







### FAQ's before you submit your application

#### Which students are eligible to apply?

You are eligible to apply if you can answer "yes" to all of the following eligibility conditions.

1. Location of Academic Institution:
  - a. As January 1<sup>st</sup>, I am already attending classes at an academic college or university that is located in Ontario, Canada.
  - b. **Exception:** If I have lived in a **Northern Ontario community** for 10-consecutive years, I am eligible to apply if my current academic institution is located in ANY Canadian province.
  
2. Type of Academic Program:
  - a. My regulated health profession *and* my current academic training matches what is contained in the table below.
  - b. I am returning to my studies in the *same* academic program after the completion of the Summer Studentship Placement.
  - c. I am not changing programs between Academic years (i.e. Undergraduate to a Masters)
  - d. My current academic training matches a position offered by my agency of choice. See the current year *Agency Employment List*.
  
3. Guaranteed Housing:
  - a. I have pre-sourced and provided guaranteed summer housing details on my online Job Application.
  - b. Daily commuting distance between the Job Site and my summer housing would be considered reasonable by a potential employer.

**Academic Eligibility Table**

Regulated Health Profession Program	Academic Training I
Dietitian	4-Year Degree Program in Food and Nutrition
Kinesiologist	4-Year Degree Program in Kinesiology, BKin or BSc(Kin)
Medical Laboratory Technologist	3-Year Diploma Program
Medical Radiation Technologist/Therapist	3-Year Diploma Program/4-Year Degree Program
Midwife	4-Year Degree Program in Midwifery, BHSc
Registered Nurse	4-Year Degree Program, BScN
Registered Practical Nurse	2-Year Diploma Program, RPN
Pharmacist	4-Year Degree Program, BScPhm
Medical Student/Physician	Undergraduate medical student enrolled in a Medical University (e.g. NOSM)
Respiratory Therapist	3-Year Diploma Program
Speech Language Pathologist	Master's level, MHSc
Physiotherapist or Occupational Therapist	Master's level



Northern Ontario  
School of Medicine  
École de médecine  
du Nord de l'Ontario  
ᐱᓐᓂᓐᓂᓐ ᓂᓐᓂᓐ  
L'ᓂᓐᓂᓐ ᓂᓐᓂᓐᓂᓐ

## FAQ's for Job Applicants

### How does the program work?

The SSP budget for this program is limited. Not every student who applies to this program will be interviewed and/or receive a job offer. Here is an overview of the basic hiring steps:

1. Fully vetted agencies are included on the *current year Agency Employment List* posted on NOSM's website about **February 1st**.
2. The student application period begins **February 1st** and closes **February 15th** at midnight.
3. **Students must ensure that ALL requested documentation is included in the first application. There are NO exceptions to this.**
4. Not later than **March 1st**,
  - a. NOSM emails each student as to whether they were considered *eligible or ineligible* to participate in the Summer Studentship Program.
  - b. NOSM determines which agencies are eligible to receive funding for the current summer.
  - c. For approved students, NOSM forwards a copy of their resume to their first choice employer.

### What do I need to apply?

1. A fulsome transcript showing student and program particulars OR Letter of Good Standing (preferred) from your host university. Please see the template on the NOSM SSP website. The NOSM SSP program needs to verify your status, program and other details matched with your demographic information. NOSM Medical Learners do not need to submit the Letter.
2. A resume; completed using the NOSM SSP Resume Template. Please see the NOSM SSP website.

### How many NOSM student applications may I submit?

NOSM will accept the first online application and/or the first resume received. **Changes, corrections, and/or multiple applications to different agencies, or multiple applications to the same agency for more than one advertised position (e.g. one for nursing and one for kinesiology) are not reviewed.**

### Do certain students receive priority funding?

Students who have lived in northern Ontario for a period of 10 consecutive years in one of these communities noted here <http://electivecatalogue.nosm.ca/electivescatalogue.aspx> receive priority funding.

Priority	Permanent Home	Location of Academic Institution	Housing
1	Student lives in Northern Ontario	Studying in Ontario	Guaranteed
2	Student lives in Northern Ontario	Studying in any Canadian Province	Guaranteed
3	Student lives in Northern Ontario	Studying in any Canadian Province	Potentially Guaranteed
4	Student lives in Southern Ontario	Studying in Ontario	Guaranteed
5	Student lives in Southern Ontario	Studying in Ontario	Potentially Guaranteed



Northern Ontario  
School of Medicine  
École de médecine  
du Nord de l'Ontario  
ᑭᑦᑎᑦᑎᑦᑎᑦ ᑭᑦᑎᑦᑎᑦᑎᑦ  
ᑭᑦᑎᑦᑎᑦᑎᑦ ᑭᑦᑎᑦᑎᑦᑎᑦ

## FAQ's for Job Applicants

### *What housing options are available to me?*

As housing is considered a condition of employment, all students *must provide full accommodation details* on their online Job Application. NOSM-managed-and-subsidized housing units are *not* available to SSP job applicants under any circumstance, nor does the NOSM Housing staff provide assistance to locate suitable accommodations for SSP job applicants.

### *When will the agency contact me?*

Each agency follows their own hiring protocols. NOSM encourages all agencies to contact students as soon as possible.

### *Who arranges hospital privileges documentation?*

For your safety and protection, the agency will determine and will be responsible for requesting and arranging all the necessary paperwork. Please ask about Workers' Compensation Insurance, medical malpractice insurance, immunization tests, and hospital orientation sessions as per their standard hiring practices.

## FAQ's after you complete your employment term

### *How do I receive travel reimbursement from NOSM?*

See [www.nosm.ca/summerstudentship](http://www.nosm.ca/summerstudentship) or contact your Summer Studentship Coordinator at [summerstudentship@nosm.ca](mailto:summerstudentship@nosm.ca)

Travel reimbursement is calculated as follows:

1. **Travel Submission Dates:** Travel claims must be submitted no less than 90 days after the final day of travel.
2. **Travel by car:** Travel reimbursement for *one round trip* is calculated at a rate of 42 cents per kilometer to a maximum of \$500.00 from the student's academic community to the NOSM community site per NOSM's mileage chart. Gas receipts are not required.
3. **Travel by plane, bus, or train:** Actual airfare, bus, or rail costs incurred are allowed but not exceeding the allowable mileage rate by car. A copy of the credit card transaction or other proof of payment must be submitted with your travel claim form.

Travel reimbursement is *not provided* when your academic institution and your employer are located in the same city or town (e.g. Lakehead University and Thunder Bay Regional Health Sciences Centre).



Northern Ontario  
School of Medicine  
École de médecine  
du Nord de l'Ontario  
ᐱᓄᐱᓄᓄᓄᓄ ᐱᓄᐱᓄᓄᓄᓄ  
L'ᐱᓄᐱᓄᓄᓄ ᐱᓄᐱᓄᓄᓄᓄᓄ

## FAQ's for Job Applicants

### *What documentation should I retain as proof of employment?*

NOSM recommends that you retain your employer's contact information and your paystubs in the event you do not receive a T4 slip by the required due dates. NOSM recommends that you ask your immediate supervisor for a reference letter before your employment term ends.