STATEMENT 3.4.10 – Statement on Non-Schulich Electives at Other Canadian Medical Schools

Approved by: Curriculum Committee
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I. STATEMENT

1.0 The Association of Faculties of Medicine of Canada (AFMC) has created an AFMC Student Portal. This online tool is where Canadian and International students apply for visiting electives at all faculties of medicine within Canada.

2.0 This portal was designed to streamline the elective placement process. It includes a searchable database of all visiting electives offered in Canada, payment processing, and a communication tool for students’ application status.

3.0 Students can view the AFMC Student Portal’s “Visiting Elective Guide” to see what options are available across Canada. It is an online database of all visiting elective opportunities across Canada and can be viewed without having to register or submit an application. All electives offered at the 17 Canadian medical schools must be applied for via this on-line portal.

4.0 The AFMC portal is accessible at https://www.afmcstudentportal.ca/

5.0 Make sure to refer to specific schools for their policies/procedures and available elective opportunities.

6.0 The application forms ask for home school verification. These requests should be directed to the Year 4 Electives Administrator for signature/verification: dawn.macdonald@schulich.uwo.ca, Undergraduate Medical Education Office, Room M100, Medical Sciences Building.

7.0 Applications occasionally ask for a letter of good standing from the Dean verifying your standing in this faculty. Direct requests for letters of good standing/verification of liability insurance coverage/reference to the Year 4 Electives Administrator (dawn.macdonald@schulich.uwo.ca) in the Undergraduate Medical Education Office, Room M100, Medical Sciences Building.

8.0 There is an application fee to register in the AFMC Student Portal, and also an administrative/application fee from the various universities.

9.0 You are completely responsible for making all arrangements for your electives.

10.0 Many medical schools require that you apply for an elective several months prior to the start of the proposed elective. The timelines for most Canadian universities is a minimum of 28-32 weeks prior to the start of the elective, with 32 weeks being the earliest a student can submit an application. Make sure to check the various universities’ websites for their timelines and application policies.
11.0 You are not permitted to approach a physician who is affiliated with a University Faculty/School of Medicine directly to arrange electives. You must apply/register with the Visiting Medical Student Electives Office at that University.

12.0 Late cancellations are considered a professionalism issue and subject of a professionalism letter. The National Electives Policy on cancellation is a minimum of 6-8 weeks prior to the start date of the elective – make sure to check each program’s cancellation policies, as they may be different from other university policies/timelines. You must also make sure to cancel an elective before adding the new one into your SSO to replace it. The AFMC portal will not allow more than one confirmed national elective per block.