



UNIVERSITY OF  
TORONTO

# University of Toronto

## INBOUND EXCHANGE ORIENTATION



Session A: 3-4 pm, Thursday, January 6  
Session B: 11-12 pm, Monday, January 10  
Session C: 9-10 am, Wednesday, January 12



# ANNOUNCEMENT

- Agenda:
  - CIE & inbound team
  - Term start information
  - Academic information
  - University services
  - Mental health resources
- Q&A

\*This session is being recorded.

\*The presentation slides will be emailed to you on Friday, January 14 2022.

\*Please put questions in the chat and we will answer them at the end of the presentation.



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# ATTENDANCE

Complete the attendance form:

<https://forms.gle/oBe29PN2MJ72Bx8f7>

(Link is available in the chat)



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# INBOUND EXCHANGE TEAM

## APRIL HOY

Learning Abroad  
Advisor & Manager

## SAUMYA ARORA

Learning Abroad Ambassador

## MICHELLE HOROWITZ

Learning Abroad Coordinator

## STEPHANIE KWONG

Learning Abroad Ambassador



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# CENTRE FOR INTERNATIONAL EXPERIENCE (CIE)

We are your **primary point of contact** for academic and non-academic concerns and questions

## Services:

- Arts & Science course enrolment
- University service information
- Personal and academic issues

\*You can book an appointment with the inbound staff on CLNx (<https://clnx.utoronto.ca/> :  
Appointments - St. George Overview - CIE -  
Inbound exchange - Book by appointment type  
or appointment provider)



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# TERM START

## 02.

## 01. Activate Your TCard/UTORid

<https://tcard.utoronto.ca/how-to-get-your-first-tcard/>

- Step 1: Submit photo via MyPhoto and wait for an approval email
- Step 2: Set up online appointment via CLNx to activate your UTORid
  - Once you receive the email
- Step 3: Attend appointment and provide the required identity documentation
- Step 4: If you are on campus, book an appointment to get your TCard.

For questions about TCard, email [tcard.office@utoronto.ca](mailto:tcard.office@utoronto.ca).

\*Set up your UTmail+ @mail.utoronto.ca.

Understand your health coverage while at U of T

- The University Health Insurance Plan (UHIP)

Payment of the 252 CAD UHIP fee is due January 15<sup>th</sup>. Make sure to pay on time to avoid late fees.



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# All About UHIP

(Understanding your health coverage while at U of T)

Centre for International Experience

January 2022



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# The University Health Insurance Plan (UHIP)

- UHIP is mandatory primary healthcare coverage for all registered international students
- UHIP coverage is similar to [OHIP \(Ontario Health Insurance Plan\)](#), the provincial health insurance plan for Canadian citizens and permanent residents residing in Ontario
- Your UHIP coverage is operated by Sun Life





# What does UHIP Cover?

- Up to \$1,000,000 per policy year for eligible medically necessary health services and medical treatments
- Hospital services in Ontario
- Physician's Services
- + More! See all details on website
- <https://uhip.ca/Enrollment/PlanDetails>



# How does UHIP work?

- Coverage Sept. 1 - Aug. 31 (need to re-print UHIP card every year)
- Register online at [www.mysunlife.ca](http://www.mysunlife.ca)
- Print your card and carry it with you, along with Sun Life claim form
- <https://studentlife.utoronto.ca/task/get-your-uhip-card-for-international-students/>
- <https://uhip.ca/Help/Video/fyQwUrd1dA8>



# Support from the UHIP Office

- [uhip.information@utoronto.ca](mailto:uhip.information@utoronto.ca)
  - 416-946-5037

- Virtual drop-in times and appointments

<https://clnx.utoronto.ca/home.htm>

- <https://studentlife.utoronto.ca/service/university-health-insurance-program/>



# TERM START

UNIVERSITY OF TORONTO ACORN Send Feedback

Enrolment start time - 2015-2016 Fall/Winter: A&S Bachelor's Degree Program, On Thursday July 23, 2015, you may begin course enrolment at this time.

**Calendar**  
Today

JUL 22 WED

You don't have any activities scheduled for today. Here is what's on at U of T today

View Timetable

**Key Dates**

View the sessional dates for your division:

- Faculty of Arts and Science

**Academics**

**Enrolment Start Date & Time**

- 2015-2016 Fall/Winter: A&S Bachelor's Degree Program  
Thursday July 23, 2015 4:05 PM

Degree Registration Statuses

**Finances**

**Outstanding Balance**  
(Debit Account Balance)

**Financial Holds**

View your minimum payment to register or make the minimum payment or defer your payment before your division's registration deadline.

## 03.

Login to ACORN

<https://acorn.utoronto.ca/>

- Maintain your personal info, view timetable, and order transcripts.
- Declare an absence:

<https://help.acorn.utoronto.ca/blog/uFAQs/how-do-i-declare-an-absence/>

## 04.

Register with Accessibility Services

[accessibility.services@utoronto.ca](mailto:accessibility.services@utoronto.ca)

if you require ongoing accommodation due to a disability



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# TERM START: COVID-19

## 05. Use UCheck to Visit Campus

<https://ucheck.utoronto.ca/>

To visit U of T campuses or premises this winter, you are required to

- 1) be fully vaccinated against COVID-19
- 2) upload proof of vaccination via UCheck.

\* Most University offices and services are currently closed. Offices are scheduled to reopen January 31<sup>st</sup> along with the return to in-person classes.

## 06. Review COVID-19 Information Page

<https://www.vicereprovoststudents.utoronto.ca/covid-19/>

To view most up-to-date University's responses and actions related to COVID-19.



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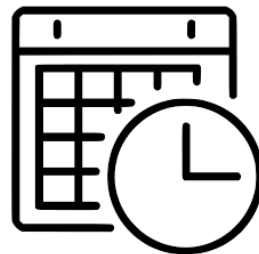
# WHO TO CONTACT REGARDING YOUR TIMETABLE

## UNDERGRADUATE STUDIES

- Faculty of Arts & Science: [inbound.exchange@utoronto.ca](mailto:inbound.exchange@utoronto.ca)
- Faculty of Applied Science & Engineering:  
[visitingstudent@engineering.utoronto.ca](mailto:visitingstudent@engineering.utoronto.ca)
- Faculty of Law: [records.law@utoronto.ca](mailto:records.law@utoronto.ca)
- Faculty of Information: [sherry.lin@utoronto.ca](mailto:sherry.lin@utoronto.ca)

## GRADUATE STUDIES

Graduate administrator at your graduate unit/department



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# ACADEMIC INFORMATION



## UOFT TIME

Classes begin 10 mins after  
the scheduled time  
Ex: If your class is scheduled  
from 10-12, it will start at  
10:10 and end at 12:00



## ATTENDANCE

Not mandatory, but  
strongly encouraged:  
Don't miss your classes!



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# ACADEMIC INFORMATION

## QUERCUS

- <https://q.utoronto.ca>
- Access your courses
- Download syllabi and course materials

The screenshot shows the Quercus dashboard interface. On the left is a dark sidebar with navigation options: Account, Admin, Dashboard, Courses, Groups, Calendar, Inbox, Help, and a back arrow. The main content area is titled 'Dashboard' and features a grid of four course cards. Each card has a colored header and lists course details with a link to the course page. The cards are: 1. Pink header: PHL101H5 F LEC0101 2018SA. 2. Teal header: ANT101H5 F LEC0101 2018SA. 3. Olive green header: LIN101H5 F LEC0101 2018SA. 4. Yellow header: MGT101H5 F LEC0101 2018SA. Each card also includes icons for chat and documents.



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# IN-PERSON, SYNCHRONOUS & ASYNCHRONOUS

**In - Person:** Students are required to attend class at a specific time and location for some or all activities.

**Synchronous:** students and instructors are logging in at the same time for learning.

**Asynchronous:** learning does not occur at the same time (lectures pre-recorded and all course information is available online)

The layout of the class will be outlined in the syllabus.



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# READING WEEK

## What is Reading Week?

- A week-long break where there are no classes, tutorial, and practicals
- Occurs from **February 21 - 25, 2022 (including Family Day)**
- Family Day – February 21, 2022: a provincial holiday that allows people to take time off work and spend time with their families
- Not all graduate faculties have reading week (check with your faculty)

## What is Reading Week for?

- To catch up on readings, assignments, and coursework
- To rest, relax, and explore different parts of Toronto



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# ASSIGNMENTS AND FINAL EXAMS – IN PERSON



## Assignments:

- Essays/written assignments will be submitted online via Quercus
- Some instructors may ask for a hard copy

## Exams

- The location and time will be released with the exam schedule mid-semester
- Be at the exam location ~10-15 minutes in advance
- Bring everything you need for the exam
- Make sure your phone is not in your pocket/is turned off!
- You cannot leave during the first 30 minutes or the last 10 minutes



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# ASSIGNMENTS AND FINAL EXAMS - ONLINE



## Assignments:

- Essays/written assignments will be submitted online via Quercus
- Oral/group presentations over Zoom and Blackboard

## Final Exams

- Proctored: online supervised exam
- Closed book: not supervised but no access to notes
- Open book: not supervised, notes permitted



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# CLASS RECORDINGS - ONLINE

## Class recordings:

- Depending on the instructor a class lecture might be recorded
- It might be released before the listed lecture time or once the lecture is completed

## Connecting with instructors and teaching assistants

- Office hours and meetings will be offered through Zoom and/or Blackboard



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# ACADEMIC SUPPORT

## Learning Strategists

- <https://studentlife.utoronto.ca/service/learning-strategist-connections/>

## Writing Centers

- <https://writing.utoronto.ca/writing-centres/>

## Ask Chat with a Librarian

- <https://onsearch.library.utoronto.ca/ask-librarian>



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# EXAMS AND PETITIONS



## EXAMS

**Past exams:** repository of past exams on the U of T Libraries website

(<https://onesearch.library.utoronto.ca/faq/where-can-i-find-old-exams>)

**Grading:** Grades on your transcript will be based on U of T's grading scale

(<https://www.transcripts.utoronto.ca/transcriptguide/>)

**CR/NCR:** not available to exchange students



## PETITIONS

Requesting an exception to the normal rules and regulations of the faculty during the final exam period, such as deferred exams or term work extensions due to extenuating circumstances



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# ACADEMIC INTEGRITY



	<p>Offence committed on an assignment worth 10% or less of overall course mark:</p>	<p>Offence of:</p> <ul style="list-style-type: none"> <li>• Forging or altering documents</li> <li>• Cheating on a test</li> <li>• Having someone write a test for you</li> <li>• Plagiarism</li> <li>• Same work submitted twice</li> <li>• Submitting a purchased essay</li> </ul>
Possible Consequences	<ul style="list-style-type: none"> <li>• Mark of zero for piece of work</li> <li>• Case forwarded to Dean of Faculty or Division</li> </ul>	<ul style="list-style-type: none"> <li>• Oral and/or written reprimand</li> <li>• Assign a grade of zero or failing grade to piece of work</li> <li>• Give overall grade reduction to course</li> <li>• Deny student use of University facilities (including library and computer facilities)</li> <li>• Assign a monetary fine to cover damages to supplies</li> <li>• Assign a grade of zero or fail to course</li> <li>• Suspend student from attendance in course or University for 12 months (or less).</li> <li>• Have a record of sanction imposed on student's academic record and transcript.</li> </ul>
On Second Offence	<ul style="list-style-type: none"> <li>• Referred to University Tribunal</li> </ul>	<ul style="list-style-type: none"> <li>• Referred to University Tribunal.</li> </ul>





# BREAK OUT ROOMS



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# Welcome to U of T!

## ISE Ambassador Program

- Team of upper year undergrad & grad students
- Video appointments, email, host events & programs
- Connect with an ISE Ambassador:

[ise.cie@utoronto.ca](mailto:ise.cie@utoronto.ca)



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# Get Involved with CIE

Interested to get involved at UofT, gain global experiences, or meet new people? Find out what CIE has to offer.

## How to Get Involved with CIE in Winter 2022

- Tuesday, Jan 11, 2022, 12 PM – 1PM
- Wednesday, Jan 12, 2022, 5PM – 6PM



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# Language Exchange

Meet other students, practice a language, and help others with their language practice in a relaxed, fun environment!

- Weekly sessions on Wednesdays, 3:30 PM to 5 PM EST
- Program runs January 19 through March 30

Interested? Complete the [online registration form](#) by **January 16<sup>th</sup>**.

**Questions?**

[language.exchange@utoronto.ca](mailto:language.exchange@utoronto.ca)



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# Intercultural Learning Program

Build your intercultural skills home or abroad!

## Why join the program?

- Reflect on your cultural identities
- Develop intercultural awareness, transferrable knowledge and skills
- Develop strategies to better navigate cultural differences

Enroll in the Program on CLNx.

Question? [youjia.lee@utoronto.ca](mailto:youjia.lee@utoronto.ca)



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## Coping with Cultural Adjustment

Build confidence in navigating a new or unfamiliar environment through case studies and fun trivia!

Date: **Thursday, January 20th, 2022**

Time: **4 PM – 5 PM EST**

[Register on CLNx](#)



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## Winter Wellness Challenge!

Complete 5 wellness activities before **March 18th, 2022**, to be eligible to win 1 of 5 gift cards to a wellness activity of your choice!

Wellness Activities will be provided in the chat.

Date: **Enter to win before March 18th, 2022**



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## Navigating Mental Health Supports

Build confidence in navigating mental health supports on and off campus to support your mental wellness.

Date: **Thursday, February 3rd, 2022**

Time: **12 PM EST**

[Register on CLNx](#)



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# International Student Community Support Group

This peer-to-peer support group is a safe space to find advice and build community. Sessions include resource sharing, guidance from experts, and an opportunity to connect with peers.

Date: **Wednesday, February 2nd, 2022**

Time: **12 PM – 1:30 PM EST**

Register on CLNx



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## Academic Support: International Student Panel & Networking Event

Four international student panelists will share their insights and tips with you about navigating cultural and academic transitions while studying at U of T.

Date: **Thursday, February 10th, 2022**

Time: **5 PM EST (on Zoom)**

Register on CLNx



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# EDI Foundations on Quercus

- Explore the foundations behind Equity, Diversity and Inclusion in our EDI Foundations Workshops.
- Both EDI Foundations 101 and 102 is offered as a three-part series in an asynchronous format.
- Receive CCR Recognition.



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# Get Involved & Stay Connected



Check out **CIE's**  
**event calendar on**  
**CLNx** for specific  
event details and to  
register for  
individual events!



Questions?  
**Resource and**  
**Information Hub**

[cie.information@uto  
ronto.ca](mailto:cie.information@utoronto.ca)



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# EXTRACURRICULAR

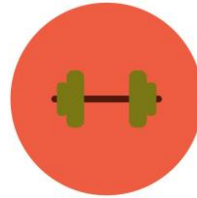


## HART HOUSE

<https://harthouse.ca/>

Student activity center offering various activities

- Fitness
- Arts
- Discussion and Debate



## ATHLETIC CENTRE & GOLDRING CENTRE

<https://kpe.utoronto.ca/facility/athletic-centre>

- Gymnasia, pools, a strength and conditioning centre, indoor track, dance studio, cardio machines, tennis and squash courts, and steam rooms
- Free yoga, pilates, dance classes for U of T students



## CLUBS

<https://www.ulife.utoronto.ca/organizations>

Student societies, course unions, athletic groups, Hart House groups



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# MENTAL HEALTH



## MY SSP (24/7)

My Student Support Program

- Confidential, 24-hour support for any school, health, or general life concern
- Services in 146 languages
- Download the app or call 001-416-380-6578 (Outside of North America)

## NAVI

<https://prod.virtualagent.utoronto.ca/>

Online chat-based mental health service



## UOFT STUDENT MENTAL HEALTH RESOURCE

<https://mentalhealth.utoronto.ca/>

Offering workshops, informational, peer and interactive support



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# WORKING DURING YOUR EXCHANGE

Please contact CIE's immigration advisors if you have any questions regarding work permits, study permits or other immigration issues. Only a licensed immigration advisor can provide any information in this regard.

See the Immigration Advising webpage for information and frequently asked questions, or to book an advising appointment:  
<https://studentlife.utoronto.ca/service/advising-immigration/>.

\*CIE Immigration Advisors: [isa.cie@utoronto.ca](mailto:isa.cie@utoronto.ca)



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# TERM END

## 1. FINAL DATE OF YOUR EXCHANGE

Your student status at UofT expires on the last day of exams. Your email and UTORid expire one year after the end of your exchange

## 2. EXCHANGE FORM/LEARNING AGREEMENT

Email completed form to [inbound.exchange@utoronto.ca](mailto:inbound.exchange@utoronto.ca)  
These requests may take up to 5 business days to complete.

## 3. PREPARE FOR TRANSFER CREDITS

Keep copies of notes, assignments, syllabi to help with the transfer credit process at your home institution

## 4. UOFT TRANSCRIPT

You can order your formal transcript for your home institution when:

- All your grades are finalized
- You don't have any outstanding fees or library fines.



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# BREAK OUT ROOMS



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**QUESTIONS?**



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# ATTENDANCE

Complete the attendance form.

<https://forms.gle/oBe29PN2MJ72Bx8f7>

The link is available in the chat.



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# CONTACT US

[inbound.exchange@utoronto.ca](mailto:inbound.exchange@utoronto.ca)

Please include your student number in all communication to ensure accuracy of information received.

# JOIN OUR FACEBOOK GROUP

<https://www.facebook.com/groups/459966705339229/>



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