



# URBAN CIRCLE TRAINING CENTRE INC.

## EDUCATIONAL ASSISTANT PROGRAM

(September 15, 2025 to June 12, 2026)

### INTAKE PROCESS

(Updated: February 26, 2025)

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

- ❖ Tuesday, March 4, 2025 @ 10AM
- ❖ Wednesday, March 19, 2025 @ 2PM
- ❖ Thursday, April 3, 2025 @ 2PM
- ❖ Wednesday, April 16, 2025 @ 10AM

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

#### 2<sup>nd</sup> Intake:

<b>Application Deadline:</b>	<b>Friday, March 28, 2025 (4:30PM)</b>
Orientation Meeting:	Tuesday, April 1, 2025 (9:30AM – 12:00PM)
DRP (Reading) Assessments:	Tuesday, April 1, 2025 (1:00PM – 4:30PM)
Interview Dates:	Thursday, April 3, 2025; & Monday, April 7, 2025
Staff Team Deliberations:	Wednesday, April 9, 2025 (1:00PM)
Notification of Acceptance:	Tuesday, April 15, 2025

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