

LLE New Student Meet & Greet – May 13, 2020

Acronyms

- CTL = Department of Curriculum Teaching and Learning
- LLE = Language and Literacies Education
- CERLL = Centre for Educational Research in Languages and Literacies
- ORSS = OISE Office of the Registrar and Student Services

Useful Websites

- **Teaching and Learning Online:** This is an important website to support your learning online. Please explore this website developed by OISE in support of your learning as graduate students. You can schedule individual appointments with an online learning coach if desired.
<https://wordpress.oise.utoronto.ca/teachingonline/>
- **CTL website** <https://www.oise.utoronto.ca/ctl/index.html>
- **ORSS website for Newly Admitted Students**
https://www.oise.utoronto.ca/orss/Newly_Admitted_Students/index.html
- **ORSS website for Registered Students** <https://www.oise.utoronto.ca/orss/>
- **Your Faculty Advisor** is the CTL faculty member listed on your Offer of Admission letter. You can find their contact information through the OISE Online Directory <https://legacy.oise.utoronto.ca/phonebook/>
- **The University of Toronto Student Records** online web system is known as **ACORN** – for information on ACORN, visit: <https://www.acorn.utoronto.ca/> You can use this site to enroll in courses and much more.
- The **e-mail address for the admissions division** of the ORSS is admissions.oise@utoronto.ca
- If you would like to take a look at the **research interests of CTL Professors**, you can access a list of Faculty Profiles through the CTL web site, at https://www.oise.utoronto.ca/ctl/Faculty_Profiles/index.html
- In light of the **COVID-19 pandemic**, the **ORSS** provides the following information on the home page of their website:

At the present time, the Office of the Registrar and Student Services (ORSS) is offering digital service to students and applicants. We are here to help you:

- Applicants and others with admissions questions, email us at admissions.oise@utoronto.ca. (Prospective applicants can request a virtual advising appointment.)
- Current students, email us at studentservices.oise@utoronto.ca or contact a specific member of the ORSS listed [here](#)
- If you need to meet with a member of the ORSS, [call or email us](#) to request a virtual appointment.

[COVID-19 RELATED UPDATES](#)

Questions and Answers

1. *What can do to be prepared for our course work in the PhD program? Is there a suggested list of readings?*

Each course has its own set of required readings, so although it's important to identify the courses you wish to take and enroll early (6 am on July 15th), it's not normally necessary to prepare ahead of the beginning of class.

2. *Once we've sorted out our student ID, etc., when should we be registering for courses?*

For information on course enrolment including deadlines visit the following website

https://www.oise.utoronto.ca/ro/Graduate_Students/Continuing_Students/Course_Information/Course_Schedules/Fall_Winter_Course_Schedule.html

Course enrolment begins July 15th but students can review Fall and Winter courses on July 2nd to begin building their schedules: https://www.oise.utoronto.ca/orss/Course_Enrolment/index.html

3. *If CTL 3001H and CTL 3899H were not previously taken at the master's level at OISE, do you recommend to take them in the first year?*

For thesis track students it is recommended to take CTL3001H Research Colloquium, and CTL3899H Proseminar in the first year, but not required.

4. *Are all students going to take courses online in the Fall?*

Given the current uncertainty due to the COVID-19 pandemic and the need to maintain social distancing, courses will be offered online, however, some may invite a face to face modality if changes in the public health situation allow.

5. *How many courses does a PhD student need to take in their first semester?*

A full-time doctoral student can take three courses in their first session, usually Fall and the same again in the Winter session. Flexible time PhD students must register for at least 4 years on a full-time basis but may continue on a part-time basis thereafter with the department's approval.

Full-time students may take:

- a maximum of 6 half-courses, normally 3 in each of the Fall and Winter sessions
- a maximum of the equivalent of 2 half-courses in each term of the Summer session

Part-time students may take:

- a maximum of 1 half-course in each of the Fall and Winter sessions
- a maximum of 1 half-course in the summer session (i.e., one in the May/June term OR one in the July/August term)

6. *Will there be any workshops or seminars offered by OISE specifically introducing research writing?*

Each graduate course is designed to provide some support for academic writing. However, in addition, the University and OISE have a variety of supports to help graduate students more specifically with academic writing:

The School of Graduate Studies has a number of supports associated with its Graduate Centre for Academic Communication which you can visit at the following url:

<https://www.sgs.utoronto.ca/resources-supports/gcac/>

OISE's Student Success Centre offers appointments with counsellors as well as workshops on academic writing, English Language Development, presentation skills and more. To learn about all the services associated with this centre visit:

https://www.oise.utoronto.ca/orss/OISE_Student_Success_Centre.html

7. *If the upcoming Fall session is going to offer courses online, is it allowed to delay the start of program?*

A later start may be possible, but only if special approval is granted by the Office of the Registrar and Student Services.

Admission is valid only for the beginning date specified on an offer of admission in the section "Program Begins." If you're unable to attend the session for which you have been accepted, normally you must re-apply and compete with all other applicants for admission to a later session.

In exceptional circumstances a department may recommend deferral of admission for a maximum of twelve months following the date of initial acceptance (in other words to the next academic year). Requests for deferral should be submitted in writing to the Office of the Registrar and Student Services as soon as possible, but must be received prior to registration and no later than the deadline to register for the session to which you have been accepted.

A start date delay to Winter Session (January) is generally not supported. Only in exceptional circumstances may some programs permit a shift from Fall to Winter. Requests for a change of start date to Winter Session should be submitted in writing to the Office of the Registrar and Student Services as soon as possible, but must be received prior to registration and no later than November 1 of the year of acceptance.

Note: generally, a 1-year Deferral, or a Change in Start Date (from September to January), are permitted for an MEd, but are not permitted for a thesis-track degree, due to the implications to CTL's budget and faculty word loads – should this information be included?

8. *Do we need to pay registration fees before we are able to enroll in courses for Fall 2020?*

Fall winter course schedules will be open to students to review on July 2 and enrolment begins July 15 at 6am. Tuition fees should be paid by August 28th to avoid enrolment and registration issues.

For information on overall important dates please see the OISE Important dates web page at:

https://www.oise.utoronto.ca/orss/Important_Dates.html

9. *If is possible to continue to the PhD at OISE after completing an MEd program?*

Application to the doctoral program requires submission of a sample of writing that demonstrates research. As the MEd is a course only program, students wishing to apply to the doctoral program would normally want to consider pursuing the MA which culminates in a thesis vetted by program faculty. However, students completing an MEd wishing to apply may submit a writing sample that demonstrates research completed in a regular program course or in an independent reading and

research course (IR&R). This last option requires a faculty supervisor willing to volunteer to help the student design an IR&R course which includes an assignment designed to produce such a sample of writing and is therefore not always possible.

10. *For the MA program, when would one normally begin working on their thesis?*

Full-time MA Students often complete coursework in their first year, and begin the thesis in their second year. Part-time MA students will want to begin the thesis by their third year.

11. *I am doing the MEd program and have completed one semester at a different school. Can I get credits from my other program? If so, how do I send that in?*

Transfer credit is limited to one full course equivalent (1.0 FCE). Transfer credit may be granted for graduate work completed in another program, provided that the course(s) has not been credited towards another degree, diploma, certificate, or any other qualification. Approval of both the graduate unit and the School of Graduate Studies is required. You must submit your transfer credit request in writing to the Graduate Program Coordinator for review, including the Transfer Credit Request form and a syllabus of each of the courses for which you wish to receive credit.

12. *Do funded students pay registration fees as well?*

Full-time MA students receive funding for the first year of their degree, and full-time PhD students receive funding for the first four years of their degree. In both cases, the funding includes tuition and incidental fees, so, to register (i.e., pay tuition), funded students will apply part of their funding to that expense. In August, students who have accepted their offer to a funded degree will receive information from OISE's Graduate Funding Office (GFO) with details on how to 'defer their tuition fee', such that their tuition will be paid directly, when the funding is made available by the university.

13. *When will we receive the link / an email for GA application?*

The Fall/Winter Graduate Assistantship (GA) application process takes place in stages, depending on the student's status.

Students in a funded degree (full-time MA in year 1 and full-time PhD in years 1 to 4) are eligible to apply for a Fall/Winter GA, typically starting in early June, if they meet the **eligibility requirements. A GA position is a standard component of a funded student's Graduate Base Funding Package (during the funded years of their degree - pending eligibility each year), so they receive access to the system first.

A GA position is not a standard component of a non-funded student's degree (non-funded LLE and C&P degrees are full- or part-time MEd; part-time MA; flexible-time PhD).

A limited number of Fall/Winter GA positions are made available to non-funded students each year, after the funded student process has ended (typically in August).

**For more information on the GA process, you can visit the GA pages of the OISE web site, at [https://www.oise.utoronto.ca/oise/Current Students/Graduate Student Funding/Graduate Base Funding Package/Student Employment/index.html](https://www.oise.utoronto.ca/oise/Current%20Students/Graduate%20Student%20Funding/Graduate%20Base%20Funding%20Package/Student%20Employment/index.html)

The link to the list of GA positions can be found at

https://www.oise.utoronto.ca/oise/Current_Students/Graduate_Student_Funding/Grad_Student_Jobs/Graduate_Assistantship/Students_Pages/View_GA_Opportunities/index.html

You must use your UTORid and Password to access the list. For more information on obtaining your UTORid, please consult the Newly Admitted Students section of the web site of the OISE Office of the Registrar and Student Services (ORSS), at

https://www.oise.utoronto.ca/orss/Newly_Admitted_Students/Set_up_and_access_your_student_account.html

14. *Do faculty members in CTL use a particular citation platform or tracking system for managing their readings & research?*

The program does not have a one size fits all approach to citation platforms or tracking. OISE has one of the best libraries of education in the world and a team of exceptional librarians who can work with students on a one to one basis. In the LLE Proseminar one of the first classes introduces students to a librarian who will help them to choose a citation system that works for the student.

15. *Does the MEd program in LLE include the language teaching practicum? (not the language teaching concentration one)?*

Only the LLE MEd Language Teaching concentration has a practicum component.

16. *To satisfy conditions presented on my admission letter, I'm required to present my bachelor's degree in person by visiting the office. However, due to COVID-19, no one works in the office. In this context, how can I satisfy the conditions on the letter?*

In light of the COVID-19 pandemic, the OISE Office of the Registrar and Student Services (ORSS) provides the following information on the home page of their web site regarding ways to get in touch – please contact the ORSS directly to discuss how to satisfy your conditional offer of admission

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- If you need to meet with a member of the ORSS, [call or email us](#) to request a virtual appointment.

17. *Do you have recommendations for connecting with professors or applying for Graduate Assistantships? Also, will GAs be flexible with flex/online working environment (either matching classes, or on their own schedule)?*

It is not mandatory to connect with a professor before applying to a Graduate Assistantship (GA). However, if you would like to familiarize yourself with the research areas of faculty in the LLE (or C&P) Program, you can consult the Faculty Profiles page of the CTL web site, at https://www.oise.utoronto.ca/ctl/Faculty_Profiles/index.html

For more on applying for a Graduate Assistantship (GA), please consult the information provided in question 14 for information.

18. *If we receive our offer of admission in July or August and course enrolment is negatively impacted, can we delay the start of studying to January?*

Please consult the information provided in question 7

19. *As a newly admitted full-time PhD student, if I am accepted to a collaborative program (e.g. CIDE) as well, will I have to take courses offered by the collaborative program in addition to taking courses offered by LLE?*

If you are enrolled as a PhD student and are also accepted into a Collaborative Specialization, you'll find that you have room to complete both program course requirements and those for the collaborative specialization. The PhD requires 7 courses, 2 of which are electives. Collaborative specializations (CS) normally require 2 half courses, so you can use the LLE electives towards completion of the CS. If the CS asks for 3 required courses, they normally also list affiliated courses offered by the participating home program. This means that if a CS requires a 3rd course you will likely find an LLE course listed on the CS's list of affiliated courses. So, you can definitely apply and complete the collaborative specialization if you choose to do one.

20. *Is there any possibility that an MEd student can transfer to the language teaching concentration in the second year?*

At the present time, this is not possible.

21. *Is it possible for students to take online courses abroad in the fall semester, instead of coming to Canada in person?*

Given the current uncertainty due to the COVID-19 pandemic and the need to maintain social distancing, it is anticipated that courses offered in the Fall session in CTL will be offered online- using a combination of synchronous tools (like Zoom) and UT asynchronous applications.