

# Wightman-Berris Preclerkship Registration Instructions

All first year medical students at the Wightman-Berris Academy will be invited to a mandatory WB Academy Orientation day in August.

It is mandatory for all our learners to register on [UMLearns](#).

## TIPS for completing registration and creating a placement on UMLearns

- **Mandatory fields:** marked with a \* red asterisk and must be filled in otherwise you will not be able to submit your registration
- **Learner Type field:** register as a MEDICAL LEARNER
- **Mask Fit field:** please enter if you know your mask size. You will have the opportunity to complete your mask fit testing during orientation *\*\*please note if you are planning on completing your mask fit test at the WB Academy Day your face must be clean shaven and you cannot have any coffee, tea, or gum 15 minutes prior. Please feel free to contact us if you have any questions pertaining to mask-fit testing.*
- Once your profile is complete please **create a placement** for the current academic year
- **Site Association field:** register for UHN and MSH
- **Academic Details fields:** add your UofT student number; Academic Institution; Program Type (Undergraduate Medicine); and Training Level (Year 1)
- **Program Details field:** The academic period start and end will be a fixed date from August of the current year until August of the following year. You will be required to enter new placements at the start of each academic year.
- **Rotation Details field:**
  - Enter rotation start and end dates from your orientation date to August 31 of the following year
  - Service/Rotation = Preclerkship
  - Rotation Site = UHN/MSH

If you have only partially completed the form and want to return later click DRAFT. When you are satisfied that you have completed everything click **SUBMIT. Please disregard the message about receiving an approval email from UMLearns. If you do receive an approval email, please disregard the instructions in the approval email** as you will be finalizing your WB registration during the WB Academy day.