

OFFICE OF THE REGISTRAR

Important Start of Semester Information for UOIT students

Welcome new students to The University of Ontario Institute of Technology (UOIT) and welcome back returning students. Please read and make note in your calendar of the important dates for the fall term. **Please note** that all communication from UOIT will be posted to MyCampus and sent to your MyCampus email account.

It is your responsibility to be familiar with and adhere to the published calendar deadline dates. Additional information is provided here that will assist your entry or return to your studies for this year.

Registration

Please ensure that you verify your course registration to ensure that you are enrolled for the courses you intended to register for. Print a copy of your schedule for your records, via MyCampus.

Campus location for your courses

Please ensure that you check the campus location of your courses, as courses are offered at both the north and downtown locations. Information on campus codes is outlined on page 10 and 11 of the <u>Online Registration Guide</u>. From September 6 to 9, staff will be stationed throughout campus wearing Ask Me I'm Orange shirts to assist you with locating your classes.

Dropping courses

You may drop courses online via MyCampus until the last day to add or drop courses with full refund (September 21). **If you are dropping your last course you must do so in person** at the Registrar's office, U5 portable, Room 68 or 61 Charles Street, room DTA 121.

Payment of fees

Fall term tuition was due on Wednesday, September 7. Please visit the <u>Student finances</u> page on the UOIT website for tuition payment details. Tuition payments can be made in person (certified cheques or money orders only) at the north Oshawa location, in the Registrar's office, U5 portable, Room 68.

Student Awards and Financial Aid - including Ontario Student Assistance Program (OSAP) information Please visit the UOIT Student tab on the MyCampus website for the following:

- 1. OSAP document distribution information, click on the How do I pick up my OSAP? link.
- 2. Queen Elizabeth II Aiming for the Top scholarship information, click on the **Queen** Elizabeth II/ Aiming for the Top link in the Financial Aid section.
- 3. UOIT Awards of Recognition scholarship information, go to the **UOIT Awards of Recognition** section under **Student Awards**.

Centre for Students with Disabilities and Disability Services

Students who are registered with the Centre for Students with Disabilities (CSD) at the north Oshawa location should check the <u>CSD website</u> for information on renewing their accommodations. Students registered with the Student Experience Centre at the downtown Oshawa location should email <u>downtowndisability@uoit.ca</u> or phone at 905.721.8668 ext. 5624 to renew their accommodations.

Withdrawal from the University

If you have decided to withdraw from the university, you must do so officially by completing the Withdrawal from Program form. You are considered registered for courses, and are financially responsible for payment, unless you formally drop or withdraw from the university.

Campus identification (ID) cards

2011-2012 Campus ID cards are now available if you have registered and have chosen all your classes. For more information on picking up your ID card, please <u>click here</u>.

Mobile Learning and Laptop Pickup

If you have not arranged for a laptop pick-up session, please do so now through your MyCampus account.

All UOIT students must participate in the Mobile Learning program as part of their studies at the university. This means the university will provide you with a laptop and all service and support associated with the laptop throughout your studies. Students must book an appointment for a laptop pick-up date through MyCampus once you have registered for your courses. Please ensure that you have paid your laptop fee at least five business days prior to your appointment.

If you are withdrawing from the university, you must complete Form B, available on the <u>Mobile</u> <u>Computing</u> website before you return your laptop. Please note that refunds will not be processed unless your laptop has been returned.

Student Insurance Plan

All students purchase health and dental insurance as part of their ancillary fees. Students with similar coverage may opt out of extended health and dental insurance by providing proof of their coverage. Students with families and spouses may also choose to opt in their dependents. For additional information on the student insurance plan, including important opt out and opt in deadlines, please <u>click here</u>.

Student Experience FAQs

Please review the FAQs on the <u>Student Experience Portal</u> for additional useful information on academic and administrative processes, as well as information about the services available to support your academic success.

Important dates 2011-2012

Fall term	
September 5, 2011	Labour Day, no lectures.
September 6 to September 7, 2011	Fall semester orientation, first-year students.
September 6 to September 9, 2011	Field Experience I Observation Week for P/J, I/S consecutive education and fifth-year concurrent education students.
September 7, 2011	Deadline for payment of fees, fall semester.
September 8, 2011	Lectures begin, fall semester (includes concurrent education students in years one through four).
September 21, 2011	End of regular registration period; last day to add courses, fall semester.

	Last day to drop courses and receive a 100 per cent refund of tuition fees, fall semester.
October 1, 2011	Last day to submit online application for graduation for students completing degree requirements at the end of the summer semester.
October 5, 2011	Last day to withdraw from fall semester courses without academic consequences (i.e. without receiving a grade). Courses dropped after this date will be recorded on the academic transcript with a grade of W to indicate withdrawal.
	Last day to drop courses and receive a 50 per cent refund of tuition fees, fall semester.
October 10, 2011	Thanksgiving Day, no lectures.
October 11 to October 28, 2011	Field Experience Practicum I for P/J, I/S consecutive education and fifth-year concurrent education students.
November 15, 2011	Last day to withdraw from fall semester courses. As of November 16, 2011 students may not drop courses or withdraw. Active fall semester courses will be graded by instructors.
November 24, 2011	Last day of classes for Bachelor of Education (P/J, I/S consecutive and fifth-year concurrent education) students, fall semester.
November 28 to December 16, 2011	Field Experience Practicum II for P/J, I/S consecutive education and fifth-year concurrent education students.
December 7, 2011	Last day of lectures, fall semester.
December 9 to December 21, 2011	Fall semester final examination period. Students are advised not to make commitments during this period (i.e. vacation, travel plans).
December 24, 2011 to January 1, 2012	University closed.
December 31, 2011	Last day to submit online application for graduation for students completing degree requirements at the end of the fall semester.
Winter term	
January 2, 2012	University re-opens.
January 9 to January 13, 2012	Winter term start days for all consecutive and fifth- year concurrent education students.
January 9, 20129, 2012	Lectures begin, winter semester.

	Deadline for payment of fees, winter semester.
January 20, 2012	End of regular registration period; last day to add courses, winter semester.
	Last day to drop courses and receive a 100 per cent refund of tuition fees, winter semester.
February 3, 2012	Last day to withdraw from winter semester courses without academic consequences (i.e. without receiving a grade). Courses dropped after this date will be recorded on the academic transcript with a grade of W to indicate withdrawal.
	Last day to drop courses and receive a 50 per cent refund of tuition fees, winter semester.
February 20, 2012	Family Day, no lectures.
February 20 to February 24, 2012	Midterm break.
February 28, 2012	Last day to submit online application for graduation for the spring session of convocation for students completing degree requirements at the end of the winter semester.
March 16, 2012	Lectures end for P/J, I/S consecutive education and fifth-year concurrent education students, winter semester.
March 19 to April 25, 2012	Field Experience Practicum III for P/J, I/S consecutive education and fifth-year concurrent education students.
March 21, 2012	Last day to withdraw from winter semester courses. As of March 22, students may not drop courses or withdraw. Active winter semester courses will be graded by instructors.
April 6, 2012	Good Friday, no lectures
April 13, 2012	Lectures end, winter semester.
April 16 to 27, 2012	Winter semester final examination period. Students are advised not to make commitments during this period (i.e. vacation, travel plans).
April 30 to May 4, 2012	Field experience practicum for first-year concurrent education students.
April 30 to May 11, 2012	Field experience practicum for second-year concurrent education students.

Field experience practicum for third-year concurrent education students.