

Volunteer/Work Experience

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As part of the admissions process, applicants to RRC Polytech's Veterinary Technology (VT) program are required to provide proof of completion of an occupational familiarization (OF) to veterinary medicine and veterinary technology.

Requirements:

- 80 hours, this must include a minimum of eight hours working with large animals such as horses, cattle and/or swine.
- All hours must be completed within the 12 months prior to your application date.
- Completed at a veterinary clinic or off-site location (i.e.; a dairy barn or wildlife rehab centre), working alongside a veterinarian or veterinary technologist.
- Must complete at least five of the types of experience listed on Page 2.

To Be Completed by Applicant		Separate form for each placement
We strongly recommend you complete your OF before applying to the VT program to ensure you can submit this form within 15 day of applying.		
Last name:	First name:	
Student number:	Signature and date:	
By signing this form, I authorize and consent to allow RRC Polytech to verify the information provided on this form with the organizations at which my volunteer/work experience was completed.		

Large Animal Occupation Familiarization					
To be completed by Veterinarian or Veterinary Technologist.					
Facility name:			Address:		
City:			Province:		
Postal code:			Phone:		
Date	Start time	End time	Number of hours	Supervisor's initials	
Total hours completed:					
Please ✓ which animals have been observed/handled.					
	Horses	Cattle	Swine	Other animals (specify)	
Observed					
Handled					
Comments:					

Supervisor's Information	
Name:	Title:
Signature:	Date:
Any changes to this form, including but not limited to personal/organizational information, dates/hours tracked, observation categories, etc., should be initialed and dated by Veterinarian or Veterinary Technologist.	

RRC Polytech - Student Service Centre

Notre Dame Campus
 D101-2055 Notre Dame Ave., Winnipeg, MB R3H 0J9
 P: 204.632.2327 | F: 204.697.0584

Exchange District Campus
 P104-160 Princess St., Winnipeg, MB R3B 1K9
 P: 204.632.2327 | F: 204.949.9105

Regional Campuses
 For Regional Campus contact info,
 please visit rrc.ca/campuses

Last modified
May 2024

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Small/Companion Animal Occupation Familiarization

To be completed by Veterinarian or Veterinary Technologist

Veterinary clinic/animal hospital:	Address:
City:	Province:
Postal code:	Phone:

Please ✓ the activities, duties, experiences and observations completed. Individuals must observe or participate in a minimum of five.

	Animal restraint	Vaccine administration	Client counselling*	Laboratory procedures	Dental procedures	Surgery	Euthanasia	Other (specify)
Observed								

*Client counselling examples include diabetic consults, nutrition counselling, new pet orientation, etc.

Comments

Supervisor's Information

Name:	Title:
Signature:	Date:

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Small/Companion Animal Volunteer/Work Hours Tracking Form

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Student number:	Signature and date:	
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Small/Companion Animal Occupation Familiarization				
To be completed by Veterinarian or Veterinary Technologist				
Veterinary clinic/animal hospital:			Address:	
City:			Province:	
Postal code:			Phone:	
Date	Start time	End time	Number of hours	Supervisor's initials
		Total hours completed:		

Supervisor's Information	
Name:	Title:
Signature:	Date:
Any changes to this form, including but not limited to personal/organizational information, dates/hours tracked, observation categories, etc., should be initialed and dated by Veterinarian or Veterinary Technologist.	

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Applicant - How to Submit Completed Form to RRC Polytech**Upload through your Future Student account**

- Scan all forms together and save as one file
- Go to rrc.ca/apply and log in
- Click on your application, then Supplemental Items and Documents
- Find the Volunteer/Work Experience Hours item; click Browse
- Find the file you saved and double-click on it
- Click Upload – the status should read Received

Fax

Fax your signed and dated forms to 204.697.0584 or your nearest **Regional Campus**.

Mail or In-person

Submit your signed and dated forms to one of the Student Service Centres listed below or your nearest **Regional Campus**.

RRC Polytech - Student Service Centre**Notre Dame Campus**

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