PhD Orientation 2023

Graduate Department of Public Health Sciences

Registration and Enrolment
Land Acknowledgement

We wish to acknowledge this land on which the University of Toronto operates. For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and most recently, the Mississaugas of the Credit River. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to work on this land together.
Overview

- Obtain your TCard; Activate your UTORid; Create your UTmail+ account; Login to ACORN

Registration
- Deferral or payment of fees to meet registration deadline: Friday, September 1, 2023
- Registration deadline is Friday, September 15, 2023, after which a late registration fee will apply
- (Flex time students and those who have not processed a Tuition Fee Deferral) Payment of remaining Fall fees to prevent service charges: Friday, September 30, 2023 - service charges on balance of Fall session fees will be charged to your account beginning October 15th

Enrolment
- Course enrolment opens for PHS courses: Wednesday, August 9, 2023
- Course enrolment deadline for Fall courses: Wednesday, September 20, 2023
- Fall courses begin: Monday, September 11, 2023

Funding and Funding Opportunities
Information for Incoming Students

http://www.dlsph.utoronto.ca/students/current-students/information-for-incoming-students/

What's New:
- JUNE 19/2023: On Gas Stoves and Asthma, a Surprising Finding
- JUNE 15/2023: DLSPH hosts intimate first hooding ceremony for doctoral graduates
- JUNE 02/2023: DLSPH Researchers Map GTHA Traffic Air Pollution and Its Changes over the Last 15 years
- MAY 29/2023: Meet the Researchers Turning a Hospital Into Canada’s First Learning Health System
- MAY 16/2023: “I Just Don’t Want People to Feel Broken and Misunderstood”
Getting Started: TCard, UTORid, UTmail+

- Your TCard serves as your student photo ID and library card
- For complete information and instructions, visit: http://tcard.utoronto.ca/
- Confirm what documentation you need (to verify your status in Canada) using the Documentation Tool;
- Submit (upload) appropriate photo and documentation material online, and wait for approval;
- Using the Secret Activation Key provided in the approval email, activate your UTORid and create your UTmail+ account;
- Schedule an appointment to pick up your TCard – you will need to bring the original documentation with you.
ACORN/ROSI

- **ROSI** = Repository of Student Information
  - stores your personal and academic information

- **ACORN** = Accessible Campus Online Resource Network
  - student web-based interface to your personal and academic information

Logon to ACORN - [http://www.acorn.utoronto.ca/](http://www.acorn.utoronto.ca/)
- you will need your JOINid/UTORid and password
- spend some time familiarizing yourself with ACORN
ACORN

- View/update mailing address, telephone number and email address
- View financial account information and print invoices
- Process Tuition Fee Deferral (Register without Payment)
- Enter bank information for direct deposit of award funds and refunds
- Add/Drop courses and view status of courses
- View academic history
- Order transcripts
- Print “Education Credit” tax forms (T2202A)
- And more…
Fees are assessed and billed to student accounts in mid-July.
- Logon to ACORN to review and print your invoice – ‘Financial Account’

PhD students included in the Funding Policy should defer their fees in ACORN. This will allow you to become Registered without making a fee payment.

Your fees are due when billed. The deferral allows you to become registered and delays service charges to the end of the Winter term.
- Fee payments should be made at your financial institution
- Option to pay via ACORN using your credit card (service charges apply)
- It is the student’s responsibility to ensure all fees (tuition, incidentals, other charges) are paid before the end of the Winter session - April 30, after which service charges begin to accrue starting May 15th

https://studentaccount.utoronto.ca/
Tuition Fee Deferral
Course Enrolment

❖ Determine your program requirements
  ▪ CHL5005H: Professional Skills for Doctoral Students in Public Health
  ▪ Program-specific courses - information on website regarding program requirements
  ▪ talk to your Division Head/Program Director/Supervisor

❖ Review Timetable posted on the website: http://www.dlsph.utoronto.ca/page/timetables

❖ Logon to ACORN to add your courses
  ▪ PHS course enrolments (courses offered by GDPHS) made in ACORN are processed as Approved, while non-PHS courses are given Requested status and must be approved by the Graduate Office. Graduate Office staff receive notifications and are regularly approving course enrolment requests throughout the enrolment period (Aug 9-Sept 20) so there is no need for students to contact the Graduate Office to follow-up on course enrolments with Requested status. Please be patient.
  ▪ If you use the Enrolment Cart to select your courses, BE SURE to click on ENROL to request your courses when enrolment opens on August 9th.

❖ To enrol in non-PHS courses
  ▪ Try to request the course in ACORN
  ▪ If you receive an error message, contact host department for instructions/permission; complete and submit Add/Drop form

❖ Your courses will appear in Quercus (UofT Learning Management Engine) the day after Approved status is obtained.
Log into Quercus

https://q.utoronto.ca

Steps you can take to protect your account:

✔ Before you begin, make sure this page (URL) starts https://idpz.utorauth.utoronto.ca/....
✔ When using a public computer, close all windows and exit the browser.
✔ Keep your password a secret at all times
Tip: U of T will never ask for your password or other personal information by e-mail.

Warning: Your password may not be secure. Visit our verify password page.

Alert: Completely exit your web browser when you are finished.
Funding

Funding Package
- 2023-24 minimum funding threshold is equal to tuition + $16,000 + $2,500 TA/RA employment. The amount will be finalized once tuition fees are released.
- 2022-23 minimum funding threshold was $26,554.28 (tuition fees of $8,054.28).

Funding Policy for PhD Students in the Graduate Department of Public Health Sciences
- Funded cohort: Full-time PhD students in years 1-4; 5th year available to eligible students.
- Compiled from a variety of sources including:
  T4A:
  - External competitive awards and/or UofT or PHS competitive awards
  - Research or training stipends from supervisors
  T4:
  - Employment income from teaching and/or research assistantships

Students who obtain less than the minimum funding threshold receive top-up from U of T Fellowship.

Depending on the funding source(s) and amounts, funds are paid directly to students, or are directed to their Student Account to cover tuition and incidental fees.

Details will be available on the Award Payment Schedule.
**Funding Opportunities: Major External Awards**

<table>
<thead>
<tr>
<th>Award</th>
<th>Announcement Date</th>
<th>Normal Deadline Date</th>
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<tbody>
<tr>
<td>Federal Tri-Council Awards (CIHR/NSERC/SSHRC) Doctoral and Vanier CGS</td>
<td>Early September</td>
<td>September/October</td>
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<tr>
<td>Trudeau Foundation Doctoral Scholarships</td>
<td>September</td>
<td>Fall Term</td>
</tr>
<tr>
<td>Ontario Women’s Health Scholar’s Award</td>
<td>October</td>
<td>November/early December</td>
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<tr>
<td>Ontario Graduate Scholarship (OGS)</td>
<td>October</td>
<td>Winter Term</td>
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- List of common awards, dates and deadlines can be found on the [Student Awards and Funding Opportunities page](http://www.dlsph.utoronto.ca/students/current-students/student-awards-funding-opportunities/)
**Funding Opportunities**

- Award announcements are communicated to students via email (listserv) and the DLSPH website.

- Review announcements **CAREFULLY** for:
  - eligibility criteria
  - application materials, deadlines and submission instructions

- PHS Student Awards & Funding Opportunities:

- SGS Scholarships & Awards:
  - [http://www.sgs.utoronto.ca/currentstudents/Pages/Scholarships-and-Awards.aspx](http://www.sgs.utoronto.ca/currentstudents/Pages/Scholarships-and-Awards.aspx)
  (External, Government-funded, International Students, Travel & Conference)

- Teaching Assistantships:
  - [http://www.dlsph.utoronto.ca/students/current-students/ta-opportunities/](http://www.dlsph.utoronto.ca/students/current-students/ta-opportunities/)

- Research Assistantships:
  - [http://www.dlsph.utoronto.ca/faculty/professional-opportunities/](http://www.dlsph.utoronto.ca/faculty/professional-opportunities/)
Public Health Student Association (PHSA)

- The representative body of the students registered in the Graduate Department of Public Health Sciences at the University of Toronto: http://www.dlsph.utoronto.ca/students/current-students/phsa/

- Watch for PHSA orientation events in September
What to expect in Fall 2023

- Visit/review the UofT and SGS information available online:
  - https://www.utoronto.ca/utogether
  - https://www.sgs.utoronto.ca/

International Students

- https://internationalexperience.utoronto.ca/
- https://internationalexperience.utoronto.ca/international-student-services/immigration/
Information for Students with Accessibility Needs

- **University of Toronto Accessibility Services**
  Assists in navigating disability-related barriers to academic success

- **Moving Forward Summer Transition Program** – a series of events for new, incoming students starting July 5, 2023

- Students seeking academic accommodations to be put in place for the start of the Fall 2023 term must submit a complete Student Intake Package which includes the [Student Intake Form](#) and [supporting disability documentation](#) before 5 p.m. on **Friday, July 14, 2023**.
## Contact Us

### Graduate Affairs

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Coordinator</td>
<td>Olli Saarela</td>
<td></td>
</tr>
<tr>
<td>Registrar and Director of Student Services</td>
<td>Jabeen Aslam</td>
<td><a href="mailto:jabeen.aslam@utoronto.ca">jabeen.aslam@utoronto.ca</a></td>
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<tr>
<td>Graduate Program Administrator</td>
<td>Ellen Sokoloff</td>
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<tr>
<td>Graduate Assistant &amp; Awards Officer</td>
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<td>Graduate Assistant</td>
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<td>Graduate Assistant</td>
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### Program Support

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<tr>
<th>Program</th>
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</thead>
<tbody>
<tr>
<td>Biostatistics</td>
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<tr>
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<tr>
<td>Social &amp; Behavioural Health Sciences</td>
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<td><a href="mailto:sbhs.dlsph@utoronto.ca">sbhs.dlsph@utoronto.ca</a></td>
</tr>
</tbody>
</table>
Emailing the Graduate Office

In order for the Graduate Office staff to assist you in an efficient and timely manner, please include the following information in all email correspondence:

- Full name
- Student number
- Degree program and Field of study (ex. PhD Epidemiology)
- Nature of your inquiry

All correspondence should come from your *university-issued email address* (your.name@mail.utoronto.ca)

[Policy of Official Correspondence with Students](#)
Questions