

## Guidelines for the use of Visa Trainees Funds

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| <b>Office of Accountability:</b>                | Faculty of Medicine   |
| <b>Office of Administrative Responsibility:</b> | Postgraduate Medical Education  |
| <b>Scope:</b>                                   | All Postgraduate Trainees.<br>All non-Dalhousie Trainees registered for electives; and<br>University and Postgraduate Training Program Leadership |
| <b>Approved:</b>                                | PGME Committee – April 6, 2023  |

Each visa resident falls under a blanket agreement made between Dalhousie and their sponsor. There are several sponsoring agencies for international residents, all with similar contracts with Dalhousie. These agreements outline the responsibilities of each party, as well as training fees. Departments receive a percentage of these training fees and are expected to use them as outlined in the contract.

The contracts stipulate that visa trainees are provided the same opportunities, rights and privileges as afforded to their Canadian counterparts. Moreover, the training fees are to cover academic costs, exams, conferences, mandatory course fees, and costs of tutoring and/or remediation. As such, programs are expected to use the funds they receive for these outlined training costs and not for other items, even if it goes to the sponsored residents. Any other expenses will not be covered. Any fees not used by the trainee can be kept by the department/program to be used as needed towards educational programming or optimization of the training experience for all trainees.

Providing an equitable training experience for all trainees no matter the program, sponsor, individual, etc. is important to our educational goals. We ask that programs keep this in mind at all times and when allocating training fees.

In no way shall a program request more money from the sponsor, trainee, or other parties to cover training for their visa resident. The contracts stipulate that training costs must be entirely covered by the fees Dalhousie receives.

For any questions related to training fees please reach out to [pgdirect@dal.ca](mailto:pgdirect@dal.ca).

