


OVCMT Application Check List

DATE	 REQUIRED DOCUMENTATION
	<input type="checkbox"/> Application Form with \$125.00 application fee (non-refundable) *may be submitted prior to other documentation
	<input type="checkbox"/> Application Essay
	<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 of the above items completed
	<input type="checkbox"/> Criminal Records Check *not through RCMP Link: https://justice.gov.bc.ca/eCRC/ 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"/> *CPR Required before end of Term 1 Standard 1st Aid with CPR level C (not occupational)
	<input type="checkbox"/> *TB Test Required before end of Term 2 Phone to schedule – 1-888-288-8682