



NAIT Optical Sciences - How to Apply - Alberta Students Only*

Contact Lens Program - Fall 2019 Intake

***Note:** Canadian residents outside Alberta register through the Opticians Association of Canada (OAC) and **DO NOT** apply through the Alberta Post-Secondary Application System (APAS). Contact the OAC by e-mail (education@opticians.ca) or phone 1-800-847-3155.

Applicants must complete the Optical Sciences Application Form beginning on page 2 of this document and forward it to the Program Office, **not the Registrar's Office**. The application form can be completed online and then printed. **The Personal Information section of the application form must be typed to ensure accuracy of this information.**

Do not apply through the Alberta Post-Secondary Application System (APAS) until the Optical Sciences Program Office has e-mailed you conditional acceptance into the Contact Lens Program and instructed you to apply through APAS.

1. Admission Requirements

Applicants must already be working in an optical dispensary and have someone qualified and willing to supervise their clinical (practicum) training. This supervisor **must** be a Licensed Contact Lens Optician, Optometrist, or Ophthalmologist. **A completed, witnessed Contract of Practicum, signed by the student and the supervisor, must be submitted with the application package.**

Applicants must be in good standing the Alberta College and Association of Opticians (ACAO). It is the applicant's responsibility to [request the letter of good standing from the ACAO](#).

Applicants must have graduated from the Eyeglasses Diploma Program in 2015 or a subsequent year. If students graduated from the Eyeglasses Program prior to 2015, then they are required to successfully complete the pre-requisite Eye Health & Screening course (OPSC615) before applying to the Contact Lens Program. [Click here for the OPSC615 application form](#).

Applicants are subject to the English Language Proficiency (ELP) requirement. For more information about the ELP requirement, please visit: <http://www.nait.ca/56525.htm>.

2. When to Apply

Applications packages for the Fall 2019 intake will be accepted from **May 1, 2019 to August 1, 2019**. Applications are processed in the order they are received. You will be notified by e-mail of your acceptance during this registration period. **This intake begins August 19, 2019.**

3. Tuition

For the 2019/2020 academic year, credit Contact Lens courses are priced at \$180.00 per credit, with a tuition cap of \$1,940.00 per semester. For more information, please refer to our website: <http://www.nait.ca/89394.htm>.

Please note, tuition does not include applicable student fees, textbooks, or supplies.

Tuition payment deadlines are posted on the NAIT website: <http://www.nait.ca/104335.htm>.

Questions? Check out the Optical Sciences Program F.A.Q.
(linked [here](#) and posted on our website)



NAIT Optical Sciences Application Form - Alberta Students Only

Contact Lens Program

Personal Information

Previous NAIT Student ☐ Yes ☐ No NAIT ID # _____

Legal First Name _____	Middle Name _____
Legal Last Name _____	Gender <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Another <input type="checkbox"/> Prefer to not say
Previous Legal Last Name _____	Date of Birth (mm/dd/year) _____
Home Address _____	City _____
Province _____	Postal Code _____
Home Phone # _____	Business Phone # _____
Cell Phone # _____	E-mail Address _____

Citizenship Status

☐ Canadian Citizen ☐ Permanent Resident ☐ International Student

If you are not a citizen or permanent resident of Canada, please indicate the type of the work permit you hold by choosing one of the following options:

Temporary Foreign Worker

International Experience Canada

Post-Graduation Work Permit Program

Prerequisites

Licensed Optician in good standing with Alberta College and Association of Opticians (letter of good standing from ACAO attached) **AND**

Graduated from NAIT Eyeglasses Program in or after 2015 **OR**

Graduated from NAIT Eyeglasses Program prior to 2015 **AND** successfully completed pre-requisite Eye Health & Screening course (OPSC615)

Preferred Exam Location

Check preferred exam location	Edmonton	Calgary
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DECLARATION:

I hereby declare that the information provided in the foregoing application is complete and true in all respects, and I make this solemn declaration believing it to be true and knowing that it is of the same force and effects as if made under oath by virtue of the Canadian Evidence Act.

Declarant's (Student) Signature

Date _____

Witness's Signature

Witness's Name (printed)



NAIT Optical Sciences Contact Lens Application Form

Alberta Students Only

Check off which course(s) you are applying for (**check all that apply**):

Contact Lens

Semester One

- ☐ Contact Lens Pre-fit and Standards (OPSC3111)
- ☐ Contact Lens Eye Health (OPSC3112)
- ☐ Soft Contact Lens Fitting (OPSC3113)
- ☐ Clinical I: Contact Lens (OPSC3191)

Semester Two

- ☐ Rigid Contact Lens Fitting (OPSC3211)
- ☐ Specialty Fittings and Tolerances (OPSC3212)
- ☐ Clinical II: Contact Lens (OPSC3292)

A complete application must include the following:

1. A completed Optical Sciences Application Form.
2. A completed (dated, signed, and witnessed) Contract of Practicum Form.
 - a. Note: students may have up to two (2) preceptors on file. If you have two preceptors, then please complete two separate contracts.
3. A letter of good standing from the Alberta College and Association of Opticians (ACAO). To request this letter from the ACAO, please call 780-429-2694 (toll-free 1-800-263-6026) or e-mail general@acao.ca.
4. Proof of English Language Proficiency skills, if applicable.
5. Successful completion of pre-requisite course, OPSC615, if applicable (Program Office will verify).

Mailing, courier and drop-off addresses:

Mailing Address

NAIT Optical Sciences
11762 - 106 Street
Edmonton, AB
T5G 2R1

Courier Address & In Person

NAIT Optical Sciences
Room L159, 10240 Princess Elizabeth Avenue
Edmonton, AB
T5G 0Y2

Phone: 780.378.2800 or 1.888.491.3130
Fax: 780.471.8377

Next steps after submitting application package:

Application packages are processed in the order they are received. Within 2-5 business days of receiving your application package, the Optical Sciences Program Office will review it and, if the admission requirements are met, grant you conditional acceptance into the Contact Lens Program. The Program Office will e-mail you instructions to finalize your application through the Alberta Post-Secondary Application System (APAS). **Do not apply through APAS unless the Program Office instructs you to do so, as the \$115.00 application fee is non-refundable.**

Once you have completed the APAS application, the Registrar's Office will send you an e-letter offering you a seat into the Contact Lens Program. You will accept the seat by paying a non-refundable tuition deposit, which will be applied to your fall term tuition upon enrollment. **After the tuition deposit is paid, the Optical Sciences Program Office will enroll you in your courses. You will not self-enroll in your courses online.** Once you have been enrolled in your courses, you will receive a confirmation e-mail from the Optical Sciences Program Office. This e-mail will provide you with instructions to make payment and other important information.

**NAIT Optical Sciences - Contract of Practicum**

This Agreement, dated the _____ day of _____, 20____

Between: _____ (hereinafter called the "Supervisor")

And _____ (hereinafter called the "Student")

And The Northern Alberta Institute of Technology (hereinafter called "NAIT")

The purpose of this Agreement is to define the roles and responsibilities of each of the parties in relation to the practicum component of the Program of Study ("Program") in which the Student is enrolled, at NAIT.

The Student is enrolled in the Contact Lens Program

The Parties hereto agree that:

1. The Supervisor agrees to accept and train the Student in all areas of the profession so far as the Supervisor's facilities and availability of work permits. The Supervisor further agrees to provide to NAIT and to the Alberta College and Association of Opticians (hereinafter called "ACAO"), such information regarding the Student in relation to the Student's progress in the practicum experience, as may be requested from time to time, by NAIT or the ACAO.
2. The Supervisor agrees to accept sole responsibility for all acts of the Student while registered under his/her/their supervision, including consumer complaints, unskilled practice or professional misconduct.
3. The Student of his/her/their own free will agrees to work with and be trained in the profession by the Supervisor for the term approved by NAIT. The Student further agrees to provide NAIT with such information regarding the practicum experience as requested from time to time, and further, the Student hereby consents to the sharing of his/her/their personal information (including attendance, work experience, behaviour, attitude, employment details and other matters impacting the Student's training and work experience), among the Supervisor, NAIT and the ACAO, for purposes of evaluation of his/her/their practicum experience, and this consent constitutes a consent to disclose personal information, pursuant to section 40(1)(d) of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c. F-25.
4. The Supervisor and the Student agree that the Student shall be employed either full time or part time for purposes of accumulating a portion or all of the required hours of work practicum over the period while the student is enrolled in this program.
5. All of the parties agree that the Student will be under direct supervision of the Supervisor and further that the Supervisor will:
 - a) be directly and personally involved in the work of the Student;
 - b) document only work hours where direct supervision is present;
 - c) display his/her/their certificate of registration on the training premises where the Student is employed; and
 - d) be responsible for the work of the Student at all times.
6. All parties are further agreed that they shall be subject to and shall abide by the provisions of the Act, Regulations, Standards of Practice, and Bylaws of the ACAO as they apply to eyeglass dispensing.
7. It is the responsibility of the Student to update records with NAIT and the ACAO **within fourteen (14) days** upon changes of any details of this Agreement (with regards to changes of name, address, supervisor or employment).
8. It is the responsibility of the Supervisor to advise NAIT and the ACAO **within fourteen (14) days** of the termination of employment of the Student.
9. Student and Supervisor both agree to cooperate fully with a visit and/or phone call from a field supervisor.
10. The parties hereto agree that this Agreement shall not be nor shall it be deemed to be a contract of permanent employment between the Supervisor and the Student and this Agreement may be terminated by either Supervisor or Student forthwith without prior notice to the other.
11. Subject to paragraph 10, this Agreement shall be effective for (a) the period that the Student is under supervision of the Supervisor for completion of 500 hours of work experience or (b) one (1) year, whichever shall first occur.

PRACTICUM SUPERVISION (all fields required):

Occupation of Supervisor: Contact Lens Optician _____ Optometrist _____ Ophthalmologist _____

Supervisor's Name: _____ License Number: _____

Company Name: _____ Telephone: () _____

Address: _____ Supervisor's E-mail: _____

City: _____ Province: _____ Postal Code: _____

IN WITNESS WHEREOF the contracting parties hereto have hereunder set their hand the day and year aforesaid.

Supervisor's Signature

Witness's Signature

Per: Northern Alberta Institute

Student's Signature

Witness's Signature

of Technology



NAIT Optical Sciences Contact Lens Program Textbook and Supply List

ISBN No.	Title and Author
9780702066603	<i>Contact Lens Practice</i> by Efron, 3E 2017
9780750675901	<i>The Contact Lens Manual: A Practical Guide to Fitting</i> by Gasson/Morris, 4E 2010
9780323394772	<i>The Ophthalmic Assistant: A Text for Allied and Associated Ophthalmic Personnel</i> by Stein/Stein/Freeman, 10E 2017
9780937404737	<i>Dictionary of Eye Terminology</i> by Cassin, 6E 2011
	Sharp EL531 Calculator
	RGP Fitting Kit - Available from Viscon (http://www.viscon.net/index.htm) or supplier of student's choice

Please note: It is the student's responsibility to order the textbooks and supplies. Tuition does not include the cost of textbooks and supplies. The textbooks and calculator are available for purchase at the NAIT Bookstore on the Main Campus in Edmonton or online at <https://shop.nait.ca>.

Phone: 780-471-7717 (toll-free 1-877-333-6248) **E-mail:** shop@nait.ca