



International Team  
for Implantology



*The Scholar's Guide*  
to ITI Scholarship Center, Toronto (Canada)

# Congratulations!

for having this brilliant learning opportunity

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- ◆ Registration with SickKids Hospital
- ◆ Registration with Research Ethics Board (REB)
- ◆ Registration with ITI Toronto Study Club
- ◆ Your arrival in Toronto

# Introduction to ITI, Toronto and affiliated institutions

# About the Scholarship Center

- ◆ The University of Toronto Scholarship Center program is housed primarily at Holland Bloorview Kids Rehabilitation Hospital with its state-of-the-art dental clinic.
- ◆ ITI Scholars will also have the opportunity to spend time at some of the other teaching hospitals and the University of Toronto.
- ◆ At Holland Bloorview, and Hospital for Sick Children, a great deal of experience has been gathered on dental implants in children, adolescents and young adults, along with a wide variety of unique craniofacial syndrome patients, cleft lip and palate patients, post-tumor ablation patients and patients with post-traumatic defects.
- ◆ Holland Bloorview and Hospital for Sick Children foster interdisciplinary care through close collaboration between the disciplines of prosthodontics, orthodontics and oral and maxillofacial surgery.
- ◆ City Square dental is Dr. Carmichaels private dental office which caters to the prosthodontic needs of patients in the city of Toronto.

# Holland Bloorview Kids Rehabilitation Hospital

- ◆ Address & Telephone Numbers

Holland Bloorview Kids Rehabilitation Hospital

150 Kilgour Road

Toronto, Ontario, Canada

M4G 1R8

- ◆ Hospital

416-425-6220

Toll Free: 1-800-363-2440

- ◆ Dental and Cleft Lip and Palate Service: 416 425 6220 ext. 3465

- ◆ Website: <https://hollandbloorview.ca/>

**Holland Bloorview**  
Kids Rehabilitation Hospital



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# Hospital for Sick Children

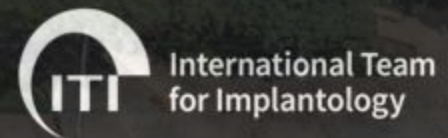
- ◆ Address & Telephone Numbers

The Hospital for Sick Children (SickKids)

University Avenue, between Gerrard and Elm St. Main hospital entrance: 170 Elizabeth St.

- ◆ Hospital: 416-813-1500

- ◆ Website: <https://www.sickkids.ca/>



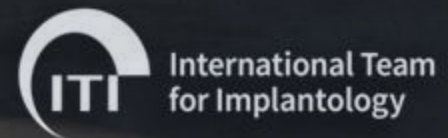
# University of Toronto

University of Toronto - Faculty of Dentistry

124 Edward Street

Toronto, Ontario M5G 1G6

◇ <https://www.dentistry.utoronto.ca/>





# City Square Dental Group

- ◆ Thomson building, Suite 1406 -65 Queen Street West ,Toronto ON
- ◆ 416-883-0072

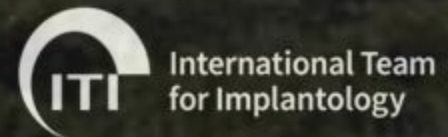
# Royal College of Dental Surgeons of Ontario (RCDSO)

Royal College of Dental Surgeons of Ontario

6 Crescent Rd, Toronto, ON M4W 1T1

T: 416-961-6555 | T: 1-800-565-4591 | F: 416-961-5814

[info@rcdso.org](mailto:info@rcdso.org)



# Chair: Dr. Robert P. Carmichael

(B.SC., D.M.D., M.SC., FRCDC)

- ◆ Chief of Dentistry, Holland Bloorview Kids Rehabilitation Hospital
- ◆ Ontario Dental Association Service Award (2015)
- ◆ Fellow, Royal College of Dentists Canada
- ◆ Fellow, ITI
- ◆ Email:

[rcarmichael@hollandbloorview.ca](mailto:rcarmichael@hollandbloorview.ca)

[rpcarmichael@icloud.com](mailto:rpcarmichael@icloud.com)

Suite 2e-285, 150 Kilgour Road

Toronto Ontario M4G 1R8 CANADA

T 416.425.6220 (x3465)

C 416.818.0610

F 416.424.3839



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# Getting familiar

- ◇ You will need
  - ◇ a work permit (visa) to arrive
  - ◇ U of T registration to work in Canada, apply for RCDSO license and access U of T digital library
  - ◇ RCDSO license to work on patients and a SickKids hospital
  - ◇ REB approval for conducting research

# Applying for work permit

# Anticipated expenditures

- ◇ Visa application
- ◇ English test
- ◇ Biometric records
- ◇ Mailing your passport for visa stamp
- ◇ LMIA exempt letter (to be paid by HB)



# Creating your account

- ◆ Open IRCC website

<https://IRCC.website/>

- ◆ Create a GCKey account
- ◆ Start your application for work permit

# Applying for English test

- ◆ You must have either of the following:
  - ◆ For TOEFL - minimum scores of 600 PBT, 250 CBT or 100 ITB.
  - ◆ For IELTS - a minimum band of 6.5 for the General test.



# On IRCC website

- ◆ Read the instructions on IRCC website for your application. The guidelines and time period to obtain a work permit keep changing.
- ◆ Here's what you should be looking for

## [Apply for a work permit](#)

Who can apply, how to apply, where to get application forms and guides, what to expect after you apply

## [Temporary workers](#)

Work permits, labour market impact assessments and how your spouse or child can work in Canada

## [Get a work permit](#)

Find out if you can apply and how to apply to work in Canada as a temporary worker, business person and student

# Type of work permit

## Employer-specific work permit

An **employer-specific work permit** lets you work in Canada according to the conditions on your work permit, such as

- the name of the specific employer you can work for
- how long you can work
- the location where you can work (if applicable)

Before you apply for an employer-specific work permit, your employer must give you

- a copy of your employment contract
- 1 of the following:
  - a copy of a [labour market impact assessment](#) (LMIA)
  - an offer of employment number (for LMIA-exempt workers)
    - To get this number, your employer must use the [Employer Portal](#).

# Find out if you need a work permit

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\* Which option best describes you? **(required)**

- I'm the main or principal applicant
- I'm the immediate family member of someone working or studying temporarily in Canada
- I'm the immediate family member of a Ukrainian national
- I'm an immediate family member of another applicant (example: a permanent residence applicant)
- I'm not sure

Choose these options

**\* Choose the option that best describes you or your work: (required)**

- business person or entrepreneur
- teaching or researching for a university, school or college
- working in a medical field
- working under an agreement, exchange or reciprocal employment
- working in sports, entertainment, arts or media
- camp counsellor or charitable or religious worker
- skilled worker
- foreign government, military or international organization
- special event or activity
- transportation, repair, maintenance or emergency
- agriculture or food processing
- fishing guides
- other type of work

**\* Choose the option that best describes you: (required)**

- health-care student
- medical or dental resident or fellow
- doctor coming to work in a medically underserved region of Quebec
- other health-care worker

Choose these options

## You need a work permit

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If you're a medical (or dental) resident or fellow and have a medical degree equivalent to a Canadian medical doctorate (for example, MD, DDS, DDM), you need a work permit.

Based on your answer, you may be eligible for an [employer-specific work permit](#). You must also meet the [general eligibility requirements](#) for a work permit.

Check the general eligibility requirements

[Home](#) > [Online Services](#)

## Review your answers

Please review your results and modify your answers if required.



**What would you like to do in Canada?**  
Work


**How long are you planning to stay in Canada?**  
Temporarily - more than 6 months

**Select the code that matches the one on your passport.**  
IND (India)

**What is your current country/territory of residence? If you are presently in Canada, you should select Canada.**  
India

**Do you have a family member who is a Canadian citizen or permanent resident and is 18 years or older?**  
No

**What is your date of birth?**  
December 31, 1992

**Are you a lawful permanent resident of the United States with a valid U.S. Citizenship and Immigration Services (USCIS) number?**  
No 

I have a job offer and my employer gave me an offer of employment number or LMIA number (or proof of that your employer applied for an LMIA).

Yes



What is the status of your job offer?

Temporary - at least one year



Do you plan to work in one of the following categories?

- Athletes and coaches
- Aviation accident or incident investigators
- Business visitors
- Civil aviation inspectors
- Clergy
- Convention organizers
- Crew members
- Emergency service providers
- Examiners and evaluators
- Expert witnesses or investigators
- Family members of foreign representatives
- Foreign government officers
- Foreign representatives
- Health-care students
- Highly-skilled workers and researchers (Global Skills Strategy)
- Judges, referees and similar officials
- Military personnel
- News reporters, film and media crews
- Performing artists
- Public speakers

No

Will you be coming to Canada under an active public policy or special measure announced by IRCC?

No

Are you a spouse, common-law partner or dependent child of a person who has or is applying for:

- a work permit;
- (only for spouses or common-law partners) a study permit and is a full-time student at a university, community college, CÉGEP or other



authorized educational institution?

No

Have you recently graduated from a participating Canadian post-secondary institution for which your study program was full-time and a minimum of eight months?

No

What is your marital status?

Never Married/Single

What is your province or territory of destination? If visiting multiple provinces or territories, select the one in which you will be spending most of your time.

Ontario

Do you have a valid work permit or study permit, and need a visa to return to Canada?

No

What type of work permit do you want to apply for?

A work permit for a medical or dental residents or fellows

Are you accompanying a family member that has status in Canada, or has recently been approved to come to Canada?

No

Have you ever committed, been arrested for, been charged with, or convicted of any criminal offence in any country?

No

Have you had a medical exam performed by an IRCC authorized panel physician (doctor) within the last 12 months?

No



Have you visited or lived in any one of the designated countries for 6 consecutive months in the last year?

No

Do you want to work in one of the following jobs?

- health sciences worker
- clinical laboratory worker
- patient attendant in nursing or geriatric homes
- medical student admitted to Canada to attend university
- medical elective and physician on short term assignment
- teacher of primary or secondary schools or other teachers of small children
- domestics worker, someone who gives in-home care to children, the elderly and the disabled
- day nursery worker

No

Do you want to submit an application for a family member?

No

Are you giving someone access to your application?

No

In the past 10 years, have you given your fingerprints and photo (biometrics) for an application to come to Canada?

No

**There are fees associated with this application. Will you be paying your fees or are you fee exempt?**

Yes, I will be paying my application fees.



**Are you able to make a digital copy of your documents with a scanner or camera?**

Yes



**Will you be paying your application fees online? To pay online, you can use a credit card (Visa, MasterCard, American Express, JCB, China Union Pay) or a Visa Debit or Debit MasterCard.**

Yes



**Important:** This information is for reference only and no immigration decision will be made based on your answers. If you choose to apply, your application will be considered by an immigration officer in accordance with the Immigration and Refugee Protection Act, without regard to any outcome you attain through this questionnaire. [Read the full notice](#)

**Date modified:**

2023-04-14




# Biometrics

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- ◇ After creating your account, you will have to schedule and appointment with your nearest IRCC center to provide your biometric records.

# Application

- ◇ From your GCKey account, fill in the application form

 Government of Canada / Gouvernement du Canada PROTECTED WHEN COMPLETED - B  
PAGE 1 OF 6

## APPLICATION FOR WORK PERMIT MADE OUTSIDE OF CANADA

If you need more space for any section, print out an additional page containing the appropriate section, complete and submit it with your application.

<b>1</b> UCI	<b>2</b> *I want service in English	<b>OFFICE USE ONLY</b> Validated Yes
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### PERSONAL DETAILS

<b>1</b> Full name *Family name (as shown on your passport or travel document)	Given name(s) (as shown on your passport or travel document)
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## Form: Application for Work Permit Made Outside of Canada (IMM1295) ✕

Refer to the steps on [completing the forms](#)

# Application

◆ The details of workplace are as follows:

DETAILS OF INTENDED WORK IN CANADA			
1	*What type of work permit are you applying for?		
	Other		
2	Details of my prospective employer (attach original offer of employment)		
	*a) Name of Employer (If you are employed by a foreign employer who has been awarded a contract to provide services to a Canadian entity, please identify the foreign employer here)		
	HOLLAND BLOORVIEW KIDS REHABILITATION		
	*b) Complete Address of Employer (Canadian or Foreign):		
	150-KILGOUR ROAD ,SUITE 2e-285, TORONTO ONTARIO M4G 1RB CANADA		
3	Intended location of employment in Canada?		
	*Province	*City/Town	*Address
	ON	Toronto	HOLLAND BLOORVIEW KIDS REHABILITATION, 150-KILGOUR ROAD ,SUITE 2e-285, TORONTO ONTARIO M4G 1RB CANADA
4	My occupation in Canada will be:		*Brief description of duties
	*Job title		
	SCHOLAR , ITI		DENTAL IMPLANT-CASE PLANNING, SURGERY, PROSTHETIC RESTORATION, RESEARCH AND TEACHING
5	Duration of expected employment	*From	*To
		2023-09-01 YYYY-MM-DD	2024-09-01 YYYY-MM-DD
6	Labour Market Impact Assessment (LMIA) No. or Offer of Employment (LMIA Exempt) No.		



# Document Summary

- ◆ Employment reference letter (by HB)
- ◆ Employment records (by HB)
- ◆ Letter from current employer (by HB)
- ◆ Employment contract (by HB + ITI)
- ◆ Passport
- ◆ Education (Degree/ Diploma)
- ◆ Digital photo
- ◆ CV
- ◆ Medical assessment (?)
- ◆ Family form
- ◆ Proof that you meet the requirements of the job being offered (RCDSO)
- ◆ LMIA Exempt (by HB)

# Letter from current employer

## Document: Employment Reference Letter

You must provide an employment reference letter (an up-to-date reference from current or past employers). If you have had more than two employers in the last two years, please provide a letter from both employers.

Reference letters must be written on company letterhead, show the company's full address and telephone and fax numbers, and be stamped with the company's official seal.

The letter should include all of the following information:

- the specific period of your employment with the company
- the positions you held during the period of employment and the time spent in each position
- full details of your main responsibilities in each position
- your total annual salary plus benefits
- the signature of your immediate supervisor or the personnel officer at the company
- a business card of the person signing

## Document: Employment Records

You must provide proof of work experience for your current job and for each past position you listed. Proof must include a reference letter from your employer and pay stubs, if you have them. The reference letter must:

- be an official document printed on company letterhead
- include your name, the company's contact information (address, telephone number and e-mail address), the signature of your immediate
- show all positions held while employed at the company
- include these details: job title, duties/responsibilities, job status (if current job), the dates you worked for the company, the number of work hours per week and your annual salary plus benefits.

You must scan all documents for this period of employment and save them as one file. (You must create a separate file for each period of employment.)

## Document: Letter from Current Employer

You must provide a letter from your current employer or proof of annotated pay stubs from your employer. This is used to confirm the details of your financial profile

Financial profile details include your job status (full-time or part-time), how long you have worked for the company, your occupation, etc.

# Letter from current employer

- ◇ This is the letter to be uploaded.
- ◇ This letter will be provided by Dr. Carmichael.

**Holland Bloorview**  
Kids Rehabilitation Hospital

Holland Bloorview Hospital  
150 Kilgour Road  
Toronto ON Canada M4G 1R8  
T 416 425 6220  
T 800 363 2440  
F 416 425 6591  
www.hollandsbloorview.ca

A teaching hospital fully affiliated with the University of Toronto

June 14, 2023

**Re: Dr. Sanaa Akhlaq Wadwan**  
**Date of Birth: 31 December 1992**  
**Citizenship: Indian**  
**301, Department of prosthodontics and implantology 2390-B,**  
**K.B.hidayatullah road azam campus,**  
**Camp 411001 Pune**  
**Maharashtra**  
**India**

To Whom It May Concern,

This letter is to serve as confirmation that Dr. Sanaa Wadwan has been selected as a scholar of the International Team for Implantology at The University of Toronto and Holland Bloorview Kids Rehabilitation Hospital in Toronto for a one-year term commencing September 1, 2023 and concluding August 31, 2024. As such, she requires an Educational Visa and Work Permit for the aforementioned time period, and will be required to register with the Royal College of Dental Surgeons of Ontario.

The specific details of Dr. Wadwan's positions are as follows:

**Position:** Scholar of the International Team for Implantology at Holland Bloorview Kids Rehabilitation Hospital. This position is not covered by a collective agreement.

**Expected duration of employment:** a one-year term commencing September 1, 2023 and concluding on August 31, 2024.

**Remuneration:** The International Team for Implantology will support Dr. Wadwan with a stipend to the value of CAD 25 500.00 for twelve months which is intended to contribute towards living costs during her scholarship year.

**The nature of the training to be undertaken:** The University of Toronto Scholarship Center program is housed primarily at Holland Bloorview Kids Rehabilitation Hospital with its state-of-the-art dental clinic. Dr. Wadwan will also have the opportunity to spend time at some of the other teaching hospitals and the University of Toronto. At Holland Bloorview and the Hospital for Sick Children, Dr. Wadwan will be exposed to the use of dental implants in

A world of possibility



# Application

## Document: Employment Contract



You must submit a written employment contract with details of your job and the conditions of your employment.

To ensure there is a fair working arrangement between you and your employer, an employment contract must show that the requirements of the immigration program you are applying for are met in the agreement.

The contract should outline mandatory employer-paid benefits, including:

- job duties for each job
- hours of work
- wages
- accommodation arrangements (including room and board, if applicable)
- holiday and sick leave entitlements
- terms of resignation or termination
- transportation to Canada from your country of permanent residence or the country of habitual residence to the location of work in Canada
- medical insurance coverage provided from the date of your arrival until you are eligible for provincial health insurance
- workplace safety insurance coverage for the duration of the employment
- all recruitment fees, including any amount payable to a third-party recruiter or agents hired by the employer that would otherwise have been charged to you





Dr. Sanaa Akhlaq Wadwan,  
301,  
Department of prosthodontics and  
implantology 2390-B,  
K.B.hidayatullah road azam campus,  
Camp, 411001 Pune,  
India Maharashtra

Basel, 20.02.2023

Visa application for ITI Scholar Dr. Sanaa Akhlaq Wadwan,

To whom it may concern

We herewith confirm that Dr. Sanaa Wadwan (nationality: Indian, date of birth: 31.12.1992) has been awarded an ITI Scholarship. The Scholarship will start on September 1, 2023 and is scheduled to end on August 31, 2024. Dr. Sanaa Wadwan will spend her Scholarship year at the ITI Scholarship Center at the Holland Bloorview Kids Rehabilitation Hospital, University of Toronto, Ontario, Canada, chaired by Prof. Dr. Robert P. Carmichael.

Founded in 1980, the International Team for Implantology (ITI) is one of the leading academic associations in the field of implant dentistry. As a global non-profit organization, the ITI is dedicated to the advancement and dissemination of knowledge relating to all aspects of implant dentistry with the aim of improving the quality of implant treatment to benefit patients. The ITI funds research projects, publishes consensus papers, organizes symposia and other education events, publishes specialist books and awards scholarships to young dentists.

ITI Scholars spend their Scholarship year at one of the ITI Scholarship Centers around the world. These are university departments or clinics under the supervision of longstanding ITI Fellows, all experts in the field of implant dentistry. The program allows ITI Scholars to gain insight into case planning, implant surgery and prosthetic restorations and, in most ITI Scholarship Centers, into research and teaching.

The ITI awards up to 30 Scholarships each year as one of its contributions towards fulfilling its mission "to promote and disseminate knowledge on all aspects of implant dentistry and related tissue regeneration through research, development and education to the benefit of the patient". The goals of the ITI Scholarship Program are to help young clinicians further their training in implant dentistry and related treatments and to foster international exchange along with professional networking as an enriching educational experience.

# Application

- ❖ You can also attach this letter with employment letter to support your application.
- ❖ This will be provided by ITI.

# Application

## Document: Passport



You must submit a legible copy of your valid travel document which you will use to travel.

If you have a passport, you must provide a copy of:

- the page that shows your birth date and country of origin, and
- any pages with stamps, visas or markings.

If you do not have a passport and must use another travel document, it must be issued by a government and include your:

- name,
- date of birth,
- document number,
- citizenship or residency status,
- photo, and

expiry date (if applicable).



# Application

## Document: Education (diplomas/degrees) ✕

You must provide proof that you completed your post-secondary education. Examples of proof of education include a diploma and/or degree. Examples of post-secondary education are:

### Trade/apprenticeship

- Training in a specific trade, such as carpentry or auto mechanics;
- Training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician);  
or
- Training not at the university level for which a certificate/diploma is awarded.

### Bachelor's degree

- This is an academic degree awarded by a college or university to those who completed an undergraduate curriculum (also called a baccalaureate). Example: a Bachelor of Arts, Science or Education.

### Master's degree

- This is an academic degree awarded by a graduate school of a college or university.

### Ph.D.

- This is the highest university degree, usually based on at least three years of graduate studies and a thesis. Normally, you must have completed a Master's degree before a Ph.D. can be earned.

# Application

## Document: CV/résumé



A curriculum vitae or résumé is a brief description of your

- education;
- qualifications; and
- work experience (main duties for each job).

It should also include your current job title and the city and country where you currently live.

# Application

## Document: Digital photo



### Temporary residents (students, workers, visitors), Express Entry and Canadian citizenship certificate

- The photo must show a full front view of the head and tops of shoulders, with the face in the middle of the photo.
- Size of the head, from chin to crown, must be between 31mm and 36mm.
- Image size: at least 420 x 540 pixels.
- We accept JPEG or JPEG2000 format.
- File size: approximately 240 kB, no more than 4 MB.
- Image must be in colour (24 bits per pixel) in RGB colour space, the common output for most digital cameras.

### Temporary residents and Express Entry

- The final frame size of the photo must be at least 35mm x 45mm.
- If you scan an existing photo, the minimum resolution must be 600 pixels per inch.

### Canadian citizenship certificate

- Final frame size of the photo must be 50mm x 70mm.
- Upload a colour digital photo taken by a commercial photographer (We don't accept black and white photos).
- Scanned photos are not accepted.
- Photo must be taken within the last 6 months.
- Don't use a smart phone to take the photo.



# Medical Exam Form

- ◇ This form is applicable only for certain countries.
- ◇ After you fill the application, it will take a few weeks to review.
- ◇ If you need a medical exam, you will be provided a UCI and IME number. Schedule an appointment with IRCC registered hospital for the same. They will take a few days to finish the process. They will directly send your medical report to the IRCC.

**REQUEST FOR MEDICAL EXAM**

**DETERMINE IF YOU NEED A MEDICAL EXAM**

If you are visiting Canada for six months or less:

- You usually do not need a medical exam.
- You do need one if you plan to work in a job where public health must be protected. See a list of [Jobs for which you need a medical exam](#).

If you are visiting for more than six months:

You will need a medical exam if you:

- have lived or stayed for six or more months in a row in [one of these countries or territories](#) in the one year before you where you do not need a visa to enter Canada.
- are coming to Canada to work in a job where public health must be protected. See a list of [Jobs for which you need a medical exam](#).
- are applying for a [Parent and Grandparent Super Visa](#).

**JOBS FOR WHICH YOU NEED A MEDICAL EXAM**

Some temporary foreign workers will need to have a medical exam. This depends on the job you plan to do in Canada every possible job.

1. Jobs that bring you into close contact with people at risk, such as:
  - workers in health sciences
  - clinical laboratory workers
  - people who attend to patients in nursing and geriatric homes
  - medical students going to university in Canada
  - medical electives and doctors doing short-term assignments
  - teachers
  - domestics
  - workers who give in-home care to children, the elderly and the disabled
  - daycare workers
2. Farm workers from [one of these countries or territories](#).

# Application

## Document: Family Information (IMM5645) ✕

You must complete the [Family Information form](#). This form requests information about your spouse or common-law partner, your parents, your children, step children and adopted children, and your brothers and sisters (including step-siblings and half-siblings). This information will become part of your immigration record and may be used to verify your personal information in future applications.

### FAMILY INFORMATION

Type of application:  Visitor  Worker  Student  Other

Complete ALL names in English and in your native language (for example, Arabic, Cyrillic, Chinese, Chinese commercial/telegraphic code, Korean, or Japanese characters). Include ALL family members even if they are not accompanying you. If you need more space for any section, print out an additional page containing the appropriate section, complete and submit it with your application.

**BEFORE YOU START, READ THE INSTRUCTION GUIDE, TYPE OR PRINT IN BLACK INK.**

#### SECTION A

Name	Relationship SEE NOTE 1	Date of birth (YYYY-MM-DD)	Present address (if deceased: give city/town, country and date)	Will accompany you to Canada? YES NO



## Document: Proof that you Meet the Requirements of the Job Being Offered ✕

If your intended occupation in Canada is regulated, provide evidence that the responsible provincial, territorial or professional body has granted you the required licence or certification.

Regulated occupations are also called *professions, skilled trades or apprenticeable trades*.

## Application

- ◆ For this, you need to apply for RCDSO license. You will require your work permit for the license.
- ◆ You can upload a letter stating that you will procure the license on your arrival.

# Cover letter

To  
The Immigration Officer Incharge  
Government of Canada

I am an applicant of Canadian work permit for my one-year scholarship at Holland Bloorview Hospital Kids Rehabilitation Hospital, Toronto.

For Proof that you Meet the Requirements of the Job Being Offered, I am expected to provide a copy of my licence. However, to obtain that licence from Royal College of Dental Surgeons Ontario, I first need to have an approved work permit. The licencing (Post-specialty training licence) procedure requires my physical presence along with certain documents that I can receive only once I arrive in Toronto. I have enclosed a list of necessary documents and supported them with attachments for your review.

The required application form and instructions are well mentioned on the website, <https://www.rcdso.org/en-ca>. For any queries, on the same you can contact me directly.

The documents required for applying the RCDSO licence (Royal College of Dental Surgeons Ontario): According to REGISTRATION INFORMATION - POST-SPECIALTY TRAINING CERTIFICATE

REQUIREMENTS	STATUS
1. Notarized application form (RCDSO Membership Application form POST-SPECIALTY TRAINING.)	To be filled and notarized after arriving in Canada. Copy of the form attached.
2. A registration payment form with credit card information	To be done after arrival.
3. A certified copy of dental degree from undergraduate dental school plus an original letter from the Dean of the university certifying your graduation and date.	Copy of degree and letter attached.
4. Evidence of language proficiency. For IELTS – a minimum band of 6.5 for the General test.	Appeared for exam and scored band 7.5. Copy of the result attached.
5. A certified copy of the degree certificate of completion a specialty program plus an original letter from the Dean of the university certifying your graduation and date.	Copy of degree and letter attached.

6. A certified copy of transcripts from undergraduate dental school and a specialty program.	Copy of both transcripts attached.
7. A certified copy of the authorization issued by Immigration Canada, i.e. work permit, with a satisfactory medical assessment.	Applied for
8. A written offer to a program of post-specialty dental education from a school of dentistry at a university on Ontario verifying your acceptance into the program and the start and end dates.	Copy of letter attached.
9. The certificate of standing from the Dental Council of your country, who authorized your dental license in your country. (get the signature or stamp and seal)	Copy of certificate attached.
10. The letter from the Dean of the University of a post graduate specialty program including the start and end date of the program, the date your degree was granted, the confirmation that you are in a good standing and have never been, nor are you now, the subject of investigation, suspension, discipline, incompetence or incapacity.	Letter attached.

Please notice that some of these documents will only be ready once I arrive in Canada. I need to bring all these letters and certificates. And once I arrive there, I need to get a recognized translation for them and notarize them there.

Thank you.

Regards



[Home](#)

## Employment queue

### Your online offer of employment

Search

Foreign worker name

Offer of employment number

Details

Date submitted From  To

Date last saved From  To

Show  entries

#### View your online offer of employment

Offer of employment number ↑	Foreign worker name	Date Created	Date submitted/Days left to submit	Date Last Saved	Details	Messages	Actio
A0806278	Sanaa Akhlaq Wadwan	June 14, 2023	June 16, 2023	June 16, 2023	Submitted	None	<a href="#">View</a>

Showing 1 to 1 of 1 entries (filtered from 34 total entries)

1

Apply for:



## Transaction Approved

Order ID



O672055183

Payment



Amount: \$230.00

\*\*\*\* \* 6959

Transaction Type : Purchase

Authorization Code: 082512

Reference Number: 663686600013366490

# LMIA Exempt

This is an important document. It will be provided by Holland Bloorview on request.

# Application review

- ◆ After you submit your application, you will hear back from IRCC in few weeks.
- ◆ Until then you should gather necessary documents for RCDSO license.
- ◆ Once you get an email from IRCC, you will be required to submit your passport at the IRCC center in your country. You can do it by hand or by mail.
- ◆ You will then receive a visa stamp/ sticker on your passport in a week.
- ◆ Send a copy of this to Dr. Carmichael.
- ◆ Book your tickets and pack your bags!

# Registration with University of Toronto (U of T)

# Document Summary

---

Application form (provided by U of T)

---

Work permit (You will receive this document at the airport after immigration)

---

Passport

---

Immunization record (from your family physician, form provided by U of T)

---

TB test (from your family physician/ HB)

---

Local address

---

RCDSO license (cover letter stating that it's applied for)

---

CPR certificate (to be taken In-Person, fee involved)

---

Application fee (CAD 850+)

# Who to contact?

◆ Lisa Hutchinson

Registrar

Faculty of Dentistry | University of Toronto

124 Edward Street, Room 104 | Toronto, ON | M5G 1G6

416.979.4901 ext. 4374 (V) 416.979.4944 (F)

Email: [gradstudies@dentistry.utoronto.ca](mailto:gradstudies@dentistry.utoronto.ca)

[www.dentistry.utoronto.ca](http://www.dentistry.utoronto.ca)

# U of T Application Form

**FACULTY OF DENTISTRY  
UNIVERSITY OF TORONTO  
APPLICANT INFORMATION FORM**

FULL LEGAL NAME		
Mr. <input type="checkbox"/>	Surname	Given Names (in full)
Ms. <input type="checkbox"/>		

You will be provided a form to fill in all your details.



# Work permit

- ◇ You will receive this document at the airport after immigration.
- ◇ Send a copy to Dr. Carmichael



**WHICH SECTIONS TO UPLOAD ALL YOUR DOCUMENTS IN VERIFIED**

Documents can be uploaded in Jpeg or PDF files

VERIFIED DOCUMENT SECTIONS	WHAT TO UPLOAD
FIRST AID CERTIFICATE	Emergency First Aid Certificate
CPR CERTIFICATE	CPR Certificate
PERMIT FORM/MEDICAL DOCUMENTS	Immunization and serology requirements - (i.e. Blood work results, immunization records, TB testing) any Chest X ray reports and any Physician Notes etc.
MASK FIT TEST CERTIFICATE	Mask Fit Test
VSS/CRIMINAL RECORD CHECK	Vulnerable Sector Search
ANNUAL VACCINATIONS	<ul style="list-style-type: none"> <li>• INFLUENZA VACCINATION</li> <li>• COVID – 19 VACCINE</li> </ul>
OTHER	Any forms you are unsure of where to upload can go here

- There is no option to delete a file once you have uploaded it. Please re upload the correct document in the same area and we will know what to look for. To help us you can re name it as "Corrected."



UNIVERSITY OF TORONTO  
FACULTY OF DENTISTRY

## FACULTY OF DENTISTRY IMMUNIZATION/CPR RECORD

Last Name	First Name	Middle Initial
Wadwan	Sanaa	Akhlaq
Student Number #	Birth Date (DD/MM/YY)	Phone

# Immunization record

You can request the link to upload these documents on your SYNERGY ACCOUNT and form prior to arrival and get it filled by your family physician.

(FEE involved 60+CAD)



HEAVEN CAN WAIT  
EMERGENCY FIRST AID TRAINING

Sanaa Wadwan



has successfully completed Heaven Can Wait's

Emergency First Aid with Basic Life Support (BLS) CPR

October 21, 2023

Date of Training

October 21, 2026

Date of Expiration

*D. Goodman*

David Goodman, President



wsib  
ONTARIO

Heaven Can Wait Emergency First Aid Inc.  
50 Holly St. #303 Toronto, Ontario M4S 3E9  
heavencanwait.biz

# CPR/AED/First-Aid certificate

You have to apply for this course In-person and you can complete the course before arrival to save your time here.

### Student Information

<b>Name</b>	Sanaa Wadwan
<b>Student ID</b>	1010823129
<b>School</b>	University of Toronto Dentistry
<b>Program</b>	Clinical Fellows
<b>Term</b>	1

<b>Overall Status</b>	Pass
<b>Overall Expiry Date</b>	Sep 18, 2024



# Immunization record

You will then receive a verification of the documents on  
your SYNERGY ACCOUNT

# Library Access

- ◆ Request an email to U of T to provide UTORID login credentials after your U of T registration is complete.

Registration with Royal  
College of Dental  
Surgeons of Ontario  
(RCDSO)

# Overview

- ◆ This is a challenging part of your application.
- ◆ You can either apply for a temporary license beforehand or you can apply after arrival.
- ◆ It takes 2-3 months to process.
- ◆ Since you require your work permit (which you will receive after immigration) for this registration, you can apply 2 months prior to flying to Canada for a temporary registration and complete the process after arrival.

# Who to contact?

◆ Janet Scott

Program Administrator/ Registration

Royal College of Dental Surgeons of Ontario

6 Crescent Road, Toronto, ON M4W 1T1

ph: 416-961-6555 x 4325

fax: 416-961-5814

toll-free: 1-800-565-4591



# Document Summary

- ◇ Application form (online link to be obtained from RCDSO)
- ◇ Certified copy of dental degree and transcripts + a letter from the Dean of your university certifying the same (Bachelors, Masters, Diploma, Internship)
- ◇ IELTS/ TOEFL score card
- ◇ Work permit
- ◇ Certificate of standing from dental council of your country
- ◇ Offer letter from U of T
- ◇ Credit card details

**RCDSO Jurisprudence & Ethics Course**

**Have you completed the course within the past three years?**

**Yes - I have completed the course.**

**Before applying**

**Complete this course from RCDSO website.**

# Here's what needs to be uploaded

- ◆ Your documents may vary based on your application.

**Required Documentation**

Please provide the following documentation along with your application.

- Citizenship**  
Submit a certified true copy of the authorization issued by Immigration and Citizenship Canada which permits you to work in a health profession in Canada.
- Proof of Dental Education**  
Please provide an original letter from the Dean or his/her designate, and a certified true copy of your original degree certifying your graduation in dentistry from the following (if reinstating, it is not necessary to forward this documentation again):
  - MUHS, Nashik- India
- Proof of Graduate Education**  
Please provide an original letter from the Dean or his/her designate and a certified true copy of your original degree certifying your graduation from the following:
  - MUHS, Nashik- India
- Proof of Internships**  
Please provide a certified true copy of original internship, GPR or AEGD certificate from the following:
  - M A Rangoonwala College of Dental Sciences and Research Centre Pune
- Practised dentistry outside of Ontario or practised another regulated health profession in Ontario or any other jurisdiction** (Applied for)  
The RCDSO Certificate of Standing Form must be sent to and completed by the relevant regulatory authority. The relevant regulatory authority must forward the completed RCDSO Certificate of Standing Form directly to the RCDSO's Registration department. [Download the form here.](#)

## Start the Application Process

Choose the type of registration (certificate) you wish to apply for. Review the information about each certificate type in the [Process and Requirements](#) section and ensure you meet requirements before beginning your application. A separate application form is required for each type of certificate.

Type of Registration

Mandatory

Post-Specialty Training



# Application

You have to apply for post-specialty training program



[Home](#) / [Become a Registered Dentist](#) / Application Form

## Step 1 of 5 - Personal Information

Begin your application by providing RCDSO with your personal information. All mandatory fields must be filled out to move on to the next step. Once Step 1 is complete and you click 'Next', a link will be sent to the email address you provide. This link takes you to your saved application and allows you to edit any section at your convenience. Review your application carefully for accuracy.


### Personal Information

Ensure that your personal information is up-to-date, accurate and matches your supporting documentation. Provide an email address that you check often as you will be receiving regular email communication from the College.

# Application

- ◆ You have to request the RCDSO to provide you a suitable link for the same. Fill in the application, print it and sign it.
- ◆ Send the copy to Dr. Carmichael to sign if you are applying from your country prior to arrival and submit with the requested documents.

# Certificate of standing

 **Royal College of  
Dental Surgeons of Ontario**  
*Ensuring Continued Trust*

**■ Certificate of Standing**

Please complete this form and return it to:  
Royal College of Dental Surgeons of Ontario  
Attn: Registration  
6 Crescent Road  
Toronto, ON Canada M4W 1T1

**To the certifying authority or regulator:**

The dentist requesting completion of this form is an Applicant for registration/licensure in Ontario (receiving jurisdiction) and has agreed to disclosure. This completed form bearing the signature and seal of the certifying authority in the originating jurisdiction may be sent with any attachments directly to the above address.

The certifying authority's (originating jurisdiction) records indicate the following information concerning:

Name: \_\_\_\_\_ (Applicant)  
(First name) (Last name)

Licence/Registration number: \_\_\_\_\_

Current professional address: \_\_\_\_\_  
(As recorded on the Registrar/Col)

Phone number: \_\_\_\_\_  
(As recorded on the Registrar/Col)

**1. LICENCE/MEMBERSHIP**

**a) The Applicant**

(i) has been registered/licensed in \_\_\_\_\_ (certifying authority's jurisdiction)  
from (MD/Y) \_\_\_\_\_ to (current or MD/Y) \_\_\_\_\_

(ii) If the Applicant ceased to be a registered/licensed member, it was for the following reason(s):  
\_\_\_\_\_  
\_\_\_\_\_

**b) The Applicant currently holds or previously held in \_\_\_\_\_ (certifying authority's jurisdiction)**

(i) a General Certificate/Licence from \_\_\_\_\_ (MD/Y) to \_\_\_\_\_ (current or MD/Y)

(ii) a Specialty Certificate/Licence in \_\_\_\_\_ (specify specialty) from \_\_\_\_\_ (current or MD/Y) to \_\_\_\_\_ (current or MD/Y)

(iii) an Education Certificate/Licence (Residency/Internship) from \_\_\_\_\_ to \_\_\_\_\_ (current or MD/Y)

(iv) a Graduate Certificate/Licence (Student) from \_\_\_\_\_ to \_\_\_\_\_ (current or MD/Y)

(v) an Academic Certificate/Licence (Professor) from \_\_\_\_\_ to \_\_\_\_\_ (current or MD/Y)

(vi) other: \_\_\_\_\_ from \_\_\_\_\_ (MD/Y) to \_\_\_\_\_ (current or MD/Y)

- ❖ Download this form from the RCDSO website and get it filled from the dental council of your country. This form has to be sent to RCDSO directly by the council.
- ❖ You cannot submit this yourself.
- ❖ This one can be a troublemaker.

# Application

- ◇ After my application was reviewed, I was asked to provide a letter of explanation with the description of my current activities. This was my response

An e-mail response with a brief description of your activities from the date you last practiced in India (please provide approximate date) until Current

- For example, were you practicing dentistry including through an internship, residency (e.g. GPR, AEGD, post-graduate program, etc), or volunteer program (paid/unpaid) in any country? If you were not practicing dentistry, were you travelling, studying, volunteering, working in another field, etc.?

Date of last practice in India: 31<sup>st</sup> August 2022

Date of travel to Toronto, Canada: 9<sup>th</sup> September 2022

Date of joining ITI scholarship program : 12<sup>th</sup> September 2022

Summary of activities as ITI Scholar at Holland Bloorview Kid's Rehabilitation Hospital, Toronto

(12<sup>th</sup> September 2022- Present):

- Shadow Dr. Carmichael during restorative procedures.
- Drafting proposals for research projects
- Compilation of photographic records for previously treated patients
- Recording educational content for ITI Education Week scheduled next year
- Attended Northern Clinics at Thunder Bay under the CLCP program
- Attending online scientific lectures conducted by ACP and ITI

You may or may not be asked for this.

# Payment

- ◆ The credit card details have to be provided at the time of application submission.
- ◆ Amount will be deducted after approval of your application.
- ◆ The amount for the application fee is 150\$ and 2995\$ annual fee (Year 2023-24)

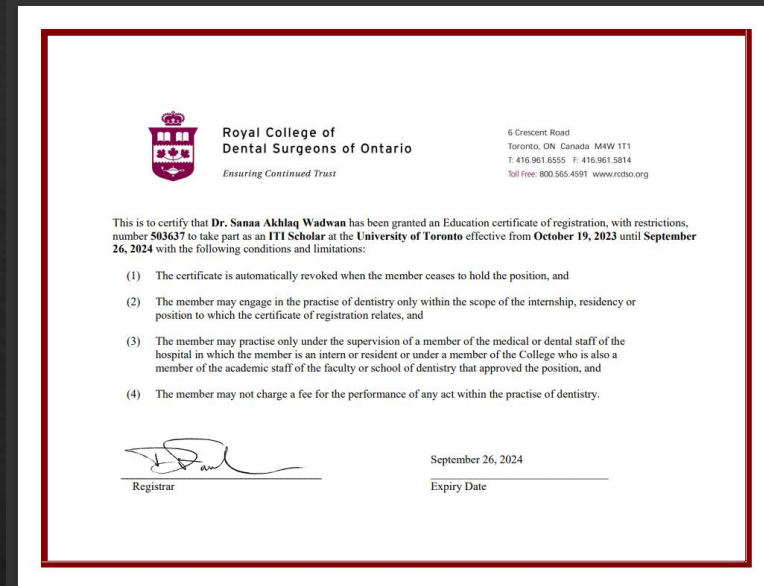
## Application Payment

Payment can be made by certified cheque, money order or credit card. State which method of payment you are using under Payment Type. Certified cheques or money orders should be made out to The Royal College of Dental Surgeons of Ontario, must be in Canadian dollars and issued by a Canadian bank. We accept Visa, MasterCard and American Express. If you pay by credit card, provide us with the card details below. We are unable to accept credit card detail over the telephone. The College ensures the confidentiality of your payment information.



# License

- ◆ This is the final certificate.
- ◆ You must share this with Dr. Carmichael, SickKids and U of T for completion of your registration with the university.



# Registration with SickKids Hospital

# Who to contact?

◆ Helen Cheung

Administrative Assistant, Dentistry  
Department


The Hospital for Sick Children

555 University Avenue, Toronto,  
Ontario M5G 1X8

Phone: 416-813-

6008 | Fax: 416.813.6375

Email: [helen.cheung@sickkids.ca](mailto:helen.cheung@sickkids.ca)



# Document Summary

- ◆ Registration form (to be filled and returned)
- ◆ Copy of dental degree
- ◆ Copy of confirmation of enrolment from U of T Dept of Dentistry
- ◆ Copy of RCDSO member certificate
- ◆ Work permit

# Confirmation of Enrolment



UNIVERSITY OF TORONTO  
FACULTY OF DENTISTRY

30 October 2023

To Whom It May Concern:

## CONFIRMATION OF ENROLMENT

This letter will confirm that:

**Dr. Sanaa Wadwan**

- has registered for the 2023-24 academic session as an ITI Scholar with the Faculty of Dentistry, University of Toronto.
- has complied with the Immunization Record requirements as set by the Faculty of Dentistry, University of Toronto
- has complied with CPR certification requirements
- has complied with RCDSO Licensing requirements

Should you require additional information, please do not hesitate to contact this office.

Sincerely,

# Badge for SickKids

- ◆ Once you receive your confirmation from SickKids, you will be required to schedule an appointment for the ID badge which is pre-requisite for you to have before joining the dental department.

The Hospital for Sick Children  
2022 Fellowship & Residency Registration

**SickKids**

Please complete this form and return it via e-mail to [physician.registration@sickkids.ca](mailto:physician.registration@sickkids.ca)  
If you have any questions about completing this form contact the Credentials Office by e-mail at the above address.

**1. Corporate Identity**

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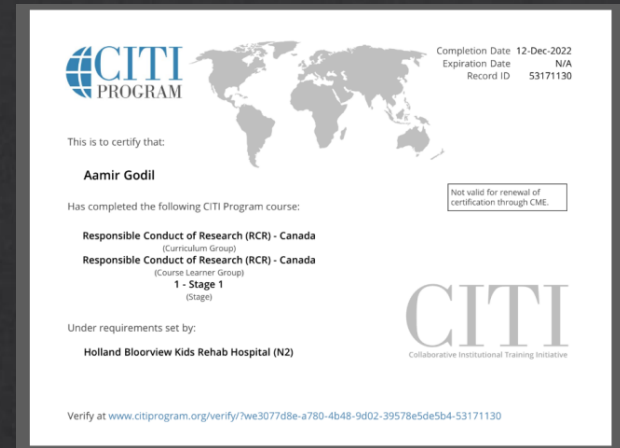
This information will be used to ensure that you are properly listed in the Hospital Directory and that your computer system accounts and Hospital ID badge are set up with the correct name. Your legal name will be used unless you provide us with a preferred name that is different. Note that even if you provide a preferred name, some clinical systems may use your legal name if this is required by law or corporate policy.

Legal Name	Preferred Name <input checked="" type="checkbox"/> Same as legal name
------------	---

# Registration with Research Ethics Board (REB)

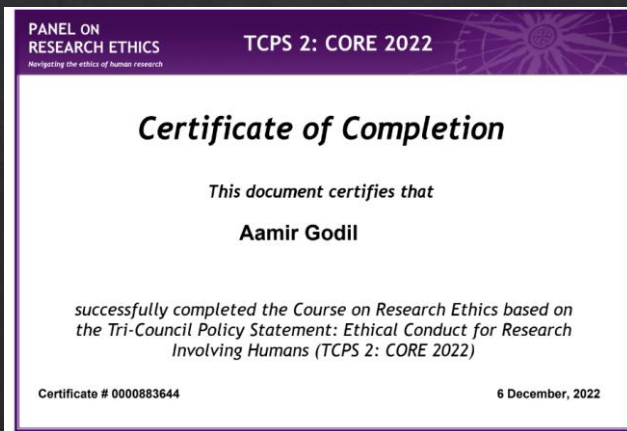
# Registration with REB

- ◆ To conduct any research in Ontario, you must be registered for the proposed research with the REB.
- ◆ You will be required to undertake 2 courses on research and ethics as a pre-requisite.



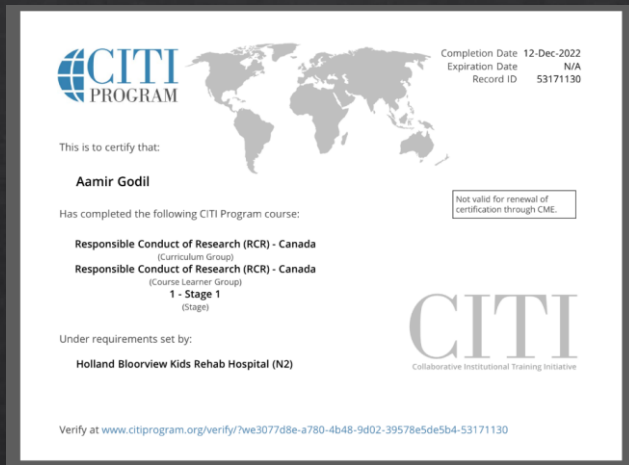


# TCPS 2: CORE



- ◆ This course is free of cost and you can take it up online.
- ◆ You can complete this in advance and email the certificate to Dr. Carmichael.

# RCR- CITI



- ◆ This program has an associated cost if you do it on your own.
- ◆ However, if you do it through HB, its free.
- ◆ To register through HB, Dr. Carmichael can request an email to Aurélie Besson (Manager, Office of Human Research Protections Bloorview Research Institute) to provide you the link to Freshdesk.
- ◆ Once you have the link, you will have to contact Research Operations (Rosceline Andres, Bloorview Research Institute) to activate your account which takes 2-3 days.
- ◆ You can only do this through your HB email account.

# Your arrival in Toronto

# What to get?

- ◆ The cost of living in Toronto is generally high. So you may want to carry all your necessary essentials.
- ◆ Food and grocery are readily available. Go easy on that. Also, airports have food regulations and you might want to check all the details before flying.
- ◆ Scrubs are provided at hospitals. You can choose to bring and wear your own.
- ◆ A few formal sets for study clubs and education week.
- ◆ Winter wear and thermals.
- ◆ A universal adapter to connect your chargers and gadgets.

# Looking for accommodation

- ◇ You can look for suitable private accommodation at
  - ◇ condos.ca
  - ◇ kijiji
  - ◇ Facebook marketplace
- ◇ You can look for rental housing for staff at Sickkids
  - <https://www.sickkids.ca/en/care-services/for-health-care-providers/rental-housing-staff/>
  - ( YOU MAY HAVE TO APPLY FOR THIS MONTHS IN ADVANCE)

Keep your accommodation in close proximity to a TTC bus and subway station.

They should be close to Kilgour Road (for Holland Bloorview) and Downtown- St. Patrick's St (for SickKids and U of T)

If you don't have an immediate place, you can make arrangements with Holland Bloorview temporarily.

# Travel and connectivity

- ◆ The TTC (Toronto Transit Commission) provides buses, street cars and subways for connectivity within the city.
- ◆ You can also procure your driver's license and get a car.

# At Holland Bloorview

- ◆ After you arrive in Holland Bloorview, Dr. Carmichael will write three E-mails and you should remind him to send these emails, this is very important:
  1. The primary e-mail is to Lisa Hutchinson at the Faculty of Dentistry, so Lisa could write to the RCDSO and request the registration in RCDSO.
  2. The second email is to reply Jacob at the ITI center to confirm the arrival of the new ITI scholar. Obviously the new ITI scholar should notify Anna his/her arrival beforehand.
  3. The third email is to Helen Cheung at Sickkids to get the new ITI scholar the status of observer while waiting for his/her credentialing.

# Your scholarship funds

- ◆ The funds will be transferred only to your Canadian bank account.
- ◆ You can open a bank account by directly visiting them after your arrival.
- ◆ You will have to carry your original ID (passport) and work permit for the same.
- ◆ Funds transfer takes nearly 2-3 weeks after your arrival. Ensure you are carrying sufficient money for a month or may be more.



# Wishing you the best

for your scholarship year ahead!

❖ Feel free to reach out to us:

Dr. Sanaa Wadwan  
ITI Scholar 2023-24  
[dr.sanaawadwan@gmail.com](mailto:dr.sanaawadwan@gmail.com)

Dr. Aamir Godil  
ITI Scholar 2022-23  
[aamirzgodil@gmail.com](mailto:aamirzgodil@gmail.com)

