

SPC Games Application Process Checklist: Please utilize this checklist to ensure all aspects of your application are complete. SPC strives to put forward top ranking applications and this list is designed to ensure you don't miss any information.

- ✓ Download the following documents from the SPC website: (<http://www.sportphysio.ca/games-selection/>)
 - **INFORMATION PACKAGE** for the games you are applying to.
 - **SPC GAMES APPLICATION FORM.** Hit "enable macros" so you can easy tab through the fields. Note if you have previously applied for a games opportunity utilizing this form you can update your most recent form. SPC staff are happy to send a copy of your most recent application.
 - **SPC SCORING GRID.**

- ✓ Save your application as an attachment labeled: last name, first name- Title of Games.

- ✓ Indicate on the top of the application form what position you are applying for.
The option for most games are-
 - Chief Therapist
 - Core Health Science Team Therapist
 - Both (be sure you meeting the criteria for both Chief and Core to apply to both)

- ✓ Check that your application form is TYPED and completed IN FULL. Do not send your resume or CV as it has not been requested by the organizing committee. ONLY the information in the games application form will be used- we will not use any additional documents so please complete all sections of the application.

- ✓ The scoring guide has been provided to assist you in completing your application. The SPC staff (alewis@sportphysio.ca) are happy to answer any questions on filling out the application.

- ✓ The application form must be received by email to (alewis@sportphysio.ca) at the SPC National Office by the respective deadline date; forms which arrive after the posted date will under no circumstance be viewed as eligible for the current Game(s) application(s).

- ✓ Once submitted SPC will acknowledge receipt of your application by email within 24hrs.

- ✓ A 3-person selection committee independently score each application against the scoring grid. A ranked list of all eligible applicants is provided with your application form to the games organizing committee.

- ✓ Note: SPC does not have control over timing of selections. SPC will include in the games information any selection timing that the organizing committee has provided.

- ✓ **APPLICATION DEADLINE: 11:59pm on the due date. All applications must be submitted directly to Ashley Lewis by email by the deadline. (alewis@sportphysio.ca)**

- ✓ **Please E-mail your Application Form with the following subject line:**
"Games Application- Title of Games- Position (Choose Chief, Core or Both)

- ✓ **Please save your application as an attachment labeled: last name, first name- Title of Games**