



Guidelines for doctors wishing to apply for postgraduate training in Canada

Medical Admission Cycle 2010/ 2011

Released on February 15, 2010

Online application

- ❖ All doctors applying for the **first time** must complete the online medical application available at the Bureau website (www.saudibureau.org/medical_application.html)
- ❖ Doctors need to upload **clear** copies of the required documents with this application.
- ❖ Once the application is **complete**, the Bureau will proceed with identifying the universities with open programs to send these applications to in due course.
- ❖ Doctors who already **have existing** files with us and their approval/sponsorship letters are less than two years old would only need to email us their updated CV, personal statement and 3 reference letters
- ❖ Doctors whose approval /sponsorship letters were issued **longer than two years ago** would have to request new approval letters and scan them with the above online application

The MCCEE

The above evaluation exam is required for **ALL residency** application and **most Fellowships** (only McGill, Dalhousie and Manitoba require this for Fellowship applications). For those doctors who have **not YET** taken the exam, they **MUST do so as soon as possible** if they wish to apply for **2011 entry**.

Doctors should be aware of the fact that the results would be available **8 weeks** after the exam and therefore, they might miss some program deadlines if they delay taking it after May 2010. They are encouraged to take it anytime between now and Mid May at the very latest.

Please see the link below to the examination page on the Medical Council of Canada homepage for further information on dates and locations for the exam.

Academic Application and deadlines

- ❖ All universities would start receiving new applications as of July 2010 for the 2011 academic year. **McGill University** requires that **all** medical applicants, old and new, complete the **online application** for the university which will be available on their website as of **May 15, 2010**. This is in addition to the official application the Bureau sends directly to McGill. Without this online application, the application the Bureau sends will **not** be accepted.
- ❖ While most universities' deadline is end of September, McGill University's deadline for Internal Medicine is July 31, 2010 and for all other programs, it is September 1, 2010.
- ❖ The Bureau will **post** further updated deadline information on our website once we receive this feedback from the medical schools in Canada later this spring.
- ❖ Following the deadline, the universities would provide their **feedback** to the Bureau on whether a doctor would be interviewed or declined and the doctor will be notified accordingly

Interviews

- ❖ Once the doctor is informed of an interview invitation, the Bureau will issue a letter to this doctor to be submitted to the Canadian Embassy with the Visa application
- ❖ Doctors need to be aware of the **30 day visa processing time** as some doctors tend to delay the visa application thinking it takes shorter time to be processed which have led to **lost** interview opportunities
- ❖ The interview is the Doctor's final **challenge** to win a position at a medical school in Canada and therefore, doctors need to prepare very well for those interviews.
- ❖ The interview is normally conducted with the **Program Director** and one or two faculty members of the same Program
- ❖ Following the interview, the Program Director will communicate with the Postgraduate Medical Admissions, PGMA, to confirm whether the doctor is **accepted or not**. The PMA then contacts the Bureau to provide this feedback to be forwarded to the doctor.

Offers

- ❖ An **initial offer** will be issued by the Program Director following the interview and the doctor will have to sign this offer to indicate acceptance. Doctors who are invited to more than one interview and anticipate receiving more than one offer **must decide** on the first offer they receive and **honor their choice**. The other universities where the application of the same doctor was sent to will be notified of the doctor's choice.
- ❖ Once the signed offer is received by the PGMA, the Bureau requests a **final offer** letter from the Office of the Associate Dean of the Faculty of Medicine to be sent with an Arabic letter confirming this offer to the sponsoring agency in Saudi Arabia.
- ❖ At this stage, the university starts the **paper work** for the doctors and they are notified of when to apply for their work permits and visas.

- ❖ The doctor must **apply immediately** to the Embassy for work permit and visa as these also take time to be processed

Useful links

The Medical Council of Canada

<http://www.mcc.ca/en/exams/ee/>

The Royal College of Physicians and Surgeons of Canada

<http://rcpsc.medical.org/>

Medical schools at Canadian Universities

University of Toronto

McGill University

University of Ottawa

Calgary University

University of British Columbia

University of Alberta

Queen's University

McMaster University

Dalhousie University

University of Western Ontario

University of Manitoba

University of Montreal

Laval University

The Medical Unit team wishes you all the very best with your applications for postgraduate medical training in Canada and will be happy to assist you with your admission into Canadian medical schools.