



Successful Strategies for Upper-Year Students: Preparing to Graduate

Winter 2020

By UTM Office of the Registrar and the Career Centre



UNIVERSITY OF
TORONTO
MISSISSAUGA

Learning Objectives

- Understand how to confirm your degree and program completion
- Determine your next steps for graduation
- Identify possible options for after program completion
 - Job search or further education



Degree and Program Completion

- Degree Check

Use Degree Explorer to monitor the status of your degree requirements

- Pending or Completed

- Program Check

Degree Explorer and Academic Calendar

Program Advisor

- [Book an appointment](#) with an Academic Advisor

- [Contact your Program Advisor](#)

- Make changes to course selection if necessary

Degree and Program Completion

- Degree Requirements – Pending or Complete

Code	Title	Start Session	Status	Estimated Progress	Result	Confirmed
ERPRGHBA	Honours Bachelor of Arts	Fall 2017	Active	<input type="checkbox"/>	Pending	

Evaluation of Requirements	
<input type="checkbox"/> Pending	(Req1) At least 20.0 Credits from ALL_COURSES "ALL_COURSES"
<input type="checkbox"/> Pending	(Req2) At least 13.0 Credits from 200+ "200-level/ B-level courses, or higher"
<input type="checkbox"/> Pending	(Req3) At least 6.0 Credits from 300+ "300-level/ C-level courses, or higher"
<input type="checkbox"/> Complete	(Req4) No more than 1.0 Credit from 300+TRF "Transf Cred at the 300-level/ C-level, or higher" in Req3
<input type="checkbox"/> Note	(Req5) Note: Credits earned through an official university exchange program are exempt from the 1.0 credit limit in Req4.
<input type="checkbox"/> Complete	(Req6) Subject Area: No more than 15.0 Credits may have the same three-letter designator in Req1
<input type="checkbox"/> Complete	(Req7) Distribution requirement of 1.0 Credit from HUMANITIES-DISTREQ "Humanities Courses"
<input type="checkbox"/> Complete	(Req8) Distribution requirement of 1.0 Credit from SCIENCE-DISTREQ "Science Courses"
<input type="checkbox"/> Complete	(Req9) Distribution requirement of 1.0 Credit from SOCIALSCIENCE-DISTREQ "Social Science Courses"
<input type="checkbox"/> Pending	(Req10) Minimum CGPA of 1.85
<input type="checkbox"/> Pending	(Req11) Major and Minor program requirements must include at least 12.0 distinct credits
<input type="checkbox"/> N/A	(Req12) Courses may be reused to satisfy requirements Req1 and Req2 and Req3 and Req7 and Req8 and Req9
<input type="checkbox"/> Pending	Each program within a valid combination must be completed

Geographical
Information Science
Major (Science)

+

Computer Science Minor
(Science)

+

Business, Science and
Entrepreneurship Minor
(Science)

HBSc

Criminology Major (Arts)

+

French Minor (Arts)

+

Economics Minor (Arts)

HBA

CCIT Major (Arts)

+

Computer Science Minor
(Science)

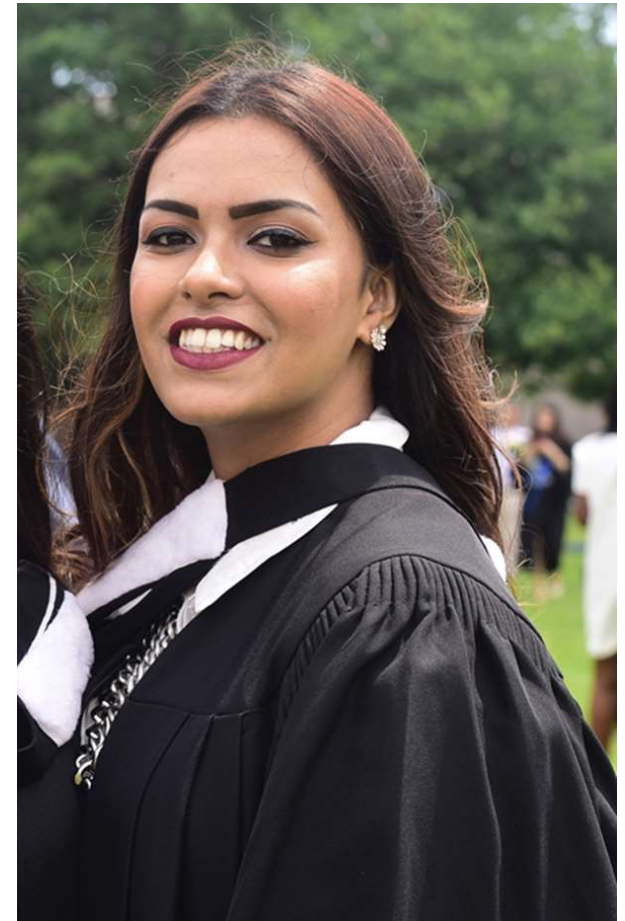
+

Statistics Minor (Science)

HBA or HBSc

Requesting Graduation

- Request graduation on ACORN between November 23 – January 24
- Is your name correct on ACORN?
 - Personal Information Change Form
- Update your mailing address
- Clear outstanding fees and fines
- Grad photos through UTMSU



Caveats

- Missing a deferred exam
- An alleged academic offence (GWR)
- Outstanding fees

*These need to be resolved before you can be eligible to graduate



Other things to consider

- Delaying graduation?
You can take more courses to improve CGPA
- CGPA is below 1.85?
You can still graduate
- Can I take course after graduation?
Non-degree student
- Can I request a Graduation Information Letter?
Request on AskRegistrar
<https://www.utm.utoronto.ca/registrar/forms>

The short answer to all of these questions is **yes**.

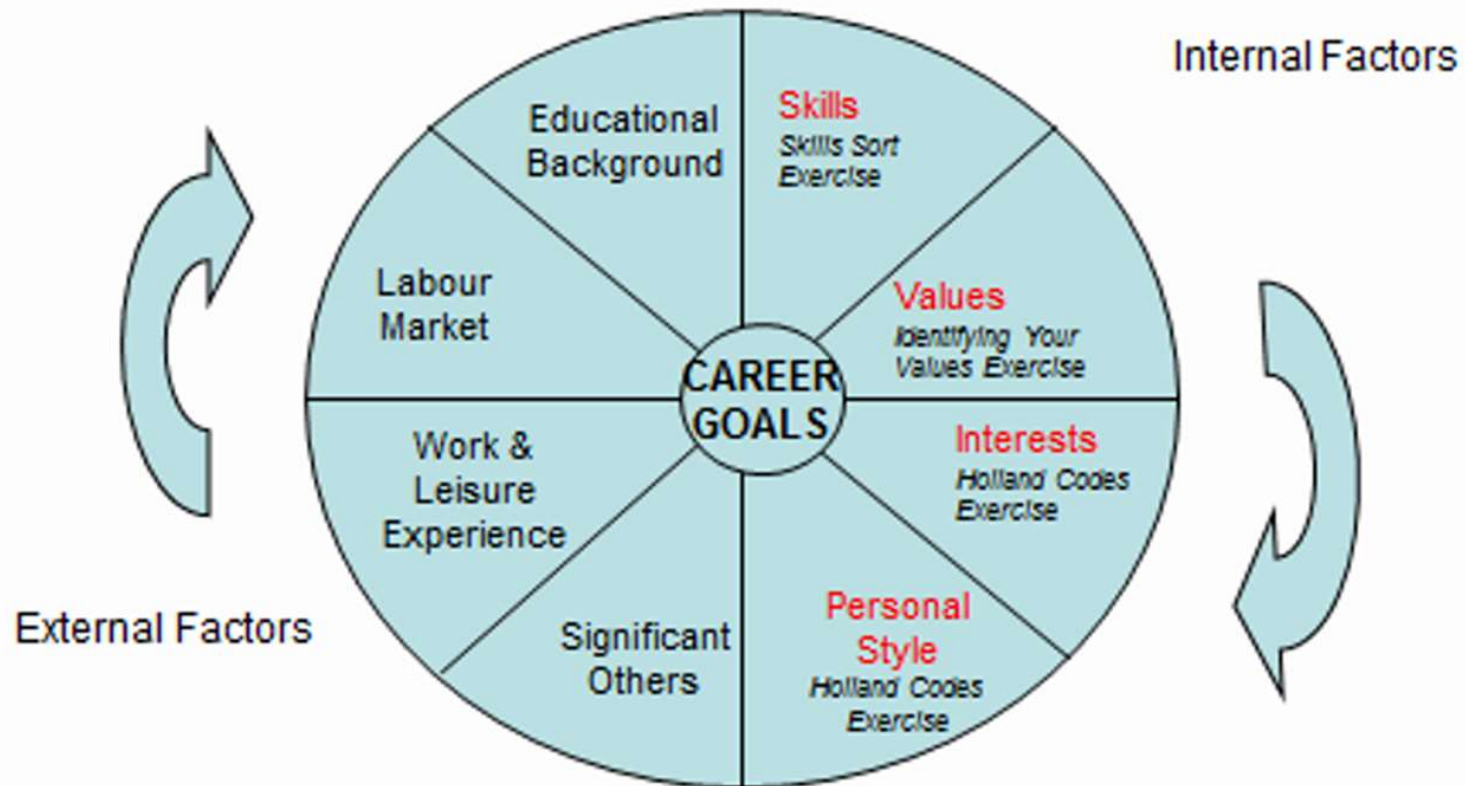
Book an Academic Advising session if you are considering any of these questions and need more details:

[Ask Registrar](#)

Online Resources

- [Degree Explorer](#)
- [Academic Calendar](#)
- UTM Office of the Registrar
utm.utoronto.ca/registrar/current-students/graduation-convocation
- U of T Office of Convocation
governingcouncil.utoronto.ca/convocation
- UTM Student Union
utmsu.ca/service/grad-photography/

FACTORS TO CONSIDER WHEN CHOOSING A CAREER



"The Wheel", excerpted from *Career Pathways*, Norman E. Amundson and Gray R. Poehnell, 1996.
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UTM
CAREER CENTRE

Now That You Are Graduating What's Next?

- Not only is this a great question, it is also a workshop!
 - Now That I'm Graduating What Next?
 - Identify your target area, learn to market yourself and help you identify a variety of job search methods
 - Learn about the mysterious hidden job market
 - Effectively match your skills to the needs of employers
 - Create a job search plan
 - Gain access to the Full Time Jobs [posted on CLNx](#) (attending this session is mandatory to gain access to full-time job postings)

Career and Co-Curricular Learning Network (CLNx)

Welcome

casual off-campus volunteer
internships work-study
on-campus

The University of Toronto does not endorse or recommend employers, and employment or volunteer postings on the Career & Co-curricular Learning Network do not constitute endorsement practices of employers or conditions of off-campus employment opportunities. The University makes no representations or guarantees about the employment or volunteer postings or a graduates are responsible for researching organizations and verifying the employment terms and conditions with the employer before applying to or accepting opportunities.

Job Boards

Here you will find employment and volunteer opportunities posted by employers on-campus and from around the world.

- **Off-Campus Jobs:** These are paid positions posted by employers
- **On-Campus Jobs:** These are paid positions posted by U of T faculty and staff
- **Casual Jobs:** These are paid positions posted by individuals in the local community seeking to hire for work in their home. Work such as childcare, tutoring, home and lawn care etc.
 - Are you an experienced babysitter? If you are a current U of T student or the partner/spouse of a student, you can become a casual babysitter for current students, staff and faculty. For an application form, please email family.care@utoronto.ca.
- **Volunteer Positions:** These are on and off-campus part-time and short-term unpaid opportunities that may include a stipend.
- **Work Study Positions:** These are paid experiential learning opportunities with the University of Toronto staff and faculty. Please check for the program eligibility before applying. Are you interested in volunteering or working with a **campus club or group**? Visit the clubs and groups website, [Ulife](#) and explore diverse opportunities to engage on and off campus.

Organization Profiles

Check out the [Organizational Profiles](#) on CLNx to view which organization have recruited at the University of Toronto, including their current and previous job postings.

Considering Further Education?

- There are many options:
 - graduate school
 - professional school
 - post diploma programs
- How do you choose?
- What do you need to know to apply & how to prepare?
 - [Path to Further Education tipsheet](#)
- Where to get help?

Career Counsellors

- Meet with a Career Counsellor to discuss
 - Your career direction - gain career clarity
 - Options relating to employment and/or further education
 - Preparing documents for employment and further education applications
 - Personal statement critiques
 - Call to make an appointment 905-828-5451

Employment Strategists

- Meet with an Employment Strategist to discuss
 - Job search planning
 - Interviewing skills
 - Networking (in person & online)
 - Preparing job search documents
 - Call to make an appointment 905-828-5451

Recent Graduate Opportunities Program

- RGOP - job preparation program for undergraduate students who have recently graduated (up to 2 years after graduation).
- This program will help prepare you for your first job after graduation through group work and career coaching.
- Not only will the program support you through your own job search but it will also present you with various employment opportunities that you can apply for.

We've Got Your Back!

- Recent graduates are eligible to use Career Centre services for 2 years after graduation.

Online Services

Career Centre

utm.utoronto.ca/careers

Office of the Registrar

utm.utoronto.ca/registrar





Thank you for joining us!



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