The Academic Advising & Career Centre (AA&CC) are a team of professionals who advise, counsel and coach individuals with their learning and career development. Recognizing every individual’s unique potential, we empower students to gain the knowledge, understanding and experience necessary to make informed decisions now and for the future.

Our Values

- Student-Centred: Your success is our success
- Continuous Learning: We fuel curiosity and expand knowledge
- Community: Partner with us to support and foster engagement
- Service Excellence: We are here for you
- Evidence-Based: Research informs our best practices
We are partners in your success!

Role of a Student

- **Actively** seek a thorough understanding of UTSC’s academic calendar, policies and procedures
- **Ask** questions and access campus resources
- **Collaborate** with the AA&CC to develop realistic educational and career plans
- **Use** online (Degree Explorer and Choosing Your Program guide) and in-person resources to work towards course, program and degree completion
- **Take ownership** for your academic decision making and academic performance
- **Prepare** for advising and career development appointments. Come with a list of questions and be prepared to take notes!
Role of the AA&CC

- **Provide** information and interpretation of UTSC’s academic calendar, policies and procedures
- **Engage** students in discovering their strengths and planning for realistic educational and career goals
- **Promote** research-based study and learning skills for academic success
- **Provide** opportunities for career learning, both on and off campus
- **Support** student questions and concerns in one-on-one appointments, group workshops and online (email, chat and social media).
- **Collaborate** with faculty and staff as campus partners to enhance student success
### Your Pathway to Academic & Career Success

#### DEGREE PLANNING
- **Start to think about how you would like your transcript and resume to look in 4 years (or at the end of your degree).**
- **Use the online calendar and Degree Explorer (rosi.utoronto.ca/degree_explorer.php) to get to know your degree and program requirements.** You can also refer to the Degree and Program Checklist (uoft.me/degreeplanning) for help with your longer term planning.
- **Explore different kinds of courses.** This will also help with fulfilling your breadth requirements and electives.
- **Start thinking about what program(s) you want to study at UTSC.** Attend Choosing Your Program Month Events in March and consult our online Choosing Your Program guide (uoft.me/choosing).

#### ACADEMIC SUCCESS
- **Do you know how to study for university?** Attend a Study Skills workshop. Use the Career Learning Network (CLN - cln.utoronto.ca) to sign up.
- **Consider taking an assessment such as the Learning and Study Skills Inventory (LASSI) to find out how to use your study skills to your advantage.** Sign up on CLN.
- **Have other academic questions but not sure where to go?** Check out our online resource navigator: uoft.me/StARTNow.

#### GET INVOLVED
- **Start getting involved on campus.** Use CLN to find events, jobs, and volunteer opportunities on CLN.
- **Build your Co-Curricular Record (CCR - ccr.utoronto.ca) and resume by getting involved on campus.**

#### CAREER & EMPLOYMENT PLANNING
- **Gain experience by applying to Work Study or other part time and summer jobs via CLN.** In preparation for applying, be sure to visit the AA&CC to have your resume critiqued.
- **Interested in research opportunities? Talk to your professors. Start the discussion in their office hours.**
- **Check out the various career and employment workshops and sign up on CLN.**
- **Investigate research opportunities in the U of T Research Catalogue via CLN!**

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<tr>
<th>0 - 3.5 Credits</th>
<th>4.0 - 8.5 Credits</th>
<th>9.0 - 13.5 Credits</th>
<th>14.0 - 20.0 Credits</th>
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<tbody>
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<td>DEGREE PLANNING</td>
<td>- Start to think about how you would like your transcript and resume to look in 4 years (or at the end of your degree).</td>
<td>- Solidify your Programs of study - specialist, major, minor - by determining your area(s) of interest and your academic and career goals by speaking to your Professors and Departmental Program Advisors.</td>
<td>- Confirm course selection for your final year of study by reviewing your program and degree requirements on Degree Explorer and by meeting with an Academic &amp; Learning Strategist if there is an issue. Make sure you have fulfilled your breadth requirements.</td>
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<td>- Use the online calendar and Degree Explorer to get to know your degree and program requirements. You can also refer to the Degree and Program Checklist to help with your longer term planning.</td>
<td>- Speak to an Academic &amp; Learning Strategist or a Career Development staff member at the Academic Advising &amp; Career Centre (AA&amp;CC) in AC213 to discuss your program options. And don’t forget our online Choosing Your Program guide!</td>
<td>- Ensure that you fulfill the depth requirements by taking various C and D level courses on campus for your program(s) and degree.</td>
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<tr>
<td>GET INVOLVED</td>
<td>- Use CLN to find events, jobs, and volunteer work.</td>
<td>- Continue using Degree Explorer to track your program and degree progress.</td>
<td>- Make your last 5 credits the best yet!</td>
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<td>CAREER &amp; EMPLOYMENT PLANNING</td>
<td>- Attend the Graduate &amp; Professional Schools Fair, to learn about your options for further education and professional studies.</td>
<td>- Continue building rapport with your Professors and TAs. They are great partners in supporting your success in courses.</td>
<td>- Attend our Get Hired Conference: A 3-day experiential learning opportunity that covers job search, personal branding, industry awareness, networking and workplace etiquette. Sign up on CLN.</td>
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<td>- Meet with a Career Development staff member at the AA&amp;CC to ensure your applications for graduate or professional school stand out.</td>
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*Note: CLN = Career Learning Network*
Resources on Campus

AccessAbility Services  
416.287.7560  
utsc.utoronto.ca/ability

Athletics & Recreation  
416.283.3211 (General Line)  
416.283.5222 (TPASC Front Desk)  
utsc.utoronto.ca/athletics

Centre for Teaching & Learning  
416.208.5173  
utsc.utoronto.ca/ctl

Department of Student Life  
416.208.4760  
utsc.utoronto.ca/studentlife

Health & Wellness Centre  
416.287.7065  
utsc.utoronto.ca/hwc

Office of the Registrar  
416.287.7001  
utsc.utoronto.ca/registrar

Student Housing & Residence Life  
416.287.7365  
utsc.utoronto.ca/residences

Office Hours  
Sign up for AA&CC events & workshops at  
Fall & Winter (September - April)  
Summer (May - August)  
cln.utoronto.ca
Academic Advising & Career Centre

Office Hours

Fall & Winter (September - April)

Monday  9am - 5pm
Tuesday  10am - 5pm
Wednesday  9am - 6:45pm
Thursday  9am - 6:45pm
Friday  9am - 3pm

Summer (May - August)

Monday  9am - 4pm
Tuesday  10am - 4pm
Wednesday  9am - 6:45pm
Thursday  9am - 4pm
Friday  9am - 3pm

Sign up for AA&CC events & workshops at cln.utoronto.ca