Program Selection and Career Options
Arts & Science Related Programs

Presented By
The Office of the Registrar and The Career Centre
Winter 2018
Overview

Choosing Your Programs

- Programs of study: definition and timing
- Link between programs and careers
- Selecting programs: How, When and Where?

Resources

- Career Centre
- Office of the Registrar
- Degree Explorer
- Contact Info
Choosing Your Programs

- Programs of study: definition and timing
- Link between programs and careers
- Selecting programs: How, When and Where?
What is a Subject POS?

Subject POS = Program of Study

Specialists
Consists of 10.0 to 18.0 credits
Includes at least 4.0 300/400 level credits, of which 1.0 must be at the 400 level

Majors
Consists of 6.5 to 9.0 credits
Includes at least 2.0 300/400 level credits

Minors
Consists of 4.0-4.5 credits
Includes at least 1.0 300/400 level credit
When do I select my program(s)?

• Programs **must** be selected once a student has completed or expects to have completed **4.0 or more credits by the end of the session**.

• **Many programs have entry requirements**, which may include specific courses, minimum grades in courses, and/or minimum cumulative grade point average (CGPA). Check the Academic Calendar *now* for detailed information.

• Students wishing to change their programs can do so in the future (during the published request periods, for Type 2 and 3 programs).
Career Decision Making

• Choosing an occupation is complicated. How can I get started?
• There are several fields of study or occupations that fit me but I can’t decide on the best one.
• I worry a great deal about choosing the right field of study or occupation.
• I’m always getting mixed messages about my career choice from important people in my life.
• I’m afraid I’m overlooking an occupation.
Link Between Program of Study and Careers

Program
- Biology
- Chemistry
- Computer Science
- Environmental Science
- Forensic Science
- Geology/Earth Science
- Geography
- Math/Statistics
- Physics

Career
- Lab Technician
- Financial Planner/HR
- Professor/Real Estate
- Biostatistician/PR
- Physician
- Food Scientist
- Wildlife Biologist
- Research Associate
- Radiation Therapist
- Pharmaceutical Sales
- Toxicologist
- Teacher
- Network Admin
- Water control Manager
Link Between Program of Study and Careers

Program
CCIT
Professional Writing
Philosophy
Sociology
Women and Gender
Anthropology
Political Science
Linguistics
History
English

Career
HR, Event Planning
Writer, P.R.
Credit Analyst
Program Coordinator
Television Producer
Research Assistant
Financial Advisor
Sales
Editorial Assistant
Management Trainee
Lawyer, teacher
Youth Worker
Transferable Skills

- Communication (written and oral)
- Writing
- Researching
- Analyzing
- Problem Solving
- Information Gathering
- Quantitative
- Technical

www.utm.utoronto.ca/careers/welcome-career-centre
Successful University Students

- Leverage, build, reflect
Program Combinations

Minimum program combination is required to complete your degree:

1 specialist or
2 majors or
1 major and 2 minors

Maximum program combinations allowed:
• Students may combine up to 3 programs
• Up to 2 of these may be specialists and/or majors

*Check Academic Calendar for any program specific exceptions.*
Types of Programs

Type 1  Unlimited Enrolment (no entry requirements; unlimited space)
  • *e.g. Philosophy minor*

Type 2  Limited Enrolment (entry requirements; unlimited space)
  • Requirements as published in the Academic Calendar
  • *e.g. Biology major*

Type 3  Limited Enrolment (entry requirements; limited space)
  • Some requirements published in the Calendar
  • CGPA requirements based on applicant pool
  • Additional information/interview may be required
  • *e.g. Forensic - Anthropology specialist*
Program Combo = Degree Type

Degree type earned is determined by program combination:

Chemistry major (Science) + Biology major (Science) = HBSc

History major (Arts) + Philosophy minor (Arts) + Sociology minor (Arts) = HBA

English major (Arts) + Psychology major (Science) = HBA or HBSc

*Check Academic Calendar for any program specific exceptions.*
POLITICAL SCIENCE (HBA)

Department of Political Science

Politics is about power and Political Science studies the power struggles that lead to policies and issues such as rising tuition and the war in Iraq. Political Science students can explain how bureaucracies work; how great powers rise and fall; the difference between an effective public policy and a misguided one; how to design an unbiased opinion poll; and the factors that shape international decision-making. Political Science students also factor into their analyses philosophical questions, such as who ought to rule? What is legitimacy? Are liberty and equality compatible?

Our department offers students the chance to customize their degrees to their personal interests, to explore the latest topics in politics with the latest teaching methods, and to learn from internationally renowned scholars.

MAKE THE MOST OF YOUR TIME AT UTM!

We want to help you maximize your university experience, so we’ve pulled together information and interesting suggestions to get you started. As you review the chart on the inside pages, note that many of the suggestions need not be restricted to the year they are mentioned. In fact, activities such as joining an academic society, engaging with faculty and seeking opportunities to gain experience should occur in each year of your studies at UTM. Read through the chart and create your own plan using My Program Plan found at www.utm.utoronto.ca/program-plans

Programs of Study (POST)

- Specialist Program EUSPE1015 Political Science (Arts)
- Major Program EFMNA2025 Political Science (Arts)
- Minor Program EFM/2105 Political Science (Arts)

What can I do with my degree?

The career you choose will depend on your experience and interests. Visit the Career Centre to explore your career options.

Careers for Graduates: Public policy analyst; Social policy program officer; Foreign service officer; Immigration and revenue officer; Legislative analyst; Political aide, Lobbyist, Editor, Press officer; Public relations specialist; Communications officer; Human resources specialist; Public opinion analyst; Lawyer.

Workplaces: Government; International organizations; Law firms; Private firms/businesses; Research organizations.

Check out...

Why does the European Union exist, anyway? Find out in POLS215, a course that studies the political institutions and processes in Western Europe, with special reference to Britain, France, Germany and Italy.
POLITICAL SCIENCE

MAJOR Program Plan

HOW TO USE THIS PROGRAM PLAN

Read through each year. Investigate what appeals to you here and in any other Program Plans that apply to you. Visit www.utm.utoronto.ca/program-plans to create your own plan using My Program Plan. Update your plan yearly.

1ST YEAR

Courses offered include POL111H1, 112H1S, 113H1S and 114H1S.

Choose a program of study (Subject POS) once you complete 4.0 credits. Use the Degree Explorer Planner and the Academic Calendar to plan your degree.

Start strong and get informed with utsmONE and LAUNCH through the Office of Student Transition. Join a RAGSC Peer Facilitated Study Group.

Use the co-curricular record (CCR) to search for opportunities beyond the classroom, and keep track of your accomplishments.

Attend the career experience fair through the career centre (CC) to learn about on- and off-campus opportunities.

2ND YEAR

Enroll in courses POL200H1 and POL214H1. Over the course of your degree, attain 2.0 credits from two of three fields of study in Political Science. View the Academic Calendar for additional degree requirements.

Throughout your undergraduate degree:
- Use the Degree Explorer to ensure you complete your degree and program requirements.
- Use the office of the registrar and the political science academic councillor for one-on-one assistance.

Use the Career Learning Network (CLN) to find postings for on- and off-campus work and volunteer opportunities.

Work on-campus through the Work-Study program. View position descriptions on the CLN.

3RD YEAR

Attain at least 2.0 credits at the 300 level.

Consider applying for the Research Opportunity Program (ROP) course POL393P. Visit the ECO website for ROP Course Prerequisites. Attend the RAGSC’s P.A.R.T. to enhance your research skills.

Interested in current events and raising student awareness of key issues? Write for The Medium — the source of news for UTM students. Why not run for PSLA Office and build your skills while getting involved?

4TH OR FINAL YEAR

Why not gain some hands-on practical work experience? View listings for national and international internship opportunities on the UofT Political Science website.

Log on to ACORN and request graduation.

Skills are transferable to any job, regardless of where you develop them. Needed to strengthen your presentation skills? Consider a role as a RAGSC Facilitated Study Group Leader.

Establish a professional presence on social media (e.g., LinkedIn, Facebook, Twitter or blogs).

Learn about local issues! Consider a GSE Alternative Reading Week (ARW) to become engaged with the local community.

Join a professional association. Check out the Canadian Political Science Association (CPSA).

Attend the UTM Public Affairs Lecture offered by the Political Science department. Go to a conference such as the CPSA Annual Conference.

Earn credits overseas! Study for a summer, term or year at one of 120 universities. The Political Science department has identified 7 partners who are most relevant to their students. Speak to the IECC for details about Course Based Exchange and funding.

Why not work abroad? Read up on worldwide employment trends and industry outlooks through CoGlobal. Attend the Go Global Expo. See if you are eligible for international Experience Canada.

PLAN FOR YOUR FUTURE

Attend the Program Selection & Career Options workshop offered by the Office of the Registrar and the CC.

Check out Careers by Major at the CC to see potential career options.

Explore careers through the CC’s Career Shadowing Program.

Consider further education: Attend the CC’s Graduate and Professional School Fair. Talk to professors — they are potential mentors and references.

WHAT’S YOUR NEXT STEP AFTER UNDERGRAD?


Considering further education? Research application requirements, prepare for admission tests (LSAT, MCAT), and research funding options (OGS, SSHRC).

Market your skills to employers. Get your resume critiqued at the CC. Attend the CC workshop Now That I’m Graduating What’s Next?

Write a strong application for further education. Attend the CC’s Maintaining the Personal Statement workshop.
POLITICAL SCIENCE

Skills developed in Political Science

To be competitive in the job market, it is essential that you can explain your skills to an employer. Visit the Career Centre to learn how to articulate and market the following skills.

- Communication: present ideas and data clearly, mediate and negotiate conflicts, public speaking, and listen critically.
- Research & quantitative methods: interpret data, develop research designs and models; program and systems analysis; utilize survey research methods; and compare/contrast ideas and information.
- Analysis: interpret issues and data; understand components of complex problems, offer relevant perspectives; and synthesize themes from complex issues.
- Planning & development: make projections; organize people, equipment, ideas, logical thinking, conceptualize and implement projects, and decision making.

Services that support you

- Academic counsellor, Department of Political Science
- Accessibility Resource Centre (AAC)
- Career Centre (CC)
- Centre for Student Engagement (CSE)
- Experiential Education Office (EEO)
- Health & Counseling Centre (HCC)
- Indigenous Centre (IC)
- International Education Centre (IEC)
- Office of Student Transition (OST)
- Office of the Registrar (OR)
- Recreation, Athletics and Wellness Centre (RAWC)
- Robert Gillespie Academic Skills Centre (RGASC)
- UTM Library, Hazel McCallion Academic Learning Centre (HMALC)

Get involved

Check out student organizations on campus. Here are a few:

- UTM Political Science & Pre-Law Association (PSLA)
- UTM Student Union (UTMSU)
- UTM Athletics Council (UMAC)

For a listing of clubs on campus visit www.utm.utoronto.ca/clubs.

Department of Political Science

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www.utm.utoronto.ca/political-science

FUTURE STUDENTS

Admission to UTM

All program areas require an Ontario Secondary School Diploma or equivalent with six Grade 12 U/M subjects or equivalent including English. See www.utm.utoronto.ca for details. The admission average is calculated with English (ENG4U) plus the next best five courses. The University of Toronto reserves the right to give preference to students whose marks are the result of a single attempt at each course. Mid-to-high-ths is the approximate average required for admissions to Political Science.

Note: During the application process, you will select the Social Sciences admissions category, but are not officially admitted to a formal program of study (Specialist, Major, or/and Minor) until after first year.

Sneak Peek

What causes war? How can peace be achieved and sustained? Learn the conceptual and theoretical tools needed to address international relations through POL208YS. Ever wondered how "politics" is constructed and practiced in different countries? Compare the politics of countries and world regions through POL218YS.

Our faculty members have a diverse and exciting range of research interests and specializations, from international relations to political economy and from environmental politics to the study of conflict and genocide. We pride ourselves on the broad and stimulating range of courses we offer our students.

Student Recruitment & Admissions

Innovation Complex, Room 2270
University of Toronto Mississauga
3359 Mississauga Rd
Mississauga ON Canada L5L 1C6
905-828-3500
www.utm.utoronto.ca/prospective
Select a Program First, Identify Career Possibilities Later

- Any possibilities in your current subjects?
- Follow your skills and interests
- Explore other subjects
  - Sit in on lectures
  - Review textbooks/materials
  - Talk to professors, academic advisors, current students
  - Take a course and see what you think
Generate Career Ideas, Identify Program Possibilities Later

• Learn more about your career ideas to see if they are suitable for you
• Examine your skills, values, interests and personal characteristics; what patterns or themes emerge?
• Research careers that seem to fit and learn more by reading, talking, experiencing
• Find the programs that support these careers
• [http://www.utm.utoronto.ca/careers/career-learning-network](http://www.utm.utoronto.ca/careers/career-learning-network) → resources → Career Cruising → Explore Careers
• Career Counsellors can help...
Also Consider...

• Combining programs to increase marketability

• Consider programs that enhance your individual development

• Take courses in other areas of study: Humanities/Social Science/Science

• Make sure that you are aware of the deadlines for dropping or adding a course.

• Refer to the UTM Academic calendar (online)
When to Apply: Type 1 Programs

- **Enrolment Period: Anytime**

- Review the “Program Selection Guide” for more info

- Type 1 programs have no entry requirements, other than the completion of a minimum of 4.0 credits.

- Type 1 programs do not require departmental approval to become active
When to Apply: Type 2 & 3 Programs

First Request Period
• Request programs: March 11 - April 29, 2018 (NOW!)
• Accept invitations: May 18 - July 27, 2018

Who should use this?
Students completing 4.0 credits by the end of the Winter 2018 session (April)

Second Request Period
• Request programs: June 11 - August 24, 2018
• Accept invitations: September 6 - September 18, 2018

Who should use this?
Students completing 4.0 credits by the end of the Summer 2018 session (August)
How to Apply for Subject POSs

• *Log into ACORN.* From the menu on the left side, select “Enrol & Manage”, and then “Programs”.

• Enter the program title or code(s), which can be found in the Academic Calendar and Registration Guide (i.e. ERMAJ1478).

• Select the program from the list, review the information in the pop-up box, then click “Enrol” (for Type 1) or “Request to Enrol” for (Type 2 & 3).

• For Type 1 programs, you will immediately be listed as “Currently Enrolled”.

• For Type 2 and Type 3 programs, the status will be listed as “Requested”.

*Visit ACORN How-to - Program Enrolment* help.acorn.utoronto.ca/how-to/
Accept / Decline Program “Invitations”

• The Academic department(s) will determine your eligibility for program(s) you have requested (for Type 2 & 3 programs).

• You will be “Invited” if you meet the entry requirements.

• To accept an offer, click on “Accept” for the program that you want to accept. Remember to accept the program invitations by the deadline!

• To drop/delete a program, click the gear icon in the top right corner of the program you want to remove, then select “Remove Program”.

• It is a good idea to meet with an Academic Advisor before making changes to your program(s) of study on ACORN.
Program Selection: Other Considerations

• Once you have earned at least 4.0 credits (or are on track to have 4.0 credits), ensure you are in a minimum program combination, or you will not be able to add courses on ACORN for the next session.

• Even if you don’t meet the entry requirements for your program(s) of choice, you must make alternate selections, even temporarily (e.g. Type 1 programs). These can be deleted when no longer needed.

• You may request/change programs in future Subject POST request periods (Type 1 programs can be changed anytime).
Program Selection: Other Considerations

• Program entry and requirements are determined by the related department! See the online Academic Calendar for details.

• Some programs require 4.0 credits with final grades for entry (transfer credits and/or CR notation would not count as part of the 4.0 credits for program entry in this case).

• Some programs (for example, Communication, Culture, Information & Technology and Computer Science) have different (higher) fee structures. Visit the Student Accounts website (www.fees.utoronto.ca) for more information.

• Apply to multiple programs as a safety measure, and consider developing an alternate plan...
Parallel Planning

Why create a Parallel Plan?

• Many programs at UTM have entry requirements set by the department that a student must meet in order to be admitted, such as CGPA, grades in certain courses, etc. (Type 2)

• Some programs also have limited space, which means entry can be competitive and isn’t guaranteed even if you meet the published entry requirements. (Type 3)

• Students interested in Type 2 and 3 programs are strongly encouraged to develop a parallel plan → an alternate program plan should you not be able to pursue your first choice (either after first year, or at all).
Parallel Planning: Alternate Program Options

What if I don’t get into my program after first year?

• If you are close to meeting the entry requirements for your preferred program, you can keep taking courses towards your planned program(s) if possible, and request the program during the next Subject POSt request round. **In the meantime, select temporary and/or alternate programs.**

• Think about what alternate programs you may be interested in pursuing, so you can start building related courses into your timetable. This way, if meeting the entry requirements for your program of choice (now or in the future) seems unrealistic, you can transition into your alternate programs.
Parallel Planning: Career & Further Education Options

- Re-evaluate your strengths, weaknesses, and interests
- Ask yourself the following:
  - What were my reasons for considering this program?
  - How do these reasons connect with who you are?
  - Could there be other careers that are more suitable to who you are?
- Have you explored whether you could still work in your fields of interest with different programs?
- Make an appointment with a Career Counsellor for a one-on-one session to explore your options
Parallel Planning: Career & Further Education Options

Consider further education options that match your goals and interest!

If pursuing your undergraduate degree in alternate programs, you could still explore a post-graduate degree/diploma/certificate in your areas of interest:

✓ Post-graduate diploma/certificate at college level (some lead to professional designations)
✓ Professional degrees (medicine/law/dentistry/pharmacy/teaching/nursing/physiotherapy/OT/social work/etc.)
✓ Masters programs, including MBA
✓ Courses/programs at School of Continuing Studies
✓ And beyond!
Resources

- Career Centre
- Office of the Registrar
- Degree Explorer
- Contact Info
Career Centre Resources Online

Under “CAREER PLANNING”

• Choosing your Program
  www.utm.utoronto.ca/careers/choosing-your-program

• Careers by Major: www.utm.utoronto.ca/careers/careers-by-major

• Careers by Year:
  www.utm.utoronto.ca/careers/career-exploration/career-planning-year
Career Centre Resources Online

- **Career Cruising**: Canadian web site with info on over 400 career areas: Access through your Career Centre Account
  
  → Career Learning Network (login with utorid)
  www.utm.utoronto.ca/careers/career-learning-network

  → Resources → Go to Career Cruising Web Site → Explore Careers

- **UTSC Online Self-Assessment**: [www.utsc.utoronto.ca/aacc/node/23#onsa](http://www.utsc.utoronto.ca/aacc/node/23#onsa)

Please make an appointment to interpret and discuss results with a Career Counsellor.
Career Centre Resources

Occupational binders - Information on Careers

Careers for Series (in Hardcopy):

• Animal Lovers, Nature Lovers, Perfectionists, Scientific types, Cybersurfers, Scholars and Deep Thinkers, Bookworms, Writers, Film Buffs, History Buffs, Foreign Language Aficionados, Talkative Types, Good Samaritans, Good with Numbers, Entrepreneurs, etc.

• Visit our e-book collection: www.utm.utoronto.ca/careers/career-exploration/career-resource-library

• Great Jobs For…. (series of books) Access via the UTM library e-resources main.library.utoronto.ca/
We Can Help

- Are you unsure about your career direction?
- Do you know how your program relates to work?

See a Career Counsellor for an initial 30 min. appointment.
Call the Career Centre to book an appointment.

Our number is 905-828-5451, or ask at the front desk.
Office of the Registrar - UTM Academic Calendar

- all rules and regulations
- degree requirements
- program requirements
- department contact info
- course descriptions

www.utm.utoronto.ca/regcal
Office of the Registrar – Program Selection Guide 2018

- Step-by-step instructions about how to request, accept and decline programs
- List of all programs, including code and type (1/2/3)

Watch a helpful video about Program Selection - https://www.youtube.com/watch?v=o9SNmqUqGil&feature=youtu.be
Degree Explorer

Degree Explorer is U of T’s degree planning tool. Review your academic history, degree requirements or use the planner to determine how future course choices might meet your requirements.

- See an academic advisor in the Office of the Registrar if you have questions about degree requirements.
- Meet with your undergraduate Program Advisor(s) for questions regarding program requirements.
- [http://www.acorn.utoronto.ca/degree_explorer.php](http://www.acorn.utoronto.ca/degree_explorer.php)
Office of the Registrar

Innovation Complex, Room 1235
3359 Mississauga Rd N, Mississauga, ON L5L 1C6

Drop-In Academic Advising
Mon. – Thu.: 9 a.m. to 4 p.m.
Fri: 9 a.m. to 1:00 p.m.

905-828-5399
m.utm.utoronto.ca
www.utm.utoronto.ca/registrar
www.twitter.com/UTMRegistrar
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Career Counselling Appointments
905 828 5451

www.utm.utoronto.ca/careers/
Check out our blog while you are there!

www.twitter.com/jimmiutm

www.facebook.com/jimmiutm
Questions?

Your feedback is important to us. Thank-you for listening!