

## MASTER OF SCIENCE IN SUSTAINABILITY MANAGEMENT (MScSM) PROGRAM

# APPLICATION ESSENTIALS – SEPTEMBER 2019 ENTRY (Class 2021)

### BEFORE YOU APPLY

#### 1. DETERMINE IF THIS IS THE PROGRAM FOR YOU!

- Visit our website for full information on admission standards, tuition fees, curriculum content, course schedule, and so on
  - Are you interested in sustainability? All our courses are taught through the lens of sustainability
  - Review where our student placements/internships are
  - Contact our Program Coordinator with any questions
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#### 2. ARE YOU ELIGIBLE?

- An appropriate undergraduate bachelor degree (4 year) from an accredited university is required
- Degree may be in many disciplines or areas of study (natural and life science, management sciences, engineering, environmental studies, architecture, and so on)
- GPA of at least mid-B (which is 3.0/4.0 at UofT); calculated from most recent 5.0 FCEs senior level credits (third and fourth year courses only)
- 0.5 FCE undergraduate course in Statistics or Calculus or Algebra

### THE APPLICATION

#### 3. APPLICATION DEADLINES

- the entry point into MScSM is once a year, in September
  - Final application deadline is March 15, 2019
  - Two interim deadlines – November 30, 2018 and January 31, 2019 to accommodate those applicants who require an earlier decision (such as international students who require a visa to study in Canada)
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#### 4. APPLICATION FORM – ONLINE

- Apply online using the UofT School of Graduate Studies (SGS) at [apply.sgs.utoronto.ca](http://apply.sgs.utoronto.ca)
  - Follow instructions for the online system
  - The MScSM program can be found under Sustainability in the choice of programs
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## 5. APPLICATION FEE

- Only after the application fee has been paid will applications be processed
  - Fee payment enables applicants to upload required supporting documents
  - The application fee is \$120 CDN and is paid online with your credit card
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## 6. SUPPORTING DOCUMENTS

### a. Academic Letters of Reference

- Required: 2 academic letters of reference; if applicant has been away from school for several years, then 2 professional letters of reference are required
  - On the online application form, applicants list the referee names and contact information
  - Referees' email addresses must be institutional, such as @utoronto.ca or @uwo.ca
  - Email addresses such as @gmail or @yahoo or @hotmail will not be accepted
  - Remember to contact your referees early to confirm their availability and willingness to submit reference letters
  - After payment of the application fee, referees will be sent instructions via email on how to properly submit reference letters electronically
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### b. Official Post-Secondary Academic Transcripts

- If courses are in progress, both interim and final transcripts are required
  - Submit unofficial copies of interim and final transcripts online through the online application system AND have official hard copy transcripts submitted directly from the source institutions to the MScSM Program Office
  - If needed, out-of-country transcripts must be submitted in both the original language and an official English translation
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### c. Resume of Curriculum Vitae

- Submit via the online application system
  - No specific format is required
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### d. Letter of Intent/Cover Letter

- Submit via the online application system
  - There are five questions that applicants must respond to – the questions are available on our website and on the application system
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**e. Standardized Tests**

**If applicable, English Language Proficiency Test Scores**

- If your four-year undergraduate bachelor degree was not in English Instruction, then applicant is required to submit an official IELTS or TOEFL score report that meets our minimum standards in all sections
  - Refer to our MScSM website for required minimum scores
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**f. Notes on Standards Tests**

- GRE and GMAT are not required for admission and are not considered
- Meeting the minimums in TOEFL or IELTS does not guarantee admission

**AFTER YOU APPLY**

**7. CHECK YOUR APPLICATION STATUS**

- Log in to the SGS application website to check for the receipt of supporting documents
  - If one your referees did not get your reference request, you can log in to the Graduate Admissions Application to have the request re-sent to them – please ensure that you have provided an institutional email address or the system will not send referees an email.
  - Please note that it is the applicant’s responsibility to ensure that all required supporting documents, including reference letters, are submitted on time
  - We only review completed applications
  - A Skype interview is scheduled for those applicants we consider for admission
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**8. PLAN FOR FINANCING YOUR DEGREE**

- The MScSM program is a course-based, professional master’s program and does not offer any funding
- Domestic students can apply for OSAP and/or bank loans/lines of credit
- International students must seek funding in their home countries
- For September 2019 entry, program fees for the first year will be published July 2019
- Use 2018 entry fees as a guide; for planning purposes, estimate a 3% increase for 2019
- Fees below do not include living expenses (housing, food, books, transportation, etc)

MScSM PROGRAM 2018-2019 YEAR 1 PROGRAM FEES IN CAD\$, ROUNDED TO NEAREST HUNDRED		
Domestic fees	Tuition - \$18,800	Incidental - \$2,000
International fees	Tuition - \$31,200	Incidental - \$2,000 plus mandatory Health Insurance - \$600

For fee purposes:

- Domestic students are citizens or permanent residents of Canada
- International students are students that require a Study Permit to study in Canada
- The above fees are PER YEAR and this is a two year program

## **MScSM PROGRAM OFFICE**

### **Contact Admissions**

[mscsm.utm@utoronto.ca](mailto:mscsm.utm@utoronto.ca)

### **Program Information**

<http://www.utm.utoronto.ca/mscsm/mscsm-program-information/mscsm-program-information>

### **Admission Events**

<http://www.utm.utoronto.ca/mscsm/mscsm-news-and-events>

### **Information on Current Students**

<http://www.utm.utoronto.ca/mscsm/mscsm-news-and-events>

## **SCHOOL OF GRADUATE STUDIES**

### **Application Form**

<http://www.apply.sgs.utoronto.ca>

### **School of Graduate Studies Website**

[www.gradschool.utoronto.ca](http://www.gradschool.utoronto.ca)

## **INTERNATIONAL STUDENTS**

### **International Degree Equivalency Online Tool**

[www.portal.sgs.utoronto.ca/current/admission/intdegequiv.asp](http://www.portal.sgs.utoronto.ca/current/admission/intdegequiv.asp)