

2. Applicants must have attained a minimum Adjusted Grade Point Average (AGPA) of 3.5 (see *Section 4: Selection Process, A. Calculation of the Adjusted Grade Point Average (AGPA)*).
3. Applicants must have completed either:
 - 6 credit hours in biology, microbiology, botany, ecology, genetics, and/or zoology; and 3 credit hours in chemistry; and 3 credit hours of physics

OR

- 6 credit hours in animal or human physiology

Note: If the number of eligible candidates exceeds the available spaces, an adjusted grade point average higher than the minimum may be required for admission (see *Section 4: Selection Process, A. Calculation of the Adjusted Grade Point Average (AGPA)*).

B. English Language Proficiency Requirements

All applicants whose primary language is not English and do not qualify for a waiver under the University of Manitoba’s English language proficiency regulations will be required to demonstrate proficiency in English.

Additional information regarding specific proficiency requirements, waiver information, and test options can be found on the [English language proficiency requirements](#) page.

Results for most language tests, including TOEFL, IELTS, and Duolingo, expire two years from the test date. Test scores must be valid at the start of classes. Please confirm the validity of your test results.

Section 3: Application Process & Deadlines

A. Application Fees

Canadian / Permanent Residents:	\$100.00
International applicants:	\$120.00

Applications are not considered received until the application is submitted and the non-refundable application fee has been paid by the posted deadline.

All correspondence, including decision release information will be sent via email. (*Please ensure your email account remains current and will accept emails from the University of Manitoba. Check your filters.)

B. Deadlines and Important Dates

DATE	DEADLINES AND IMPORTANT DATES
April 1	Last date for receipt of application and application fee.
April 15	Last date for receipt of transcripts for all postsecondary study. If currently in studies, proof of registration must be submitted by the date.
June 1	Last date to submit proof of English proficiency (if required). Last date for receipt of final official transcripts for all postsecondary study and other required documents that may be requested.
June	Last date to submit proof of graduation if studying in the 2022/2023 academic year.

C. Required Application Documentation

The following documents will be required to complete your application:

- **Interim transcripts** showing all completed course work and current registration. Transcripts are required from any university or college attended other than University of Manitoba (including exchange, transfer and letter of permission).
- **Final official transcripts** from any university or college attended other than University of Manitoba are required (including exchange, transfer and letter of permission). Student copies or photocopies are not acceptable. Transcripts become the property of University of Manitoba and will not be returned.

An English translation of international transcripts in languages other than English must be provided by the issuing institution or by a certified English translator. A translation must include a copy of the document on which the translation is based. The certified translator must include the original language photocopy and the English translation in sealed envelopes and endorse the envelopes by signing across the seal.

- **Proof of Canadian Citizenship, Permanent Residence or Refugee Status** is required if born outside of Canada.
- **Name change documentation** is required if name change has occurred as a result of marriage, divorce or other reason.
- **Proof of proficiency in the use of the English language** (see *Section 2: Eligibility Requirements, B. English Language Proficiency Requirements*).

Please send all documentation to the following address:

**Admission for Medical Physiology & Pathophysiology
University of Manitoba
424 UMSU University Centre
66 Chancellors Circle
Winnipeg, MB R3T 2N2**

Electronic transcripts should be submitted to Applicant.Services@umanitoba.ca.

In order to be considered official, electronic transcripts must be sent **directly** from the email of the office responsible for issuing transcripts. Transcripts emailed or forwarded by the applicant are considered unofficial.

The University of Manitoba is a registered receiving organization with MyCreds™. Applicants from participating member universities and colleges can release their transcripts to the University of Manitoba through their MyCreds™ portal. Applicants should select 'Share' and then 'Organization' instead of opting for 'email'.

Applications are not complete until all necessary documents are received. It is the applicant's responsibility to ensure that our office receives all required information.

Applicants must notify the Admissions Office immediately should they either enroll at a post-secondary institution not previously declared on their application or enroll in additional coursework not declared on the previously submitted final transcript provided for assessment. Applicants will be required to provide proof of registration.

D. Transfer Credit Information

Students are expected to complete all courses required with registration in the Post-baccalaureate Diploma in Medical Physiology and Pathophysiology program. As such transfers will not be considered.

Section 4: Selection Process

A. Calculation of the Adjusted Grade Point Average (AGPA)

The Adjusted Grade Point Average (AGPA) is calculated on the most recent 60 credit hours completed by the end of April. The most recent 60 credit hours is calculated by going back term by term until 60 credit hours for which an alpha/numeric grade has been assigned, has been reached.

If the last term selected contains more credit hours than required to reach 60 credit hours, then the last term GPA (including repeats) will be used as a representative grade for the remaining hours. For example, if the last term selected has 12 credit hours with a term average GPA of 3.50 and only 6 credit hours are required, then 6 credit hours will be used with a grade of 3.50.

In the calculation of the AGPA, **all** university-level courses which have been assigned a final grade are considered completed university work, including failed and repeated courses. Courses graded "pass" are excluded from the calculation of AGPA.

Courses completed on a full or part time basis, in all undergraduate and graduate programs, and in Fall, Winter and Summer terms (except for the work taken after the April exam period in the year of application) will be included in the AGPA calculation.

NOTE:

- It is the applicant's responsibility to inform the Admissions Office in writing of any **deferred exams or grade changes**. All final grades, including grade changes must be submitted to the Admissions Office by the document deadline in order for them to be included in the final selection process. Grade changes will not be accepted after the documentation deadline date. If a grade is not available by the documentation deadline date, an 'F' grade will be used in the final admission determination and calculation.
- Should a grade be retained on your record yet excluded from your institutional GPA calculation, that grade will be used to meet admission requirements and the GPA calculation for your application to the University of Manitoba.

B. Tie Breaking Procedure for Offers

In the event of a tie, the following procedure will be used:

1. Increase the number of significant figures used in the calculation.
2. Where a tie still exists, the application that was received first will be used to break the tie. All completed applications are time stamped upon submission; in the case of a paper application, these applications will be time stamped after they have been entered into the system by a University of Manitoba Admissions Office staff member.

C. Notification of Decision

Once a decision has been made, all applicants will receive an email notifying them to log into their application portal to view the decision. Students who are offered admission will be required to confirm their acceptance. If you do not accept the offer by the deadline date indicated in the letter, your offer will lapse and you will need to contact our office to discuss the possibility of an extension. It is imperative that your email account remains current and that you check it regularly or arrange for someone to check it in your absence.

Section 5: Reconsideration and Appeals

Individuals who wish to have their applications reconsidered should submit their request to the Admissions Office. Past experience has shown that most inquiries can be satisfied at this level without further reference. Persons wishing reconsideration of the decision shall direct their request to the Admissions Office within ten (10) business days of the posted decision date.

Should the student wish to pursue the reconsideration decision further, such an appeal will be made in accordance with the [Senate Committee on Admission Appeals Procedures](#).

Applicants are advised that appeals of reconsideration decisions by the Senate Admissions Appeal Committee focus on questions of correct adherence to published policies and procedures, and NOT on subjective issues or the relative merits of the application.

Section 6: Counselling of Applicants

The Rady Faculty of Health Sciences and Admissions Office are able to assist applicants who seek counselling regarding admission to the Rady Faculty of Health Sciences. However, it is policy not to instruct applicants as to a specific course of action they should follow, but rather to provide the information needed for applicants to make their own choice with respect to the alternatives available. The following points require special attention:

1. Applicants are encouraged to discuss their plans with all who can usefully advise them, but they should be aware that second and third hand information about admission policies may not be accurate.
2. No official at the university can guarantee the admission of any applicant. Admission is determined by the Committee on the basis of an annual competition.

3. All applicants are advised to supplement any personal enquiries with a written request so that an official written response can be made. It is only these written responses which will be considered as evidence of any advice given (see *Section 8: Contact Information*).

The following other contacts may also be useful.

Student Accessibility Services	520 UMSU University Centre Telephone: (204) 474-7423 Email: student_accessibility@umanitoba.ca
Student Advocacy Office	520 UMSU University Centre Telephone: (204) 474-7423 Email: student_advocacy@umanitoba.ca

Section 7: Student Accessibility

The University of Manitoba is committed to providing all students equal access to learning opportunities. If you are a student with a diagnosed disability (permanent, chronic, or temporary) who may require academic accommodations, please contact [Student Accessibility Services](#) at 204-474-7423 or by email at student_accessibility@umanitoba.ca to learn more about the confidential supports that are available.

Section 8: Contact Information

Department of Physiology and Pathophysiology	<p>Dr. Brent Fedirchuk Associate Professor, Associate Head (Education) Telephone: (204)789-3762 Web: https://umanitoba.ca/explore/diploma-medical-physiology-pathophysiology E-mail: Brent.Fedirchuk@umanitoba.ca</p> <p>General Program Information: Ms. Peisan Lew Technician and Post Baccalaureate Program Assistant Email: physiology@umanitoba.ca</p>
University of Manitoba Admissions Office	<p>Undergraduate Admissions 424 UMSU University Centre 66 Chancellors Circle University of Manitoba Winnipeg, MB R3T 2N2 Telephone: (204) 474-8808</p> <p>Lead Admissions Officer David Schmidt Contact Admissions Teams</p>