



URBAN CIRCLE TRAINING CENTRE INC.

EDUCATIONAL ASSISTANT PROGRAM

(September 15, 2025 to June 12, 2026)

INTAKE PROCESS

(Updated: April 1, 2025)

Attend an Information Meeting on one of the following days:

- ❖ Thursday, April 3, 2025 @ 2PM
- ❖ Tuesday, April 29, 2025 @ 2PM
- ❖ Wednesday, April 16, 2025 @ 10AM
- ❖ Wednesday, May 7, 2025 @ 10AM

All Highlighted Dates – Mark on your Calendar to Attend

3rd Intake:

Application Deadline:	Thursday, April 17, 2025 (4:30PM)
Orientation Meeting:	Wednesday, April 23, 2025 (9:30AM – 12:00PM)
DRP (Reading) Assessments:	Wednesday, April 23, 2025 (1:00PM – 4:30PM)
Interview Dates:	Monday, April 28, 2025; & Tuesday, April 29, 2025
Staff Team Deliberation:	Thursday, May 1, 2025 (3:00PM)
Notification of Acceptance:	Tuesday, May 6, 2025

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