



## **Saudi Arabian Cultural Bureau**

### **Canada/2011**

#### **Medical applications for Residency and fellowship training in Canada/ 2013 entry**

#### **The online application**

<http://applications.saudibureau.org/MedicalAdmissions/medicalAdmissionForm.php>

All doctors, wishing to make **new applications** for graduate training (Residency& Fellowship) in Canada, have to fill out the online application on our website. For those who **sent their applications** to the Bureau, they **do not need** to do the online application.

#### ***Application documents to be uploaded with the above application:***

- **CV**
  - The format and content should be given attention as it should provide an accurate and updated summary of each doctor's background, career objective and accomplishments.
  - Each CV should start with the contact information including the email, phone and cell numbers
  - The CV should list the names of referees who have provided the recommendation letters to the applicant.
  - Should be minimum 2 pages in length

- **Personal statement**

- This is the first document that the program directors see of your application.
- It has to be precise and clearly indicates the program you wish to apply for and the objectives behind this choice to you as a doctor in particular as well as to the health care system in Saudi at large
- Should be 1 page minimum and no longer than 2 full pages
- For the most part, this statement should be generally- addressed
- In the case of a doctor is being accepted into a particular program, the statement should be addressed to the program director of that particular university
- Please take the time to work on the format and content of this statement as it is the mirror to your application
- At the time of the application, if some documents are missing, please do not try to upload them later on, as we can receive those by email and we will add them to the individual files

- **Reference letters**

- We require a minimum of 3 letters and no more than 5.
- reference letters should be less than one year old from the current date
- All letters have to be on letter-head, signed and dated

- **Certificates**

For **Residency**, we require copies of:

MBBS

Internship

Transcript

For **Fellowship**, we require all the above documents needed for residency as well as a copy of the **Board** certificate

- **MCCEE- Medical Council of Canada Evaluation Exam**

This is ***mandatory for all residency*** applications. For those doctors who have not yet taken this exam, please note that you need to allow ***8 weeks*** for the results to come out. Please refer to the deadlines section below to arrange the exam date accordingly. All applicants must include a copy of their official version of the results including the supplementary charts.

For **fellowship**, the exam is *only required for Manitoba, Dalhousie and McGill* universities. The rest of the universities do not request it. Those are: Toronto, Western Ontario, British Columbia, McMaster, Ottawa, Queen's, Alberta and Calgary.

## **TOEFL/IELTS**

Please note that the following universities are requesting a copy of a TOEFL or IELTS score with your applications for the 2013 entry:

- ✓ *British Columbia*
- ✓ *Alberta*
- ✓ *Calgary*

More information on the required score is available in the annex at the end of this update.

## **Sponsorship letter**

- For **MHE-funded** applicants, we need a copy of the letter from the Ministry of Higher Education nominating you for pursuing training in Canada. The **MHE** sponsorship letters **expire after 5 years** of the date of issue unless indicated otherwise.
- For **all other applicants**, we need a copy of your sponsorship letter from your sponsor confirming that you work for them and is that they are endorsing your application for postgraduate

training in Canada. **All other** sponsorship letters **expire after 2 years** of the date of issue.

- **Please note that no application file could be sent to any university here before receiving the sponsorship letter.**

- **Others**

- Each doctor must upload copies of the most **recent passport**'s first page and the **Saudi ID**.
- You may wish to upload copies of up to **3 recent certificates of attendance** for conferences, seminars or workshops attended.

- **Deadlines**

For doctors whom we have applications for, we need to receive their updated CV, Personal Statement and 3 recent reference letters by the **end of March 2012**.

**For first-time applicants**, we need to receive complete files for you between March and the **end of May, 2011**.

- **Communications**

When emailing the admission team your questions or updates, please indicate your **full name** on the message as well as the **program you are applying to** make it easier for us to locate your file and replying back to you accordingly.

Every progress on your application will be relayed to you via email.

- **Admission team at the Bureau**

- John Den Boer/ [JDenboer@saudibureau.org](mailto:JDenboer@saudibureau.org)

Surgery/ Residency& fellowship

- Aysha Al Salman/ [Asalman@saudibureau.org](mailto:Asalman@saudibureau.org)

Internal Medicine Residency& Pediatric subspecialties

- Rana Musa/ [Rmusa@saudibureau.org](mailto:Rmusa@saudibureau.org)

Answering general application enquiries, receiving online applications and file updates

- Ghada Qadan/ [gqadan@saudibureau.org](mailto:gqadan@saudibureau.org)

All **other** medical residency programs and fellowships

## **Annex I**

### **TOEFL/IELTS**



Letter to Sponsors  
Aug 2011.docx



English  
Proficiency\_Canadian



TOEFL.pdf