



JIBC

School of Health Sciences



# Diploma in Health Sciences (EMS)

Application Package



## Diploma in Health Sciences (EMS)

### Application Package

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**Please read the information in the following package carefully.**

#### **GENERAL INFORMATION**

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##### **Welcome to School of Health Sciences | Paramedic Academy**

The Diploma in Health Sciences (EMS) is the first advanced credential in the School of Health Sciences (SOHS) academic pathway. It builds upon the Primary Care Paramedic certificate and offers a foundation of liberal studies and health sciences that will ensure graduates are prepared to lead EMS into the future.

The Diploma in Health Sciences (EMS) is a 60-credit program delivered in a blended learning model. The Diploma has three components:

- Primary Care Paramedic (PCP) Certificate (full-time)
- Academic Foundation of liberal studies and advanced health science studies (part-time on-line)
- Diploma Completion project (blended delivery model)

Upon completion of the diploma graduates will be able to:

- Demonstrate professionalism and teamwork within the health care system;
- Provide paramedic practice based on the concepts of evidence-based approaches to EMS;
- Provide patient care at a Primary Care Paramedic level;
- Communicate effectively both orally and in writing;
- Demonstrate critical and analytical thinking; and
- Demonstrate leadership.

This program can be completed in approximately 2 years and is designed for a diverse audience including:

- Secondary school graduates seeking careers in health sciences and emergency medical services
- Provincial and national paramedics seeking an academic credential;
- Existing PCP (or equivalent) graduates seeking pre-requisites for the SOHS' ACP program;
- Existing PCP (or equivalent) graduates planning future degree studies;
- Allied health professionals seeking to enhance their skill base with training in emergency medical services

The program will provide the following opportunities:

- Certification for those entering the diploma program without PCP designation;
- Ongoing professional development for PCP and ACP practitioners;
- Academic standing in the EMS context;
- Ability to ladder into the SOHS' Advanced Care Paramedic (ACP) program;
- Foundation for further health and leadership studies; and
- Foundation for leadership roles within EMS.

Graduates will exit the program with a comprehensive academic and professional foundation in advanced health studies upon which they can build should they choose to broaden their academic qualifications in a degree program.

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**ADMISSION REQUIREMENTS**

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***Minimum Academic Admission Requirements***

- **Grade 12 graduation with specific courses and minimum grades as follows:**
  - Biology 11 (or equivalent) with minimum grade of 'C+'
  - Math 11 (or equivalent) with minimum grade of 'C'
  - English 12 (or equivalent) with a minimum grade of 'C'

If English is not the first language, a submission of a TOEFL evaluation showing a score of 220 or greater (computer based), or equivalent demonstration of proficiency in the English language.

**OR**

- **Mature Students**

Mature students will be accepted into the program based on the JIBC's Mature Student Admissions guidelines and procedures. Mature students are defined as those who:

  - Do not have BC Grade 12 or any of the equivalencies outlined in the JIBC Grade 12 equivalency procedures, and
  - Are at least 25 years of age, and meet all other requirements.

The Academic Admission requirements to be met by Mature Students are:

- Biology 11 (or equivalent) with minimum grade of 'C+'
- Math 11 (or equivalent) with minimum grade of 'C'
- English 12 (or equivalent) with a minimum grade of 'C'

***Other Entrance Requirements***

- Minimum age: 17 years
- Current EMR Certification (PCP, ACP, and ITT Practitioners must provide proof of completion of the higher level of certification in order to be exempt from this requirement)

Note: Applicants for the EMS Diploma, who have not already completed the PCP certificate must also meet the specific entrance requirements for the PCP certificate program, and submit a separate application for that program (with this application).

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**For completion of Primary Care Paramedic (PCP) Program (if required):**

Applicants to the EMS Diploma who have not yet completed the PCP Program are required to submit an additional application to the PCP Program and meet all program admission requirements.

PCP admission requirements include:

- Current BLS for Healthcare Provider Certification
- Criminal record check
- Completion of a physical fitness assessment
- 3 written references (Two professional references and one personal)
- Current immunizations
- Legal entitlement to study in Canada

PCP application package available on-line at [www.jibc.ca/paramedic/programs/pcp](http://www.jibc.ca/paramedic/programs/pcp) or by contacting the student services department at 604.528.5590.

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**Selection Process**

In addition to meeting the minimum academic requirements and other entrance requirements, applicants to the Diploma program will also be assessed through a preferential admissions process comprised of evaluation of their academic background (including previous completion of some program courses), work experience and volunteer experience.

Persons short-listed from the preferential admissions process will be asked to attend a panel interview.

The final selection of learners to enter the Diploma program will be selected based on the ranking in the overall selection process.

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**PROGRAM CONTENT**

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**Primary Care Paramedic Certification Component (33.5 credits)\*\***

**\*\* 30 credits from this program provides advanced standing credit towards completion of the Diploma \$3947 (plus applicable fees and taxes) \*pricing subject to change without notice**

~~must be completed full time as a block of study~~

**CS 200 - Clinical Sciences 200 – 3 credits**

This course is designed to develop the learner's knowledge of medical terminology, introduce the key structures and function of the human body and systems, and examine the principles of pathophysiology that underlie the body's response to disease and injury. These concepts form the foundation for study of pre-hospital care. Prerequisite: none

**FPC 210 - Fundamentals of Pre-hospital Care 210 – 3 credits**

The goal of this course is to introduce learners to the world of pre-hospital care, explore life as a paramedic, and help them to master the concepts and skills required to function as an assistant and driver for an experienced paramedic.

**Prerequisite: CS200**

**PCS 220 - Paramedic Core Skills 220 – 2 credits**

Learners will be introduced to a comprehensive patient assessment process. They will learn the concepts and skills required to assess patients and intervene in life and limb threatening emergencies. **Prerequisite: PCS210**

**PCS 221 - Paramedic Core Skills 221 – 3 credits**

In this course, learners will master the PCP procedures, treatments and protocols required to administer drugs, and to assess and manage patients with wounds, burns, fractures and spinal injuries. **Prerequisite: PCS220**

**PCS 222 - Paramedic Core Skills 222 – 4 credits**

The course is designed to help learners master the skills and procedures required to assess and manage patients in special populations and special situations. Learners will adapt core skills to deal with situations involving hazardous material, crime scenes, terrorist incidents, multiple patient and mass casualty incidents, patient recovery, and vehicle extrication. In addition, learners will learn to manage obstetrical emergencies in the field and review the principles of ambulance operations in land, sea and air settings. **Prerequisite: PCS221**

**CC250 - Classic Cases 250 – 5 credits**

This course is designed to help learners gain the skills, knowledge and judgment required to assess and manage classic presentations of common injuries, using PCP treatments and protocols. Examples of classic injuries include upper and lower extremity fractures, head injuries, chest and abdominal injuries and conditions. **Prerequisite: PCS222**

**CC 251 - Classic Cases 251 – 2 credits**

Learners will gain the skills, knowledge, and judgment required to assess and manage classic presentations of common cardiac, respiratory and abdominal conditions using PCP treatments and protocols. **Prerequisite: CC250**

**CC 252 - Classic Cases 252 – 3 credits**

This course is designed to help learners gain the skills, knowledge and judgment required to assess and manage classic presentations of patients with "disturbances of behaviour" or an "altered level of consciousness" using PCP treatments and protocols. **Prerequisite: CC251**

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**CC 253 - Classic Cases 253 – 2 credits**

This course is designed to help learners develop and defend a focused assessment and demonstrate the management of classic trauma and medical calls using PCP treatments and protocols. **Prerequisite: CC252**

**CC 260 - Complex Cases 260 – 2 credits**

Learners will assess and manage complex cases (involving a high level of assessment skills), demonstrating the use of clinical judgment and PCP treatments and protocols. **Prerequisite: CC253**

**COMP 285 - Comprehensive 285 – 2.5 credits**

In this course, learners will apply the skills and knowledge learned throughout the program to assess and manage complex cases. Evaluation of overall performance will be based on ability to demonstrate clinical decision-making, differential diagnosis and correct treatment and procedures based on PCP competencies. **Prerequisite: CC260**

**CLA 290 - Clinical Applications 290 – 2 credits**

This course is designed to help learners apply learned skills and procedures to manage and treat actual patients in a clinical setting. **Prerequisite: C285**

**Academic Foundation (30 credits) \*pricing subject to change without notice**

These courses may be completed in one of two ways:

- (i) As part of a cohort group in which students will take two courses per semester. Approximate time to complete the diploma as part of a cohort group – 24 months;
- (ii) As individual courses at the students' own pace. Persons who complete the courses at their own pace must declare their intention to complete the diploma and pay the applicable Diploma program application fee, and must complete the diploma requirements within the program timeline. It is strongly recommended that a student enroll in no more than three 3-credit courses in any one semester.

**ENG 100 - Academic Writing – 3 credits (\$429.00 + \$15.00 LSF)**

This course will help learners to develop post secondary level communication and composition skills. Learners will be introduced to the study of library resources and the analysis of reading material while writing preparatory papers from reports and reviews to complete research papers. Participants will learn to analyze sources by completing written assignments and will develop confidence in their written communication through continuous feedback.

**STATS 100 - Introduction to Statistics – 3 credits (\$429.00 + \$15.00 LSF)**

This is an introductory course to statistics. Some of the topics studied will be exploring and understanding data, relationships between variables, looking at discrete and continuous probability distributions, issues of randomness including sampling and sampling distributions, and drawing statistical inference for comparing samples.

**RESM 200 - Research Methods – 3 credits (\$429.00 + \$15.00 LSF)**

This introductory research methods course is designed for learners who are, or will be, engaged in applied science research, community based research (CBR), and policy research initiatives. This course will provide learners with the knowledge and basic tools to conceptualize core research questions and to design appropriate methods for hypothesis testing, data collection and analysis. As a foundation course, the content will focus primarily on qualitative methods, participant observation, comparative studies, case studies, ethnography, descriptive field studies, and secondary data analysis.

**ETHS 100 - Applied Ethics – 3 credits (\$429.00 + \$15.00 LSF)**

In this course students explore ethical theory and the abilities and values required for ethical decision making. Develop skills in logical analysis and gain understanding of moral principles and theories, as well as the ability to recognize and resolve common workplace moral disagreements.

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**CCR 150 – Theoretical Foundations of Dispute Resolution – 1.5 credits (\$285.00 + \$7.50 LSF)**

This course provides an opportunity for creative and critical examination of your dispute resolution beliefs, skills and practices, and further refinement of those skills. Mastering dispute resolution skills requires the ability to use skills and processes contextually - to adapt them as needed to different circumstances. Underlying any process of dispute resolution are assumptions about how human beings understand conflict, why they get involved in disputes, the types of behaviours and communication styles humans engage in and the meanings of resolution. Understanding these assumptions enables learners to assess when adaptations may be needed to meet particular circumstances, and what the disparate effects of particular processes might be on particular disputants.

**PPC 214 - Professional Practice: Evidence-based Practice - 1.5 credits (\$283.00 + \$7.50 LSF)**

In this course learners will apply the principles of adult education and life-long learning to an exploration of an evidence-based approach to paramedic practice. Topics covered will include life-long learning, the role of experience, strategies for learning, the research process, reading and interpreting research studies and trends in research and evidence-based practice. Participants will identify, critically appraise, and discuss current issues in medicine and prehospital care.

**PHARM 215 - Principles of Pharmacology – 3 credits (\$566.00 + \$15.00 LSF)**

This course relates the concepts of pharmacology and drug administration to the use of common medications and drugs. Learners will cover medicinal chemistry, pharmacokinetics, pharmacodynamics, and principles of drug administration, then apply these concepts in examining drugs that affect various body systems.

**BIOL 203 - Human Anatomy and Physiology – 3 credits (\$570.00 + \$15.00 LSF)**

Human Biology II is a continuation of the study of the anatomy and physiology of humans that is within the PCP Program. This course provides in-depth knowledge of the anatomy and physiology of the nervous, excretory, endocrine and reproductive systems in preparation for the diploma courses in pathophysiology and pharmacology.

**PATH 214 - Pathophysiology — 3 credits (\$570.00 + \$15.00 LSF)**

This introductory pathophysiology course focuses on the study of homeostasis and how it is altered by physical, biochemical, microbial or genetic factors. The course includes etiology, pathogenesis, growth and developmental variations, clinical manifestations, complications, diagnosis and treatment of selected health challenges. By the end of the course learners will be able to identify, explain and discuss disease and disorder in relation to their physical presentation in preparation for future courses in medical assessment and treatment.

**PSYC 201 - Introduction to Psychology – 3 credits (\$570.00 + \$15.00 LSF)**

The course introduces students to the principal subject areas that make up the scientific study of human behavior. In addition to providing you with a basic knowledge of psychology, the course is designed to help you develop an understanding of psychological processes as well as a critical approach to psychological materials you may encounter in subsequent studies.

**PPC 200 - Capstone Project – 3 credits (\$421.00 + \$15.00 LSF)**

This independent study project will enable learners to synthesize the concepts and skills acquired in the diploma program. It has two components:

- Creation of a comprehensive Patient Profile based on a case from the learner's field experiences. The learner will describe and analyze the case through the lens of knowledge and skills acquired in the diploma program.
- Portfolio of the learner's experiences and performance in the diploma program.

**EMS Diploma**  
**COURSE SCHEDULE FOR ACADEMIC FOUNDATION: (2011- 2014)**

COHORT #	September 2011	January 2012	May 2012	September 2012	January 2013	May 2013	September 2013	January 2014	May 2014
COHORT 1	CCR150 – Theoretical Foundations of Dispute Resolution	ETHS100 – Applied Ethics	RESM200 – Research Methods	PSYC201- Introduction to Psychology					
	BIOL203- Human Anatomy & Physiology	PATH214 - Pathophysiology	PHARM 215 – Principles of Pharmacology	PPC200- EMS Diploma Capstone Project					
	ENGL100-Academic Writing	STATS100 – Introduction to Statistics	CCR150 – Theoretical Foundations of Dispute Resolution	RESM200 – Research Methods	PPC214 – Professional Practice: Evidenced-based Practice	PPC200- EMS Diploma Capstone Project			
COHORT 2	ETHS100-Applied Ethics	BIOL203- Human Anatomy & Physiology	PATH214 - Pathophysiology	PSYC201- Introduction to Psychology	PHARM215- Principles of Pharmacology				
		STATS100 – Introduction to Statistics	ENGL100-Academic Writing	CCR150 – Theoretical Foundations of Dispute Resolution	RESM200 – Research Methods	ETHS100-Applied Ethics	PPC200- EMS Diploma Capstone Project		
COHORT 3		PPC214 – Professional Practice: Evidenced-based Practice	PHARM 215 – Principles of Pharmacology	BIOL203- Human Anatomy & Physiology	PATH214 - Pathophysiology	PSYC201- Introduction to Psychology			
		STATS100 – Introduction to Statistics	ENGL100-Academic Writing	CCR150 – Theoretical Foundations of Dispute Resolution	RESM200 – Research Methods	ETHS100-Applied Ethics	PPC200- EMS Diploma Capstone Project		
COHORT 4				STATS100 – Introduction to Statistics	ENGL100- Academic Writing	CCR150 – Theoretical Foundations of Dispute Resolution	RESM200 – Research Methods	ETHS100-Applied Ethics	
				PPC214 – Professional Practice: Evidenced-based Practice	BIOL203- Human Anatomy & Physiology	PHARM 215 – Principles of Pharmacology	PATH214 - Pathophysiology	PSYC201- Introduction to Psychology	PPC200- EMS Diploma Capstone Project

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**COURSE MATERIALS:**

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It is the responsibility of all students taking the Diploma in Health Sciences Program courses to purchase all required reading/resource materials as outlined in the applicable course outlines. All books can be ordered through the Justice Institute of British Columbia's bookstore. To place an order, please call, fax or e-mail the bookstore directly (T: 604.528.5870, F: 604.528.5701, E: [jistore@jibc.ca](mailto:jistore@jibc.ca)).

**COURSE FEES**

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**JIBC Learner Services Fee (LSF)**

As part of a commitment to improving the quality of services for our students, the JIBC charges a Learner Services Fee of \$5.00 per course credit. For more information, contact Student Services at 604.528.5590.

**Payment**

Payment may be made by cheque, money order, Visa, MasterCard, cash or debit card, and must accompany your registration. Cheques must be made payable to the Justice Institute of BC. A \$30.00 service fee will be charged for all NSF cheques. Course registration will not be completed until the tuition and JIBC Learner Services fees are paid.

**All fees are subject to change without notice. Courses may be canceled due to insufficient enrollment.**

**Registration for Individual Courses:**

Persons may enroll in individual courses within the diploma program (without applying for the Diploma Program first) provided there is space. If, at a later date, such persons wish to apply courses towards the completion of the diploma requirements, they may do so.

Registration deadline for individual course offerings is generally 3 weeks prior to the course start date.

You may register for individual courses by downloading the "Course Registration" form from the website ([www.jibc.ca/registration](http://www.jibc.ca/registration)) or by contacting Student Services at 604.528.5590 (Toll Free: 1.877.528.5591). Please submit direct to Student Services as outlined on the form for enrollment into these courses.

**Transfers, Withdrawals or Refunds**

For individual courses within the Diploma program, tuition fee refunds are calculated on the length of the course and the number of credits. Please contact [emsdiploma@jibc.ca](mailto:emsdiploma@jibc.ca) for specific details. Application fees are non-refundable.

The PCP program has program specific guidelines, please refer to that program's webpage for more information.

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**APPLICATION INFORMATION**

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**Program Application Deadline****Cohort 3 – Commencing program in January 2012**

- July 15, 2011 - Application deadline
- July 25 - Aug 19, 2011 - Interview dates (specific dates and interview locations: TBA)
- October 31, 2011 - Notification of selection results
- December 9, 2011 - Deadline for registration for individual courses:
- January 3, 2011 - Cohort 1, Semester 1 classes commence

Applicants who will commence the PCP component first may have different PCP Program registration deadlines. Please refer to the PCP certificate program webpage for those details.

**Application Submission**

Once your application is complete and you have compiled copies of all of the necessary paperwork, your application package can be submitted by mail, in person or by courier to:

Justice Institute of BC  
Registration Office  
715 McBride Boulevard  
New Westminster, BC, V3L 5T4.

It can also be faxed to the Registration Office at (604) 528-5653. If you fax your application you must mail original transcripts to our office to support your application.

If you have any questions or concerns, please feel free to contact the JIBC Registration Office at (604) 528-5590.

**The application fee for the EMS Diploma Program is \$75.00.** Payment may be made by cheque, money order, Visa, MasterCard, cash or debit card, and must accompany your registration. Cheques must be made payable to the Justice Institute of BC. If your application documentation is faxed, it will not be processed until the application fee has been received. Please note that the application fee is non-refundable. The program application will not be considered until the application fee is paid.

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**TRANSFER CREDITS**

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The JIBC is a full participant in the credit transfer system of the BC Council on Admissions and Transfers (BCCAT). Learners may receive credit transfer for approved liberal studies and health science courses taken through other public post-secondary institutions.

Learners seeking transfer credit towards the diploma from courses or programs completed at another post-secondary institution should complete the JIBC's *Transfer Credit Request* form attached to this application package, and submit it with their completed application form.

Learners who have completed an accredited PCP program in Canada may receive up to 30 PCP credits for transfer and will be exempt from the PCP component of the diploma. Learners with credits obtained from non-accredited paramedic programs may apply for credit transfer and will be subsequently assessed on a case-by-case basis.

**FINANCIAL ASSISTANCE**

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Students enrolled in the Diploma in Health Sciences (EMS) will be eligible to apply for JIBC bursaries and awards. However, they will not be eligible for student aid. A large component (50%) of the diploma program is the JIBC PCP program, and it meets the eligibility requirements of the BC Student Assistance Program. In addition, the PCP program student is eligible to apply for the Vancouver Foundation EMA bursaries.

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**APPLICATION CHECKLIST**

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The following checklist is designed to assist you in the completion of your application package. Please note that this page does not have to accompany your submission. If you have further questions or require additional assistance with the registration process, please contact JIBC Student Services at 604.528.5590 or visit our website at [www.jibc.ca](http://www.jibc.ca).

**Your Program application MUST include the following:****Secondary School and Mature Student Applicants:**

- Completed Application Form
- Photocopy of current Emergency Medical Responder Certificate
- Original Secondary School transcript showing Grade 12 Graduation (or equivalent) including:
  - o Biology 11 with a minimum grade of "C+"
  - o Math 11 with a minimum grade of "C"
  - o English 12 with a minimum grade of "C"
- Completed Transfer Credit Request Form (if applicable)
- Enclosed payment of \$75 non-refundable application fee
- Supporting completed Application to the Primary Care Paramedic Program

**PCP and ACP Practitioners – BC Applicants**

- Completed Application Form
- Original Secondary School transcript or equivalent
- Photocopy of current PCP or ACP Licence
- Completed Transfer Credit Request Form (if applicable)

**PCP and ACP Practitioners – Other Canadian Provinces**

- Completed Application Form
- Original Secondary School transcript or equivalent
- Photocopy of current PCP or ACP Licence
- Original College or University transcript showing completion of a PCP Program of Studies
- Completed Transfer Credit Request Form

**Note Regarding Personal Information** - The British Columbia Ministry of Education has extended its student numbering system, called the Personal Education Number (PEN), into the post-secondary system. In future, each post-secondary institution will be able to issue a PEN number to each student who has not already been assigned one. In order to issue a number we must collect information on date of birth and gender. The information will be used only for measuring participation in post-secondary education, for registration purposes and for program research and evaluation. For the latter, any personal information disclosed will be in non-identifiable form. This information is collected under the authority of the Freedom of Information and Protection of Privacy Act and is required in order to process each student's application.



**DIPLOMA IN HEALTH SCIENCES (EMS)**

**PLEASE CONSIDER THE FOLLOWING WHEN SUBMITTING YOUR APPLICATION:**

1. Incomplete applications will not be accepted.
2. All questions must be answered in full and copies of all related licences, certificates, diplomas, receipts and other requirements must be attached.

<b>Primary Care Paramedic (PCP) Certificate Program application enclosed?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
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**IDENTIFYING DATA**

Fields marked with an asterisk \* are mandatory

Have you taken a course at the Justice Institute of BC before?										<input type="checkbox"/> Yes <input type="checkbox"/> No		Current Date			
JI Student Number (if known)					Provincial Education Number (if known):										
*Date of Birth (day/month/year)							*Gender		<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Trans						
*Last Name				*First Name				Middle Name (s)							
*Mailing Address															
*City				*Province				*Country			*Postal Code				
Evening or Home Phone ( )				Day Phone ( )				Email							
Cell Phone ( )				Pager ( )											
*Do you identify yourself as an aboriginal person? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, are you: <input type="checkbox"/> FIRST NATIONS <input type="checkbox"/> METIS <input type="checkbox"/> INUIT															
*Please indicate if you are: <input type="checkbox"/> STATUS <input type="checkbox"/> NON STATUS															
*Citizenship Status: <input type="checkbox"/> Canadian Citizen <input type="checkbox"/> Permanent Resident (formerly called Landed Immigrant) <input type="checkbox"/> Student Visa <input type="checkbox"/> Other Visa															

**THE APPLICATION FEE FOR THE EMS DIPLOMA PROGRAM IS \$75.00. THIS FEE IS NON-REFUNDABLE. FEE PAID BY:**

Cheque  VISA  MasterCard  AMEX  Cash  Interac  Other

(Cheque must be payable to the Justice Institute of BC)

Credit Card Number \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiry Date \_\_\_\_\_  
 Month Year

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Please print clearly

\*The Justice Institute of British Columbia respects your privacy. Personal information that you provide is collected pursuant to federal and provincial privacy legislation. It is collected for the purpose of administering admissions, registration, education programs, financial assistance and awards, graduation and advancement, and for the purpose of statistical reporting to government agencies. If you have questions, please contact the Office of the Registrar at 604.528.5590.



**EDUCATION**

Please provide **detailed** information of your education and training, including degrees, certificates, diplomas, etc. Please include original transcripts.

<b>High School Name</b>		Year Graduated	
Additional Comments (if any)			
<b>College/University</b>			
Program Name(s)		Level Achieved (Degree, Certificate, Diploma)	
<b>College/University</b>			
Program Name(s)		Level Achieved (Degree, Certificate, Diploma)	
Additional Comments (if any)			
<b>Vocational/Trade/ Technical</b>			
Program Name(s)		Level Achieved (Degree, Certificate, Diploma)	
Additional Comments (if any)			
<b>Other Certificates/Licences</b> (Please list along with any additional comments)			

**EMPLOYMENT DATA**

<b>Current Employer</b>			
Position Title			
Address		City, Prov.	
Contact Name, Title		Contact Phone No.	
Date Employed From		Date Employed To	
Job Duties			
<b>Previous Employer</b>			
Position Title			
Address		City, Prov.	
Contact Name, Title		Contact Phone No.	
Date Employed From		Date Employed To	
Job Duties			
May we contact your current or previous employer for references?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If no, please provide details			



**PCP OR ACP CERTIFICATE (IF APPLICABLE)**

PCP/ACP Program completed _____(college/institute completed)
Years of Experience _____
Licence No. _____
Estimated number of patient contacts in previous year: _____
Details of Patient Contact: please attach a description of the volume and types of professional patient contact you have had in the past three years. These may include ambulance calls and/or experiences in clinical settings.

**VOLUNTEER EXPERIENCE**

Community/Volunteer Experience _____	
Date Volunteered From _____	Date Volunteered To _____

Is there additional learning support (such as adaptive technology, tutoring, extra time for exams or captioning) that you require? (For more information please contact Student Services at 604.528.5590 or disability@jibc.ca)

I declare that all statements made in this application are true and correct and I understand that any misrepresentation of material facts herein may cause forfeiture of my rights to successfully complete the Diploma in Health Sciences (EMS) Program.

X \_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## RECOGNITION OF PRIOR LEARNING (RPL)

Justice Institute of British Columbia is committed to meeting the needs of students. The Institute recognizes that many students attain significant knowledge from education and experience gained elsewhere and that reliable recognition of prior learning can be beneficial to these students. JIBC supports opportunities for flexible assessment, transfer credit, and block transfer, which is consistent with student needs, JIBC policies, and the goals of the program, and developed in a manner consistent with established criteria in the post-secondary system.

There are two types of recognition of prior learning:

- ♦ Credit transfer—transferring credits from another post-secondary institution into relevant courses in a JIBC program
- ♦ Prior Learning Assessment (PLA)—as a result of skills, values and knowledge gained in non-traditional settings, where you can demonstrate competence according to the learning outcomes of a course(s).

### ALLOWABLE CREDITS

For JIBC certificate and diploma programs, up to 50% of program credits may be earned through prior learning assessment and/or credit transfer from approved courses and programs at other post secondary institutions or organizations.

For some degree programs, up to 75% of program credits may be earned through RPL methods.

Divisions may set more restrictive allowances for RPL where considered necessary to maintain the quality, integrity or financial viability of a program. Contact the appropriate program coordinator to confirm the total number of credits that may be permitted.

### CREDIT TRANSFER PROCESS

If there are courses within your program that you think you have already completed at another post-secondary institution, you may apply for credit transfer.

To apply for credit transfer, please complete the Recognition for Prior Learning Request Form and submit with the following:

- ♦ Official Transcript – from the institution where the course was initially taken
- ♦ Detailed Course Outline – from the year in which the course was taken (maximum 7 – 10 years)
- ♦ JIBC Course # and Name - identify the proposed JIBC equivalent course
- ♦ RPL Fee – Fees are charged based on RPL request; not for RPL outcome.

You are required to provide all relevant official transcripts and course outlines. Additional information may be required. All documentation must be officially translated into English. Course outlines need to detail learning outcomes in order for JIBC to determine equivalency and must be from the semester or year you took the course. Contact your previous post-secondary institution to obtain the required information. **Currency:** Courses of an academic nature must be completed within 10-years to be eligible for credit transfer. Courses of a scientific, medical, or skills-based nature must be completed within 7-years to be eligible for credit transfer.

Contact your JIBC program area for a list of previously articulated courses.

### PRIOR LEARNING ASSESSMENT (PLA)

JIBC supports flexible prior learning assessment that meets students' needs, is consistent with JIBC policies and standards, is acceptable to employers and professional bodies, and is developed in a manner that is consistent with established practice in the post-secondary system. Students should contact their Program Area to discuss PLA options.

### PROCESSING TIME

Please allow approximately six to eight weeks for processing.

### SUBMISSION OF REQUEST

Send your request for RPL to the Program Area responsible for the relevant JIBC program at 715 McBride Boulevard, New Westminster, BC Canada, V3L 5T4. Students must be accepted into a program to be considered for RPL.



# RECOGNITION FOR PRIOR LEARNING (RPL) REQUEST FORM

Justice Institute of British Columbia  
715 McBride Boulevard  
New Westminster, BC V3L 5T4  
TEL: 604.528.5590  
TOLL FREE: 1.887.528.5591  
FAX: 604.528.5653

JIBC STUDENT NUMBER		DATE OF BIRTH (YY/MM/DD)	
NAME (FIRST/LAST)			
ADDRESS		CITY	
PROVINCE	POSTAL CODE	COUNTRY	HOME PHONE
BUSINESS PHONE	MOBILE PHONE	EMAIL	

<b>NAME OF PROGRAM</b>	<ul style="list-style-type: none"> <li>◆ Attach <b>OFFICIAL TRANSCRIPTS</b> and course outlines for each course requested for credit transfer</li> <li>◆ Additional documentation may be required</li> <li>◆ Processing time is 6–8 weeks</li> </ul>
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HOME INSTITUTION COURSE NAME AND NUMBER	JIBC EQUIVALENT COURSE NAME AND NUMBER REQUESTED	# OF JIBC CREDITS	EVIDENCE PROVIDED
<b>FEES:</b>		<b># OF JIBC CREDITS</b>	<b>TOTAL</b>
Courses Previously Articulated	\$50.00 per Application		
Courses Not Articulated	\$50.00 per each 1.0 credit requested		
Prior Learning Assessment	\$100.00 per each 1.0 credit requested		

<b>ENCLOSED IS MY RPL FEE PAYMENT:</b> Payment: <input type="checkbox"/> personal or <input type="checkbox"/> organization: _____ <input type="checkbox"/> Cheque or money order <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Amex <b>CARD NUMBER:</b> _____ <b>EXPIRY MM/YY:</b> ___ / ___	
<b>NAME OF CARD HOLDER:</b> _____	
<b>SIGNATURE OF CARD HOLDER:</b> _____	

STUDENT SIGNATURE	DATE
DATE RECEIVED	