

Police Vulnerable Sector Check Submission Deadline: 4:00pm ET on June 30, 2026

Dental students interact with vulnerable populations throughout the course of their academic program. In recognition of the requirements of clinical agencies to ensure dental students do not place vulnerable populations at risk, and as a condition of their admission, dental students are required to provide a current Police Records Check including a Vulnerable Sector Screening (VSC).

Your VSC must be issued:

- **on or after May 1, 2026***. It can take several weeks for a police service to process an application, so begin as soon as possible after May 1 to ensure compliance with our submission deadline.
- **for your role as a student at Schulich Dentistry or Western University***.

**We will NOT accept VSCs issued before May 1 or obtained for your role at other organizations or agencies.*

Acceptable Documentation

Electronic (preferred)

Email the original PDF to dds.asp@schulich.uwo.ca. **Do not restrict printing** of your electronic document.

Paper

Make a copy for yourself, then submit the original by courier or registered mail to the address below. Photocopies and scanned documents will NOT be accepted. Schulich Dentistry cannot be held responsible for documents that are mis-directed.

Attn: Schulich Dentistry ASPIDG Program
Western University
Health Sciences Addition, Room H110
1151 Richmond Street North
London, Ontario, Canada N6A 3K7

Your local Police Service or OPP Detachment

Schulich Dentistry will accept original electronic or paper documentation issued by your local police service/OPP detachment if it bears an **electronic signature** or **embossed seal**.

Electronic documentation is preferred, however do NOT enable restricted printing of electronic documentation.

Authorization Letter

If your police service/OPP detachment requires an authorization letter before you can apply for a VSC, email the following information to dds.asp@schulich.uwo.ca and an authorization letter will be prepared and emailed back to you. Please include:

- Your full legal name.
- The name of your police service. (I.e. OPP Kawartha Detachment; Vancouver Police Dept)

Submitting your VSC to Schulich Dentistry

Refer to page 1 for how to submit the original electronic or paper documentation. After Schulich Dentistry receives and reviews your VSC, we will email you to confirm that your document has been received.

Toronto Police Service (TPS)

To submit an application:

- Click <https://www.tps.to/police-checks> to access the application site.
- Click 'Register for an Adult Police Record Check-Fill out Form'. If you have already registered, click on 'Already Have An Account'.

You will require an **Agency Code** to submit your application. Please email dds.asp@schulich.uwo.ca for the Agency Code.

Submitting your VSC to Schulich Dentistry

Once the application has been completed and the record check results have been made available to the applicant, you will need to log into your account and click on "application status".

From there you will have two options for submitting your completed VSC:

- share electronically (preferred) by clicking on the "share" icon to provide consent and configure access/security.
- save as a PDF and email to dds.asp@schulich.uwo.ca. Do NOT enable restricted printing of electronic documentation.