Welcome Pharmacy Class of 2021!

Congratulations and welcome to the Faculty of Pharmacy and Pharmaceutical Sciences at the University of Alberta. We will be hosting a two-day Orientation Session for you, on August 31 & September 1, 2017, to acquaint you with our 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 first 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.

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. These are:

1. **Immunization requirements:** Clinical placements are an essential component of your program. In order to protect yourself and the patients you will be interacting with during your placements, you are required to have your immunization records reviewed and updated by a health care professional. We encourage you to visit the University Health Centre (UHC) to ensure that your immunization requirements are met to University’ Health Faculty standards. The staff at the UHC will provide you with a Faculty Immunization Clearance form, which must be provided to the Office of Experiential Education, ECHA 3-170, by October 31.

2. **Letters of Reference:** You will require two ORIGINAL letters of reference (not copies) attesting to your good character and suitability for professional responsibilities. Your referees cannot be family members and must have known you for at least 12 months. Each reference must have been written within the last 12 months and indicate how long the referee has known you. These letters will be required by your Pharm 300 site in the Fall.

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

4. **Alberta College of Pharmacists Registration:** Your student ACP license number is due to Experiential Education by October 31st. The requirements for registration are:
   - Completed application form
   - Police Information Check not more than six (6) months old
   - Copy of government issued identification (i.e. Canadian birth certificate, Canadian passport or valid student visa)
   - Two (2) letters of character reference
   - One (1) passport photograph (approximate size 2” x 2.75”)
   - Registration fee (A one-time fee of $562.80 registers you as Student Pharmacist as per the Pharmacists Profession Regulation for all 4 years.)

5. **CPR Certificate:** Students must complete the Standard or Emergency First-Aid and Level C CPR course and submit a copy of their certificate to Experiential Education by March 31, 2018. 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.

6. **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 and Pharmaceutical Sciences 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 2017.

**Self-Declaration Form**
This form must be reviewed, signed and handed in to the Student Services Office at Orientation.

**Faculty Advisor**
You are assigned a Faculty advisor during your program. If you have concerns or questions over the next four 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 sign up on their website at: http://www.pharmacists.ca/index.cfm/function/NewUser/?extlink=joincpa

**Student Photo**
You must submit one passport-sized colour photograph to Student Services by September 1. This photo will only be used internally in the Faculty, and not made public in any way. Photos will be destroyed in August 2021.

**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. Log in with your CCID and password. The photo must be an ID appropriate head and shoulders shot, as specified on the website.

*We hope to order your Name ID Badge in time for Orientation, so it is very important that you submit a photo by July 24, 2017.*
Textbooks
A list of the textbooks to be purchased is 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.

Awards
The University of Alberta offers more than $22 million in undergraduate awards each year. Learn more and apply online at http://ualberta.ca/awards. If you are selected to receive an award, you will be notified via your UAAlberta email.

Lockers
Full locker $15/yr, half locker $10/yr (through APSA) starting September 2017.

White Coats
The White Coat Ceremony will be held on 21 September 2017. Please come try on sample coats to determine your size between August 14-30.
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

24 July  Deadline to upload your ID photo

1 August  Police Information Check + Vulnerable Sector Search (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 outside Room 2-31 in the Medical Sciences Building.

5 September  Classes Start!
You must complete 50 hours of service learning within the Edmonton area by March 2018, which is part of PHARM 300. The Service Learning Fair (September 14 & 15) gives you an opportunity to learn more about the available sites and opportunities before indicating your preference.

7 September  Welcome Reception at the Faculty Club

11 September  Speechcraft evening classes start

21 September  White Coat Ceremony

31 October  Deadline for submission of registration with Alberta College of Pharmacists (ACP)
Two letters of reference are required. A one-time fee of $562.80 registers you as Student Pharmacist as per the Pharmacists Profession Regulation for all 4 years. Two letters of reference are required for PHARM 300 service learning site. Original copies of the same two letters can be used for both.

31 March 2018  Deadline for submission of a copy of your CPR Certificate to Experiential Education, ECHA 3-170