


OVCMT Application Check List

DATE	 REQUIRED DOCUMENTATION
	<input type="checkbox"/> Application Form with application fee \$125.00 full program or \$200.00 Advanced Placement Option *may be submitted prior to other documentation and is non-refundable
	<input type="checkbox"/> Application Essay *instructions are on page two of the application form
	<input type="checkbox"/> Employment Resume
	<input type="checkbox"/> Student Budget Worksheet (completed in full)
	<input type="checkbox"/> Copies of High School Transcript and any educational degrees, diplomas, certificates, etc
	<input type="checkbox"/> Scheduled (or completed) Application Interview *Skype interview is an option
	* Conditional Acceptance may be granted with all the above items completed
	<input type="checkbox"/> Criminal Records Check *not through RCMP Link: https://justice.gov.bc.ca/criminalrecordcheck Access Code: FRCFUUJ3S4 Working with Children and Vulnerable Adults
	<input type="checkbox"/> Three Reference Letters
	<input type="checkbox"/> Health Assessment Form signed by both you and your physician
	<input type="checkbox"/> Registered for (or completed) Introductory Workshop
	<input type="checkbox"/> Original & Certified High School Transcripts (must be forwarded directly to OVCMT)
	<input type="checkbox"/> **PROGRAM REQUIREMENTS **CPR Required before end of Term 1 Standard 1st Aid with CPR level C (not occupational) *Must be from one of the following national providers: Cnd Red Cross, Cdn Ski Patrol, Heart & Stroke Fdn, Lifesaving Society or St John Ambulance
	<input type="checkbox"/> **TB Test Required before end of Term 2 (not more than 3 months before the program start date) Phone to schedule – 1-888-288-8682 *THE TB TEST REQUIREMENT IS WAIVED AT THIS TIME-Mar 2022