

To submit forms to WSIB

Photocopy all completed forms and *retain original forms for personal records*.

Fax all completed forms to both the WSIB and the Ministry of Training, Colleges and Universities (MTCU):

- WSIB
fax: [416.344.4684](tel:416.344.4684) or [1.888.313.7373](tel:1.888.313.7373),
Attn: Central Processing Unit (for WSIB fax guidelines click [here](#))

- The Ministry of Training, Colleges and Universities (MTCU)
fax: [416.325.1959](tel:416.325.1959)
Attn: Wendy Parsan

Submit *photocopied* documents to the MEP in a sealed envelope addressed with the following information:

- Attention: Mindy Harris, MEP Program Manager
- RE: Practice Injury/Incident Reporting Forms – WSIB
- Student: (print first and last name)
- Ryerson Student #:
- Confidential – For Student's File

Submission of documents to WSIB, Ministry of Training, Colleges and Universities, and Program Manager – OR – Placement Coordinator must be done within three (3) days of the incident.