Welcome Pharmacy Class of 2020

Congratulations and welcome to the Faculty of Pharmacy & Pharmaceutical Sciences at the University of Alberta! Your Faculty will be holding a 2-day Orientation Session for you, on August 31 & September 1, 2016, to acquaint you with your Faculty and your program of studies.

There are several important tasks to complete before you come to Orientation, and many resources available to you to start learning about Pharmacy at the U of A. For now, see below for a brief introduction to the basics of the program. Please start checking the Orientation page on our website regularly, to make sure you meet all requirements. You are also encouraged to visit MyAPSA.ca for a comprehensive overview of information specific to first years and to pre-register as a member of the Alberta Pharmacy Students’ Association.

Courses

Student Services in the Faculty will register you in your 1st year courses. During the term, you will see your complete course schedule in your Google Calendar.

**Options:** A 3-credit option is also a required element of your first-year program. You must either (1) register in an additional course in the period **MWF 1200 – 1250 of Fall Term**, which is the only time slot available in your first-year schedule, or (2) apply for **Transfer Credit by sending an email to rae.beaumont@ualberta.ca**. In total, you require 4 Options in the program, and you can apply for Transfer Credit for all 4 Options at once.

**PHARM 305:** Registration in PHARM 305 (the Spring clinical placement in a community pharmacy setting for 4 weeks) opens in February, 2017. Payment of Spring tuition for PHARM 305 is due by May 11, 2017.

**Non-Standard Course Schedules**

Each year of the pharmacy program is delivered as a series of modules that are of varying course weight and are delivered following a non-standard schedule. Be aware that classes may extend beyond, or end earlier than, the dates indicated in the University’s Academic Calendar. Moreover, final exams are written soon after a module is complete, which may or may not be within the University’s final examination periods for other programs on campus. You will be provided much more information on this at the Faculty Orientation.
**Experiential Education**

You will be required to complete a number of clinical placements in your program, and there are requirements that need to be fulfilled prior to each one. They are:

1. **Immunization requirements:** You will be required to complete the form, and we highly recommend you visit the University Health Center on campus. You must provide a copy of your completed forms to the Faculty, Student Services, by October 31.

2. **Police Information Check:** You also need to obtain a Police Information Check (PIC) + Vulnerable Sector Check. Obtaining a CRC + Vulnerable Sector Check should be initiated by August 1 as this can take up to 6 weeks to obtain. An original CRC is required. An original PIC is required.

   Students who are permanent residents of Calgary may qualify for discounted record checks with vulnerable sector search. Contact Dallyce Bialowas at dallyce.bialowas@ualberta.ca for supporting documentation for CPS application processes.

3. **Alberta College of Pharmacists registration:** See [https://pharmacists.ab.ca/sites/default/files/ProvisionalRegisterStudentForm.pdf](https://pharmacists.ab.ca/sites/default/files/ProvisionalRegisterStudentForm.pdf) for requirements and fee information. A summary of requirements for this registration is:
   - Completed application form
   - Completed guarantor form
   - Police Information Check not more than six (6) months old
   - Please note that the ‘vulnerable sector search’ is a requirement of all health science faculties at the University of Alberta.
   - Copy of government issued identification (i.e. Canadian birth certificate, Canadian passport or valid student visa)
   - Two (2) letters of character reference ([see guidelines](#))
   - One (1) passport photograph (approximate size 2” x 2.75”)
   - Registration fee (A one-time fee of $562.80)

4. **CPR Certificate:** Students must complete the Standard or Emergency First-Aid and Level C CPR course and submit a copy of their certificate to Student Services by **March 31, 2017**. This is a requirement and students will not be permitted to enter into the site selection contest for their placements without a certificate. Students must maintain a valid certificate throughout the program; certificates generally expire every 3 years.

5. **Informed Consent for Disclosure of Personal Information**

According to the AHS student placement agreement, the University of Alberta health science units are now required to collect and store additional documentation from students. The Faculty of Pharmacy requires that all students complete the **Informed Consent for Disclosure of Personal Information form**, which is valid for the duration of the program. This form is due on the day of your orientation during the first week of **September 2016**.
6. **Self-Declaration Form:** This form must be reviewed, signed and handed in or emailed to Student Services on or before Orientation.

**NOTE:** All requirements are collected by Student Services and maintained in your student file. More information about the requirements for clinical placements is found on our website at: [http://pharm.ualberta.ca/programs/undergraduate-bsc-in-pharmacy/current-student/experiential-education/student-requirements](http://pharm.ualberta.ca/programs/undergraduate-bsc-in-pharmacy/current-student/experiential-education/student-requirements)

**Faculty Advisor**

You are assigned a Faculty advisor during your program. If you have concerns or questions over the next 4 years, this Faculty member is available to assist you. More information will be provided at Orientation.

**CPhA**

Canadian Pharmacists Association membership will entitle you to student rates for CPhA textbooks and conference registration. You can find out more information on their website at: [https://www.pharmacists.ca/about-cpha/](https://www.pharmacists.ca/about-cpha/)

**Student Photo**

You must submit one passport-sized colour photograph to Student Services by September 1. These photos will only be used internally in the Faculty. Photos can be emailed to phstud@ualberta.ca and will be destroyed in August 2020.

**Student Name ID Badge**

If you are not a current UofA student, then you will not have a photo on file with the ONECard office and will need to submit your own photo online through the website: [www.onecard.ualberta.ca](http://www.onecard.ualberta.ca). Log in with your CCID and password. The photo must be an ID appropriate head and shoulders shot, as specified on the website. It is very important that you submit a photo by July 27, 2016.

**Textbooks**

A list of the textbooks to be purchased will be available on the Orientation website. With the two exceptions noted, all can be purchased from the University Bookstore. Please note APSA does sell some used textbooks at the beginning of each year.

**Lockers**

Full locker $15/yr, half locker $10/yr (through APSA) starting September 2016

**UofA Pharmacy Shirts**

The Grad Committee for the Class of 2018 will be selling U of A Pharmacy Shirts on the first day of orientation for $20.00. If you forget to bring your money, the shirts will be sold for the week of September 6th-9th in the APSA lounge.
Toastmasters

General Information

The Pharmacy Toastmasters Speechcraft course is a modified speechcraft course presented by volunteer Toastmasters in conjunction with the Faculty of Pharmacy and Pharmaceutical Sciences. This Speechcraft course is a mandatory requirement for Pharm 314. The Speechcraft course is a group learning experience consisting of one Saturday and four evening sessions. Although the program covers some information on effective public speaking, the main objective is to provide opportunities for the development of presentation skills through practice.

Program Requirements

Students must meet the following criteria for this five week course. Criteria for a Pass:

- attendance at all five sessions
- satisfactory preparation and completion of all assignments
- active participation in all sessions

Satisfactory completion will be judged by the Toastmaster Instructors on a Pass/Fail basis in conjunction with the Faculty academic staff member responsible for this module. If a student should unavoidably miss a session, the student must contact the course coordinator to make arrangements and that session must be made up in an acceptable manner. This is usually done by attending a regular Toastmaster Club meeting. Similarly, if a student fails to prepare adequately for a given activity, the group Toastmaster Instructor will determine a suitable alternate assignment to be completed.

Preparation

- Do pre-readings for each session
- Do worksheet questions and hand them in at the beginning of class
- Prepare speeches and introductions

Learning Objectives

The various activities, assignments, and readings have been developed to enable the student to:

- To overcome the fear of public speaking and be comfortable in front of an audience.
- To be able to construct and organize a speech.
- To be able to introduce a speaker.
- To be able to give effective constructive evaluations.
- To be able to motivate others with evaluations.
- To be able to do impromptu speaking with ease.
- To become a better communicator with friends, family, co-workers, patients, and public.
**Important Dates to Remember**

**27 July**  
Deadline to upload your **ID photo**

**1 August**  
**Criminal Record Check + Vulnerable Sector Check** (for service learning, ACP registration and institutional clinical placements) should be initiated. This can take up to 6 weeks and is due by mid-September.

**August 31 & September 1**  
**Faculty Orientation**  
The session on August 31st will run all day starting from 8:00 am until 4:00 pm.  
Check-in will be from 8:00 to 8:30 am on the 2nd floor of the Medical Sciences Building.

**2 September**  
**Classes Start!**  
You must complete 50 hours of service learning within the Edmonton area by March 2017, which is part of **PHARM 300**. The **Service Learning Fair (1100-1300)** gives you an opportunity to learn more about the available sites and opportunities before indicating your preference.

**10 September**  
**Toastmasters (seminar component of PHARM 314) introductory session all morning**

**12 September**  
**Toastmasters evening classes start**

**31 October**  
**Deadline for submission of completed Faculty Immunization Clearance Form.** It is recommended that this form be completed by a practitioner at the University Healthcare Centre in SUB. Ensure you call early to make an appointment.

**31 October**  
**Deadline for submission of registration with Alberta College of Pharmacists (ACP)**

**Two letters of reference** are required.

Two letters of reference will also be required for your PHARM 300 service learning site. You can request two original copies from each of your referees, so you do not have to present four unique letters of reference.

**19 January 2017**  
**White Coat Ceremony**

**31 March 2017**  
**Deadline for submission of a copy of your CPR Certificate**