

LETTER OF ACCEPTANCE

Date of Issue: April 29, 2021



Congratulations! You have been offered admission to Sault College!

PERSONAL INFORMATION

Family Name: Singh	CAQ: No
Given Name: Damini	Student's Full Mailing Address: Bigarwal Road, Balaji Colony, Sunam Sangrur, Punjab 148028, India
Date of Birth: June 06, 1991	
Student ID #: 21075601	Referring Agent (if applicable): Sia Immigration Solutions Inc.

INSTITUTIONAL INFORMATION

Name of Contact: International Admissions and Records Phone: 1 705 759-2554 ext 2879 Email: international.admissions@saultcollege.ca	Full Name and Address of Institution: Sault College Toronto Campus 2340 Dundas St. West, Suite 200 Toronto, Ontario, M6P 4A9, Canada
Type of School/Institution: Public	
Website: www.saultcollege.ca/toronto	Designated Learning Institution #: O146028559284

PROGRAM INFORMATION

Academic Status: Full-Time Program of Study: Health Care Leadership - Canadian Context (5985) Campus: Toronto Program Length: 4 Semester(s) Start Date: September 07, 2021 Approx. Completion Date: April 28, 2023 Credential: Ontario College Graduate Certificate (Post-Graduate) Level of Study: Level 1 Hours of Instruction: 18 Exchange Program: No	Fee Structure: TOTAL DUE: \$1,500.00 by May 19, 2021 \$7,970.70 by June 18, 2021 \$8,005.70 by December 03, 2021 Tuition Fees: \$16,466.40 Mandatory Ancillary Fees: \$1,010.00 Total Annual Fees: \$17,476.40*
Internship/Work practicum: Unpaid Field Placement Required Length of Internship (hours): 300 Field of Work: Unknown	Scholarship/Teaching Assistantship/Other Financial Aid: No
Conditions of Acceptance: <ul style="list-style-type: none">N/A	Expiry of Letter of Acceptance: August 30, 2021

Note: *Tuition and fees quoted are for the first two semesters of a program and are subject to change. This is not an invoice of fees but serves as an estimate of fees. This LOA does not reflect any prior payments made to Sault College.

Your tuition and ancillary fees are available on the Sault College student portal at <https://my.saultcollege.ca>. For a full list of required ancillary fees, please visit www.saultcollege.ca/Admissions/Tuition.asp

If you have requested a future program, this LOA does not guarantee your admission into that program or intake. You must submit a new application when the intake becomes available. Please contact international@saultcollege.ca for more information on how to apply for your second program at Sault College

Please review our refund and withdrawal process. It is available on our website at www.saultcollege.ca/Admissions/RefundPolicy.asp. No deferrals or refunds will be possible based solely on preference of delivery mode.

Karli Campbell, Registrar
Sault College

CO-OP WORK PERMIT INFORMATION

April 29, 2021

Designated Learning Institution No.: O146028559284

RE: Damini Singh
Student ID #21075601
Date of Birth: June 06, 1991

To Whom It May Concern,

This is to confirm that the above named student has been accepted into the following program that has either a Co-Op (Required), Co-Op (Optional), Internship, or Placement component:

PROGRAM NAME: Health Care Leadership - Canadian Context (5985)

PROGRAM START DATE: September 07, 2021

PROGRAM COMPLETION DATE: April 28, 2023

TOTAL NUMBER OF HOURS: 300

TOTAL NUMBER OF WORK TERMS: 1

Due to work permit processing times and tight timelines upon acceptance into the program, a co-op work permit is required.

Please contact Sault College at international.admissions@saultcollege.ca should you require any additional information.

Sincerely,



Karli Campbell, Registrar
Sault College

CLINICAL AND FIELD PLACEMENT INFORMATION

FOR HEALTH AND COMMUNITY SERVICE PROGRAMS

In order for students to be eligible to complete clinical or field placement, which is a mandatory component of education, specific clinical and placement requirements must be satisfied, and documentation must be submitted to the Placement Officer by the due date identified for each program listed in the chart below.

The absence of documentation for any requirements or failure to submit the requirements by the expected due date indicated in the chart below will result in the student being withdrawn from the course in which clinical/field placement is an element. Tuition will not be refunded if access to clinical or field placement is denied.

Clinical and Field Placement Requirements are due as indicated:

Program	Due Date
Child and Youth Care (1065)	10th week of first semester
Early Childhood Education (1030)	1st week of December
Social Service Worker (1203)	8th week of second semester

College Contact: Shelley.Leigh@saultcollege.ca

Program	Due Date
Bachelor of Science in Nursing (3400)	4th week for first semester
Enhanced Practice for Internationally Educated Nurses – Acute Care (3044)	4th week of first semester
Fitness and Health Promotion (3040)	8th week of first semester
Gerontology- Multidiscipline (3041)	4th week of first semester
Occupational Therapist Assistant and Physiotherapist Assistant (3022)	8th week of first semester
Personal and Developmental Support Services (3070)	4th week of first semester
Personal Support Worker (3027)	4th week of first semester
Practical Nursing (3024)	4th week of first semester
Professional Nursing Practices – Gerontology and Chronic Illness (3043)	4th week of first semester

College Contact: Lori.Zuccato@saultcollege.ca

Program - Toronto Campus	Due Date
Early Childhood Education (5940)	Fall: 1st week of November Winter: 1st week of March Spring: 1st week of July

College Contact: Rachel.Lafferty@trios.com

Fitness and Health Promotion and Occupational Therapist Assistant and Physiotherapist Assistant students will participate in field placement during all four semesters of the program. In the latter part of semester four, you will complete fieldwork hours on a full-time basis for at least 6-10 weeks, gaining valuable work experience and employment references. **Students in the Occupational Therapist Assistant and Physiotherapist Assistant program should be prepared to travel outside of Sault Ste. Marie in order to complete the required fieldwork placement in the fourth semester.** Students should plan financially for these placements, as any expenses related to out of town travel and accommodations during fieldwork will be the responsibility of each student.

Please Note: All original placement documentation must be submitted to the appropriate college contact (listed above) by the program mandated deadlines. It is the responsibility of the student to keep up-to-date clinical and placement requirement documentation (and copies) to present to faculty and/or placement agencies as required. The College does not retain copies of any placement requirements.

Students are responsible for the full cost of obtaining placement requirements. Tuition is not refunded if access to clinical placement is denied or if proof of requirements is not submitted within the required timeframes.

Sault College Placement Requirements At-A-Glance	Standard	CPR 1st Aid	CPR Level C	CPR HCP or BLS Level (Health Care Provider)	WHMIS (current)	N95 Mask	Criminal Record & Fit Test Check & Sector Search (to be complete yearly after start of classes)	Immunization							Program Contact
	Program			Yearly				2 Step TB Test or if positive, Clear X-ray	Annual 1 Step TB Test If Needed	Measles/ Mumps/Rubella	Tetanus/Diphtheria/ Pertussis (within 10 years)	Chicken Pox (proof of immunity)	Hepatitis B Series	Influenza Vaccine Follow agency policy.	
Child and Youth Worker (1065)		✓	✓		✓		✓	If required by placement		✓	✓				Shelley Leigh Field Placement Officer shelley.leigh@saultcollege.ca *International Students must also provide their Coop/Work Permit from Immigration Canada for verification in addition to the requirements listed.
Early Childhood Education (1030)		✓	✓		✓		✓	If required by placement		✓	✓				
Social Service Worker (1203)		✓	✓		✓		✓	If required by placement		✓	✓				
Collaborative Bachelor of Science in Nursing (3400)		✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	
Occupational Therapist Assistant and Physiotherapist Assistant (3022)		✓	✓ re-cert required yearly		✓		✓	✓	✓	✓	✓	✓	✓	✓	
Enhanced Practice for Internationally Educated Nurses – Acute Care (3044)		✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	Lori Zuccato Program Support Assistant lori.zuccato@saultcollege.ca *International Students must also provide their Coop/Work Permit from Immigration Canada for verification in addition to the requirements listed.
Fitness and Health Promotion (3040)		✓	✓ re-cert required yearly		✓		✓	If required by placement							
Personal Support Worker (3027)		✓		✓	✓		✓	✓	✓	✓	✓	✓	recommended	✓	
Practical Nursing (3024)		✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	
Gerontology – Multidiscipline (3041)					✓		✓	✓	✓	✓	✓	✓	recommended	✓	
Personal and Development Support Services (3070)		✓		✓	✓		✓	✓	✓	✓	✓	✓	recommended	✓	Rachel Lafferty - Program Coordinator Rachel.Lafferty@trios.com *International Students must also provide their Coop/Work Permit from Immigration Canada for verification in addition to the requirements listed
Professional Nursing Practice – Gerontology and Chronic Illness (3043)		✓		✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	
Early Childhood Education – Toronto Campus (5940)		✓	✓		✓		✓	If required by placement		✓	✓				

Original documents (except for immunization information) must be presented to the program contact as indicated on the chart. The Sault College Health Form must be completed and copies of official immunization records attached and submitted to the College Health Centre. International Students may obtain their necessary immunizations from their Home Country. All other requirements must be obtained and completed upon arrival in Ontario. Rev. March 2021

Notice to International Students: The necessary immunizations for your program can be obtained from your home country and you will need to submit those immunization records along with the College Health Form to the Sault College Health Centre. Students enrolled on the Toronto campus are not required to submit the immunization forms to the Sault College Health Centre, instead a copy of your immunizations will need to be submitted on your LMS Brightspace. All other requirements (Standard First Aid, CPR, WHMIS, N95 Mask Fit, Police Vulnerable Sector Check) must be obtained and completed after your arrival in Ontario and are required before the start of your first semester.

As per Canadian Immigration policy, all International students completing a program with a practicum (field/clinical placement) component must obtain a Co-op/Work Permit from Immigration, Refugees and Citizenship Canada stating that they are permitted to attend practicum as an integral part of their studies. International students will not be able to attend placement without obtaining this permit.

Clinical and Placement Requirement Specifics:

Sault College cannot guarantee that appointment dates or course times to obtain your clinical and placement requirements will be available prior to identified program deadlines. If necessary, a list of available resources within the community can be provided.

Standard First Aid, CPR - BLS, and the N95 Mask Fit Test are offered through Sault College's Continuing Education Department. You may register and pay for these required courses online through your Sault College Student Portal: Go to "My Records" and select the Continuing Education Course Registration link. You may also access these courses through other providers as long as they meet the clinical/placement requirement specifications.

Students enrolled at our Toronto campus will be provided a list of community agencies where the requirements can be obtained after arrival.

WHMIS - The WHMIS course is available to registered students free of charge on LMS (Learning Management System). Registration takes place after mid-August and mid-December when tuition has been paid. The WHMIS course can be found on the Program Home Page. Once the WHMIS course is successfully completed with a grade of 80% or greater, you will receive notice approximately 20 minutes later on LMS of a link to your Certificate of Completion.

Students enrolled at our Toronto campus will have the opportunity to complete WHMIS in-class through an online training session.

Immunizations:

Complete required immunizations prior to the first semester of the program and submit official records, along with the College Health Form, to the Sault College Health Centre. If you are enrolled on the Toronto campus, you will be required to upload your record to your LMS Brightspace.

1. 2 Step TB Skin Test or TB blood test or Clear Chest X-Ray (**not required** for programs *Child and Youth Care, Early Childhood Education, Fitness and Health Promotion or Social Service Worker unless specified by placement*)
2. Annual 1 Step TB Test (as needed) – **BScN and Practical Nursing only**
3. Measles/Mumps/Rubella
4. Tetanus/Diphtheria (within 10 years)
5. Chicken Pox (documented proof of immunity)
6. Hepatitis B (**not required** for programs *Child and Youth Care, Early Childhood Education, Fitness and Health Promotion or Social Service Worker unless specified by placement*)
7. Influenza Vaccine (October/November)
8. COVID vaccine*

*The Covid-19 pandemic remains a global concern. We encourage you to speak to your healthcare provider regarding the decision to be vaccinated. Please note clinical placement agencies may require evidence of vaccination prior to entry to placement. Further, they **may** refuse a student entry who has not been vaccinated against Covid-19.

If you have any questions regarding the required immunizations for your program or how to obtain your immunization record, please contact the Sault College Health Centre at Anne.Erechook@saultcollege.ca or by phone at 705-759-2554 extension 2720.

Two Step TB Skin Test or Blood Test - Please be advised that the Step Two TB Skin Test is available in Sault Ste. Marie through Algoma Public Health, however, testing, although offered weekly, is limited. It is our suggestion that you schedule this test early so that you complete the requirements by the deadlines listed on this page for your applicable program. Algoma Public Health contact information is (705) 541-7085. In the event that Algoma Public Health is not offering TB skin testing, please contact the Sault College Health Centre at Anne.Erechook@saultcollege.ca or by phone at 705-759-2554 extension 2720.

Police Vulnerable Sector Check (PVSC):

If your program requires a **Police Vulnerable Sector Check (PVSC):**

The laws, rules and regulations regarding the acquisition of a criminal record check and the Sault College Criminal Record Check Policy shall be enforced and applied in accordance a manner consistent with the Ontario *Human Rights Code*, the *Police Record Checks Reform Act*, 2015 and all other applicable statutes or regulations.

Why is a Police Vulnerable Sector Check necessary?

Sault College placements are bound by this policy and the policies of placement providers. Given this, the purpose of a police vulnerable sector check includes but is not limited to the following:

1. The protection of vulnerable persons;
2. The protection of the interests of students;
3. The protection of the interests of the placement agencies; and
4. The protection of the interests of the College and its employees.

Students will be advised of the process to obtain a Police Vulnerable Sector Check during the first month of the first semester or when field placements are confirmed.

Individuals who have charges, pending charges or a criminal conviction for which record suspension has not been granted, must contact the College Contact listed above for their program. A meeting will be scheduled with the Chair to discuss their ability to participate in experiential learning in order to complete all program graduation requirements. If a student fails to disclose this information, their academic status will be adversely affected. Prospective students should know that if a criminal record exists, the student's ability to complete the academic requirements and graduate from their program may be in jeopardy.

Student questions about the Police Vulnerable Sector Search and the submission of these documents may be made to the College Contact listed above for their program.

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TO CONFIRM YOUR SEAT AT SAULT COLLEGE:

1. You must pay your first deposit amount as listed above. Your payment will hold your seat in the program and confirms your commitment to start your studies in the delivery mode that is available (e.g. on-campus, remote delivery online, or a combination of on-campus and remote online learning). If the first payment is not received in full before the expiry date listed above, your letter of acceptance will be revoked.
2. You must upload proof of payment to your application portal. Once payment has been received, a PDF receipt will be loaded to your application portal.
3. You must provide proof that you have a valid study permit to study in Canada. Upload your port of entry introductory letter (approval to receive a study permit), your study permit or copy of your stamped visa to your application portal no later than the date indicated below otherwise your letter of acceptance may be revoked:
 - August 15 (September/Fall programs)
 - December 15 (January/Winter programs)
 - April 15 (May/Summer programs)
4. You are required to read the arrival guide on www.saultcollege.ca/international carefully as it contains important policies, procedures and arrival information.
5. You are required to arrive on campus at least 1 week prior to the start of term to attend the mandatory International Student Orientation.

PAYMENT OPTIONS FROM OUTSIDE OF CANADA:

- Sault College uses CIBC International Student Pay exclusively for all international payments made from accounts outside of Canada. Please use the CIBC International Student Pay secure online platform at <https://pay.cibc.com/sault>. You will receive a quote in your local currency and can choose from the following payment options: Bank wire; Visa and Mastercard, China UnionPay, or ACH Direct Debit. Keep a copy of your proof of payment and load it to your application portal.

PAYMENT OPTIONS FROM WITHIN CANADA:

- Pay by Visa or Mastercard by going to the Online Tuition Payment in the Financial Records section of the Sault College student portal. Keep a copy of your proof of payment and load it to your application portal.
- Complete an online transfer from your bank account by adding the college as a payee/bill payment and using your 8-digit student number as the account number. Keep a copy of your proof of payment and load it to your application portal.
- Call the Financial Services Office at (705) 759-2554 ext. 2300 to make a payment with Visa or Mastercard.

IMPORTANT INFORMATION

Scholarships and Bursaries: This letter of admission lists the payment amount that you owe, less the applicable scholarship or bursary, as well as indicates your payment schedule. Scholarships and bursaries are non-refundable, non-cashable, non-transferable and subject to change. If you qualify for a scholarship or bursary as indicated above, the funds listed are in Canadian dollars and will be applied to your account prior to registration. Please visit your Sault College student portal for your personal statement of fees.

Sault College Student Portal: Students are required to become familiar with the Sault College student portal at <https://my.saultcollege.ca>.

Username: 8-digit Student ID as listed above

Password: welcome and your 6 digit postal code/zip/pin (e.g. welcomep6a5l3 or welcome90210). If you do not have a 6-digit postal code, your password is welcome000000.

If you experience difficulty logging in, please use the "Help" link on the top right-hand side of the screen.

Canadian Study Permit: You must apply for a Canadian Study Permit as soon as possible at the nearest Canadian Embassy, High Commission or Consulate. For more information, please visit www.cic.gc.ca. International students who have been accepted into a program with a co-op placement or an unpaid field placement are required to have a co-op work permit, even if the activity is paid or unpaid, on or off campus or full- or part-time. It is your responsibility to ensure you have the proper authorization. If you are in a program that requires a placement you will have a co-op work permit information letter attached to this letter of admission. If you withdraw, cease to attend classes or become part-time, you should be aware that we will inform Immigration and Citizenship Canada of your change in status.

We look forward to having you study at Sault College!

Sincerely,

Karli Campbell, Registrar
Sault College