



## MPAS Application Bulletin Application Deadline January 15<sup>th</sup>

### Dear MPAS Applicant;

The purpose of this bulletin is to provide information to Master Physician Assistant Studies' prospective applicants in the Faculty of Graduate Studies at the University of Manitoba.

The Master of Physician Assistant Studies (MPAS) Admissions Committee, recommends applicants to the Faculty of Graduate Studies who are most likely to succeed in the program and contribute to patient healthcare as a Physician Assistant.

All applications and required documentation are submitted online (electronically) through the Faculty of Graduate Studies (FGS) admission portal. Upload the completed FGS application, MPAS Supplementary Application, and ALL supporting materials including three letters of reference and transcripts. Read and acknowledge the Adult Criminal Record and Child Abuse Registry Self-Declaration on your online application by **January 15th** for the September intake. Unofficial transcriptions and evidence of work in progress are acceptable in the initial submission.

[http://umanitoba.ca/faculties/graduate\\_studies/admissions/](http://umanitoba.ca/faculties/graduate_studies/admissions/) and  
[http://umanitoba.ca/faculties/health\\_sciences/medicine/education/paep/pros\\_students/3829.html](http://umanitoba.ca/faculties/health_sciences/medicine/education/paep/pros_students/3829.html)

All applicants must provide the email address intend for use during the full application process. Ensure you are checking the email inbox and junk boxes, as notifications and correspondence are by email only. You can also check for application updates on the [Self-Service Centre](#).

### Program Requirements for Consideration

All applicants must meet the following requirements:

1. Be a Canadian Citizen or Permanent Resident of Canada at the time of application;
2. Complete the University of Manitoba Faculty of Graduate Studies application;
3. Completed or completing a Four Year Bachelor's degree (or higher), no later than May 30<sup>th</sup> of the year of MPAS program admission from an institution recognised by the University of Manitoba.
  - a. If an applicant is uncertain whether a degree is recognised, the applicant must contact Enrolment Services or the Faculty of Graduate Studies at the University of Manitoba.
  - b. The Admissions Committee will consider applicants in their fourth year of University study.

- c. Those who have completed the pre-requisite (core) courses before the application deadline have a preference in the admission consideration.
- 4. A Grade Point Average (GPA) of greater than 3.0/4.5 in the most recent 60-credit hours is minimal standard.
- 5. Pay all required application fees.

### **Competitive Applicants:**

**MPAS is a highly competitive program averaging more than 10 applicants for each position.**

**Therefore, competitive applicants:**

1. Have an adjusted cumulative GPA (AGPA) greater than 3.5/4.5.
  - a. An AGPA is calculated based on undergraduate university degree courses including those taken in spring or summer sessions, during part-time studies, including initial and subsequent grades from repeated courses, **Regardless of the year taken** are included.
2. Have completed all aspects of the MPAS Supplementary Application.
3. Submit a Statement of Intent that addresses the four required questions identified. (Maximum 1000 words)
  - a. Reasons for wanting to be a graduate of the University of Manitoba's Master of Physician Assistant Studies.
  - b. Proudest achievement or accomplishment to date.
  - c. The reasoning and identifying the rationale for choosing a specific applicant pool.
  - d. The reason for choosing the Physician Assistant profession.
4. Have completed three credit hours, with a minimum grade of B, in undergraduate courses in
  - a. Biochemistry,
  - b. Human Anatomy, and
  - c. Human Physiology
5. Submit ALL supporting materials including three letters of reference, Transcripts by the deadline;
6. Read and acknowledge the Adult Criminal Record, and Child Abuse Registry Self-Declaration contained within the online application
7. Acknowledgement of the requirements identified in the MPAS Essential Skills and Abilities (Technical Standards) for Admission, Promotion and Graduation documentation;
8. Be eligible for registration with the College of Physicians and Surgeons of Manitoba on the Educational Registry.

Completion of a Biochemistry course at a second-year level or higher learning is required. Introductory biology, chemistry and organic chemistry are not acceptable equivalents. Examples of acceptable Biochemistry include the University of Manitoba Biochemistry 2360 & 2370, University of Winnipeg CHEM 3502 & 3503, Brandon University CHEM 363 & CHEM 373, Université de Saint-Boniface CHEM/MBIO 2361 & CHEM/MBIO 2371, Canadian Mennonite University CHEM 2110/CHEM 3110. Biochemistry does not require a laboratory component.

We recommend completing the core courses at North American Universities, but that is not a program requirement. Internal program analysis of student performance of the past eight years identified at-risk

students or those requiring remediation during the academic year had uniformly performed poorly in those core courses.

**Due to the competitive nature and a high number of qualified applicants, the MPAS Admission Committee has established a minimum grade of B for each of the required Biochemistry, Human Anatomy, and Human Physiology for full consideration of the application.**

*External research suggests Cumulative Grade Averages greater than 3.5 GPA is a predictor of academic success in PA programs. ([J Physician Assist Educ. 2017 Mar; 28\(1\):45-48](#))*

**Letters of Reference: (due by January 15 in the year of application)**

Applicants should select referees who have current knowledge of applicants' attributes and activities and who can evaluate their suitability for the study and practice of medicine. The program will not consider references from family or extended family members of the applicant. We recommend meeting with referees to discuss the program and the letter requirements. Ask Referees to address specific questions regarding character and provide examples where possible. The referees are to evaluate personal attributes using a percentile scale. The Admissions office may contact the applicant's referees to verify the reference and provide clarification. It is the applicant's responsibility to confirm references are successfully submitted through the online application system by the deadline of January 15th.

**Technical Standards Requirement:**

The Master of Physician Assistant Studies and the Max Rady College of Medicine identified requisite skills and abilities for admission, promotion and graduation. These skills, also identified as Technical Standards, are identified in the policy document Essential Skills and Abilities (Technical Standards) for Admission, Promotion and Graduation in the Master Physician Assistant Studies program, and can be found at

[http://umanitoba.ca/faculties/health\\_sciences/medicine/education/paep/media/MPAS\\_Essential\\_Skills\\_Policy\\_UPDATED\\_Aug\\_13\\_2014.pdf](http://umanitoba.ca/faculties/health_sciences/medicine/education/paep/media/MPAS_Essential_Skills_Policy_UPDATED_Aug_13_2014.pdf)

Acknowledgement of these technical standards is required for admission.

**Proficiency in the English Language Requirement:**

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 through one of the options listed at the University of Manitoba Admissions website. See below links to view English Proficiency Waiver information:

(<http://umanitoba.ca/student/admissions/international/english/waiver-criteria.html>) and

See below links to view specific English Proficiency Requirement information:

(<http://umanitoba.ca/student/admissions/international/english/index.html>).

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

### **Adult Criminal Record and Child Abuse Registry Checks;**

All applicants must read and acknowledge the online self-declaration regarding adult criminal records, pending criminal charges and registration on the child abuse registry as an offender; the self-declaration is required at the time of application. An adult criminal record check, declaration of pending criminal charges and child abuse registry self-check is required at the time of admission and annually after that. Applicants will need to comply with any University policy on criminal record and abuse checks that may be in effect as of the time of registration.

### **Professional Registration Requirement:**

All Physician Assistant must be eligible for and become registered with the College of Physicians and Surgeons of Manitoba (CPSM) by the time of registration at the University of Manitoba. The CPSM website at [www.cpsm.mb.ca](http://www.cpsm.mb.ca) provides information on the eligibility requirements.

### **Selection of Applicants for Interview:**

**The Admissions Committee will calculate a composite score from the application submission to determine all the applicants' ranking. The composite score will reflect the completion of core courses, statement of intent, references, sociocultural questionnaire, provincial residency, rural status, and the academic performance to date.**

### **Applicant Pools**

Attributes within each of the following domains or pools may contribute to a numerical coefficient for modification of the composite score for selection of candidates for interview and ranking of applicants for the offer of admission. If you feel you qualify for one of the identified applicant pools, you are required to address your reasoning in your applications statement.

An application for admission and the supporting documentation are personal information and are confidential, pursuant to its obligations under The Freedom of Information and Protection of Privacy Act. Information about applications is used for the purpose of assessing the candidate's suitability for admission and making reasonable accommodations. Information about successful applicants will form part of the student's file and used solely for academic purposes.

### **Manitoba Applicant Pool:**

The Admissions Committee gives priority to Manitoba applicants although welcomes applicants from all provinces and territories. The Committee defines Manitoba applicants as those who:

- have graduated from a Manitoba high school; or
- have been a resident of the Province of Manitoba for a minimum of two (2) years at the time of application;
- the two-year residency period will not be considered broken if the Admissions Committee is satisfied that the applicant was temporarily out of the province on vacation, in short-term volunteer work or employment, or as a full-time student; or
- have a recognised degree from a university in Manitoba; or

- Have completed a minimum of two consecutive years of full-time academic studies in a recognised program at a university in Manitoba, while physically residing in Manitoba

Applicants who have provided a minimum of two years of full-time service in the Canadian Forces at the time of application are included in the Manitoba applicant pool regardless of their current provincial residency.

**Rural Attributes:**

The Max Rady College of Medicine has sought to enhance the representation of rural students and students with advanced academic achievements. Rural Attributes are based on an applicant's experiences in rural, remote or Northern settings, along with evidence of self-reliance, community ties and activities. All rural applicants must complete the rural background section of the application that reflects these attributes. The Admissions Committee evaluates rural attributes in the following three (3) domains:

- rural "roots" (High school, residency);
- experience and nature of rural work;
- rural volunteer or leadership experience.

**Out-of-Province Applicant Pool:**

The Master of Physician Assistant Studies, the Max Rady College of Medicine and Faculty of Graduate Studies welcomes applicants from all provinces and territories. The MPAS Admission Committee defines Out-of-Province applicants as those who are a citizen or permanent resident of Canada but are not a resident of Manitoba. Eligibility requirements remain the same for this applicant pool, and you are welcome to apply if you meet or exceed these minimum requirements.

**Indigenous Applicant Pool:**

The University of Manitoba is committed to addressing the under-representation of Indigenous medical students and Indigenous health-care providers in Manitoba. Applicants from all provinces and territories in Canada are encouraged to declare their First Nations, Métis or Inuit heritage. Indigenous applicants must meet all of the eligibility requirements. Applicants need to be prepared to submit documentation to support their declaration of aboriginal ancestry. One of the following will be accepted: a certified copy of a Status or Treaty card; a certified copy of a Métis membership card; a certified copy of a Nunavut Trust Certificate card, roll number or any other proof accepted by Inuit communities.

**Socioeconomic and Cultural Diversity:**

To meet its social accountability mission and meaningfully serve the complex and diverse health care needs of Canadians, there must be enhanced the diversity of registrants. Diversity encompasses many dimensions including ethnicity and religion, gender and sexual orientation, geographic origin, and socioeconomic status. The Admissions Committee evaluates diverse attributes in the following three (3) domains Family history, economic information, and other-socio-cultural determinants.

### **Interview Process:**

The University of Manitoba MPAS uses the Multiple Mini Interview (MMI) format for all applicants. Applicants are required to participate in all phases of the admissions process including the MMI, Written Station and Panel interview. The interview date will not be finalised or released until late February and is normally hosted in early April (a Thursday or Friday). Applicants not available to attend the scheduled interview date are not considered for admission. The MMI team consist of clinicians, faculty members and senior students. Raters are required to declare potential Conflict of Interest situations. Information regarding the MMI format is available on the following website.

<http://umanitoba.ca/student/employment/webshops/Multiple-Mini-Interview/>

For admission selection, the total score from the MMI, Panel Interview and Written Station as well as department throughout the day is considered.

### **Applicants with Disabilities:**

The Max Rady College of Medicine supports individuals with disabilities who may require accommodation to meet the requisite skills and abilities for admission, promotion and graduation in the MPAS program. The MPAS follows the Rady Faculty of Health Sciences Policy regarding Accommodation for Undergraduate Medical Students with Disabilities and is at

[https://umanitoba.ca/faculties/health\\_sciences/medicine/education/undergraduate/media/Accommodation\\_for\\_Undergraduate\\_Medical\\_Students\\_with\\_Disabilities\(2\).pdf](https://umanitoba.ca/faculties/health_sciences/medicine/education/undergraduate/media/Accommodation_for_Undergraduate_Medical_Students_with_Disabilities(2).pdf) (need updates link)

### **Confidential Process:**

An application for admission to MPAS and the supporting documentation are personal information and is confidential, under obligations under *The Freedom of Information and Protection of Privacy Act*. Applications information is only for assessing the candidate's suitability for admission and making reasonable accommodations. Information about successful applicants is part of the student's file and used for academic purposes only. MPAS retains information related to unsuccessful applications for two years. Successful applicants' information is stored on the student's permanent file and retained indefinitely. MPAS reserves the right to retain information indefinitely should there be evidence of information that may have a bearing on future professional behaviour for those who choose to re-apply.

The MPAS program does not disclose the names of the Admissions Committee members. MPAS must protect the integrity of the admissions process. As a result, applicants will not have access to certain information related to their application, including:

- The letters of reference;
- Specific MMI, panel or interview scoring;
- Composite score or ranking; and
- The interviewers' names.

### **STUDENT ADVISING**

Because of limited resources, Physician Assistant Studies is not able to assist program applicants with individual inquiries. We recommend reviewing material provided on the program's website before contacting the program. The University of Manitoba Enrolment Services Office attempts to assist all

applicants who seek consultation regarding admission to the MPAS program. However, it is policy not to instruct applicants as to a specific course or course of action they should follow, but rather provide the information needed for the applicants to make their choices on the alternatives available. 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 MPAS admission policies or the program itself is often incorrect or outdated. The MPAS Faculty attends many events at Manitoba Universities to speak on the program and PA profession. Please contact your Universities Career Services to extend an invitation to our program.

Applicants may submit written inquiries to [MPAS@umanitoba.ca](mailto:MPAS@umanitoba.ca) after reviewing website and program information. Only written responses are considered as evidence of any advice provided MPAS, Faculty of Graduate Studies or from the Admissions or Enrollment Services office.

Student Advisory Meetings will NOT be available for unsuccessful applicants from MPAS. As stated above, information regarding scoring, ranking and specifics from individual MMI performance and interviews will not be available.

Good Luck!

Ian W Jones, MPAS, CCPA, PA-C  
**Program Director; Assistant Professor**  
**Master Physician Assistant Studies**