

**Rady Faculty of Health Sciences
College of Nursing
Bachelor of Midwifery
Applicant Information Bulletin 2021 – 2022**

**Application Deadline
Fall: April 1, 2021**

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Section 1: General Statement

The purpose of this bulletin is to provide information to prospective applicants to the Bachelor of Midwifery program at the University of Manitoba. This document outlines categories of admission, requirements and deadlines.

This bulletin is available with, and constitutes part of, the application. It is assumed that all applicants have read and understood it prior to submitting the completed application.

Programs Offered: Bachelor of Midwifery (BMid)

Section 2: Eligibility Requirements

The University of Manitoba will require graded coursework to fulfill all admission requirements as outlined in this bulletin. Pass grades will not be considered for meeting any of these requirements unless otherwise stated.

A. Residency Requirement

Registration in the Bachelor of Midwifery Program is restricted to Canadian Citizens and Permanent residents. Preference will be given to Manitoba residents (see Section 4: Selection Process, A. Citizenship and Residence). International applicants will not be considered for admission.

B. Academic Requirements

All applicants must meet the following requirements:

1. Completed Coursework

1. Successful completion of the courses identified below, with a minimum grade of "C" in each course. All required courses must be at a 1000 level or higher.
2. A minimum Adjusted Grade Point Average (AGPA) of 2.5 (see Section 4: Selection Process, B. Calculation of the Adjusted Grade Point Average (AGPA))
3. Meet the University of Manitoba Written English requirement with a minimum grade of "C". Course must be at the 1000 level or higher.
4. Meet the University of Manitoba Mathematics requirement. STAT 1000 (with a grade of "C" or higher) will fulfill this requirement.

NOTES:

- **All non-midwifery/nursing courses used to meet admission requirements, and to be considered for advanced standing/transfer credit, must be completed within the 10 years prior to admission to the College of Nursing. Midwifery and nursing courses must be completed within the 5 years prior to admission.**
- Courses completed at recognized universities other than the University of Manitoba must be assessed as exact equivalents in order to meet specific course requirements.

Applicants who have previously completed a Bachelor of Midwifery or equivalent program in Canada or the United States are not normally eligible for admission

to the Bachelor of Midwifery program in the College of Nursing at the University of Manitoba. Applicants will be considered for admission on a case-by-case basis.

2. Required Courses

COURSE NUMBER	COURSE TITLE	CREDIT HOURS
BIOL 1410	Anatomy of the Human Body	3
BIOL 1412	Physiology of the Human Body ¹	3
or	or	
BIOL 2410 and BIOL 2420	Human Physiology 1 and Human Physiology 2	
MBIO 1220	Essentials of Microbiology	3
or	or	
MBIO 3010	Mechanisms of Microbial Diseases	
STAT 1000	Basic Statistical Analysis ³	3
CHEM 1300	Structure and Modelling in Chemistry ³	3
CHEM 1310	An Introduction to Physical Chemistry ³	3
NATV 3240	Indigenous Medicine and Health ⁵	3
Science Electives ^{1, 2, 3}		3
Social Science and/or Humanities Electives ^{1, 3, 4}		6
Total		30

Students must meet the University of Manitoba **Written English** and **Mathematics Requirements** with a University level course completed within the last 10 years, must be at the 1000 level (or higher), and with a minimum grade of C in each. It is strongly recommended that these courses be completed within the elective credits indicated above.

* The courses listed are University of Manitoba courses. For equivalent coursework completed at external post-secondary institutions, please refer to www.umanitoba.ca/admissions/tc.

¹The former BIOL 1110 Health and Health Professions may not be used as a Science elective.

²Students must meet the current Science prerequisites before registration for Science courses. See the Faculty of Science section in the General Calendar for the current prerequisites.

³ All courses must be 1000 level or higher.

⁴ Social Sciences and Humanities information is found in the Undergraduate Calendar chapter for the Faculty of Arts, Additional Faculty Regulations and Policies (see <http://crscalprod.ad.umanitoba.ca/Catalog/ViewCatalog.aspx?pageid=viewcatalog&catalogid=440&chapterid=5122&topicgroupid=27502&loaduseredits=False>)

⁵ NATV 3240: Indigenous Medicine and Health is the preferred elective and should be taken if it is offered while completing the prerequisite requirements. **Note: Other Native Studies courses or equivalents are acceptable if NATV 3240 is not offered.**

Applicants who plan to use an external University level course (non-University of Manitoba course) to meet the University of Manitoba Written English admissions requirement must provide a course outline as part of their application. The identified course must be evaluated by the University of Manitoba to determine if it meets the University of Manitoba Written English requirement. Please submit the applicable course outline by the April 1st application deadline to the Admissions office along with your application.

The detailed course outline/syllabus must show all of the following minimum requirements in order for a course to qualify for approval as meeting the written English requirement as approved by Senate include:

1. There must be a minimum of either three pieces of written work, each 3 to 5 pages in length, or two pieces of written work, each of 6 to 8 pages in length.
2. There must be a minimum of 3,000 words in total.
3. There must be feedback on style as well as content.
4. The written work must include a description or argument that is clear, concise, and logically constructed and that reflects an appropriate awareness of the audience or readership being addressed

C. 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

through one of the options listed at the University of Manitoba Admissions web site.

See the link below to view information regarding specific English Language Proficiency Requirements and English Language Proficiency Waiver information:

<http://umanitoba.ca/admissions/undergraduate/requirements/english-language-proficiency>

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.

D. Categories

1. Regular Category

Regular Category Applicants must meet all eligibility requirements and will be selected based on their AGPA (see Section 4: Selection Process, B. Calculation of the Adjusted Grade Point Average (AGPA) and C. Regular Category Selection Process).

2. Canadian Indigenous Category

Applicants to this category must be from the First Nations, Métis or Inuit populations of Canada. In considering applications in this category, less weight will be given to background academic performance than is the case with applicants in the Regular academic category.

Up to three spaces will be offered in this category to Indigenous applicants that meet eligibility requirements. Up to two of these spaces are designated for Indigenous students who are Manitoba residents and who reside in northern Manitoba. See Section 4: Selection Process, A. Citizenship and Residence for the definition of Manitoba Residency.

Northern Manitoba is defined as north of the 53rd parallel. Please see Map at the below link:

<http://www.umanitoba.ca/student/admissions/application/programs/North%20of%2053%20-%20Midwifery%20Admissions.html>

Applicants in this category must:

- Complete a supplementary form, providing additional information. This form will be downloadable in your application portal shortly **after** the submission of your application and after the Admissions office has updated your application portal.
- Meet the minimum eligibility requirements, including the minimum AGPA of 2.50 (see Section 4: Selection Process, A. Citizenship and Residence).
- First Nations, Metis and Inuit applicants are required to submit documentation to support their declaration of Indigenous ancestry. One of the following will be accepted:
 - a certified copy of a Status or Treaty card;
 - a certified copy of a Metis membership card;
 - a certified copy of a Nunavut Trust Certificate card;
 - roll number or any other proof accepted by Inuit communities.
 - letter of verification from their community at the time of application.

If none of these forms of documentation are available, enquiries may be made to the University of Manitoba Admissions Office regarding other acceptable documentation.

E. Applicants from Midwifery Programs

Applicants who have attended but not completed a midwifery program, the completion of which would result in the graduate's eligibility to write the Canadian Midwifery Registration Exam (or equivalent) in order to qualify for registration to practice as a Registered Midwife, must:

- Complete the supplementary form. This form will be downloadable in your application portal shortly **after** the submission of your application and after the Admissions office has updated your application portal. On this form, you will be asked to provide the name and address of the Director, Dean, or Coordinator, of the Midwifery program in which you are currently, or were previously registered, and the reason(s) for leaving the

program and applying to the Bachelor of Midwifery Program at the University of Manitoba.

- Satisfy eligibility requirements, including the competitive adjusted Grade Point Average in the year of application.

It is recommended that students who attended a midwifery program outside of Canada submit their supplementary application as soon as possible to ensure that there is sufficient time to obtain information from that program by June 1st.

The College of Nursing will contact the Director, Dean, or Coordinator, of the Midwifery program in which you are currently, or were previously, registered to request that the following information be sent to the College of Nursing:

- Your status in the previous or current midwifery program (including matters pending) with regard to failures, probation, suspension, determination of professional unsuitability, disciplinary action, or other related matters.
- This document is due May 1st.

The Admissions Committee reserves the right to deny admission to the University of Manitoba Nursing program based on any of the supplementary information. Applicants who would be eligible to register in third or fourth year courses will be considered for admission only if space is available.

Section 3: Application Process & Deadlines

A. Application Fees

Canadian/Permanent Residents: \$100.00

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

All correspondence, including decision release information will be sent via email and posted to your application portal.

Please ensure your email account remains current and will accept emails from the University of Manitoba. Check your filters.

It is important to check your email and application portal regularly and specifically around the deadlines and important dates listed below.

NOTE: An application is only assessed for the term selected. Applicants must submit and pay for an application for each term they wish to be considered.

B. Deadlines and Important Dates

Fall 2021

DATE	DEADLINES AND IMPORTANT DATES
April 1, 2021	Last date for receipt of application and application fee for Fall applicants.
April 15, 2021	Last date for receipt of official transcripts for <u>all</u> postsecondary study for Fall applicants. If currently in studies, proof of registration must be submitted by this date. Course outline deadline for all completed and in-progress coursework not taken at the University of Manitoba that might be eligible towards meeting the required courses for admission
May 1, 2021	Fall applicants must be eligible for admission. Last date for receipt of the Supplementary Application form for Canadian Indigenous and Diploma and Degree Nursing Program applicants for Fall applicants. Last date to submit Proof of English Language Proficiency for Fall applicants (if required). Last date to submit proof of Aboriginal status for Fall applicants (if required). Last date to submit any additional information (if required)
June 1, 2021	Last date for receipt of all final official transcripts and other academic documents for Fall applicants.
July 15, 2021	Last date for successful Fall applicants to submit Non-Academic Requirements to the College of Nursing

C. Required Application Documentation

The following documents will be required to complete your application:

- **Interim transcripts** showing current registration are to be submitted when applying or shortly thereafter.
- **Final official transcripts** from any university or college attended other than University of Manitoba. Student copies or photocopies are not acceptable. Transcripts become the property of University of Manitoba and will not be returned.

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.

- **Course Outlines** for coursework completed at accredited post-secondary institutions including universities and colleges are required. It may take several weeks to evaluate a transcript from another accredited post-secondary institution for possible credit transfer and admission eligibility. The Admissions Office must be able to evaluate previous coursework before the final admission selection process can be completed.
- **Proof of Canadian Citizenship, Permanent Residence or Refugee Status** is required if born outside Canada
- **Proof of Manitoba Residency** (if applicable) (*See Section 4: Selection Process, A. Citizenship and Residence for the definition of Manitoba Residency*) Applicants that have not graduated from a High School in Manitoba or completed 2 years or more of study at a university in Manitoba should submit a scanned copy of their MB health card showing Manitoba residency of at least two years at the time of application.
- **Proof of First Nations, Metis and Inuit heritage** (for Canadian Indigenous Category applicants only) (see Section 1: Eligibility Requirements, D. Canadian Indigenous Category)

- **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, C. English Language Proficiency Requirements).
- Applicants from a Diploma or Degree Midwifery program (see Section 2: Eligibility Requirements, E. Applicants from Midwifery Programs) must submit a **Supplementary Application form**. This form will be downloadable in your application portal shortly **after** the submission of your application and after the Admissions office has updated your application portal. The form must be submitted by May 1st. **Completed form can be emailed to admissions.midwifery@umanitoba.ca or uploaded in your application portal.**
- Applicants to the Canadian Indigenous Category (see Section 2: Eligibility Requirements, D. Categories, 2. Canadian Indigenous Category) must submit a **Supplementary Application form**. This form will be downloadable in your application portal shortly **after** the submission of your application and after the Admissions office has updated your application portal. The form must be submitted by May 1st. **Completed form can be emailed to admissions.midwifery@umanitoba.ca or uploaded in your application portal.**

Please send all application documentation to the following address:

**Admission for Bachelor of Midwifery Program
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 the event that you are not able to provide an official transcript (for example, if the issuing office at your university or college is closed due to COVID-19), the University of Manitoba will accept an electronic transcript provided that it has been sent directly from the email of the office responsible for issuing

transcripts. Applicants who submit their documents electronically may be requested to provide original, physical copies at a later date.

D. Required Admission Documentation

All successful applicants to the Bachelor of Midwifery Program are required to submit the following:

- Successful applicants are required to submit **Non-Academic Admission Requirements** (i.e., Immunization, Criminal Record Search Certificate, Child Abuse Registry Check, Adult Abuse Registry Check, CPR, and Mask Fit Testing) documentations. Acceptance to the program is conditional until completion of these items. Admission will be revoked if all requirements are not met and all documents are not submitted to the College of Nursing by July 15th.

Non-Academic Admission Requirements

- All students will be required to submit proof of an annual influenza vaccine each Fall. The deadline will be published by the College of Nursing. Further information will be provided upon admission.
- Attend Mandatory Orientation-All students will be required to attend the mandatory orientation session prior to the start of classes. The dates will be provided to students upon admission.

E. Transfer Credit Information

At the University of Manitoba, all course work from a recognized prior post-secondary institution will be considered as part of the application for admission process for all undergraduate degree and diploma programs.

Courses are evaluated for advanced standing or transfer credit on a course-by-course basis and assigned a University of Manitoba equivalent, where applicable. Where a direct equivalent does not exist, students may receive general (unallocated) credit. The regulations regarding transfer credit are program specific and vary considerably depending on the faculty or school of application. Faculties and schools

will only consider external courses completed within the last ten (or fewer) years.

Courses deemed acceptable for transfer credit will be awarded, subject to program approval, up to the maximum allowed under the program of admission, based on the Faculty or School's transfer credit policy and residency requirements (consult the section of the University's Academic Calendar at:

www.umanitoba.ca/calendar for details).

Students may be asked to provide comprehensive and accurate course outlines or syllabi, as issued by their institution of study, for all courses lacking a current evaluation. Course outlines or syllabi should include information on: course objectives, outline of the units studied, textbook(s) used, assignments, and accompanying laboratory information, if applicable, to assist in the transfer credit assessment process. For information on current course evaluations receiving credit, please visit:

www.umanitoba.ca/admissions/tc

While we appreciate that some institutions do not have course information readily available, many students have been able to provide the information requested by contacting the individual departments or instructors at their prior institutions. Students that are unable to provide the requested course information may render themselves ineligible for programs with specific course requirements. Only successful applicants will be notified of transfer credit results.

Additional information related to transfer credit may be found at:

<http://umanitoba.ca/admissions/undergraduate/requirements/transfer-credit>

Section 4: Selection Process

A. Citizenship and Residence

The Admissions Committee gives priority to Manitoba applicants. The University of Manitoba defines Manitoba applicants as those who:

- have graduated from a Manitoba high school; or

- prior to application, have a recognized degree from a university in Manitoba; or
- prior to application, have completed a minimum of two consecutive years of full-time academic studies in a recognized program at a university in Manitoba, while physically residing in Manitoba; or
- prior to application have been a resident in the Province of Manitoba for a minimum of two (2) years following high school; the two year residence period will not be considered broken where 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.

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

The Adjusted Grade Point Average (AGPA) will be calculated as follows:

$$(0.3 \times \text{the core course average})^* \\ \text{PLUS} \\ (0.7 \times \text{the average of the most recent 45 credit hours})^{**}$$

*The core average will be calculated on the most recent attempts of the following courses:

- BIOL 1410 Anatomy of the Human Body
- BIOL 1412 Physiology of the Human Body
 - (**or** BIOL 2410 and BIOL 2420)
- MBIO 1220 Essentials of Microbiology
 - (**or** MBIO 3010)
- NATV Studies Elective (3 credit hours)

****Note: Only courses completed within the last 10 years prior to admission to Midwifery will be used in AGPA calculation.** The most recent 45 credit hours of University level work, including the original grades of any repeated courses if these fall within the most recent 45 credit hours. If an applicant has less than 45 credit hours, the AGPA will reflect all credit hours completed (i.e. a minimum of 30 credit hours to a maximum of 45 credit hours).

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 will be used in the AGPA. Summer 2021 courses will not be included in the AGPA calculations for admission in fall 2021.

A grade point average higher than the 2.5 minimum is recommended as admission is competitive.

NOTE: It is the applicant’s responsibility to inform the Admissions Office in writing of any **deferred exams and 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.

C. Regular Category Selection Process

In the Regular Category, the AGPA will determine the applicant’s placement on the rank-ordered selection list. The applicants with the highest AGPA scores will be considered for admission.

D. Canadian Indigenous Category Selection Process

In the Canadian Indigenous Category, applications will be selected based on the following:

1. Supplementary Score

The supplementary application forms of applicants who meet the eligibility requirements will be evaluated by the Canadian Indigenous Category Subcommittee. The applicant will receive a score out of a maximum of 40.

2. AGPA

The AGPA will be calculated as indicated in Section 4: Selection Process, B. Calculation of the Adjusted Grade Point Average (AGPA)).

3. Admissions Score

The Admission Score will be calculated from the AGPA and Supplementary scores. The AGPA will contribute 60 % and the Supplementary scores will contribute 40%.

The Admissions Score will be calculated as follows:

$$\frac{(\text{AGPA} \times 60) + \text{Supplementary Score}}{4.5}$$

The Admission Scores will be ranked. The applicants with the highest Admissions Scores will be considered for admission.

Up to 3 admission spaces may be offered to applicants in the Canadian Indigenous Category. The Admissions Committee shall not be bound to admit the maximum number of applications in any given year.

E. 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.

F. Notification of Decision

Decisions will be posted to the applicant’s portal. Applicants must log into their application portal to view the decision and to accept or decline their offer. If the offer is not accepted and the subsequent deposit paid by the deadline date indicated in the letter, the offer will lapse. Lapsed offers will be considered a declined response. It is imperative that email accounts remain current and that emails and application portals are regularly checked.

In order to accept an offer of admission a non-refundable deposit of \$100.00 will be required. The

deposit will be applied to tuition fees at the time of registration.

Section 5: Reconsideration and Appeals

Individuals who wish to have their applications reconsidered should submit their request in writing to the Chair of the Selection Committee. Past experience has shown that most inquiries can be satisfied at this level without further reference. Persons wishing reconsideration of the decision of the Selection Committee shall direct their request to the Chair within ten (10) days of the mailing of the Committee decision (see Section 8: Contact Information).

Should the student wish to pursue the reconsideration decision of the Selection Committee further, such an appeal will be made in accordance with the Senate Committee on Admission Appeals Procedures.

https://umanitoba.ca/admin/governance/governing_documents/students/admission_appeals.html

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

Section 6: Counselling of Applicants

The College of Nursing and Admissions Office are able to assist applicants who seek counselling regarding admission to the College of Nursing, Bachelor of Midwifery. 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).

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. <http://umanitoba.ca/student-supports/accessibility>

Section 8: Contact Information

College of Nursing:	Helen Glass Centre for Nursing General Office <i>Telephone:</i> (204) 474-7452 <i>FAX:</i> (204) 474-7682 <i>Web:</i> umanitoba.ca/nursing <i>E-mail:</i> nursing@umanitoba.ca
Admissions Office:	424 UMSU University Centre <i>Telephone:</i> (204) 474-8808 <i>Email:</i> admissions@umanitoba.ca
Admissions Officer:	Mark Curran <i>Telephone:</i> (204) 474-8810 <i>Email:</i> admissions.midwifery@umanitoba.ca

The following other contacts may also be useful.

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

Section 9: Other

Professional Designation

A graduate of the Bachelor of Midwifery program must write the Canadian Midwifery Registration Exam (CMRE) to obtain the designation, Registered Midwife (RM).

Information regarding the CMRE can be obtained from the Canadian Midwifery Regulators Council website at <https://cmrc-ccosf.ca/registration-exam>.