WELCOME FROM THE REGISTRAR

In your first year at U of T Engineering, you will be presented with many exciting intellectual challenges and opportunities for self-discovery. Entering university also comes with a new-found independence for students, which goes hand-in-hand with new responsibilities.

U of T Engineering has many resources in place to help you transition smoothly into university and effectively navigate your courses and program.

At some point during your academic career at U of T Engineering, you will visit the Office of the Registrar in the Galbraith Building for one of the many services we offer. Here are just a few of the things we do:

» provide guidance on rules and regulations
» offer academic advice to first-year students
» maintain academic records
» provide advice on student loans and financial aid
» process petitions
» issue letters of registration
» select scholarship recipients

From the time you accept your offer of admission until graduation, our staff will be here to assist you with your academic needs. Our goal is to support you within U of T Engineering’s dynamic and evolving learning environment.

Another valuable resource that will assist you from now until the completion of your first year is this booklet — the Guide to First Year. Within these pages, you will find information to help you through the next several months.

*2015-16 Times Higher Education World University Rankings for Engineering and Technology
GETTING TO KNOW YOUR FIRST-YEAR SUCCESS TEAM

Our team of first-year specialists are here to help you successfully transition from high school to U of T Engineering. We will provide you with the resources you need to make informed decisions, as the choices you make in your first year of studies will shape the rest of your academic career.

The First Year Team provides support through:

» academic advising
» referrals to U of T resources
» summer foundation programming
» weekly email newsletter
» the facilitation of study groups
» Exam Jam events designed to help you prep and de-stress before final exams

SUPPORT FOR STUDENTS IN THE CORE PROGRAMS & GENERAL FIRST YEAR (TRACK ONE)

FIRST YEAR OFFICE
Galbraith Building
35 St. George Street, Room 170
Toronto, ON M5S 1A4 Canada

416-978-4625 | firstyear@ecf.utoronto.ca
www.firstyear.engineering.utoronto.ca

SUPPORT FOR ENGINEERING SCIENCE STUDENTS
ENGINEERING SCIENCE OFFICE
Bahen Centre for Information Technology
40 St. George Street, Room 2110
Toronto, ON M5S 2E4 Canada

416-946-7351 | engsci@ecf.utoronto.ca
Admissions officer & advisor: nsci1_2@ecf.utoronto.ca
www.engsci.utoronto.ca

PICTURED FROM LEFT TO RIGHT: Leslie Grife, Assistant Director, First Year Academic Services; Dr. Micah Stickel, Chair of First Year; Sherry Lin, Undergraduate Student Advisor (Years 1 and 2), Engineering Science; Olha Fihol, First Year Coordinator; Cori Hanson, Assistant Director, First Year Student Success and Transition; Don MacMillan, Faculty Registrar; Jennifer Fabro, First Year Advisor.
DEAN’S WELCOME AND FAMILY NIGHT
SEPTEMBER 1
This event is designed to help your family appreciate that you are entering a safe, caring and intellectually exciting environment. Your family will feel more comfortable knowing what lies ahead, and they will learn what it takes to ensure your academic career is successful.

STUDENT ORIENTATION WEEK
SEPTEMBER 5
Also known as Frosh Week, Student Orientation Week is your opportunity to participate in a wide variety of social and academic events organized by the Engineering Society, the student government for engineering students. With the purchase of a Frosh kit in August, you will receive access to all events, great food and some cool swag. You’ll also receive a yearbook and a ticket to Skule Nite, a hilarious live show produced by engineering students. Stay tuned for more information about this amazing week. Attendance is optional. www.orientation.skule.ca

KEY ACADEMIC DATES

2016

EARLY JUNE
Get your TCard, your permanent U of T student card: uoft.me/tcard
Apply for financial aid, if applicable: uoft.me/engfinancialaid

MID-JUNE
Visit www.firstyear.engineering.utoronto.ca for more on the First Year Foundations programs

LATE JUNE
Verify your personal information in ACORN: www.acorn.utoronto.ca

MID-JULY
Submit any outstanding documents needed to complete your admission file (does not apply to current Ontario high school applicants)

LATE JULY
Log into ACORN to view your first-year schedule: www.acorn.utoronto.ca

MID-AUGUST
If you choose to attend Frosh Week, purchase your Frosh Kit online: www.orientation.skule.ca

AUGUST 18
Last day to pay or defer your fees

EARLY SEPTEMBER
Move into residence, if applicable

SEPTEMBER 1
Attend the Dean’s Welcome and Family Night

SEPTEMBER 5
Orientation begins

SEPTEMBER 8
Fall classes begin

DECEMBER 7
Fall classes end

DECEMBER 9–20
Final examination period

DECEMBER 21
U of T closed for holidays

2017

JANUARY 9
Winter classes begin

FEBRUARY 21–24
Reading Week (no classes)

APRIL 13
Winter classes end

APRIL 17–28
Final examination period

MORE DATES AND DEADLINES AT www.undergrad.engineering.utoronto.ca
PREPARING FOR U OF T ENGINEERING

You are about to embark on an incredible journey of learning and exploration. Your Guide to First Year provides an overview of how you can prepare for the fall.

ACCEPT YOUR OFFER

By accepting your offer of admission to U of T Engineering, you will be automatically enrolled in all of your first-year courses.

Unlike other first-year U of T students, engineering students do not have to choose their courses in ACORN (www.acorn.utoronto.ca). However, after your first year, you will select and enrol in your courses online. Your timetable will be available online in late July.

APPLY FOR RESIDENCE

If you are eligible for the residence guarantee, and you completed your MyRes application by March 31, you can expect to receive a residence offer by mid-June.

You can follow the status of your residence application at myres.utoronto.ca. If you meet the residence guarantee criteria and have not received an offer by mid-June, please contact the manager of Housing Services at 416-978-8047 or residence@utoronto.ca. You will receive only one formal offer of residence. It is important that you respond to any residence offer by the deadline stated in your residence offer.

GET TO KNOW ACORN

ACORN (Accessible Campus Online Resource Network), found at www.acorn.utoronto.ca, is U of T’s online student services platform.

ACORN allows you to:
» view your course timetable, exam schedule and final marks
» order transcripts
» check your account balance
» update your contact info
» access your academic status
» print your tax forms (T2202A)
» vote during student elections

YOUR FIRST YEAR

You will need to use ACORN in late June to verify your personal information (email and mailing addresses). You will also use ACORN to review your course schedule in late July.

WHAT IS THE DIFFERENCE BETWEEN MAILING ADDRESS AND PERMANENT ADDRESS?

Your mailing address is where you live during your academic career (e.g., on-campus residence or off-campus apartment), while your permanent address is where your parent(s) or guardian(s) live, or your long-term home base.

ACCESSIBILITY SERVICES

Accessibility Services facilitates the inclusion of students with disabilities into all aspects of university life and provides services — alternate test arrangements, note-taking accommodation and more — to help them succeed. If you have a disability, it is important that you register with Accessibility Services: www.accessibility.utoronto.ca.
REGISTER FOR FIRST YEAR FOUNDATIONS PROGRAMS

First Year Foundations programs help you meet fellow classmates, future professors and teaching assistants, while learning more about the social and academic aspects of university. Some programs have no cost, while others require a fee (indicated with a $ symbol). Visit www.firstyear.engineering.utoronto.ca for more information on these programs.

ACADEMIC ORIENTATION
Over the summer, the First Year Office offers academic orientation sessions designed to guide you through your next steps as a new student. The sessions provide a brief overview of what to expect during your first year of studies. We will discuss topics you probably have questions about: paying your fees, schedules, university resources, and more. This session will help you prepare for September.

CHOOSE ONE SESSION:
June 9 (Thurs.) | 6 – 8 p.m.
June 28 (Tues.) | 6 – 8 p.m.
COST & REGISTRATION: Free of charge.
Please register at uoft.me/fyf2016.

SUCCESS 101: ACADEMIC SKILLS MINI COURSE
Discover some of the most important tools you will use throughout your academic career such as time management and note-taking skills. You’ll also hear advice from professors, teaching assistants and upper-year students about academic expectations.

Topics covered in Success 101:
» classroom procedures
» effective note-taking skills
» problem solving for academic success
» time-management skills
» communicating effectively

CHOOSE ONE SESSION:
July 4, 11, 18 (Mondays) | 1 – 5 p.m.
August 8, 15, 22 (Mondays) | 1 – 5 p.m.
August 29, 30, 31 (Mon. – Wed.) | 1 – 5 p.m.
COST & REGISTRATION: Free of charge.
Please register at uoft.me/fyf2016.

ENGINEERING STUDY SKILLS
These evening workshops will cover important topics that will help you study and manage your time effectively. You’ll also gain valuable tips and strategies to help you transition effectively this fall.

CHOOSE ONE SESSION:
August 18 (Thurs.) | 6 – 8 p.m.
August 25 (Thurs.) | 6 – 8 p.m.
COST & REGISTRATION: Free of charge.
Please register at uoft.me/fyf2016.

ENGINEERING DESIGN 101
This one-week design-communication program will help you build a strong academic foundation before school begins. The program includes a design challenge to practice skills such as:
» working with a team
» documenting processes in a professional manner
» determining social and environmental dimensions of engineering decisions
» making an oral presentation on a proposed design

DATES: August 22 – 26 (Mon. – Fri.) | 9 a.m. – 5 p.m.
COST & REGISTRATION: The fee for this program is $660. Please register at uoft.me/fyf2016 by Aug 1, 2016.

COMPUTER PROGRAMMING
This week-long course will give you a sense of what to expect during your first programming class, while giving you a head start in programming basics. Since computer programming experience is not required for entry into first-year engineering studies, students sometimes find this aspect of their coursework challenging. During this preparatory course, the instructor will create and deliver content designed for those individuals with little or no previous programming experience. Topics include: sequence selection (branching), repetition (loops) and functions (sub-programs). The course also teaches algorithm creation and writing Python language program code to implement algorithms.

DATES: August 15 – 19 (Mon. – Fri.) | 9 a.m. – 5 p.m.
COST & REGISTRATION: The fee for this program is $660. Please register at uoft.me/fyf2016 by July 25, 2016.

CALCULUS BOOT CAMP
Through this week-long program, you will review key mathematical concepts and see how they are applied in university-level calculus.

DATES: August 29 – September 2 (Mon. – Fri.)
COST & REGISTRATION: Free of charge.
Please register at uoft.me/fyf2016.
GET AN EARLY START ON YOUR COURSEWORK

APS 162: CALCULUS FOR ENGINEERS I
We are pleased to offer APS 162: Calculus for Engineers I — an accelerated, for-credit, online course for first-year students* — to help you ease into your Fall Session courses. Through this course, you will get a sense of university-level calculus before you start your first academic session.

Scheduled for the latter half of the summer with an in-person final exam, this course can be taken in place of the fall offering of MAT 186: Calculus I and will count toward your Fall Session average.

Students who enjoy working independently and have time to devote to the course during the summer are encouraged to enrol. If you find the course is not a good fit for you, you may cancel your registration without academic penalty by July 25.

DATES: June 27–August 19; final exam will be held on campus in early September.
COST & REGISTRATION: Included in your 2016 fall/winter tuition. Please register at uoft.me/fyf2016

*Online offering not available to EngSci students
PLANNING FOR TUITION PAYMENT

Tuition amounts for the 2015–2016 academic year are listed below. Tuition fees for 2016–2017 will be determined in July.

**Full-time domestic:** $13,620 (plus $1,548.92 in incidental fees)  |  **Part-time domestic:** $1,362 per course (plus $472.90 in incidental fees)
**Full-time international:** $43,540 (plus $1,548.92 in incidental fees and $612.00 for UHIP)

**WHEN DO I HAVE TO PAY MY TUITION?**
In mid-July, you will be able to view your invoice in ACORN. At that time, you will need to make a payment or obtain an approved deferral to complete your registration.

You may pay the total amount or the minimum amount required as listed on your invoice. Fees need to be paid or deferred by August 18, 2016. Tuition and non-tuition fees are billed on a yearly basis. However, you have the option to pay fees either annually—the Fall and Winter Sessions combined—or by individual session. Please visit Student Accounts at www.fees.utoronto.ca for details. If you plan to pay by individual session, full payment of Fall Session fees is due by August 18, 2016.

**IF I ONLY PAY THE MINIMUM, WHEN IS THE REST DUE?**

**Fall Session:** For all students, with the exception of those who have a sponsorship, scholarship deferral or tuition waiver deferral, service charges of 1.5% per month (compounded monthly) will be applied to your unpaid balance starting October 15, 2016. We recommend you make your payment by the end of the month to avoid service charges the next month.

**Winter Session:** For all students, with the exception of those who have a sponsorship, scholarship deferral or tuition waiver deferral, Winter Session fees are due November 30, 2016. Service charges of 1.5% per month (compounded monthly) will be applied to your unpaid balance starting December 15, 2016. For students who have deferred their fees, Winter Session fees are due January 31, 2017. Service charges of 1.5% per month (compounded monthly) will be applied to your unpaid balance starting February 15, 2017. For students who have a scholarship or sponsorship deferral, tuition is due April 30, 2017. In all cases, tuition must be paid in full by April 30, 2017. Future registration will be refused if there is an outstanding balance.

**WHAT IF I AM GETTING A SCHOLARSHIP? HOW WILL IT BE PAID?**
If you are receiving a scholarship from the University, U of T Engineering or your department, it will be paid directly towards your tuition upon your full-time registration in the fall. If the amount of your scholarship is equal to or greater than your Fall Session tuition, you are eligible for a fee deferral (more information here: uoft.me/engdefer). To register without payment on the basis of an undergraduate scholarship before the minimum payment deadline, mail or bring a copy of your award letter, a printout of your invoice from ACORN and a completed fee-deferral form (available at www.fees.utoronto.ca) to one of the following locations:

» Office of the Registrar, 35 St. George Street, Room 157
» Student Accounts, 215 Huron Street (3rd Floor) (or fax to 416-978-2610)

**NOTE:** Scholarships will be posted to your account prior to October 15, 2016, provided you have registered.
You can find more information about fee deferrals at www.fees.utoronto.ca. If the amount of your scholarship is less than your minimum payment to register, simply deduct the amount of your scholarship when making your tuition payment.

**HOW DO I MAKE A PAYMENT?**
Payments must be made through your financial institution either online, by phone or in person at your bank. It takes up to 10 business days for your payment to be received by U of T’s Student Accounts Office, so please pay by the end of the month to avoid service charges. We recommend online banking.

**Online/telephone banking:** If you already bank online or by phone, add “University of Toronto” to your list of bills. Your account number is at the top, right-hand corner of your fees invoice as displayed in ACORN. It consists of the first five characters of your surname (in capital letters) and the 10 numbers of your student number. If your student number only has nine digits, place a “0” before it. Indicate the amount of your payment, complete the transaction, then print out the confirmation and keep it with your invoice as proof of payment.

**In-person banking:** Take your invoice to your bank branch and ask the customer service representative to make the payment from your account.

**Payments from outside Canada:** There are two ways you can make your payment from outside of Canada: 1) Western Union Bank-to-Bank Transfer (formerly known as Travelex Bank-to-Bank Transfer), or 2) Send a bank draft (in Canadian funds). For details on how to make payments from outside Canada, please visit www.fees.utoronto.ca. Please note that all payments must be accompanied by your name, student number and (if possible) your program of study.

**I NEED MY STUDENT LOAN TO PAY MY TUITION. WHAT SHOULD I DO?**
If you are receiving a government student loan, you are eligible to receive a fee deferral. Students who complete their OSAP (Ontario Student Assistance Program) application before mid-June will be contacted by the Office of the Registrar by email in early August with instructions on how to obtain a fee deferral.
If you are receiving a student loan from another province, or if you do not receive an email from the Office of the Registrar, instructions for obtaining a fee deferral can be found at www.fees.utoronto.ca.
SCHOLARSHIPS

We automatically consider every admitted student for Faculty and departmental scholarships. If you qualified for a scholarship, details were included in your offer of admission or sent to you in May. Due to the high calibre of our incoming first-year class, many students with outstanding academic achievements do not fall within the Faculty’s scholarship range.

Scholarships are awarded for academic excellence. The vast majority of scholarships are for one year of study. However, you may be considered for scholarships in your upper years based on first-, second-, and third-year achievements. These scholarships have been established through the generosity of U of T Engineering alumni and friends.

If you have questions about scholarships, you can contact Pierina Filippone, Assistant Registrar, Scholarships & Financial Aid, at 416-978-4159 or awards@ecf.utoronto.ca.

STUDENT LOANS

There are two kinds of government student loans: Federal (Canada Student Loans) and Provincial (e.g., OSAP for Ontario residents).

All Canadian provinces have student loan programs. Canadian citizens, permanent residents, and protected persons are eligible to apply to provincial student loan programs.

HOW DO I APPLY?

You can apply online through your province’s loan website (visit www.adm.utoronto.ca/financial-aid for links to each province’s student loan website). Please contact your province’s student loan office for eligibility requirements and inquiries.

WHEN IS THE DEADLINE TO APPLY?

You should apply as early as possible as application deadlines vary depending on your province. Keep in mind that if you apply after the beginning of the academic year, you might receive a smaller loan. We recommend that Ontario residents apply for OSAP funding by mid-June.

UTAPS (U OF T ADVANCE PLANNING FOR STUDENTS)

U of T is committed to ensuring that no admitted student finds themselves unable to enrol in or complete their studies due to lack of financial means. To fulfill this commitment, the University provides assistance in the form of non-repayable grants for undergraduate students through the UTAPS financial aid program.

WHO CAN APPLY FOR UTAPS FUNDING AND HOW DOES IT WORK?

To be eligible to receive UTAPS, you must first have an assessment through OSAP or your province’s student loan program. If, after receiving the maximum amount of government assistance, your assessed financial need is not met, U of T will provide a UTAPS grant to cover your unmet financial need. In other words, UTAPS will “top up” the amount you have already received through government assistance to enable you to cover any unmet assessed financial need. You do not have to pay back the UTAPS grant you receive. For more info, visit UTAPS at uoft.me/utaps.

HOW DO I APPLY?

If you are a resident of Ontario who is receiving an OSAP loan, you do not have to submit a UTAPS application to receive funding. Your eligibility for a UTAPS grant will be automatically considered on the basis of your OSAP entitlement. This will occur after your first installment of OSAP has been released to you in the fall.

Residents of other provinces must submit an online application to Enrolment Services (visit uoft.me/utapsapplication). This application can be submitted once you have received your notice of assessment from your provincial student loan office. UTAPS decisions for out-of-province students will be made in late fall.

UNDERGRADUATE GRANTS

If you have exhausted all your financial resources and avenues for assistance (including OSAP, UTAPS, bank loans and family) and still find yourself in financial need, you can apply for undergraduate grants. Application forms will be available starting in late September in the Office of the Registrar.
GET YOUR TCard

The TCard is your permanent U of T student card. Not only does it serve as photo identification for academic purposes, it is also a smartcard that gives you access to student activities, services, facilities and libraries at the University.

You will need your TCard almost every day at U of T to access labs, department lounges, buildings after-hours and to identify yourself at exams. You can also carry cash on the chip of your card, which allows you to purchase items like photocopies and snacks at certain places on campus.

WHERE AND WHEN DO I GET MY TCard?
The TCard Office is located on the second floor of Robarts Library (130 St. George Street, Room 2054A). Be sure to consult the TCard Office’s website for the documentation required to obtain your card.

You can get your TCard on or after June 6, 2016. Getting your TCard before the end of August is a great way to avoid long lineups at the TCard Office. If you are arriving in Toronto in September, you can get your card at that time. Visit uoft.me/tcard for more details.

SET UP YOUR EMAIL AND COMPUTER ACCOUNTS

CREATE YOUR U OF T EMAIL ADDRESS: UTMail+
U of T uses email as an official means of communication with students. For this reason, it is important the email address you have listed in ACORN is a University-issued email account (called UTMail+).

It is your responsibility to keep your email account current and check it daily. You will receive important emails from professors and staff about changes to your schedule or classrooms, upcoming events, marks, exam schedules and more. Once you have obtained your TCard, you will be able to create your own U of T email address. For more information, visit www.email.utoronto.ca.

ACTIVATE YOUR ECF COMPUTER ACCOUNT
The Engineering Computing Facility (ECF) provides students with access to computer facilities within U of T Engineering. When you have paid your minimum required fees (or deferred your fees), you will automatically receive an ECF account.

You can activate your ECF account by first agreeing to the terms and conditions of use and then setting an initial password. The following website will take you through this process: https://ssl.ecf.utoronto.ca/ ecf/agree. You will need to know your UTORid or JOINid and password to access the web page.

Your ECF account also comes with access to printers, file storage and web space for your courses and personal websites. Be sure to follow lab rules to avoid account suspension for misuse.

COMPUTERS
All engineering students have access to the Engineering Computing Facilities also known as the ECF labs, so while it’s convenient for students to have their own desktop or laptop computers, it’s unnecessary. Some students bring laptops to class, but a simple notebook is also very helpful for making quick sketches or recording notes. If you choose to purchase a computer for school, the Faculty does not recommend one specific model or brand over another. Any PC or Mac computer will likely meet all of your academic needs. You will also be able to access any software required for class remotely.

SUPPLIES AND BOOKS

GET THE RIGHT CALCULATOR
You will be permitted to use a calculator for some of your tests and exams. However, it must be one of the following models:

- Sharp EL-520
- Sharp EL-520X
- Sharp EL-520W

- Casio FX-991
  FX-991EX
  FX-991ES PLUS
  FX-991MS

WHERE CAN I BUY MY TEXTBOOKS?
While every student wants to ensure they have their textbooks in time for the fall, you are not expected to have them for the first day of classes. On the first day of each course lecture, your professor will let you know which textbooks and materials you need.

Textbooks can be purchased at the U of T Bookstore. You may also wish to check at Engineering Stores (www.stores.skule.ca) and used bookstores for your reading materials. Additionally, some departmental clubs have used book sales, or you can try to buy your textbooks second-hand from upper-year students.

If you need to purchase your books early, the U of T Bookstore publishes a list of required textbooks for each course (click on “Find Your Textbooks” at www.uoftbookstore.com).
STAY CONNECTED

GUIDE TO FIRST YEAR

Visit www.firstyear.engineering.utoronto.ca for exclusive content about what to expect during your first year, including how to connect with University resources, your timetable, and tips to help you with coursework. You’ll also find an electronic version of the Guide to First Year online.

FIRST YEAR NEWS FEED

Beginning in mid-June, the First Year Office will send a weekly e-newsletter to the email address you have listed in ACORN. The newsletter will include important information on deadlines, resources and opportunities. Visit the newsletter archives at uoft.me/fynewsfeed.

2TO BLOG

Want the inside scoop on life as a U of T Engineering student? Check out the 2TO blog in the summer months: engfroshupdates.squarespace.com. An upper-year student will post regularly with tips as well as helpful information on student life, U of T Engineering traditions, student spaces and more.

SOCIAL MEDIA

Keep updated on all things related to U of T Engineering through social media:

@uoft_eng_fyo | @uofteng_registr | @uoftengineering

@uoftengineering

/uoftengineering
MAP OF THE ENGINEERING NEIGHBOURHOOD

From the labs where innovation happens everyday to the spaces where our students unwind, U of T Engineering’s classrooms, services and research centres span 15 buildings on campus — all within walking distance of each other — and one (U of T’s Institute for Aerospace Studies) off campus. The map identifies a few of the buildings you’ll encounter when you come for a tour, including the site where our newest building, the Centre for Engineering Innovation & Entrepreneurship (CEIE), will be built. For an interactive campus map, please visit map.utoronto.ca.

BA  Bahen Centre for Information Technology
DC  Donnelly Centre for Cellular and Biomolecular Research
EA  Engineering Annex
EL  Electrometallurgy Lab
FI  Fields Institute
GB  Galbraith Building
HA  Hautain Building
MB  Lassonde Mining Building
MC  Mechanical Engineering Building
PT  D.L. Pratt Building
RS  Rosebrugh Building
SF  Sandford Fleming Building
WB  Wallberg Building
CEIE  Future site of the Centre for Engineering Innovation & Entrepreneurship
At U of T Engineering, you’ll find yourself surrounded by bright minds that share a passion for improving lives through engineering innovation. Everyone brings their own unique perspective to the mix, creating the perfect environment to collaborate on solutions to the world’s most pressing challenges. We can’t wait to see how your ideas and contributions will further enrich our great community.

SEE YOU THIS FALL!

YOUR FUTURE COMMUNITY

FOR MORE ON YOUR FIRST YEAR AT U OF T ENGINEERING, VISIT uoft.me/firstyearoffice