



Registration, Application and Pre-placement Teacher Checklist			
Step	Timeframe	Description and Reference	Check (✓)
1	Spring	Promote PEL Information Seminar (if scheduled) with any student interested in academic, senior co-op in the STEMM disciplines in health research. Create a list of interested students and register them with PEL as directed.	
2	Spring	Attend PEL Information Seminar	
3	Spring	Attend London Health Research Day (Optional)	
4	APR	For students who qualify for PEL, outline student responsibilities for the 2 nd interview with the teacher and the group PEL interview.	
5	APR	Email the Registration Spreadsheet to PEL	
6	APR & MAY	Schedule PEL group interview	
7	JUN	Attend Annual Oncology Research & Education Day (mandatory for students)	