

SUMMER 2023 REGISTRATION GUIDE



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WELCOME

SUMMER SESSION HIGHLIGHTS

The Faculty of Kinesiology and Physical Education is pleased to offer **KPE200H1**, **KPE260H1**, **KPE369H1**, **KPE400H1**, **KPE404H1**, **KPE407H1**, **KPE429H1** online during the first term of the Summer 2023 session. These course offerings span a variety of topic areas in Kinesiology and Physical Education including physical cultural studies, physiology, and sport management. Whether you are a KPE student or a visiting student from another institution these online summer learning opportunities can help you advance your academic goals. Use the information in this registration guide to assist you with summer course enrolment and registration. Enjoy your summer studies!

EQUITY STATEMENT

The Faculty of Kinesiology and Physical Education (KPE) is committed to providing an inclusive and welcoming environment that nurtures a culture of belonging. We strive to address and remove structural barriers in education, sport, and recreation through the cocreation of diverse and meaningful opportunities for equity-deserving communities within the Faculty's teaching, research, programs, and services. These barriers are rooted in historical and ongoing inequities including but not limited to colonialism, racism, sexism, heterosexism, ageism, classism, ableism, religious-based and gender-based discrimination. As part of an institution complicit in contributing to colonial processes, we are also committed to reconciliation by building relationships with Indigenous communities in order to learn about the diversity of Indigenous Nations, create Indigenous spaces, and enact anti-colonial practices. Grounded in an inclusive framework, we will work to co-create purposeful change with our diverse KPE communities.

TIPS FOR SUCCESSFUL COURSE ENROLMENT AND REGISTRATION

- Follow the published Program of Study for your year of admission.
- Check your degree requirements on Degree Explorer to make sure you are on the right track for degree completion.
- Consider your elective options and explore what is available. Use the Timetable Builder to find electives on the St. George Campus Faculty of Arts and Science, UTM, & UTSC.
- Use the Degree Explorer course planner to run enrolment and degree completion scenarios.
- Be mindful of all course enrolment and registration dates and deadlines as well as fee payment deadlines. See the key sessional dates on p. 5.
- <u>Reach out early</u> if you would like to book an appointment with KPE Academic Advisors to discuss your academic plans and course selection for the 2023 Summer session. Contact the Registrar's Office at undergrad.kpe@utoronto.ca or phone at 416-978-8255.
- Check out the Course Enrolment FAQ on the next page.

COURSE ENROLMENT FAQ

- 1. When does the 2023 Summer session start and end? Summer courses run in <u>condensed time-frames</u> compared to the regular school year.
 - First term: May 8, 2023 June 26, 2023
 - Second term: July 4, 2023 August 25, 2023

See p. 5 for imporant dates and dealdines.

2. What is the KPE course delivery mode for the 2023 Summer?

All KPE summer courses will be offered online (SYNC).

3. When and how can I enroll in courses for the 2023 Summer session?

Course enrolment start date: <u>April 11, 2023</u> for both KPE courses and Arts and Science courses Enroll in a course on ACORN. See p. 8 for more details.

4. Where can I find the list of courses for the 2023 Summer session?

Check p. 6 of this 2023 Summer Registration Guide or See the Timetables in the BKin Course Enrolment and Registration page of the KPE website.

Am I part time or full time in the 2023 Summer session? You are assigned part-time status for the Summer 2023 session by default. You may request to change to fulltime status.

Your enrolment status (Part time or Full time) is determined based on your **total course load in the 2023 Summer session** in both First term and Second term, not by term.

- Part-time: Enrolment in 0.5 1.0 credits
- Full-time: Enrolment in 1.5 2.0 credits
- 6. I am currently enrolled in 2 half courses (or 1 full course) for the 2023 Summer session.

Why am I unable to enroll in more courses? For the Summer 2023 session, you are assigned part-time status (0.5-1.0 credits) by default so you can enroll in up to 2 half courses or 1 full course including waitlisted courses.

If you intend to take more courses, you may request to change to full-time status (1.5-2.0 credits) by contacting the Registrar's Office. The maximum enrolment allowed for the 2023 Summer session is 2.0 credits. See p. 8 for more detail.

7. Why am I unable to enroll in an Arts and Science course?

Some Arts and Science courses are only available to a specific group of students or you need approval from department/academic unit.

Check "Enrolment Controls" noted in the **Timetable Builder** for the course you intend to enroll in.

8. I am on the waitlist. Would I be able to enroll in the course?

Course registration numbers will fluctuate as the registration period progresses, and you will be moved off the waitlist should capacity become available in a course for which you are waitlisted. We recommend that you have a **backup plan** in the event that you cannot secure a spot in a course which has reached its capacity, and encourage you to make an **appointment with a student advisor** should you need assistance with your academic planning.

9. How will my tuition fee be determined?

For the summer session, fees are charged as follows: **Tuition fees:** charged on a per-course basis **Incidental fees:** charged based on part-time or full-time enrolment. For all other summer session fee information and refund schedules, visit **Student Accounts**.

10. Am I eligble for OSAP during the 2023 Summer session?

If you received full time OSAP at U of T in the 2022-23 academic year and meet the minimum course enrolment requirements for the 2023 Summer session, you could use the U of T summer OSAP Extension application on ACORN to request additional funding. If you did not receive Full-Time OSAP in the 2022-23 academic year, submit an application on the OSAP website.

11. Can I get assistance with course selection and academic plans for the 2023 Summer session? Yes! KPE Academic Advisors are available to meet with you to discuss your academic plans and options. Reach out early to book an appointment with a Student Advisor! Contact the Registrar's Office by email undergrad.kpe@utoronto.ca or phone at 416-978-8255.

SUMMER DATES AT A GLANCE: COURSE ENROLMENT AND FEE PAYMENT/DEFERRAL

Deadline to apply	Visiting & graduating students (See p. 10)	April 1, 2023	
	Continuing KPE students	Not required	
KPE courses enrolment begins	All students	April 11, 2023	
Arts & Science enrolment begins	All students	April 11, 2023	
UTM & UTSC enrolment begins	All students	April 12, 2023	
Deadline to pay/defer tuition fees	All students	April 26, 2023	
First Term Start and End Dates (May-June)	All students	May 8, 2023 - June 26, 2023	
Second Term Start and End Dates (July-Aug)	All students	July 4, 2023 - August 25, 2023	

COURSE DATES AT A GLANCE

Course	Start Date	Deadline to Add	Deadline To Drop	End Date	Exam Period
F Section Code	May 8	May 14	June 5	June 19	June 21 - 26
Y Section Code	May 8	May 14	July 18	August 14	August 17 - 25
S Section Code	July 4	July 10	July 31	August 14	August 17 -25

KPE SESSION DATES

Early Apply for OSAP funding

April

- 1 Application deadline for visiting & special students
- 11 Enrolment begins for KPE courses on ACORN at 6 a.m. ET
- 11 Enrolment begins for St. George campus Arts & Science courses on ACORN at 6 a.m. ET
- 12 Enrolment begins for UTM and UTSC campus courses on ACORN at 6 a.m. ET
- 26 Deadline to pay/defer tuition fees for Summer 2023 courses

May

- 8 Classes start for F and Y courses
- 11 Waitlists end for F and Y courses
- 14 Last day to enrol or make changes to F or Y courses on ACORN
- 22 Victoria Day University closed

June

5	Last day to drop F courses (without academic penalty)
19	Classes end for F and Y courses
20	Study Day
21 - 26	F session courses – examination period
	Y session courses – term tests
30	President's Day - University closed

July

- 3 Canada Day holiday University closed
- 4 Classes start for S courses
- 4 Classes resume for Y courses
- 7 Waitlist ends for S courses
- 10 Last day to enrol in S courses in ACORN
- 18 Last day to drop Y courses (without academic penalty)
- 31 Last day to drop S courses (without academic penalty)

August

- 7 Civic Holiday University closed
- 14 Classes end for S and Y courses
- 16 Study day
- 17 25 S and Y session courses examination period

COURSE OFFERINGS

Course	Section Code	Title	Meeting Section	Time	Location	Category	Instructor
KPE200H1	F	Physical Culture and the Human Condition	L0101	M 13:00 - 15:00	SYNC	Required	Razack
KPE260H1	F	Human Physiology I	L0101	T 13:00 – 15:00 W 13:00 – 15:00 R 13:00 – 15:00	SYNC	Required	Pincivero
KPE369H1	F	Human Physiology II	L0101	T 10:00 – 13:00 R 10:00 – 13:00	SYNC	С	Haeri
KPE400H1	F	Ethics and Power in Kinesiology and Physical Education	L0101	T 14:00 – 16:00	SYNC	Required	Razack
KPE404H1	F	Illness Disease and Physical Culture	L0101	T 10:00 – 13:00 R 10:00 – 13:00	SYNC	А	Smith
KPE407H1	F	Maltreatment in Youth Sport	L0101	M 9:00 – 11:30 W 9:00 – 11:30	SYNC	А	Battaglia
KPE429H1	F	Sport Management	L0101	W 16:00 – 18:00	SYNC	В	VanWiechen

Legend

Course:	H = half credit course, Y = full credit course, 1 = St. George Campus
Section Code:	F = first term, S = second term, Y = first and second term
Meeting Section:	L = lecture, T = tutorial, P = lab
Time:	R = Thursday

Other Division Course Offerings

St. George Campus Faculty of Arts and Science, UTM, & UTSC: Use the Timetable Builder to find the course offerings and create a sample schedule.

COURSE DESCRIPTIONS

KPE COURSES

Refer to the **2022-2023 Undergraduate Academic Calendar** for current **course descriptions**, **prerequisite and exclusion listings**.

kpe.calendar.utoronto.ca/Academic Courses

ARTS & SCIENCE COURSES

Course descriptions and prerequisite requirements can be found in the online Arts & Science Calendar: fas.calendar.utoronto.ca

PREREQUISITES AND EXCLUSIONS

All course prerequisites and exclusions will be strictly enforced. Ensure that you refer to the course description listings in divisional calendars for up to date prerequisite and exclusion listings. You can also check course prerequisites and exclusions on Degree Explorer. You will be removed from a course if you do not fulfil the prerequisite requirements and exclusion rules.

COMMON EXCLUSIONS

ANA126Y1 - BIOB33H3, BIO210Y5, BIO208H5, BIO209H5 KPE220H1 - PSY210H1, PSY210H5, PSYB20H3 KPE260H1/

KPE369H1 – PSL201Y1, PSL302Y1, PSL300H1, PSL301H1, BIO210Y5, BIOC32H3, BIOC33H3, BIOC34H3, BIO208H5, BIO209H5, BIOB35H3 (KPE369H1 -BIO210H5, PSL302Y)

KPE290H1 - GGR271H1, GGR277H5, PSY203H1, PSY203H5, PSYB04H3, SOC200H1, SOC204H1, SOC221H5, SOC300H1, KPE290Y1, STAB23H3, SOC221H5 exclusions

KPE291H1 - ECO220Y1, ECO220Y5, ECO227Y1, ECO227Y5, EEB225H1, GGR270H1, PSY201H1, PSY201H5, PSY202H1, PSY202H5, PSYB04H3, PSYB07H3, SOC200H1, SOC202H1, SOC300H1, STA130H1, STA220H1, STA220H5, STA221H1, STA221H5, STA238H1, STA288H1, STAA57H3, STAB22H3, KPE290Y1, SOC222H5 exclusions

CONSIDERING SUMMER COURSES?

FINANCES

There is an **additional cost for summer courses**. Ensure you have the financial resources to enrol.

COURSE TIMING

Summer courses **run in condensed time-frames** compared to the regular school year. To ensure success, it is important you:

- Balance your summer commitments
- Budget enough time for summer course work

ACADEMIC IMPACT

- Summer school courses count towards your degree based GPA and academic credit totals
- Second entry programs may view summer courses differently in their application processes
- Consult published admission resources for all details on your programs of interest and how summer courses are treated.

SELECTING COURSES

The Faculty of Kinesiology and Physical Education is offering KPE200H1, KPE260H1, KPE369H1, KPE400H1, KPE404H1, KPE407H1, KPE429H1 in the first term (May-June) of the summer session.

Other summer course options are available to KPE students through the St. George Campus Faculty of Arts and Science, UTM, & UTSC.

Use the **Timetable Builder** to find the course offerings and create a sample schedule. https://ttb.utoronto.ca

ACADEMIC ADVISING

You may meet with an Academic Advisor by appointment for help with:

- KPE course choice
- Elective choiceProgram
- requirements
- Degree planning
- Prioritization and decision making
- Disruptions (personal, medical, bereavement)
- Policies and procedures
- Goal setting

For more information about Academic Advising services, including appointment availability and booking instructions, visit our website: uoft.me/KPEStudentServices

REGISTRATION: HOW DO I GET STARTED?

Complete the following steps if you are one of the following:

CURRENT STUDENTS

If you are a KPE undergraduate student and have not yet graduated, you will be automatically eligible to register for the Summer 2023 session.

- 1. Use ACORN to select and enrol in courses, starting April 11, 2023 at 6 a.m. ET
- 2. Pay or defer the summer session fees by the deadline, April 26, 2023.

VISITING/SPECIAL NON-DEGREE STUDENTS

Your first step is to **check your eligibility** for course enrolment at U of T and to **submit your Visiting/Special non-degree Student Application**. See p. 10 for more detail. The application deadline is **April 1, 2023**.

GRADUATING STUDENTS

If you are graduating in June 2023 and would like to enrol in summer courses as a non-degree student, complete the following steps:

- 1. Obtain a copy of the Special and Visiting Student Application Form online.
- 2. Complete and submit the application form to the KPE Registrar's Office by the April 1, 2023 deadline.
- 3. Note that students graduating in June 2023 do not pay the application fee
- The KPE Registrar's Office will contact you via email to your UTmail+ account when your request has been processed.

STUDENT STATUS: PART-TIME VS. FULL-TIME

PART-TIME STATUS

For the Summer 2023 session, **you will be assigned <u>part-</u> <u>time status (0.5-1.0 credits) by default</u>. You may request to change to full-time status.**

FULL-TIME STATUS

Enrolment in 1.5-2.0 credits is considered full-time status. The incidental fees charged for full-time status are higher than the part-time incidental fees.

To request a change to full-time status for summer:

- 1. Email undergrad.kpe@utoronto.ca
- Ensure that you include your full name, student number and your request to change to full-time status for Summer 2023.

ENROLMENT AND WAITLIST MAXIMUMS FOR PART-TIME AND FULL-TIME STUDENTS

STATUS	MAXIMUM <u>ENROLMENT</u> ALLOWED credits*	MAXIMUM <u>WAITLISTED</u> <u>COURSES</u> ALLOWED credits*
Part-time status	1.0	2.0
Full-time status	1.0	2.0
* F or S course = 0.5 credi	its	

Y course = 1.0 credit Full Credit Equivalents =credits

ENROLLING IN COURSES: HOW TO USE ACORN

KPE course enrolment starts April 11, 2023 at 6 a.m. ET via ACORN, the Accessible Campus Online Resource Network.

Use ACORN to:

- Search courses by course code or title
- Plan your timetable using the enrolment cart
- View your daily schedule and upcoming key dates
- Add, drop and modify course enrolments from a single window (within specified timeframes)

Course Enrolment via ACORN:

- 1. Access ACORN at www.acorn.utoronto.ca
- Login using your UTORid and password (Visiting and Special students: UTORid details will be provided in the offer letter sent via email)
- Access courses under Academics > Enrol & Manage > Courses

Course space is limited and enrolment is on a first come first served basis. Waiting lists will be enabled for all courses.

WAITLIST & ADD DEADLINES

WAITLIST DEADLINES

Waitlists are operational according to the schedule below

FACULTY	SESSION	WAITING LISTS END
KPE & FAS	F & Y	May 11
FAS	S	July 7

Note: UTM and UTSC courses may have different deadlines. Please refer to their websites

COURSE ADD DEADLINES

You can add courses in ACORN according to the schedule below

FACULTY	SESSION	LAST DATE TO ADD
KPE & FAS	F & Y	May 14
FAS	S	July 10

Note: UTM and UTSC courses may have different deadlines. Please refer to their websites

TUITION FEES

SUMMER FEES

For the summer session, fees are charged as follows:

- Tuition fees: charged on a per-course basis
- Incidental fees: charged based on part-time or full-time enrolment

For all other summer session fee information and refund schedules, visit **Student Accounts**.

TUITION FEE INVOICE

You can view and print a tuition fee invoice from **ACORN** starting in mid April.

DEADLINE TO PAY OR DEFER TUITION FEES

You must pay or defer your fees by the deadline, or you will be removed from courses on ACORN.

The deadline to make the minimum payment or defer fees if you are receiving OSAP is April 26, 2023.

ONLINE TUITION FEE DEFERRAL

Students approved for OSAP may request a temporary tuition fee deferral. The deadline for a tuition fee deferral is **April 26, 2023.** To defer your fees:

- 1. Extend your OSAP on ACORN or apply for summer OSAP in March.
- 2. Login to ACORN www.acorn.utoronto.ca
- 3. In your **ACORN** Student Account, click on the **'Tuition Fee Deferral'** option and follow the instructions.

DROPPING COURSES

If you no longer wish to remain enrolled in a course, you must drop (cancel) the course as soon as possible to avoid academic penalty.

You may drop your KPE and St. George Campus Faculty of Arts & Science course(s) via **ACORN** up to the following deadlines (without academic penalty).

Course	Deadline To Drop
F Section Code	June 5
Y Section Code	July 18
S Section Code	July 31

*Drop deadlines for **UTM** and **UTSC** courses may differ from those published above. Refer to their respective websites for details. To drop a course after the above dates but within the relevant UTM/UTSC dates please contact the KPE Registrar's Office

OSAP FUNDING

OSAP funding is available to you if:

- You are an Ontario resident who is a Canadian citizen, permanent resident or protected person (recognized convention refugee)
- You have financial need
- You are registered in an eligible program with a full-time course load during the summer session

If you received full time OSAP at U of T in the 2022-23 academic year and meet the minimum course enrolment requirements for the 2023 Summer session, you could use the U of T summer OSAP Extension application on ACORN to request additional funding.

If you are applying for OSAP, do so as by **March 31, 2023** to be eligible for tuition fee deferrals.

The deadline to defer tuition fees on ACORN is April 26, 2023.

For information about applying for OSAP during the summer session visit the **University Registrar's Office website**.

FEE REFUNDS

The refund deadline for courses is much earlier than the drop deadlines. Your refund amount will be based on the date you cancel (drop) your course on ACORN.

Refer to the KPE refund schedules posted on the U of T Student Accounts website for details

LATE COURSE WITHDRAWAL

After the drop date deadlines, you need to submit a petition requesting late withdrawal from a course.

- 1. Complete the petition form from the KPE website outlining your request uoft.me/KPEPetitions
- 2. Ensure all necessary documentation is obtained
- Submit the completed form and any documentation to the KPE Registrar's Office: undergrad.kpe@utoronto.ca

Petitions will only be considered where circumstances beyond your control have prevented you from completing the course work.

There is no guarantee a petition request will be granted. A meeting with the **KPE Student Advisor** for academic advising is recommended if you are considering a petition.

FINAL EXAMINATIONS

For courses where there is a final examination, the exam will be scheduled in the official exam period.

Exam periods for KPE and FAS courses are as follows:

COURSE	COURSE END DATE	EXAM PERIOD
F courses*	June 19	June 21 - June 26
S courses*	August 14	August 17 - August 25
Y courses*	August 14	August 17 - August 25

* UTM and UTSC may have different course end and exam period dates.

GRADES

Final Grades for summer courses completed at the Faculty of Kinesiology & Physical Education are typically in **end of July.**

REQUESTING TRANSCRIPTS

If you require a transcript of courses completed at the Faculty of Kinesiology & Physical Education be sent another institution:

- Request your transcript through ACORN
- Select Order Transcripts in sidebar menu and follow prompts
- All details for ordering and processing fee information and are listed in ACORN

VISITING & SPECIAL STUDENTS

APPLICATION AND COURSE ENROLMENT

Complete the following steps, if you either are a:

- Visiting student taking courses on a Letter of Permission to transfer credit to another university or
- **Special student** who has completed an undergraduate degree and are enrolling for personal interest

Selecting courses and check prerequisites

- 1. Select KPE Summer course(s) by reviewing the offerings (p. 6) and course descriptions.
- 2. Ensure your background and preparation meet course prerequisites
 - Read prerequisites in the course descriptions and cross reference with the prerequisite course descriptions listed in the KPE Undergraduate Academic Calendar
 - Contact the instructor if required, to ensure your background/preparation is sufficient.

Prepare your application

- Visit the KPE website for the Special and Visiting Student Information Package, Application Form and Payment Form: uoft.me/KPEFutureApply
- 4. Review the Special and Visiting Student Information Package for all required documents and steps.

Submit documents and pay application fee

- 5. Submit the Special and Visiting Student Application Form and all required documents
- 6. Pay the non-refundable application fee as per instructions on the form
- 7. The application deadline is April 1, 2023

Enrol in courses

- 8. Course enrolment on ACORN starts April 11, 2023 at 6 a.m. ET
 - To login to ACORN you will need a UTORid and password
 - ACORN is your online resource for: course enrolment, student account information and student life resources. (See p. 8 for more details)
 - Information and authorization to obtain a University of Toronto student identification card (TCard) and UTORid will be provided in the admission offer letter sent via email.

Pay tuition fees

9. Ensure all required tuition fees are paid by the deadline: **April 26, 2023**

STUDY ELSEWHERE

During the summer you may consider studying at another school. Options are provided below.

LETTER OF PERMISSION

To take a course at another school in Ontario or another Canadian province you must request permission from the KPE Registrar's Office to do so.

Complete the following steps as early as possible:

- 1. Find a university you would like to attend (host institution).
- 2. Check with the institution about procedures and deadlines to apply as a visiting student and course availability.
- 3. Determine what course(s) you would like to take at the host institution.
- Check Transfer Explorer on ACORN to see how the course(s) may transfer to U of T. Note that the list is not exhaustive so if a course is not

shown you can still proceed with a Letter of Permission request.

- 5. Obtain the course outline(s) from the host institution.
- Apply for a Letter of Permission from KPE and pay the \$32.00 application fee. A copy of the course outline(s) is required. It takes about three weeks for the request to be processed.
- 7. Apply to the host institution as a visiting student and provide them with a copy of the Letter of Permission.
- 8. Complete the course with a full grade level above a pass.
- Send in your final transcript with the course grade and the credit will be transferred to your U of T transcript. Note that the mark will not transfer

STUDENT SUPPORTS

We're here to help! The KPE Registrar's Office and the U of T offers student services related to academic success, career planning, health and wellness, and much more.

ACADEMIC ADVISING

Academic advising is your opportunity to explore your personal strengths and dreams in a supportive environment to assist you with degree planning, personal goal setting and decision making. If you experience any challenges during your time at U of T, it is recommended that you make an appointment with an Academic Advisor as soon as possible. Private thirty-minute academic advising appointments are available in-person or virtually through a phone or MS Teams (video and screen sharing) on weekdays during office hours.To make an appointment review the instructions on the Student Services website: uoft.me/KPEStudentServices.

HEALTH SCIENCES WRITING CENTRE

KPE's Health Sciences Writing Centre provides free individualized, confidential writing instruction to:

- Develop your writing skills
- Improve your capacity to plan, organize, write and revise academic papers (in any subject!)
- Manage ESL/EFL language challenges

The centre works with all students, for all assignments, at all stages of the writing process. Visit the website to book a virtual appointment or for more information. www.hswriting.ca

ACADEMIC SUCCESS CENTRE

The Academic Success Centre at U of T offers group workshops and individual appointments to develop strategies for a range of learning skills such as:

- time management
- exams
- textbook readingstress and anxiety
- note-taking
- concentration
- memory
- other aspects of study

Visit the website to view upcoming workshops and drop-in centre hours. https://studentlife.utoronto.ca/department/academic-success/

LEARNING STRATEGIST

KPE in partnership with Academic Success offers a series of workshops and one-on-one academic success advising appointments with a Learning Strategist to support KPE undergraduate students' academic success goals.

Learning Strategist appointments are recommended for students who wish to achieve academic success in their university studies and improve their grades, learning skills and study habits. One on one appointments are available in-person or virtually through a phone or videoconferencing (video and screen sharing). Visit the KPE website for more information: uoft.me/KPEStudentServices

CAREER EXPLORATION AND EDUCATION

Career Exploration and Education at U of T empowers and supports students, prospective students and recent graduates as they explore and create life goals that integrate career planning with academic studies, and co-curricular and personal pursuits. Visit their website for a complete listing of services, events and workshops. https://studentlife.utoronto.ca/department/career-

exploration-education/

KINections

KINections is all about helping students connect with each other and get involved beyond the classroom. An initiative of the Registrar's Office, KINections presents curated virtual and on-campus activities that support wellness and connection, at KPE and with the local and global community. Explore the **KINections** website now.

SEXUAL VIOLENCE PREVENTION AND SUPPORT CENTRE

The Centre has a mandate to conduct intake, accept disclosure and reporting of sexual violence, and provide support to individual members of the university community who have experienced or been affected by sexual violence. Please visit **The Centre's website** for more information.

UTMAIL+ HOW TO STAY IN TOUCH

The Faculty of Kinesiology and Physical Education's official method of corresponding with students is through **your**

UTmail+ email account (@mail.utoronto.ca) for the following:

- Registration
- Course information
- Enrolment status
- Students accounts
- Other important areas of business

You must read your UTmail+ email on a regular basis. This will ensure you receive important information from instructors and the Faculty of Kinesiology and Physical Education.

Please refer to the University Policy on Official correspondence with Students for more information about email policies and expectations.

ACCESSIBILITY SERVICES

Accessibility Services provides students with a network of resources to succeed at the University of Toronto, both inside and outside the classroom. We strive to create a safe and comfortable community for students where they can navigate their disability and related barriers, facilitate peer support and interactions, and provide various academic and social opportunities. Services may include test and exam arrangements, note-taking services, on-campus transportation, concussion support etc. Visit the Accessibility Services website to find out more information including registration instructions.

https://studentlife.utoronto.ca/department/accessibilityservices/

ANTI-RACISM and CULTURAL DIVERSITY OFFICE

The Anti-Racism and Cultural Diversity Office (ARCDO) within the Division of Human Resources & Equity, provides services to support University members in their efforts to foster environments that are intentionally racially diverse and inclusive through the advancement of equitable practices, education and training and the provision of complaints resolution supports on matters of race, faith and intersecting identities as guided by the Ontario Human Rights Commission. They provide education programming, complaint resolution supports and community engagement and outreach. For more information on all the services they provide please visit: https://antiracism.utoronto.ca/services/ or you can contact them at antiracism@utoronto.ca for assistance.

CAMPUS SAFETY

Visit the Campus Safety website for information about safety programs, services, policies and guidelines, and sexual violence prevention and support. safety.utoronto.ca

EMERGENCY PROCEDURES

- For immediate emergency assistance on U of T property, use one of the direct-line Emergency Call Stations
- You can also call Campus Police **416-978-2222**. This is a free phone call from any campus Bell Canada phone
- In life threatening situations, **call 911** (or 9-911 from a campus office phone)
- If an alarm sounds, evacuate the building you are in
- Ensure that your emergency contact information is up to date on ACORN
- Sign up for UT Alerts to receive important messages by phone, e-mail and text alert.utoronto.ca

CONTACT US

GENERAL INQUIRES

undergrad.kpe@utoronto.ca 416-978-8255 uoft.me/KPEROContactUs

OFFICE HOURS

The KPE Registrar's Office hours of operation are: **MONDAY - THURSDAY** 8:30 a.m. - 12 p.m. & 1 p.m. - 4:30 p.m. **FRIDAY** 8:30 a.m. - 12 p.m.

OFFICE LOCATION

Faculty of Kinesiology and Physical Education Registrar's Office Benson Building Room BN110 320 Huron St. Toronto, ON M5S 2W6 Find us on U of T Campus Map

SERVICE DELIVERY

The Office of the Registrar and Student Services is currently providing services through a combination of virtual and in-person delivery. Please visit the KPE website for more information regarding how to get in touch with us.