



UNIVERSITY OF TORONTO  
DALLA LANA SCHOOL OF PUBLIC HEALTH

August 10, 2011

Dear Incoming Graduate Student,

On behalf of our faculty and staff, we would like to welcome you to the Dalla Lana School of Public Health at the University of Toronto. We trust you are looking forward to September with a mixture of excitement and anticipation. As a member of the School, you are now a member of a vast public health community that includes approximately 400 graduate students enrolled in a variety of public health disciplines. You have a large support group of colleagues to draw upon: your fellow students, faculty advisors, your Division Head, Program Lead and the School's Graduate Office.

To assist you with your transition to graduate studies, a set of Orientation Activities is planned. The Public Health Student Association (PHSA) is also planning activities and information will be posted on the website soon. We urge you to attend these events as they will acquaint you with the graduate program and provide you with an opportunity to socialize with your new colleagues. The reverse side of this letter lists important academic and social events applicable to all DLSPH students.

The Graduate Office is here to assist you by providing information and guidance concerning policies and procedures applicable to your career as a graduate student. For administrative matters such as registration, enrolment, grades and awards, the administrative staff will be pleased to help you. The Graduate Office is located in Room 620, 155 College Street and is open from 9:00am to 5:00pm, Monday to Friday.

We wish you an enjoyable, relaxing remainder of the summer and look forward to seeing you in late August.

Sincerely,

Andrea Sass-Kortsak, PhD  
Graduate Coordinator  
a.sass@utoronto.ca

## IMPORTANT CONTACTS

- **General Inquires**, [dlsph.grad@utoronto.ca](mailto:dlsph.grad@utoronto.ca)
- **Rachel Zulla**, Graduate Affairs Administrator [rachel.zulla@utoronto.ca](mailto:rachel.zulla@utoronto.ca)
- **Joan Kwan**, Graduate Officer [joan.kwan@utoronto.ca](mailto:joan.kwan@utoronto.ca)
- **Diane Tang**, Graduate Assistant [diane.tang@utoronto.ca](mailto:diane.tang@utoronto.ca)
- **Julie Foisy**, Practicum Placement and External Relations Officer [julie.foisy@utoronto.ca](mailto:julie.foisy@utoronto.ca)
- **Ellen Sokoloff**, Information and Data Management Officer [e.sokoloff@utoronto.ca](mailto:e.sokoloff@utoronto.ca)
- **Vanessa Anievas**, Administrative Support [v.anievas@utoronto.ca](mailto:v.anievas@utoronto.ca)

## IMPORTANT NOTICES

The Graduate Office has posted important information on our website [www.sph.utoronto.ca/Current.asp](http://www.sph.utoronto.ca/Current.asp)

### Admission Information

- SGS information for all students including registration and fee information
- DLSPH Full Funding Policy for PhD students
- Policy on official correspondence
- Program specific information

### Academic Information

- Introduction to Public Health (CHL5004), a two week mandatory course from August 29 to September 9, 2011
- Student Web Services (SWS) and Course Enrolment information (ROSI)
- DLSPH Timetable/Academic Calendar 2011 – 2012
- Plus More!

## OTHER REMINDERS

The University of Toronto relies on electronic communication with students and faculty. All students must obtain a "utoronto.ca" email address. **Please be sure to**

- Keep your ROSI information up – to – date and check your student record regularly  
✓ BE SURE TO PRINT OFF YOUR ROSI INVOICE
- Check the DLSPH website regularly for updated information ([www.sph.utoronto.ca](http://www.sph.utoronto.ca))
- Obtain a T – Card (Library card ID)

Ready for September STEP BY STEP		
Check the web: <a href="http://www.sph.utoronto.ca">www.sph.utoronto.ca</a>		
* Any changes to this information will be posted (under "Current Students") *		
Dates	Administrative Events	Academic/Programs and Events
July	✓ Get T-Card and 'UTOR' email address	
August	<ul style="list-style-type: none"> <li>✓ Check the website <a href="http://www.sph.utoronto.ca">www.sph.utoronto.ca</a> for important information for new students under "Current Student"</li> <li>✓ Update personal information and 'UTOR' email address on ROSI (<a href="http://www.rosi.utoronto.ca">www.rosi.utoronto.ca</a>)</li> <li>✓ Check your Fee Invoice on ROSI (<a href="http://www.rosi.utoronto.ca">www.rosi.utoronto.ca</a>)</li> </ul> 26 <sup>th</sup> Last day to pay or defer tuition fees	29 <sup>th</sup> Introduction to Public Health Sciences (CHL 5004H) First Day of class, 9am, HS610 Auditorium  29 <sup>th</sup> Orientation Activities -  11:40-12:30pm: Grad Dept Welcome/Orientation  3:30-5:00pm: Program Specific Orientation  31 <sup>st</sup> Global Health Master's Students Orientation, 12-1pm, HS 574
September	<ul style="list-style-type: none"> <li>✓ Check timetable for course selection</li> <li>✓ Enroll in Fall session and Full-Year courses</li> </ul> 2 <sup>nd</sup> Last day to update personal information on ROSI  12 <sup>th</sup> Sign up for card keys (\$15 non-refundable fee is required), HS 610  12 <sup>th</sup> Sign up for lockers, HS 610  26 <sup>th</sup> Final date to <u>add</u> Fall session & Full-Year Courses  30 <sup>th</sup> PhD Annual Progress Review due	9 <sup>th</sup> Welcome Lunch, 12n (7 <sup>th</sup> floor, 155 College Street)  12 <sup>th</sup> Start of "CHL" courses (Note exceptions on timetable)
October	14 <sup>th</sup> Deadline for PhD students to complete GRADSIS Online Student/Supervisory Agreement Form  31 <sup>st</sup> Final date to <u>drop</u> a Fall session course	✓ Course Work