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# Northern Pathways to Medicine Program and Bursary Application Manual

2018 -2019 Admissions Cycle Updated Dec. 4, 2017

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Northern Medical Programs Trust

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Northern Medical Program



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## Section 1: General Information

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### 1.1 General Information

The Northern Pathways to Medicine Program and Bursary is a new initiative at the University of Northern British Columbia funded by the Northern Medical Program Trust (NMPT). This program has been established for high school graduates of schools within [Northern Central Local Government Association](#) (NCLGA) communities whose long term goal is to attend medical school, but who whom the path may be difficult because of financial and social challenges. In addition to financial support for undergraduate course work, recipients will be joining the Northern Pathways to Medicine Program. Up to three bursaries will be offered per year.

In order to receive a Northern Pathways to Medicine Bursary and join the program, students must be independently accepted to an undergraduate program at the University of Northern British Columbia, where they will complete their pre-medical studies. As part of the program, recipients will be provided with support to help them reach the admission requirements for the MD program and build their application. Annual renewal of the bursary and thus participation in the program will be dependent upon participating students meeting the following criteria:

- A minimum annual GPA of 3.33
- Participation in the Northern Pathways sessions for the academic year
- Participation in biannual progress meetings with the Program Director or designate
- Participation in annual or biannual focus groups designed to assist the program in meeting the needs of scholars
- Ongoing participation in volunteer activities as would be expected of traditional MD applicants
- A full course load per year of 8-10 ten courses

### 1.2 Bursary Program Details

The Northern Pathways to Medicine Program and Bursary will consist of the following elements:

- Support of up to \$10,000 per year, to a maximum of four years (contingent upon successful progress within the program)

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- Identification of a faculty member in the Northern Medical Program to act in a mentorship role
- Access to a MCAT preparatory course
- A paid summer student research experience within the NMP or UNBC during the summer after third year
- Participation in an enrichment program for students throughout the duration of the undergraduate degree

## 1.3 Bursary Eligibility

The Northern Pathways to Medicine Bursary is open to any individual graduating from high school or who has less than 30 credits at a post-secondary institution. Students must independently apply for and be accepted into an undergraduate degree program of choice for study at University of Northern British Columbia. Applicants must intend to apply for the UBC Northern Medical Program and must be graduates of a high school within a NCGLA community. (<http://www.ncgl.ca/>)

The Northern Pathways to Medicine Bursary is specifically for individuals who come from a financially and/or socially challenged background. The exact definition of “financially disadvantaged” can be determined using BC loans financial aid guidelines (<https://studentaidbc.ca/>), and through consultation with the Awards and Financial Aid office. <https://www.unbc.ca/financial-aid>

In evaluating potential recipients, care will be taken to include financially disadvantaged students from rural backgrounds, with a special interest in applicants from Northern First Nations communities. The Northern Pathways to Medicine Selection Committee reserves the right to apply some flexibility in the use of these cut offs when assessing the degree to which an individual applicant meets the objectives of the bursary program.

**For the 2018-2019 application cycle only, currently registered first year students at UNBC may apply.**

## 1.4 Eligibility based on Citizenship

Northern Pathways to Medicine Bursaries are restricted to British Columbia residents. Applicants are considered BC residents if they hold a currently valid BC CareCard or BC Services Card by the application deadline.

You must be a Canadian citizen or landed immigrant (permanent resident) in order to apply. We do not accept applications from individual international applicants or visa students. If you are accepted, you must provide proof that you had this status by March 1<sup>st</sup> of the application year.

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## 1.5 Application Timelines

### **For 2018 only:**

February 1, 2018

- Submission of Preliminary Application form

February 5, 2018

- NP2M Selection Committee review files & call out for secondary application information

March 2, 2018

- Secondary Application Information due

March 12, 2018

- NP2M Selection Committee review secondary applications, call out for interviews

April 3-6, 2018

- On site interviews
- NP2M Bursary recipients notified

Late June - Early July 2018

- Recipients register for UNBC courses

August 2018

- University Prep Workshop with Program Director

### **For 2019-2020:**

Dec 15, 2018

- Submission deadline of Preliminary Application form

Early January 2019

- NP2M Selection Committee review files & call out for secondary application information

January 21, 2019

- Secondary Application information

January 28, 2019

- NP2M Selection Committee review secondary applications, call out for interviews

February 4-8, 2019

- On site interviews
- Northern Pathways to Medicine Bursary recipients notified

Late June - Early July 2019

- Recipients register for UNBC courses

August 2019

- University Prep Workshop with Program Director

## 1.6 Contacting the Program

You may contact the Northern Pathways to Medicine Program either by email (preferably) at [NP2M@unbc.ca](mailto:NP2M@unbc.ca) or phone 250-960-6800 with any questions about the program or for clarification regarding how to complete the application.

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**Mailing Address:**

Northern Pathways to Medicine Program  
University of Northern British Columbia  
3333 University Way  
Prince George BC Canada V2N 4Z9  
Main Campus Phone: 1-250-960-5555

**Important Note:** As the Northern Pathways to Medicine Program is a new program, this Applicant Manual is subject to frequent revision. Prior to completing the Secondary Application, applicants should ensure that they are working from the most up to date version, downloadable on our website at: <https://www.unbc.ca/northern-medical-programs-trust/northern-pathways-medicine-bursary>

## Section 2: Submitting a Preliminary Application

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### 2.1 Preliminary Application Form

You may obtain a Preliminary Application form from the Awards and Financial Aid webpage <https://www.unbc.ca/calendar/graduate/financial-aid>. It consists of simple demographic data, parental occupation information and self-declarations regarding aboriginal and rural identity.

See checklist for Preliminary Application on page 14.

#### 2.1.2 Transcripts

Transcripts used for admission to UNBC with completed grades and self-declared grades from Grade 11 and 12 will be reviewed. Verified official copies will be obtained by UNBC at the end of the school year. Your school counselor can help you obtain these. Please see:

<https://www.bced.gov.bc.ca/exams/tsw/tsw/student/>

Any University or College transcripts must be submitted directly to the Registrar's office.

### 2.2 Submitting Preliminary Application Materials

Materials must be submitted electronically to the Office of the Registrar at the University of Northern British Columbia.

### 2.3 Evaluation of Preliminary Application Materials

Preliminary Application materials will be reviewed by members of the NP2M Selection Committee, short listed candidates will be selected to complete a secondary application and then possible finalists chosen for a personal interview. Applicants not invited to submit a full application will be notified of the committee's decision as soon as possible.



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## Section 3: Financially and Socially Challenged Background

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### 3.1 What is “Socially and Financially Disadvantaged Background” mean?

The exact definition of “financially disadvantaged” can be determined using BC loans financial aid guidelines at <https://studentaidbc.ca/apply/eligibility>, and through consultation with the Awards and Financial Aid Office at <https://www.unbc.ca/financial-aid> (Linda to provide link and further information)

### 3.2 How Rigid is this Cutoff?

The NP2M Selection Committee recognizes that there are circumstances in which the extent of an applicant’s financial disadvantage may not be well represented by their family income. Applicants who feel that this is the case for them are welcome to submit a preliminary application and describe their circumstances. They should remain aware, however, that it is very unlikely that an applicant whose family income is above the amount to qualify for a BC student loan will be invited to submit a secondary application.

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## Section 4: Submitting a Secondary Application

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### 4.1 Completing a Secondary Application

When you are short listed to complete a secondary application, you must submit the following supplemental materials:

- Three letters of reference; 2 from teachers and one from a community member such as a coach, volunteer supervisor, family friend, employer etc.
  - These letters in PDF format can be submitted electronically to [NP2M@unbc.ca](mailto:NP2M@unbc.ca), or by paper in a sealed envelope to the NP2M office at 3333 University Way, Prince George BC V2N 4Z9
- List of any employment/volunteer experiences
- List of any awards
- Complete the introductory questions about yourself via Fluid Survey that will be sent to you via email.

These items are described in more detail below, and the letters of reference should be acquired after you are notified that you have been shortlisted for a secondary application.

### 4.2 Letters of Reference

Applicants are required to submit references from three referees; 2 from teachers and one from a community member such as a coach, volunteer supervisor, employer etc. In support of their applications, the three letters of reference should focus on any of the following abilities:

- Teachers can comment on:
  - Academic performance and work habits
  - Organizational, Management and Leadership Skills
  - Industriousness and Persistence
  - Originality
  - All-around Ability
  - Suitability for a MD program in the future
- Community members can comment on:
  - Clubs, volunteer experiences you have been part of and roles you have done
  - Team work, work ethic, what we should know about you
  - Interpersonal and Communication Skills
  - Suitability for a MD program in the future
  - Motivation

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## 4.3 Employment History/Volunteer Experience

Applicants are required to provide a complete list of any employment and volunteer experiences to date. Volunteer experiences should be described in detail, and the applicant should be prepared to provide proof upon request.

If you have never been employed or volunteered, please state so.

See chart for example:

Job Title/Volunteer	Hours per Week	Length of Employment	Brief Description

## 4.4 Awards

Applicants are required to provide a list of any awards they have received that they consider significant. They should be listed by name and date. The applicant should be prepared to provide proof of the award upon request.

## 4.5 Introductory questions

Complete the online survey about yourself via Fluid Survey.

These brief questions may ask you about experiences in your life, why you wish to be a medical doctor, who is your hero, what is your favorite subject and why, etc. Brief, 1-2 sentence answers are required.

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## Section 5: Application Irregularities

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### 5.1 Application Irregularities / Areas of Concern

At any time in the application process an applicant may be flagged by an interviewer, file reviewer or member of the admissions office staff as possibly demonstrating evidence of characteristics inconsistent with the University of Northern British Columbia's code of conduct. In some cases, Admissions Office staff may contact third parties in order to explore the area of concern that has been brought forward. Once sufficient information has been gathered, the application will be reviewed by a sub-committee of the admissions committee, where the concern will be reviewed and considered. Notwithstanding any scores achieved by that application, the admissions committee reserves the right to terminate any application pursuant to this "area of concern" process.

We reserve the right to revoke participation in the program if evidence of unsubstantiated self-reporting becomes evident.

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## Section 6: Interviews

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### 6.1 Interviews

Interviews will take place at the University of Northern British Columbia. The address is 3333 University Way, Prince George BC V2N 4Z9.

Topics for these interviews include ethical dilemmas, life skills, academic issues, and critical thinking. There is no “right answer,” but the answers demonstrate the applicants thinking.

Applicants will be interviewed by a variety of people, including clinical and basic science faculty, students, and community members.

The NP2M Program may cover the cost of economy travel and one night’s accommodation in Prince George for all out-of-town applicants invited to interview.

We wish to thank and acknowledge the University of Calgary  
Cumming School of Medicine for program materials and concept.

## Section 7: Application Checklists

### 7.1 Preliminary Application Checklist

- Apply to UNBC and be accepted, you need a UNBC student number to apply
  - <https://www.unbc.ca/apply/undergraduate>
- Fill in the student loan application (there is no need to accept the student loan at this time) to show need above maximum student loan allocation
  - <https://studentaidbc.ca/apply>
- Complete the preliminary application, found on the following page:
  - <https://www.unbc.ca/financial-aid/forms>
  - The Award Form can be found at the bottom of the page under Award Forms, **Entrance Awards Application Form (new Undergraduate Students)**

### Award Forms

- [Residence Meal Plan Bursary](#)
- [Undergraduate Awards Application \(2nd - 4th year students\)](#)
- [General Awards Application Form \(all student levels\)](#)
- [Entrance Awards Application Form \(new Undergraduate students\)](#)

- Sign in to your UNBC account
- Select Financial Aid, then Award Application
- Click Apply on the Northern Pathways to Medicine Bursary

Apply for Bursaries, Scholarships, and Awards

Term	Application Type	Applications		Select to Access
		Accepted	Close	
2018/2019 Academic Year	Entrance Awards (new undergraduates)	Oct 15, 2017	Mar 01, 2018	<a href="#">Apply</a>
2018/2019 Academic Year	General Awards (all student levels)	Oct 15, 2017	Mar 01, 2018	<a href="#">Apply</a>
2018/2019 Academic Year	Master's/PhD Level Awards	Oct 15, 2017	Mar 01, 2018	Level of study requirement not met
2018/2019 Academic Year	Undergraduate Awards (2nd - 4th year)	Oct 15, 2017	Mar 01, 2018	<a href="#">Apply</a>
2018/2019 Academic Year	Inspiring Women Among Us Awards	Oct 20, 2017	Oct 19, 2018	Available only to registered students
2018/2019 Academic Year	Leadership Awards ( new undergraduates)	Oct 15, 2017	Dec 15, 2017	<a href="#">Apply</a>
2018/2019 Academic Year	Northern Pathways to Medicine Bursary	Nov 14, 2017	Mar 01, 2018	<a href="#">Apply</a>

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## 7.2 Secondary Application Checklist

- Accept the rsvp for the interview at [NP2M@unbc.ca](mailto:NP2M@unbc.ca)
- Provide 3 references; 2 from teachers, 1 from a community member; manager, coach etc. submitted directly via email or mail.
- List of any employment/volunteer experience
- List of any awards
- Fill in the introductory questions about yourself on-line.