



URBAN CIRCLE TRAINING CENTRE INC.

EDUCATIONAL ASSISTANT PROGRAM

(September 15, 2025 to June 12, 2026)

INTAKE PROCESS

(Updated: May 26, 2025)

Attend an Information Meeting on one of the following days:

- ❖ Thursday, May 29, 2025 @ 2PM
- ❖ Wednesday, June 11, 2025 @ 2PM
- ❖ Tuesday, July 15, 2025 @ 10AM
- ❖ Wednesday, June 4, 2025 @ 10AM
- ❖ Tuesday, June 17, 2025 @ 10AM
- ❖ Wednesday, July 23, 2025 @ 2PM

All Highlighted Dates – Mark on your Calendar to Attend

6th Intake:

Application Deadline:	Tuesday, August 5, 2025 (4:30PM)
Orientation Meeting:	Thursday, August 7, 2025 (9:30AM – 12:00PM)
DRP (Reading) Assessments:	Thursday, August 7, 2025 (1:00PM – 4:30PM)
Interview Dates:	Friday, August 8, 2025; Tuesday, August 12, 2025; & Wednesday, August 13, 2025
Staff Team Deliberation:	Thursday, August 14, 2025 (3:00PM)
Notification of Acceptance:	Wednesday, August 20, 2025

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