



# URBAN CIRCLE TRAINING CENTRE INC.

## EDUCATIONAL ASSISTANT PROGRAM

(September 16, 2024 to June 13, 2025)

### INTAKE PROCESS

(Updated: April 18, 2024)

#### Attend an Information Meeting on one of the following days:

- ❖ Thursday, May 9, 2024 @ 10AM
- ❖ Thursday, May 30, 2024 @ 2PM
- ❖ Wednesday, May 22, 2024 @ 10AM
- ❖ Wednesday, June 12, 2024 @ 2 PM

#### **All Highlighted Dates – Mark on your Calendar to Attend**

##### **4<sup>th</sup> Intake:**

<b>Application Deadline:</b>	<b>Thursday, May 9, 2024 (4:30PM)</b>
Orientation Meeting:	Tuesday, May 14, 2024 (9:30AM – 12:00PM)
DRP (Reading) Assessments:	Tuesday, May 14, 2024 (1:00PM – 4:30PM)
Interview Dates:	Wednesday, May 15, 2024 (PM/afternoon only); Thursday, May 16, 2024; & Friday, May 17, 2024
Staff Team Deliberation:	Thursday, May 23, 2024 (3:00PM)
Notification of Acceptance:	Wednesday, May 29, 2024

**PLEASE NOTE:** All applicants **MUST** complete one of the above scheduled Intake Process before given an acceptance letter.