

**APPLICATION FOR ADMISSION****Certificate in Criminology and Addictions Program (CCAP)**

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**Application Process:**

**STEP 1):** You must be admitted into the U of S College of Arts & Science and be in at least the second year of your studies and/or have equivalent life or employment experience before you can be considered for the CCAP.

**STEP 2).** Complete the application form and forward it to the address below. In addition to this application form, please submit:

1. C V o r Resume
2. Most recent education institution transcript (if you are a current U of S student this is not required)
3. List two reference contacts, (at least one academic). Please list name, title, email and/or phone number of references. Have references use the "reference request" form (below) and submit directly to [ccap@usask.ca](mailto:ccap@usask.ca).

a)

b)

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4. A letter of intent, which may include:
  - a) a brief introduction and statement about your interest in applying to the CCAP program;
  - b) your goals & objectives in completing the CCAP program. In this section, please include any initial thoughts about where you would like to complete your practicum placement and/or areas you would like to work within (i.e. youth justice, corrections/prisons, community centers, addictions; research practicum; etc.);
  - c) your timeline for completion of the CCAP program;
  - d) a few details about your academic goals, background and any related experience.
5. Confirmation that you will be able to do your 6-week full time practicum in May 2025. Most practicum placements will be completed in May 2025. If you are unable to complete your practicum at this time, please submit your application when you are able to do so.

**STEP 3)** The application deadline is **January 15, 2024**. You will receive notice of decision by April 30, 2024. If you have any questions, please contact [CCAP@usask.ca](mailto:CCAP@usask.ca) or 306-966-2787.

**Important Notes:**

Any contact with organizations will be done in coordination with the CCAP Coordinator.

Examples of previous student placements:

Regional Psychiatric Centre	Elizabeth Fry Calder Centre	White Buffalo Youth Lodge MACSI Centre
Saskatchewan Penitentiary	Mental Health EGADZ Youth	Research-Based Practicums related to:
Saskatoon Corrections Kilburn Hall	Center CUMFI	Community-Based Research
Parole Board	MCTR	Forensics Centre-USask
Halfway houses (e.g. Meewasinota)		Therapy Dog programs USask

***\*\* Incomplete or late applications WILL NOT BE considered. There are limited enrollment spaces and not all applicants will be accepted. \*\****

Application Form:

Name: \_\_\_\_\_

University of Saskatchewan Student Number: \_\_\_\_\_

NSID: \_\_\_\_\_ Email Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

\_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**University of Saskatchewan**

Please forward this completed application and supporting documents to:

#1019-9 Campus Drive  
Saskatoon SK S7N 5A5  
EMAIL: ccap@usask.ca

**Certificate and Criminology & Addictions program (CCAP)****Reference request**

Name of applicant:

The Certificate in Criminology & Addictions Program (CCAP) has been designed to offer students an innovative program that will allow them to explore greater opportunities in the criminal or social justice system, as well as a foundation for further academic study or research. Your comments are carefully considered- as we are trying to find the most suitable applicants in a very competitive process. Thank you for your reflections

How long have you known the applicant and in what capacity?

Please rate the applicant from a 1-5 (low-high) for the following characteristics.

**1- Needs Improvement 2- Fair 3-  
Average 4 – Above Average 5-Superior**

Is responsible	1	2	3	4	5
Is motivated	1	2	3	4	5
Is creative and resourceful	1	2	3	4	5
Is able to take direction	1	2	3	4	5
Is able to work with others	1	2	3	4	5
Is able to work independently	1	2	3	4	5
Is able to seek help when needed	1	2	3	4	5
Treats others with respect	1	2	3	4	5
Demonstrates flexibility in a diverse setting	1	2	3	4	5

Overall Rating

Would you recommend the applicant for this program?      Yes      No

If yes, please elaborate on why you see this applicant as a good fit for CCAP.

Additional Comments:

Reference Name, Please Print

Reference Signature

Phone number

Email