GETTING STARTED

☐ The current pandemic presents us with unprecedented challenges in our academic and personal lives. We recommend you regularly check the School of Graduate Studies COVID19 update page for the latest university-wide information.

☐ Clear any outstanding conditions. If you require a candidacy or program extension, submit those requests ASAP. All outstanding fees from a previous session must be paid. You will be unable to register until this is done. If you are blocked from registering and are unsure what conditions you may have, email gradadmin.music@utoronto.ca

☐ Review your academic status on ACORN, the University of Toronto’s web service. Please ensure that all the courses on your record align with the checklist for your area of study and that you add any missing courses on ACORN. It is the responsibility of the student to ensure they are properly enrolled in all required and elective courses.

☐ Review the Sessional Dates and mark your calendar regarding course add/drop deadlines, payment deadlines, university closures and more!

Important Upcoming Dates:
• RegistrationOpens: July 20, 2020
• Course Enrolment Opens: July 20, 2020
• Recommended Registration Deadline: August 28, 2020
REGISTRATION

Registration: Payment or Deferral of Tuition and Fees

☐ Register on time by paying or deferring your tuition and incidental fees. You can review your fees invoice on ACORN as of July 20, 2020. For detailed instructions on how to make a payment or arrange to register without payment, review the Office of Student Accounts website.

☐ Registering Without Payment: Students may register without payment (i.e. make a fee deferral) if they have no outstanding fees from a previous session and are the recipient of one of the following which exceeds the Minimum Payment to Register amount on your invoice:

- Government loan
- University funding package (major award, research stipend or teaching stipend)

☐ MA/PhD/DMA students may request a deferral through ACORN

☐ MMus students receiving funding that exceeds the Minimum Payment to Register amount may request a fee deferral by submitting the Register Without Payment Form to the Graduate Office (Room 143)

NOTE: If you do not register by the deadline (September 11, 2020), your enrolment in courses will be cancelled and further enrolment will be blocked. If you are registering late, you must contact the SGS Student Services office (graduate.information@utoronto.ca) with proof of payment. Late registration fees will apply.

☐ Financial Advising is available through the SGS for registered students.

COURSE ENROLMENT

Course Enrolment: Course Sign Up Opens at 6:00am on July 20, 2020 on ACORN.

☐ Review and save the Degree Checklist for your area of study. This document will help you ensure you are enrolled in all required and elective courses and help you keep track of your progress in the program. You will use the same checklist for the duration of your degree.

☐ Refer to the Graduate Timetable and Course Descriptions to start building your timetable. For most students, some mandatory courses will be added for you. Please ensure that all the courses on your record align with the checklist for your area of study and that you add any missing courses on ACORN. It is the responsibility of the student to ensure they are properly enrolled in all required and elective courses.

Tips for reading the timetable:  F = First term, S = Second term, Y = Full year
Days of the week are indicated by their first letter except for Thursday which is shown as “R”
Continuous courses are identified with an “On” on in the Course Descriptions. These courses can run over several terms and will remain on your record until a grade is issued. Although you may be automatically enrolled in some of these courses when you begin your program, follow the guidelines on the Degree Checklist for your area in consultation with your area head to determine when you should be completing the course requirement.

When selecting elective courses, you may review other music graduate courses for options relevant to your area of study. Please note that some courses are “reserved” for students in that degree program. If you want to take a course outside of your particular area of study and ACORN will not accept your request, contact the course instructor to requesting permission. Bring a Add/Drop Course with you for them to sign. Bring the signed form to the Graduate Office in room 143.

If you have any questions about which courses are recommended for your program, please contact the Coordinator or Area Chair of your area for advice.

It may be possible to take an elective outside of the Faculty of Music with approval from your unit head. If you are not able to add the course through ACORN, you must use the SGS Course Add/Drop Form to enroll. Bring the complete form to the Graduate Office (rm. 143).

Students who have been granted an exemption from taking a mandatory course, must make up that credit with other course(s) of at least the same credit weight. Once a grade is issued for the substituting course, a Course Exemption request must be submitted to the graduate office.
CONTACTS

GRADUATE OFFICE CONTACTS

Iliana Sztainbok, Graduate Program Administrator  
gradadmin.music@utoronto.ca  
Rm 143 EJB

Calista Biermans Tunney, Student Services Coordinator  
grad.music@utoronto.ca  
Rm 144 EJB

Lisa Jack, TA Coordinator/Graduate Assistant  
Teaching Assistants & Graduate Admissions  
ta.music@utoronto.ca

Prof. Jeff Packman, Associate Dean, Graduate Education  
jeff.packman@utoronto.ca

Academic matters

FACULTY OF MUSIC DIVISIONAL COORDINATORS

Composition: Norbert Palej  
Ethnomusicology: Ken McLeod  
Music & Health Sciences: Michael Thaut  
Music Education: Lori Ann Dolloff  
Musicology: Robin Elliott  
Theory: Daphne Tan  
Performance Chair: Jeff McFadden

Applied Music & Health: Corene Thaut

Brass: Jeff Reynolds

Choral Ensembles: Lori Ann Dolloff

Collaborative Piano: Steven Philcox

Early Music: Daniel Taylor

Guitar: Jeffrey McFadden

Jazz: Mike Murley

Wind/Orch. Conducting: Gillian MacKay

Music Technology & Digital Media: Jeff Wolpert

Opera: Sandra Horst

Percussion: Aiyun Huang

Piano: Lydia Wong

Piano Pedagogy: Midori Koga

Strings: Annalee Patipatanakoon

Voice: Monica Whicher

Vocal Pedagogy: Lorna MacDonald

Woodwinds: Wallace Halladay

SENIOR LEADERSHIP GROUP

Dean, Faculty of Music: Don McLean  
Associate Dean, Academic & Student Affairs: Ryan McClellan  
Associate Dean, Graduate Education: Jeff Packman  
Associate Dean, Performance: Jeff McFadden  
Associate Dean, Research: Steven Vande Moortele

SCHOOL OF GRADUATE STUDIES

63 St. George Street  
sgs.utoronto.ca

STUDENT GROUPS

Music Graduate Students’ Association (MGSA)  
MGSA  
info@utgsu.ca

University of Toronto Graduate Students' Union (UTGSU)