Motion: *That Senate approve the policy on Essential Skills and Abilities (Technical Standards) for Admission, Promotion and Graduation in the Doctor of Medicine program.*

Respectfully submitted,

Dr. David Fielding
Chair, Admissions Committee

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Calendar Change Proposal Form

Faculty: Medicine **Department: MD Undergraduate Admissions** **Effective Session: 2009/2010 Admission Cycle (for entry in Sept. 2010)** **Year for change: 2009**	**Date:** December 5, 2008 **Contact Person: Dr. M. Clifford Fabian** **Phone: 604.827.3303** **Email: mcfabian@medd.med.ubc.ca**
URL from Web Calendar: http://www.students.ubc.ca/calendar/index.cfm?tree=12,209,374,340 **Proposed Calendar Entry:** **Prerequisites** Candidates for admission must have completed a minimum of three full years of university-level study (90 credits). OAC courses are not considered to be at the university level. The required university-level prerequisite courses (or their equivalents) must be completed by April 30 of the year for which admission is sought. **The following prerequisite courses are required for entry into the Doctor of Medicine program: a full year (minimum of six credits) in English, Biology, General/Inorganic Chemistry, Organic Chemistry and Biochemistry. Specific course requirements are listed on the MD Undergraduate Admissions Website. [link]** ~~The following prerequisite courses are required for entry into the Doctor of Medicine program. UBC courses are listed; the equivalents from recognized post-secondary institution will be accepted. Applicants are strongly encouraged to consult the M.D. Undergraduate Admissions website for more details.~~ ~~1. English, **minimum** 6 credits. (Any two of ENGL 110, 111, 112, 120, 121. ENGL 112 is recommended.)~~ ~~2. Biology, minimum 6 credits. BIOL 111, 121 and 140L. If taken prior to September 2000, please consult the Faculty website.~~ ~~3. **General/**Inorganic Chemistry, minimum 6 credits. (CHEM 121 and 123) or (CHEM 111 and 113).~~ ~~4. Organic Chemistry, **minimum** 6 credits (CHEM 203 and 204) OR CHEM (205, 233 and 235).~~ 5. ~~Biochemistry, **minimum** 6 credits. BIOC 300 or 303 preferred. BIOL 201 and~~	**URL from Web Calendar:** http://www.students.ubc.ca/calendar/index.cfm?tree=12,209,374,340 **Present Calendar Entry:** **Prerequisites** Candidates for admission must have completed a minimum of three full years of university-level study (90 credits). OAC courses are not considered to be at the university level. The required university-level prerequisite courses (or their equivalents) must be completed by April 30 of the year for which admission is sought. The following prerequisite courses are required for entry into the Doctor of Medicine program. UBC courses are listed; the equivalents from recognized post-secondary institution will be accepted. Applicants are strongly encouraged to consult the M.D. Undergraduate Admissions website for more details. 6. English, 6 credits. (Any two of ENGL 110, 111, 112, 120, 121. ENGL 112 is recommended.) 7. Biology, minimum 6 credits. BIOL 111, 121 and 140L. If taken prior to September 2000, please consult the Faculty website. 8. Inorganic Chemistry, minimum 6 credits. (CHEM 121 and 123) or (CHEM 111 and 113). 9. Organic Chemistry, 6 credits (CHEM 203 and 204) OR CHEM (205, 233 and 235). 10. Biochemistry, 6 credits. BIOC 300 or 303 preferred. BIOL 201 and BIOC 302 for UBC students only. Students completing Science One at UBC meet the first-year Biology and Chemistry requirements. Courses in behavioural sciences, biometrics and statistics, and physics are recommended, but not required.

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~~BIOC 302 for UBC students only.~~

Students completing Science One at UBC meet the first-year Biology and Chemistry requirements. Courses in behavioural sciences, biometrics and statistics, and physics are recommended, but not required.

Medical College Admission Test

All applicants must take the Medical College Admissions Test (MCAT) and request that their results be released to UBC. Information and online registration are available on the MCAT website.

Please note: UBC is not a part of the American Medical College Application Service (AMCAS). You must therefore specify that you would like us to receive your results by providing the UBC code (260). This can only be done **after** your results have been sent to you using MCAT's online "THx system." Applicants are strongly encouraged to use the menu option on the THx System called "Review the status of my THx requests" to confirm that results have been successfully released to UBC. **This is not done automatically.**

Required Academic Standards

Applications for admission will be considered from candidates who will have completed all prerequisite courses prior to April 30 of the year for which admission is sought, have taken the MCAT, and who have attained a minimum overall academic average of 70% (GPA of 2.8/4.0) based on all university-level courses attempted. **There is an overall academic average threshold below which full file review might not be performed. [link]** ~~**Statistics clearly indicate that BC residents with OGPA's of less than 75% and Out of Province applicants with less than 80% are seldom, if ever, invited for an interview. As such, applicants below these OGPA's most likely will not receive full file reviews. A full file review normally consists of a full academic evaluation, a non-academic evaluation and where appropriate, a rural/remote suitability evaluation.** Official transcripts showing proof of registration for outstanding prerequisite courses must be received by the application deadline.~~ **All supporting documentation (including transcripts, citizenship documentation, AP/IB transcripts, high school transcripts, etc.) that arrive in the Admissions Office after the posted application deadline will**

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Applicants who have completed university-level courses ten years or more prior to the date of application may apply in writing to have these grades excluded from the calculation of their overall average. If grades are waived, all coursework of that year and prior would be excluded from consideration (e.g., prerequisite courses taken during the excluded period will not be considered). Applicants must still have

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not be accepted and will result in the application being rendered ineligible.

Applicants who have completed university-level courses ten years or more prior to the date of application may apply in writing to have these grades excluded from the calculation of their overall average. If grades are waived, all coursework of that year and prior would be excluded from consideration (e.g., prerequisite courses taken during the excluded period will not be considered). Applicants must still have completed at least 90 credits after exclusion of early coursework has been applied, and ensure the required prerequisite courses have been fulfilled.

Persons who have been required to withdraw from another medical school for academic reasons are **not** eligible to apply.

Selection Process

The entering class for this coming September is limited to 256 full-time students. The number of qualified applicants significantly exceeds the number of available positions. Therefore, not every qualified applicant will be offered admission. Admission is based on a selection process which strives to enroll the most highly qualified applicants who will be evaluated on the following criteria:

1. Academic criteria ~~at the time of application, including:~~
Three academic evaluations are calculated:

   a. overall academic ~~record~~ **average**, based on ~~the average of~~ all university-level courses attempted **(including summer courses and graduate courses with grades, if applicable);** ~~Consideration is given to performance in courses at senior undergraduate and graduate levels, and to trends in grades from year to year~~
   b. most recent 60 credits average **(note: the number of credits used may vary for some applicants);**
   c. prerequisite average, ~~based on the average of the prerequisites at the time of application~~
   ~~d. MCAT scores~~

~~2. Non-academic criteria, including: motivation, maturity, integrity,~~

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   c. prerequisite average, based on the average of the prerequisites at the time of application
   d. MCAT scores

2. Non-academic criteria, including: motivation, maturity, integrity, emotional stability, realistic self-appraisal, social concern and responsibility, reliability, creativity, scientific and intellectual curiosity, attitude toward continuing learning, problem solving and decision-making aptitude, ability to communicate verbally and in writing, leadership potential, capacity to understand and co-operate with others concern for human welfare. Evaluation of these non-academic criteria is based on:

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~~emotional stability, realistic self-appraisal, social concern and responsibility, reliability, creativity, scientific and intellectual curiosity, attitude toward continuing learning, problem-solving and decision-making aptitude, ability to communicate verbally and in writing, leadership potential, capacity to understand and co-operate with others concern for human welfare. Evaluation of these non-academic criteria is based on:~~

The evaluation of non-academic criteria is based on the following:

a. a non-academic autobiographical essay submitted by the applicant
b. additional essay by Aboriginal (First Nations, Métis, or Inuit) candidate, if applicable
c. a list of extracurricular activities prepared by the applicant
d. a report of non-academic experiences and a rural interest statement
e. three references, when requested,
f. multiple mini-interview, if granted
g. rural/remote suitability

Please refer to the website (link = http://www.med.ubc.ca/education/md_ugrad/MD_Undergraduate_Admissions/Evaluation_Criteria.htmfor additional information.)

The interview is a critical component of the admission process. The interview process ~~will~~ follow**s** the Multiple Mini-Interview (MMI) model. Applicants selected for an interview will be contacted by the admissions office and will also be asked to submit their reference letters. The interview dates ~~will likely be~~ **usually are** scheduled for the ~~end~~ **middle** of February and the beginning of March.

The selection of candidates for admission to the UBC ~~Faculty of Medicine undergraduate~~ distributed **MD undergraduate** program is governed by guidelines established by the **Admissions Policy Committee and approved by the** Senate of UBC, ~~and is the responsibility of the Faculty of Medicine Admissions Selection Committee and the Associate Dean, Admissions.~~ The selection process reflects the values of the UBC Faculty of Medicine and all university partners in the UBC ~~Faculty of Medicine undergraduate~~ distributed **MD undergraduate** program. The process is designed to choose

a. a non-academic autobiographical essay submitted by the applicant
b. additional essay by Aboriginal (First Nations, Métis, or Inuit) candidate, if applicable
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The interview is a critical component of the admission process. The interview process will follow the Multiple Mini-Interview (MMI) model. Applicants selected for an interview will be contacted by the admissions office and will also be asked to submit their reference letters. The interview dates will likely be scheduled for the end of February and the beginning of March.

The selection of candidates for admission to the UBC Faculty of Medicine undergraduate distributed program is governed by guidelines established by the Senate of UBC, and is the responsibility of the Faculty of Medicine Admissions Selection Committee and the Associate Dean, Admissions. The selection process reflects the values of the UBC Faculty of Medicine and all university partners in the UBC Faculty of Medicine undergraduate distributed program. The process is designed to choose well-rounded students who meet the goals of the expanded, distributed program; who can be expected to perform well in the rigorous curriculum and problem-based learning format; and who can balance and enrich their academic experience with strong non-academic skills and interests. Similarly, selection processes of other Canadian medical schools reflect their own individual values, and are designed to select candidates who would most likely be successful in their respective programs.

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well-rounded students **from a variety of backgrounds** who meet the goals of the expanded, distributed program; who can be expected to perform well in the rigorous curriculum and problem-based learning format; and who can balance and enrich their academic experience with strong non-academic skills and interests. ~~Similarly, selection processes of other Canadian medical schools reflect their own individual values, and are designed to select candidates who would most likely be successful in their respective programs.~~

The UBC Faculty of Medicine's Associate Dean of Equity oversees the selection process to ensure that all applicants are given careful consideration without regard to age, gender, race, religion, **sexual orientation,** marital, or economic status. ~~The selection of candidates is made by consensus of the Admissions Selection Committee.~~ The Admissions Selection Committee reviews and discusses all interviewed applicants. At present, admission is limited to Canadian citizens and permanent residents of Canada. ~~Preference is given to residents of British Columbia.~~ A maximum of twelve positions may be made available to out-of-province applicants in the medical program each year. In completing the online application, candidates will provide information to help determine their suitability for **the Northern Medical Program.** ~~education in the North. This information is used in the overall admissions process. With other non-academic criteria, references, interview scores and academic criteria, this information aids the Northern Medical Program (NMP) Admissions Subcommittee in recommending admission of students felt to be appropriate for having their M.D. Undergraduate education at the NMP.~~

UBC Faculty of Medicine Undergraduate Distributed Program

The UBC Faculty of Medicine offers a distributed program involving 256 students at geographically separated campuses. Thirty-two students will be in the Northern Medical Program located at the University of Northern British Columbia and another 32 will be in the Island Medical Program located at the University of Victoria. The remaining 192 students will be located at UBC.

Application Procedure

Applicants are required to apply using the Faculty of Medicine's Online Application System (OAS). Applications will be available from June until the application deadline. Applications can be found at the M.D. Undergraduate Admissions website. All inquiries should be addressed to MD

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All British Columbia residents are required to pay an application fee of CAD $105.00; out-of-province applicants are required to pay CAD $155.00. An additional evaluation fee of CAD

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All British Columbia residents are required to pay an application fee of CAD $105.00; out-of-province applicants are required to pay CAD $155.00. An additional evaluation fee of CAD $30.00 is required if transcripts are from an institution outside of BC. Applications with incomplete documentation or without the correct fee will not be eligible. Fees are non-refundable and are not applicable to tuition. **All application fees are under review.**

The Faculty of Medicine will interview a sub-set of approximately ~~650~~ **660** applicants, based on results of file reviews of academic and non-academic evaluations. On receipt of an invitation, the applicant will be requested to provide their referees with reference forms, which will be available electronically. The completed reference letters must be received by the Admissions office by the date posted on the website. Each qualified applicant will participate in one interview, in Vancouver, which is typically scheduled at the end of February and beginning of March. UBC has adopted the Multiple Mini-Interview which exposes an applicant to between 10 and 12 interviewers and requires that he/she deal with a carefully pre-selected scenario/situation in ~~8~~ **7** minutes. The interviewers consist of a combination of academic, clinical, community representatives and **UBC** 3rd or 4th year medical students, representing diverse geographic areas of BC. After the interview, and after receiving further information about the three sites, applicants will determine where they would prefer to study. This information will be confidential until after admissions decisions are made. Please refer to the M.D. Undergraduate Admissions website.

Notification will be issued to all applicants starting in mid~~- to late~~ May. Successful applicants are offered a position in the Faculty of Medicine **to a specific site.**

Aboriginal Applicants

The UBC Faculty of Medicine welcomes applications from qualified Aboriginal applicants. The Aboriginal admission process of the Faculty of Medicine has a target of 5% of the annual complement of funded seats in the first year M.D. Undergraduate Program. Aboriginal applicants can apply either to the regular stream of admission or to the Aboriginal admission

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stream. Applicants who self-identify as Aboriginal will be considered under the Aboriginal admission process as well as under the regular admission process. If you wish to apply as an Aboriginal applicant, you will be required to write an additional essay**, submit two letters of support (academic and community) as well as proof of ancestry** that will be reviewed by the Aboriginal Admissions Subcommittee. Based on your completed application, you may be offered an interview with the Aboriginal Interviewing Panel. **If you have questions, please** ~~Please~~ contact the Aboriginal Programs Coordinator in the Faculty of Medicine at 604-822-3236 or email for further information.

Post-Acceptance Requirements

Upon receipt of an official letter of offer, each successful applicant must send a deposit of CAD~~$300.00~~ **$500.00** payable to the University of British Columbia by the date specified therein. The deposit is non-refundable but will be applied to tuition fees if the student attends the Doctor of Medicine program in the academic session specified.

Upon acceptance, each applicant must submit to the Student Health Service evidence of immunizations (Tetanus/Diphtheria-Toxoid, Polio, MMR) and a negative TB skin test (if the skin test is positive, a chest x-ray is required).

Undergraduate medical students without immunity to Hepatitis B are at risk for infection. Students who are Hepatitis B antigen positive may pose a risk of passing infection to others. All students are strongly encouraged to know their serological status for Hepatitis B prior to applying to the undergraduate program of the Faculty of Medicine. Students are advised that undergraduate medical students who test positive for Hepatitis B antigen may face certain restrictions in the course of their medical training and may be constrained in their ability to practice.

All undergraduate medical students admitted to the Faculty of Medicine at UBC will have their vaccination records reviewed to determine their risk for communicable diseases. Undergraduate medical students who have not been vaccinated against Hepatitis B will be required to complete a vaccination series, unless they demonstrate that they are Hepatitis B surface antigen positive. Sero-conversion will be tested in all medical students, either upon entry if they have received prior vaccination, or upon completion of a vaccination series.

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Undergraduate medical students who continue to fail to sero-convert will be tested for the presence of Hepatitis B antigen by the Student Health Service. Students who demonstrate Hepatitis B infectivity may be required to complete a modified course of training and may pursue their studies only as long as their continued involvement does not pose a health or safety hazard to themselves or others and as long as they are able to meet the core requirements for a medical degree at UBC.

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The Faculty of Medicine will make every reasonable effort to ensure that a modified course of training will meet professional licensing requirements. Licensing requirements and decisions are within the sole jurisdiction of the College of Physicians and Surgeons of BC. The Faculty of Medicine cannot guarantee that a modified course of training which will lead to the granting of an M.D. degree will be accepted or recognized by this or any other licensing body.

Counselling resources are available to any undergraduate medical student identified as Hepatitis B positive.

Applicants with Disabilities

Applicants to the Faculty with disabilities will be considered in accordance with UBC's policy on Academic Accommodation for Students with Disabilities. This policy does not eliminate the need for evaluation or the need to meet essential learning outcomes. Students seeking academic accommodation due to disability must:

- provide the necessary documentation to the Disability Resource Centre (the University does not provide or assume the cost of diagnostic services), and
- bring the request for academic accommodation or for changes in accommodation needs to the attention of the appropriate personnel in a timely manner in order to allow for arrangement of accommodations.

Students with disabilities are encouraged to pursue their studies as long as their continued involvement does not pose a health or safety hazard to themselves or others, and as long as they are able to meet the core requirements for a medical degree. The Faculty of Medicine will make every reasonable effort to ensure that any modified course of training will meet professional licensing requirements. However, licensing requirements and decisions are within the sole jurisdiction of the College of Physicians and Surgeons of British Columbia. Similarly, access to the full-range of post-graduate training may be limited for students with

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For more information please contact the UBC Disability Resource Centre at 604-822-5844 or visit the website.

Reapplications

Unsuccessful applicants may reapply in subsequent years without prejudice, although candidates who are repeatedly unsuccessful are

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Reapplications

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Admission of Students by Transfer

Transfer students may be accepted to the third year of the Doctor of Medicine program only if vacancies exist in that class. Transfers are generally not possible in any other year.

In order to be eligible, students requesting transfer must be in good standing in a Canadian or US medical school accredited by the Committee on Accreditation of Canadian Medical Schools and the Liaison Committee on Medical Education.

The application deadline for transfer students is January 31. Applicants must submit an outline of their University curriculum, application fees (see above), a letter indicating their reasons for wishing to transfer, and a letter from the dean (or designate) of the medical school which they currently attend. Interviews may be required.

Requests for partial year transfers will not be considered.

Applications from Current Graduate Students

Admission of graduate students into the Faculty of **Medicine** will be made through the existing selection procedures as outlined above. Such students must complete all portions of the program in which they are registered, including the **successful defense and submission of approved thesis in final form to the Faculty of Graduate Studies by July 1 prior to admission to the Faculty of Medicine. Graduate students in non-thesis based programs must complete all required courses, projects, exams, practica etc. and have all grades submitted by this deadline.**

Deferrals will NOT be granted to allow an applicant to complete their graduate program.

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Requests for partial year transfers will not be considered.

Applications from Current Graduate Students

Admission of graduate students into the Faculty of will be made through the existing selection procedures as outlined above. Such students must complete all portions of the program in which they are registered, including the ~~submission and defence of thesis if applicable, by July 1 prior to admission to the Faculty. Deferrals will NOT be granted to allow an applicant to complete their graduate programs. Offers of admission made to current graduate students will be conditional on completion of graduate program requirements by the July 1 deadline. For further information on the admission of graduate students, please refer to the M.D. Undergraduate Admissions website.~~

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interview will be required to submit a letter from their thesis supervisor, or program/department head confirming that the applicant is on track to complete all program requirements by the July 1 deadline. If the supervisor is unable to confirm that the applicant will likely finish by this date on the Graduate Student Report form, the interview offer will be rescinded. For further information on the admission of graduate students, please refer to the M.D. Undergraduate Admissions (link = http://www.med.ubc.ca/education/md_ugrad/MD_Undergraduate_Admissions/Graduate_Students.htm). **Deferred Entry** Requests for deferred entry will be considered only from students who have completed a first degree, and then only in exceptional circumstances. **Note**: Deferral requests must be made **only after an offer of admission has been made.** **Registration** The Faculty's academic year normally begins late in August for first, second and third years. The academic term for fourth year begins early in September. Students in each year of the medical program will be notified of registration procedures. No student will be allowed to register after the first day of instruction in the term, nor will they be admitted to any class after its first session, except by permission of the Dean.	**Deferred Entry** Requests for deferred entry will be considered only from students who have completed a first degree, and then only in exceptional circumstances. **Note**: Deferral requests must be made ~~at the time of application.~~ **Registration** The Faculty's academic year normally begins late in August for first, second and third years. The academic term for fourth year begins early in September. Students in each year of the medical program will be notified of registration procedures. No student will be allowed to register after the first day of instruction in the term, nor will they be admitted to any class after its first session, except by permission of the Dean.

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MEMORANDUM

Date: December 5, 2008

To: Senate Admissions Committee

From: Dale Griffin
Senior Associate Dean, Academic
Sauder School of Business

Janet Giltrow,
Associate Dean (Students),
Faculty of Arts

Subject: **Substitution of Grade 11 Grades for Timely Admission Evaluations**

In order to identify top applicants in a timely fashion and provide them with offers of admission early enough to yield them for our programs, the Sauder School of Business and the Faculty of Arts propose a pilot project to permit the Undergraduate Admissions Office to incorporate a Grade 11 grade into an admission average in place of a required Grade 12 grade for applicants to our Bachelor of Arts and Bachelor of Commerce programs.

The substitution of Grade 11 for Grade 12 grades would occur only if the following conditions were in place:

1) the applicant is a secondary school applicant from outside of British Columbia (a process is already in place to collect verifiable grades for this group in sufficient time to make offers);
2) the applicant has all of the required courses either in progress or completed;
3) one or more of the approved or required Grade 12 courses does not yet have a grade; and
4) a grade in a comparable Grade 11 course (in the same subject area) is available to substitute into the calculation of the admission average.

This practice would allow for earlier calculation of admission averages by staff in the Undergraduate Admissions Office and will help to facilitate deadline-driven admission decisions (getting an offer to an applicant by the date when they need it) for a larger proportion of our applicants, rather than waiting for applicants with Grade 12 courses in progress to submit grades in May or June.

For future tracking and analysis purposes, we propose that a code be used by Undergraduate Admissions to identify admission averages that incorporate one or more Grade 11 grades.

Any students admitted based on an admission average that incorporates a Grade 11 grade would still have to satisfy all published admission requirements to the university and for our programs in order to retain their offer. Final transcripts would continue to be checked for completion of all required courses, graduation, and a final admission average that meets the published university minimum for admission.

It is our hope that this change in the procedure for early admission evaluations will be viewed as a progressive move that aligns with the "Principles of Effective Undergraduate Admission" and that it will be endorsed by the Senate Admissions Committee for implementation as a pilot in the current admission cycle.

Approved by Faculty Executive November 20, 2007

University of British Columbia
Faculty of Medicine

Essential Skills and Abilities (Technical Standards) For Admission, Promotion and Graduation in the MD Program

The Faculty of Medicine at the University of British Columbia is responsible to society to provide a program of study so that graduates have the knowledge, skills, professional behaviours, and attitudes necessary to enter the supervised practice of medicine in Canada. Graduates must be able to diagnose and manage health problems, and provide comprehensive, compassionate care to their patients. For this reason, students in the MD program must possess the skills necessary to interview, examine, and counsel patients, and competently complete certain technical procedures in a reasonable time, all the while ensuring patient safety.

In addition to obtaining an MD degree, and completing an accredited residency training program, an individual must pass the licensure examinations of the Medical Council of Canada (MCC) in order to practice medicine. Prospective candidates should be aware that cognitive, physical examination, management skills, communication skills, and professional behaviours are all evaluated in timed simulations of patient encounters.

All students must have the required skills and abilities as described in the following section on Technical Standards. All individuals are expected to review this document to assess their ability to meet these standards. This policy does not preclude individuals with disabilities. Students who anticipate requiring disability-related accommodation are responsible for notifying the medical school.

Because of the comprehensive, additive and integrative nature of the curriculum, students are expected to complete the MD degree within four years. Students with a disability may be granted an extension of time within which to complete the MD program. These requests are considered on a case-by-case basis.

Technical Standards for Students in the MD Program

A candidate for the MD degree must demonstrate the following abilities:

Observation:

A student must be able to participate in learning situations that require skills in observation. In particular, a student must be able to accurately observe a patient and acquire visual, auditory and tactile information.

Communication:

A student must be able to communicate with and observe patients in order to effectively and efficiently elicit information, describe mood, activity and posture and perceive non-verbal communication. A student must be able to communicate effectively and sensitively with patients, families and any member of the health care team. A student must also be able to summarize coherently a patient's condition and management plan.

This policy is adapted with permission from the Council of Ontario Faculties of Medicine (COFM) Policy Document, "Essential Skills and Abilities Required for the Study of Medicine," approved November 2003. In addition to the Ontario schools and faculties of medicine, the University of Saskatchewan, University of Alberta, and the University of Calgary have adopted similar policies, based on the aforementioned COFM Policy Document. McMaster University, on its on-line Admission page, simply refers applicants to the COFM Policy.

Motor:
A student must demonstrate the ability to safely perform a physical examination on a patient, including palpation, auscultation and percussion. The examination must be done in a timely fashion. A student must be able to use common diagnostic aids or instruments either directly or in an adaptive form (e.g. sphygmomanometer, stethoscope, otoscope and ophthalmoscope). A student must be able to provide general and emergency medical care to patients.

Intellectual-Conceptual, Integrative and Quantitative Abilities:
A student must demonstrate the cognitive skills and memory necessary to measure, calculate, and reason in order to analyze, integrate and synthesize information. In addition, the student must be able to comprehend dimensional and spatial relationships. All of these problem-solving activities must be done in a timely fashion.

Behavioural and Social Attributes:
A student must consistently demonstrate the emotional health required for full utilization of her/his intellectual abilities. The application of good judgment and the prompt completion of all responsibilities attendant to the diagnosis and care of patients is necessary. The development of mature, sensitive and effective relationships with patients, families and other members of the health care team are also required. The student must be able to tolerate the physical, emotional, and mental demands of the program and function effectively under stress. Adaptability to changing environments and the ability to function in the face of uncertainties that are inherent in the care of patients are both necessary. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that physicians must demonstrate and are expected qualities of students.

Students with Disabilities

UBC's Faculty of Medicine is committed to diversity, and recognizes its moral and legal duty to provide academic accommodation. In furtherance of this commitment, the Faculty diligently seeks to ensure equal access by students with disabilities to the MD program, and supports their academic success throughout the years of study. Additionally, the Faculty recognizes the potential structural, systemic and attitudinal barriers that students with disabilities might face, and endeavors to address these if and when they arise, in accordance with UBC policies[1], the BC Human Rights Code and the Canadian Charter of Rights and Freedoms.

The Faculty of Medicine is committed to facilitating the integration of students with disabilities into the University community. Each student with a disability is entitled to accommodation in accordance with the current human rights legislation that will assist her or him to meet the standards. Accommodations will be made to facilitate a student's progress. However, such accommodation cannot compromise patient safety and well-being. Accommodation may require members of the University community to exercise creativity and flexibility in responding to the needs of students with disabilities while maintaining the academic and technical standards.

This policy acknowledges that central to the success of a student with a disability in completing the MD program is her or his responsibility to demonstrate self-reliance and to identify needs requiring accommodation in a timely fashion.

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[1] Namely, UBC's Policy on Discrimination and Harassment, Policy #3; and Academic Accommodation for Students with Disabilities, Policy #73.