Major Decisions? Minor Problems!
How to choose your programs

Arts & Science Related Programs

Presented By
The Office of the Registrar & The Career Centre
Fall 2015
Overview

Choosing Your Programs

- Link between programs and careers
- What is a program of study (Subject POSSt)?
- What program combinations can I select?
- Selecting programs: How, When and Where?
- What are degree requirements?

Tools & Resources

- Career Centre Resources
- Academic Calendar
- Registration Guide
- Choosing A Subject POSSt guide
Choosing Your Programs

- Link between programs and careers
- What is a program of study (Subject POSet)?
- What program combinations can I select?
- Selecting programs: How, When and Where?
- What are degree requirements?
How soon do I have to decide 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.

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

- 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 are responsible for monitoring their degree and program progress using Degree Explorer. However, department undergraduate advisors are available for manual program checks, consideration of possible program substitutions/exceptions, etc.
What is a Subject POSSt?

Subject POSSt = 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
Combining Programs of Study

*Minimum* program combination required:
- 1 specialist or
- 2 majors or
- 1 major and 2 minors

Degree type earned (HBA or HBSc) is determined by program combination:
- e.g. Chemistry major (Science) + Biology major (Science) = HBSc
- e.g. History major (Arts) + Philosophy minor (Arts) + Sociology minor (Arts) = HBA
- e.g. English major (Arts) + Psychology major (Science) = HBA or HBSc (student chooses the degree type)

*Maximum* program combinations allowed:
- Students may combine up to 3 programs
- Up to 2 of these may be specialists and/or majors
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
- Taking courses in other areas of study: Humanities or Science
- Make sure that you are aware of the deadlines for dropping or adding a course.
- Refer to the UTM Academic calendar (online)
Types of Programs

**Type 1 - Unlimited Enrolment** (no entry requirements; unlimited space)
  - *e.g. English major*

**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. Interactive Digital Media specialist*
When to Apply: Type 1 Subject POSs

Type 1 Programs:

• Enrolment Period: Anytime

• Review the 2015-16 “Choosing a Subject Post” 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: Subject POSt Request Periods**

**Type 2 & Type 3 Programs:** *(Specific dates to be announced)*

**First Request Period**
- Request programs: March to May 2016
- Accept invitations: May to July 2016

**Who should use this?**
Students completing 4.0 credits by the end of the Winter 2016 session (April)

**Second Request Period**
- Request programs: June to August 2016
- Accept invitations: September 2016

**Who should use this?**
Students completing 4.0 credits by the end of the Summer 2016 session (August)
More to consider…

• **IMPORTANT:** Once you have earned at least 4.0 credits, if you do not enrol in a minimum combination of programs, you will not be able to add courses on ACORN.

• 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 changed in the future.

• If you are on track to have at least 4.0 credits by the end of the Summer 2016 session, ensure you are in a minimum program combination as you prepare to select your Fall/Winter courses (e.g. temporary programs).
More to consider…

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

• You may request or delete programs in future Subject POST request periods (Type 1 programs can be changed anytime).

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

• Program entry and requirements are determined by the related department!
Deregulated Program Fees

The following programs are deregulated programs, meaning they have different (and higher) fee structures:

- Bioinformatics
- Commerce
- Communication, Culture, Information & Technology (CCT)
- Computer Science (*specialist and major*)
- Digital Enterprise Management
- Human Resource Management & Industrial Relations
- Information Security
- Interactive Digital Media
- Management
- Visual Culture and Communication (*specialist*)

In the Fall/Winter session, students in these programs are charged a program fee if enrolled in 3.5 credits or more, and per course if enrolled in 3.0 credits or less. *

*For Commerce specialists: 3.0 credits and above = program fee*
More About Deregulated Program Fees

• Students in deregulated programs will be charged per course at their deregulated rate in the Summer session.

• If you are active in more than one deregulated program, only the highest deregulated program fees will apply.

• Be aware of the different refund structure if you are in a deregulated program.

• If you are accepting a deregulated Subject POSt invitation in later years, you will be charged (one time) deregulated fees for all sessions commencing with the session after the fourth credit was completed. (Transfer credits are included in this credit count.)

• Fees information (including specific program fees and refund schedules) available online at: www.fees.utoronto.ca
How to Apply for Subject POSTs

Apply for your program(s) on ACORN:  www.acorn.utoronto.ca

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

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

Step-By-Step Instructions

“Program Enrolment”
http://help.acorn.utoronto.ca/how-to/
Accept / Decline Program “Invitations”

- The Academic department(s) will determine your eligibility for program(s) you have requested.

- 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.
Degree Requirements (HBA & HBSc)

- 20.0 credits
- Max 6.0 100-level credits
- Min 6.0 300/400 level credits
- 1.85 CGPA
- 12.0 distinct credits* (n/a for Specialist)
- 1 specialist, or 2 majors or 1 major + 2 minors
- Distribution Requirement (1.0 HUM, 1.0 SSC, 1.0 SCI)
Degree Explorer

Use the university’s official online tool to review your degree and program requirements:

http://www.rosi.utoronto.ca/degree_explorer.php

• If you have any questions about degree requirements, see an Academic Advisor in the Registrar’s Office.

• Meet with your undergraduate Program Advisor(s) for questions regarding program requirements.
Tools & Resources

- Career Centre Resources
- Academic Calendar
- Registration Guide
- *Choosing a Subject Post* guide
Career Centre Resources Online

Under “CAREER PLANNING”

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

• You Tube Video on Choosing your Programs:
  www.youtube.com/utscace

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

• Panel Packages and videos on careers in Science and Humanities:
  http://www.utm.utoronto.ca/careers/career-panel-packages

• Careers by Year: http://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)
  http://www.utm.utoronto.ca/careers/career-learning-network

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

- **UTSC Online Self-Assessment**: 
  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 etc.

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

• Great Jobs For…. (series of books) Access via the UTM library e-resources http://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.
Additional UTM Student Services

We’re committed to your success!

• Office of the Registrar
• Undergraduate Program Advisors (Academic Departments)
• Robert Gillespie Academic Skills Centre
• AccessAbility Resource Centre
• UTM International Education Centre (IEC)

For more info on UTM Student Services, visit www.utm.utoronto.ca/campus-life
UTM Academic Calendar

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

www.utm.utoronto.ca/regcal
New Students Registration Guide

• important dates
• registration instructions
• fees information
• what to do when....

www.utm.utoronto.ca/guides
Choosing a Subject POSt guide

- Step-by-step instructions about how to request, accept and decline programs
- Subject POSt request period dates (when to request, when to accept, etc.)
- List of all programs, including code and type (1/2/3)

www.utm.utoronto.ca/guides

Watch a helpful video about Program Selection:
http://www.utm.utoronto.ca/registrar/office-registrar-publications/videos
Office of the Registrar

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: 10 a.m. to 4 p.m.

905-828-5399
m.utm.utoronto.ca
www.utm.utoronto.ca/registrar

www.twitter.com/UTMRegistrar
www.facebook.com/UTMississauga
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Career Counselling Appointments
905 828 5451

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

https://twitter.com/jimmiutm

https://www.facebook.com/jimmiutm
Questions?

Your feedback is important to us.

Thank-you!