



**AIMG Program 2026 Cycle
Application Common Errors**

Notes:

- Larger uploaded supporting documents may be too large to view online using the "View" button. These files can be downloaded for access by both applicants and file reviewers.
- Profile and documents shared with the AIMG Program via PhysiciansApply.ca must remain shared until CaRMS Match Day.

Section	Website Location	As stated on the AIMG Program website	Common Errors
Document Verification	https://www.aimg.ca/how-it-works/application-process/document-notarization/	It is the responsibility of the applicant to ensure documents have been accurately notarized/commissioned, the notary/commissioner is in good standing, and date boundaries are adhered to.	<ul style="list-style-type: none"> • Incorrect placement of notary/commissioner stamps/seals and signatures • Notary/commissioner stamps/seals are not visible <p>NOTE: What applicants can 'view' of uploaded supporting documents is what the File Review Committee (FRC) can see</p>
Applicant Identity Verification Form	https://www.aimg.ca/forms/ https://www.aimg.ca/eligibility-supporting-documents-requirements/applicant-identity-verification/	<p>The form must be completed during the period of application from May 01, 2025 to June 06, 2025 and:</p> <ul style="list-style-type: none"> • in the Province of Alberta if meeting the Residence in Alberta requirement via Option C • may be completed outside the Province of Alberta if meeting the Residence in Alberta requirement via Option A or B <p>The name used on the Applicant Identity Verification Form MUST be the same as the name submitted on the AIMG Program online application.</p>	<ul style="list-style-type: none"> • Applicant and notary/commissioner declare that they completed the Applicant Identity Verification Form on different dates • Photo of applicant cannot be used to verify their identity • Any changes made to amend the Applicant Identity Verification Form to indicate location or virtual notarization not completed accurately by a Notary

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			<ul style="list-style-type: none"> Applicant name on the Applicant Identity Verification Form is different from the name submitted in the AIMG Program online application
Name/Signature Variance Form	https://www.aimg.ca/eligibility-and-supporting-documents-requirements/ https://www.aimg.ca/forms/	<u>ALL</u> applicants must submit a Name/Signature Variance Form. Failure to provide a Name/Signature Variance Form will result in an ineligible status.	<ul style="list-style-type: none"> Failure to submit a Name/Signature Variance Form Applicant with a legal name change does not share one of the accepted documents through physiciansapply.ca Applicant with a legal name change does not include this on their Name/Signature Variance Form Not all name/signature variances are included in the Name/Signature Variance Form
Medical Education	https://www.aimg.ca/eligibility-and-supporting-documents-requirements/medical-education/	<div>  Effective as of March 24, 2025 and announced by the Government of Alberta: For the 2026 application cycle, applicants will be eligible if they graduate by July 1, 2026. </div> <div>  As of July 1, 2025, Canadians graduating from non-CACMS-accredited schools will be considered IMGs for the CaRMS 2026 cycle. Please refer to CaRMS and AFMC for the most up-to-date eligibility details. </div>	<ul style="list-style-type: none"> Applicant does not check website for updates Applicant does not understand the requirement and does not seek clarification by contacting the AIMG Program <p>NOTE: Significant changes have been made to this requirement.</p>

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Status in Canada	https://www.aimg.ca/eligibility-supporting-documents-requirements/residence-requirements/	<div> <p><small>All applicants to the 2026 Cycle of the AIMG Program must be either a Canadian Citizen or a Permanent Resident of Canada, as defined by Immigration, Refugees and Citizenship Canada (IRCC). Status achieved no later than August 29, 2025. Applicants who think they may not be able to meet this deadline are encouraged to request an Administrative Exception (AE) through their online application.</small></p> </div> <p>Supporting documents if status is Canadian Citizen</p> <p>Upload a copy of ONE of the following:</p> <ul style="list-style-type: none"> • your Canadian Passport (page 2 and 3, including photo and signature) • your Canadian Citizenship Certificate (front AND back) • your Canadian Citizenship Card (front AND back). <p>Supporting documents if status is Permanent Resident</p> <p>Upload a copy of:</p> <ul style="list-style-type: none"> • Your Permanent Resident Card (front AND back) 	<ul style="list-style-type: none"> • Applicant does not request an Administrative Exception if they anticipate a delay in meeting the deadline • Not submitting an approved Canadian Citizen or Permanent Resident document's front AND back
Residence in Alberta	https://www.aimg.ca/eligibility-supporting-documents-requirements/residence-requirements/	<p>OPTION A: Supporting documents if residence in Alberta is based on previous attendance at an Alberta senior high school</p> <p>Each of the following will need to be uploaded to the Supporting Documents Upload page by the stated general supporting documents deadline.</p>	<ul style="list-style-type: none"> • Not submitting a copy of official Alberta Senior High School Transcript, front AND back, in the revised format, implemented since 2015 • Failure to meet the requirement because the copy of official Alberta Senior High School

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		<ul style="list-style-type: none"> Copy of official Alberta Senior High School Transcript (front and back) in the revised format, implemented since 2015. This revised format transcript can be requested online at mypass.alberta.ca. <p>Transcript must prove at least two (2) semesters per academic year of full-time study. Please refer to your attended senior high school for the definition of full-time study.</p> <p>The AIMG Program may require additional proof(s) for location and modality of instruction.</p> <p>Documents not accepted:</p> <ul style="list-style-type: none"> A "Detailed Academic Report" Report Cards Transcripts older than the revised format changed in 2015. 	<p>Transcript does not prove at least two semesters per academic year of full-time study according to the attended senior high school's definition of full-time study</p>
Residence in Alberta	https://www.aimg.ca/eligibility-supporting-documents-requirements/residence-requirements/	<p>OPTION B: Supporting documents required if residence in Alberta is based on previous attendance at an Alberta postsecondary institution</p> <p>Each of the following will need to be uploaded to the Supporting Documents Upload page by the stated general supporting documents deadline.</p> <ul style="list-style-type: none"> Copy of official transcript (front and back) issued by an accredited Alberta postsecondary institution 	<ul style="list-style-type: none"> Failure to present an academic supervisor letter as detailed in the requirement Failure to address difficulties obtaining an academic supervisor letter for this option through the Administrative Exception process


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		<p>AND</p> <ul style="list-style-type: none"> Official letter from an applicant's academic supervisor, from an accredited postsecondary institution, confirming physical presence (in-person attendance) in Alberta for the duration of study. See Academic Supervisor Letter Guidelines & Checklist. <p>Both the transcript and letter must substantiate a minimum eight (8) months per academic year of full-time study for two (2) or more years. Please refer to your attended postsecondary institution for the definition of full-time study.</p> <p>If the program was delivered through distance education, additional documentation may be required.</p> <p>NOTE: Any difficulties obtaining a supervisor letter for this option should be addressed through our Administrative Exception process.</p>	
Residence in Alberta	<p>https://www.aimg.ca/eligibility-supporting-documents-requirements/residence-requirements/</p> <p>https://www.aimg.ca/forms/</p> <p>https://www.aimg.ca/how-it-works/application-</p>	<p>OPTION C: Supporting documents if residence in Alberta is based on permanently and continuously living in Alberta from December 1, 2024 - May 18, 2025</p> <p>There are four (4) parts to this proof*: *Each proof will need to be uploaded to the Supporting Documents Upload page by the stated deadline.</p>	<ul style="list-style-type: none"> Failure to address difficulties meeting the requirements for this option through our Administrative Exception process Residence in Alberta Statutory Declaration Form not properly verified

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	process/document-notarization/	<p>1. Residence in Alberta Statutory Declaration *Verified AIMG Program Residence in Alberta Statutory Declaration form.</p> <p>Form to be completed and verified between May 01, 2025 – June 06, 2025. ALL fields must be completed. This form will be available on the <u>Forms</u> page by May 01, 2025.</p> <p>2. One or More Official Letter(s) of:</p> <ul style="list-style-type: none"> • Employment Original Letter(s) of Employment, prepared and signed by employer. The letter(s) must include all required information. Offers of employment will not be accepted. Carefully review the Alberta Employment Letter Guidelines & Checklist. • Education Original signed letter(s) prepared and signed by an accredited educational institution. The letter(s) must include all required information. Carefully review the Education Institution Letter Guidelines and Checklist. • Community Guarantor (Organization and/or Individual) Original letter(s), each prepared and signed by an eligible guarantor within a formal Alberta community activity-based organization. Guarantor must be a person with recognized authority who can attest to the applicant's participation 	<ul style="list-style-type: none"> • Letters do not cover the full residence in Alberta period • Letters do not indicate specific activity for each month • Letters do not follow the guidelines on the <u>Forms</u> page • Letters cannot be source verified *Applicants, please notify guarantors that they may be contacted by the AIMG Program to verify information about you • Letters do not pertain to the applicant's residence in Alberta, but instead to their family member's residence in Alberta, the ownership/rental of a property in Alberta, etc. • Changes to an applicant's driver's licence during the period of proof of residence in Alberta, December 01, 2024 to May 18, 2025, not accompanied by the required documents, especially a letter of explanation

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		<p>in the organization's activities. The letter must include all required information as per the guidelines. Carefully review "What is a Guarantor?", and the guidelines for the two guarantor options (Community Organization and/or Community Individual) on the Forms page.</p> <p>NOTES:</p> <ul style="list-style-type: none"> • Letters must indicate specific activity for each month. • Multiple letters are encouraged if one letter does not cover the full residence in Alberta period required by the AIMG Program. • All letters must be dated between May 01, 2025 - June 06, 2025. • All letters are subject to source verification. <p>3. Alberta Operator's Licence OR Alberta Photo Identification Card (Non-Operator's)</p> <ul style="list-style-type: none"> • Copy of applicant's valid and current Alberta Operator's Licence. • Copy of Alberta photo identification card (non-operator's). <p>Card must show applicant's current address as per Service Alberta - Update Driving documents. Changes to an applicant's driver's licence during the period of proof of residence in Alberta, December 01, 2024 to May 18, 2025,</p>	

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		<p>such as upgrading from a GDL Class 7 to GDL Class 5 or due to a recent address change, will require the following supporting documents in the applicant's upload:</p> <ul style="list-style-type: none"> • a copy of the old licence, • a copy of the new licence (once received and no later than July 31, 2025 at 3:30pm MT), <p>AND</p> <ul style="list-style-type: none"> • a letter of explanation. <p>NOTE: Interim licences or interim ID cards will NOT be accepted.</p> <p>4. Alberta Personal Health Card Copy of the applicant's valid and active Alberta Personal Health Card. Applicant must be currently eligible for Alberta Health Care Insurance coverage.</p> <p>NOTE: Name and date of birth must match the online application.</p>	
English Language Proficiency	https://www.aimg.ca/eligibility-supporting-documents-requirements/english-language-proficiency/	<p>All applicants must provide valid and current evidence of English language proficiency by way of ONE of the following options:</p> <p>Option A Proof of valid English Language Proficiency test dated no earlier than July 01, 2024 (result must be valid and current for 2026 Externship) AND minimum scores achieved on a single test.</p>	<ul style="list-style-type: none"> • Option A applicants submitting invalid/unacceptable proof of an English Language Proficiency (ELP) test • Option A applicants not designating the AIMG Program as the organization authorized to access their ELP test results

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		<p>Notes:</p> <ul style="list-style-type: none"> The Administrative Exception (AE) process is not to be used to request approval for the submission of an ELP test dated earlier than July 01, 2024. The deadline for Option A ELP proof submission is August 29, 2025 @ 3:30PM MT. For all approved English Language Proficiency (ELP) tests, applicants must designate the AIMG Program as the organization authorized to access their results. The AIMG Program will not accept any physical copies of ELP results. All results must be uploaded by August 29, 2025 @ 3:30 PM MT. <p>Option B Exemption from English language proficiency testing as per the College of Physicians & Surgeons of Alberta (CPSA).</p> <p>Notes:</p> <ul style="list-style-type: none"> ELP exemptions are subject to CPSA approval. CPSA retains the right to deny any ELP exemption should the proof provided fail to clearly outline that the applicant meets the exemption criteria. A CPSA practice permit acquired for the CAP 2025 Cycle will not be recognized as 	<ul style="list-style-type: none"> Applicants unsure about whether they are exempt from ELP testing (Option B), not completing the ELP Exemption Survey, available via the online application portal <i>*Completing the ELP Exemption Survey allows applicants to gain clarity around whether they are exempt from ELP testing</i>

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		<p>ELP exemption by CPSA for AIMG Program application to the 2026 Cycle.</p> <ul style="list-style-type: none"> Individual conversations with CPSA registrars do not constitute as appropriate possibility of ELP exemption. <p>Option B Supporting Documents If Exempt From English Language Proficiency Testing</p> <p>If you believe you are exempt from testing, please do ONE of the following:</p> <ul style="list-style-type: none"> Upload a copy of a previously obtained CPSA practice permit into the supporting documents upload page by the main supporting documents deadline. <p>OR</p> <ul style="list-style-type: none"> Complete an ELP Exemption Survey within your online application. The survey will be available until Profiles are locked. <p>NOTE: If you received your medical education or training from an English-speaking country, as per the College of Physicians & Surgeons of Alberta (CPSA), supporting documents shared/submitted as part of the medical education requirement will be taken as proof of exemption from ELP testing.</p> <div>  NOTE: An ELP Exemption Survey can be completed within the applicant's online application until Profiles are locked. </div>	

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Medical Council of Canada Qualifying Exam Part 1	https://www.aimg.ca/eligibility-supporting-documents-requirements/exam-requirements/	<p>All applicants must have a passing grade on the Medical Council of Canada Qualifying Exam (MCCQE) Part 1. The last opportunity to take the exam and be eligible for the AIMG Program 2026 Cycle is the August-September 2025 session.</p> <p>MCCQE Part 1 Statement of Results showing a PASS standing must be shared with the AIMG Program via physiciansapply.ca no later than November 14, 2025 at 3:30pm MT.</p>	<ul style="list-style-type: none"> MCCQE Part 1 Statement of Results not shared with the AIMG Program via PhysiciansApply.ca by the stipulated date
Medical Council of Canada NAC Exam	https://www.aimg.ca/eligibility-supporting-documents-requirements/exam-requirements/	<p>Applicants must have a PASS standing for the Medical Council of Canada's National Assessment Collaboration (NAC) Examination to be eligible for the 2026 Cycle. The last possible date to take this exam for the current cycle is September 2025.</p> <p>Applicants must share access with the AIMG Program to the NAC Exam Statement of Results showing a PASS standing through physiciansapply.ca no later than November 14, 2025 at 3:30pm MT.</p>	<ul style="list-style-type: none"> NAC Exam Statement of Results not shared with the AIMG Program via PhysiciansApply.ca by the stipulated date
Application Fee	https://www.aimg.ca/how-it-works/application-process/	<p>Step 5 Application Fee</p> <p>Pay the CAD\$350 application fee, plus applicable processing fees, online via Moneris Go. The AIMG Program will contact applicants via email for payment submission.</p>	<ul style="list-style-type: none"> Applicants unable to pay application fee via Moneris Go not applying for an Administrative Exception to pay via bank draft/money order Bank draft/money order not made PAYABLE TO the University of Calgary

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		<p>All applicants to the AIMG Program are required to pay the NON-REFUNDABLE application fee. This fee covers the processing of an application and supporting documents. Payment must be received by the Main Supporting Documents deadline. Applicants must remit the required application fee to be ELIGIBLE to proceed in the current cycle. NO exceptions will be permitted.</p> <p>NOTE: This fee does not qualify as tuition. No T2202A will be issued.</p> <p>NOTE: Applicants who cannot pay the application fee online are required to apply for an Administrative Exception to pay their application fee via bank draft/money order PAYABLE TO the University of Calgary in the amount of CAD\$350.</p> <ul style="list-style-type: none"> • The full fee is due and must be sent to the AIMG Program office as a single payment. Confirmation of receipt of the application fee is not given so all applicants must send via traceable courier (Purolator/Fedex/Canada Post) to ensure delivery status. • Applicant's name and AIMG Program ID# <i>must</i> be written on the front of the money order/bank draft <i>prior</i> to mailing. • Applicants are required to upload a copy of their application fee tracking receipt to the 'Your Supporting Documents' 	<ul style="list-style-type: none"> • Applicant's name and AIMG Program ID# not written on the front of the money order/bank draft <i>prior</i> to mailing <p>NOTE: Significant changes have been made to this requirement.</p>

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		<p>page. The AIMG Program will not be responsible for tracking lost or unidentifiable payments.</p> <ul style="list-style-type: none"> • SEND payment to: AIMG Program HMRB G06, 3330 Hospital Drive NW Calgary, Alberta T2N 4N1 • The fee is only payable with a Canadian bank draft or money order made payable to the University of Calgary in Canadian currency. • Personal cheques are NOT accepted. • No receipts will be issued. It is the applicant's responsibility to retain copies before submitting the fee. 	