

# OVCMT Application Checklist

(to help keep you on track,  
OVCMT does not need a copy of this)

DATE	✓	REQUIRED DOCUMENTATION
	<input type="checkbox"/>	Application Form with application *fee \$150.00 full program or \$225.00 Advanced Placement Option *may be submitted prior to other documentation and is non-refundable
	<input type="checkbox"/>	Application Essay *guidelines 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 education degrees, diplomas, certificates, etc.
	<input type="checkbox"/>	Criminal Records Check <b>*Not through RCMP</b> Link: <a href="https://justice.gov.bc.ca/criminalrecordcheck">https://justice.gov.bc.ca/criminalrecordcheck</a> Access code: FRCFUUI3S4 Working with Children and Vulnerable Adults
	<input type="checkbox"/>	Self-Declaration Health Assessment

Everything above this line is required to schedule an interview

	<input type="checkbox"/>	Scheduled & Completed Application Interview
	<input type="checkbox"/>	*Zoom Interview is an option
	<input type="checkbox"/>	Health Assessment Form signed by both you and your physician
	<input type="checkbox"/>	Acceptance may be granted with all the above items completed, items remaining
	<input type="checkbox"/>	Two Reference Letters (see back of Application Form)
	<input type="checkbox"/>	Registered for Intro to Massage Workshop
	<input type="checkbox"/>	Original & Certified High School Transcripts (must be forwarded directly to OVCMT)
	<input type="checkbox"/>	<b>**PROGRAM REQUIREMENTS</b> **CPR Required before end of Term 1 (Recommend completing before school if possible, but not necessary) <b>Standard 1st Aid with CPR level C (not occupational) *Must be from one of the following national providers: CDN Red Cross, CDN Ski Patrol, Heart &amp; Stroke Foundation, Lifesaving Society or St John Ambulance</b>