



Getting Started

Review the list of available placements along with their service descriptions.

Choose a first and second option. Be prepared to explain why you chose them.

Submit the HDGH co-op Application Form

Application

After submitting the application, you will receive an email with VICNET portal access instructions. You will use the VICNET portal in later steps to upload required documents.

All applicants must complete an HDGH Health Clearance. This process can take 2-4 weeks and multiple appointments. Work with your parent or guardian to get this completed before the application deadline.

Ask your co-op teacher to assist you in getting the following documents:  
Student Credit Counselling Summary and Student Attendance Record

VICNET Portal

Upload 3 documents to your VICNET profile.

- HDGH Health Clearance Form
- Student Credit Counseling Summary
- Student Attendance record
- **OPTION:** resume and cover letter

If you are 18 years of age or older, contact the Advisor, Academic & Volunteer Placements to request a form to obtain a vulnerable sector police clearance.

Interviews

Complete the above steps to be considered for an interview.

Interview time options will be sent directly to the student via email.

Due to the high volume of applications for our hospital co-op placements, only selected candidates will be invited to interview.

Pay attention to the relevant dates concerning application deadline, interviews, etc.