

2023

MHSc Nutrition Communication Program Information and Application Guide



**Toronto
Metropolitan
University**

**Nutrition
Communication**
Graduate Studies

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PROGRAM INFORMATION

How is the program offered?

- The MHS program is a full-time classroom based program.
- If you are offered admission, you must attend classes.
- Option 1 (accredited practicum) students participate in two semesters of practicum rotations at locations across the GTA and beyond.

When do classes begin?

- Classes begin in September every year for our fall cohort and January for our winter cohort.

What is nutrition communication?

- Dietitians are embracing their role as the voice of sound, reliable nutrition information for Canadians, across all media and in all settings – health care, business, food industry, technology companies, public health, private practice, food service management, administration, and beyond.
- Ours is the only graduate program in Canada that focuses on nutrition communication and our graduates are poised to provide professional leadership in this field.
- Our graduates have opportunities to develop advanced nutrition communication skills and are exposed to new and burgeoning areas of dietetic practice.

What will I learn?

- You will:
 - develop advanced skills to identify, understand, and critically appraise high quality scientific literature as the foundation of evidence-based practice and communication
 - integrate and synthesize evidence to create multi-component knowledge translation products
 - enhance your communication skills (oral, written, multimedia, etc.) and create a variety of nutrition communication products (e.g., essays, press releases, précis, presentations, scholarly writing, videos, knowledge translation and public education campaigns, website-based messages, social media messages, etc.)
 - examine the roles of institutional and government policies in current food issues
 - critically examine alternative perspectives on nutrition and food
 - create a 3-year professional development plan to guide your career choices
 - network and discuss emerging issues and areas of practice with guest experts
 - advance your clinical nutrition knowledge and skills in preparation for practical training

What are Options 1 and 2?

Option 1 is the Partnership for Dietetic Education and Practice accredited practicum.

Students complete four semesters (16 months) of study. Students complete the required dietetic practical training through rotations in a variety of dietetic practice environments. Our graduates qualify to write the Canadian Dietetic Registration Exam and become dietitians. This dietetic education program is accredited under the Partnership for Dietetic Education and Practice (PDEP) and prepares students for eligibility for registration with a provincial dietetics regulatory body.

Option 2 is the major research project/paper (MRP). Students complete three semesters (12 months) of study – September 2023 to August 2024 inclusive. This option is ideally suited for dietitians who want to enhance their nutrition communication skills to provide professional leadership in current or future employment.

If I complete Option 1 (accredited practicum), can I become a registered dietitian?

- Yes. Successful completion of Option 1 (accredited practicum) will enable you to meet all of the Integrated Competencies for Dietetic Education and Practice and qualify you to write the Canadian Dietetic Registration Examination and if you are successful, become an RD.

How long does it take to complete the program?

- **Option 1 (accredited practicum):** 4 semesters (16 months) of study – Fall Cohort: September to December of the following year and Winter Cohort: January to April of the following year.
- **Option 2 (MRP):** 3 semesters (12 months) of study – September to August of the following year

How is the program structured?

	Option 1 (Practicum) Four semesters	Option 2 (MRP) Three semesters
First term	NC8101 Appraising Scientific Evidence NC8103 Nutrition Communication Strategies NC8104A Nutrition Communication Seminar NC8201 Food and Nutrition Policy NC8300 Population Health Promotion (every other week)	NC8101 Appraising Scientific Evidence NC8103 Nutrition Communication Strategies NC8201 Food and Nutrition Policy NC8205 Directed Studies
Second term	NC8102 Individual Health Behaviour NC8104B Nutrition Communication Seminar NC8209 Knowledge Translation NC8300 Population Health Promotion (every other week)	NC8102 Individual Health Behaviour NC8209 Knowledge Translation 2 electives
Third term	NC8301 Practicum I	Major Research Paper/Project
Fourth Term	NC8302 Practicum II	

What are the educational requirements to apply?

Option 1 (accredited practicum):

- You must be eligible to study in Canada and have graduated from a Dietitians of Canada or PDEP [accredited Canadian undergraduate nutrition program](#) or an [Accreditation](#)

[Council for Education in Nutrition and Dietetics \(ACEND\)](#) accredited undergraduate program or obtained a Level 1 result on the College of Dietitians of Ontario's Knowledge and Competence Assessment Tool (KCAT:

- Within the past three years*
- With a minimum B+ average (3.33/4.33) in the last two years of study

*If you graduated from an accredited Canadian undergraduate program or ACEND accredited program more than three years ago (from convocation date to application deadline), you must:

- Contact the College of Dietitians of Ontario to complete the [Knowledge and Competence Assessment Tool](#). An applicant is deemed to have academic currency if they have written the College's Knowledge and Competence Assessment Tool (KCAT) and obtained a Level I result.
- Option 1 is open to qualified applicants who wish to become registered dietitians. It is not open to individuals who are or have been dietitians in Canada.
- If you completed your education outside Canada please see [Educated outside of Canada?](#) Alternatively, contact [Dietitians of Canada](#).

How many students will the program accept for Option 1?

- Approximately 35 students but enrolment may vary slightly from year to year.

Option 2 (MRP):

- [PDEP accredited undergraduate degree](#) in Food and Nutrition with a minimum B average (3.00/4.33) in the last two years of study.
 - Preference is given to dietitians qualified to practice in Canada.
 - Strong oral and written communication skills are required for program entry and success.

How many students will the program accept for Option 2?

- Enrolment varies from year to year.

What is the cost of the program?

- **Option 1 (accredited practicum) students** complete **four** semesters of study with a total tuition cost of approximately \$14,563.89*. In **addition**, they pay ancillary fees of \$1,800.00 for each of the two practicum courses. These ancillary fees fund provision of the practical training component of the program. **Total cost of the program for Option 1 domestic students for the four terms of study is approximately \$18,163.89.** Other practicum related costs include:
 - Police vulnerable persons check fees
 - Mask fit test fees
 - Qualifying membership in Dietitians of Canada (optional)
 - Costs incurred for travel to external practicum locations
 - Required educational resources in preparation for practicum placements (i.e. modules, books, etc.)
- *The fees in the table below are based on information available as of June 2023. The amount is subject to change without notice. **Applicants must check**

<https://www.torontomu.ca/current-students/tuition-fees/programs/graduate/> for current fee information. Fees for the upcoming year are posted online in July each year; be sure to consult the fee schedule for *your* academic year.

Term	Domestic ON	Domestic Out of Province	International	Ancillary fees for all students	Due
Fall	3,979.78	4,307.92	9,749.07		30-Sep
Winter	3,302.18	3,684.94	8,315.48		31-Jan
Spring/Summer	3,302.15	3,684.90	8,315.44	plus 1800	31-May
Fall	3,979.78	4,307.92	9,749.07	plus 1800	30-Sep
Total	14,563.89	15,985.68	36,129.06	plus 3600	

Option 2 (MRP) students complete **three** semesters of study with a total program cost of approximately \$10,584.11* for domestic students, \$11,677.76 for out-of-province and \$26,379.99 for international students.

Why do I pay tuition, ancillary, and program fees?

- **Tuition fees** are charged to partially cover the costs of program delivery. All full-time Toronto Metropolitan University students pay **ancillary fees** (e.g., Toronto Metropolitan University Student Union membership fees, athletics fee, student campus centre fee, etc.). The full list of ancillary fees is available at: [Ancillary Fee Descriptions - Current Students - Toronto Metropolitan University](#). On the fee schedule provided by the Registrar's office, you will also see that practicum option students pay a **fee** during the practicum semesters. This fee partially covers the cost of managing and administering the practicum elements of the program.

Is financial support available?

- **Yes.** Applicants who have an A- or higher GPA in the last two complete years of study will be considered for Ontario Graduate Scholarship (OGS) awards that are adjudicated at both the Faculty and University levels. Top students in our program have consistently received one of the following awards: Ontario Graduate Scholarship (\$15,000) or an Ontario Graduate Fellowship (\$12,000) award. Applicants who accept offers of admission are automatically considered for these awards.
- All other students will receive a Toronto Metropolitan University Graduate Fellowship award that varies in value based on the number of students enrolled in the program.
- Our program is OSAP eligible.
- MHSc students are eligible to apply for graduate/ teaching assistant (GA/TA) positions in the School of Nutrition that range from 30-50 hours per semester at \$47.06/hour. See https://www.torontomu.ca/content/dam/faculty-affairs/cope-3-collective-agreement/SIGNED_CUPE_3_CA_2021-2023_signed.pdf for current pay rates.
- Marian Rosalie Good Award for Excellence in Knowledge Translation: recognizes the

academic achievement of a MHS student in the final project in NC8209 Knowledge Translation. (\$1000).

- Patricia Jensen Graduate Award: This award supports a student enrolled in the first year of the Nutrition Communication (MHS) program who identifies as a member of an equity-seeking group, with the aim of encouraging greater diversity of representation in both the program and the profession. Selection will be based on submission of a personal statement and a resume, with preference given to applicants that the program determines are underrepresented. Applications for this award will open on October 1.
- Dean's Writing Award: recognizes outstanding achievement in the health behaviour project in NC8102 Individual Health Behaviour. (\$500).
- Option 1 (accredited practicum) students receive a Graduate Development Award during semester 4.
- Option 1 (accredited practicum) students may be eligible to apply for a limited number of financial needs-based Graduate Development Awards (*when available*).
- All students are eligible to apply for Toronto Metropolitan University emergency bursary funding in the case of an unexpected and dire financial issue. Contact Amber Rebello, Program Administrator for instructions arebello@torontomu.ca.
- The Yeates School of Graduate Studies lists awards on this site:
<https://www.torontomu.ca/graduate/future-students/financing-your-studies/scholarships-awards/>
- The Faculty of Community Services offers a few graduate awards:
<https://www.torontomu.ca/fcs/student-success/student-awards-and-grants/>
- Students are encouraged to use Toronto Metropolitan University's AwardSpring portal to explore their eligibility for multiple awards.
<https://www.torontomu.ca/current-students/scholarships-awards/>
- Qualified Indigenous students are encouraged to apply for the following awards:
 - Yeates School of Graduate Studies:
 - [Supporting Aboriginal Graduate Enhancement Award \(SAGE\)](#)
 - [Indigenous Graduate Scholarship](#)
 - [Indigenous Graduate Student Bursary](#)
 - Faculty of Community Services
 - [Faculty of Community Services Aboriginal Student Success Awards](#)
- Qualified Black students are encouraged to apply for the following awards:
 - Yeates School of Graduate Studies
 - [Black Graduate Student Bursary](#)
 - [Black Graduate Student Fellowship](#)
 - [Black Graduate Student Scholarship](#)
 - Faculty of Community Services
 - [Faculty of Community Services \(FCS\) Graduate Black Student Award](#)
- You may be eligible to apply for awards and grants provided by the Toronto Metropolitan

University Student Union See: <https://yourtmsu.ca/services/grants/>

- Student Access Guarantee:
<https://www.torontomu.ca/student-financial-assistance/scholarships-bursaries/student-access-guarantee/>
- As of fall 2022, Toronto Metropolitan University will offer tuition waivers for students who grew up in extended society care (previously known as Crown Wards) in Canada, and are currently enrolled in an OSAP-eligible program at the institution. The tuition waiver will cover full tuition and ancillary costs. For more information, please visit:
<https://www.torontomu.ca/student-financial-assistance/scholarships-bursaries/extended-society-care/>

Are there other awards that I may be eligible for?

- We support eligible students' applications for
 - Dietitians of Canada awards:
 - <https://www.dietitians.ca/About/Awards-and-Recognition>
 - Other external awards: (check eligibility criteria)
 - Aboriginal post-secondary student support program:
<https://www.sac-isc.gc.ca/eng/1100100033682/1531933580211>
 - Council of Ontario Universities. Canadian Women's Health Scholars Awards:
<https://cou.ca/resources/awards/>
 - Desjardins Foundation scholarship: <https://www.desjardins.com/ca/about-us/social-responsibility-cooperation/education-cooperation/desjardins-foundation/academic-scholarships/index.jsp>
 - Disability Awards:
<https://www.disabilityawards.ca/government-of-ontario-funding-for-students-with-disabilities/>
 - Federal Student Grants:
<https://www.canada.ca/en/services/benefits/education/student-aid/grants-loans.html>
 - Ministry of Training, Colleges, and Universities:
<http://www.ontario.ca/page/student-loans-grants-scholarships-and-bursaries>
 - Ontario Legion Command Bursary:
<http://www.on.legion.ca/remembrance/youth-programs/bursaries>
 - Scholarships Canada database: <http://www.scholarshipscanada.com/>
 - Service Canada: <https://www.canada.ca/en/employment-social-development/services/student-financial-aid/scholarships.html>
 - Soroptimist Foundation of Canada: <http://www.soroptimistfoundation.ca/>
 - RBC Future Launch Scholarship:
<https://www.rbc.com/dms/enterprise/futurelaunch/future-launch-scholarship.html>
 - Yconic.com (formerly StudentAwards.com): <https://yconic.com/>

Will I be able to work while completing the program?

- The MHSc program is intensive and demanding. Students need excellent time

management and organizational skills.

- Semesters 1 and 2 each entail four courses, totaling about 12 hours per week of classes. For each class, you should expect to spend 3-6 hours working outside class time to complete readings, assignments, and activities.
- Students can apply for teaching assistant positions that involve about 30-50 hours of work per semester.
- When deciding whether to work while in the program, please consider work-life balance. Students who can complete the program without working may enjoy the program more and feel less stressed than those who work while they study.
- **Option 1 (accredited practicum)** students will spend 35 to 40 hours per week during the two practicum courses in various dietetic practice environments. It is not recommended to work during these semesters. You can expect to spend 1-2 hours on evenings and weekends doing practicum related homework.
- Some **Option 2 (MRP)** students have worked part-time during their studies.

When are classes scheduled?

- **Option 1 (accredited practicum)** students will be enrolled in classroom-based courses scheduled on 2.5 days per week in the first and second semesters and complete placements during the third and fourth semesters. The practicum involves 35-40 hours per week of attendance in various dietetic practice environments and regular meetings with TMU Practicum Coordinators.
- **Option 2 (MRP)** students will be enrolled in classroom-based courses scheduled two days per week in the first two semesters. These students will complete their MRPs during the third semester.
- Fall and winter courses are scheduled on weekdays, during the day. We do not offer evening classes.

How can I connect with recent graduates?

- Recent program graduates have professional profiles and are members of the School of Nutrition Professional Network group on LinkedIn®. <https://www.linkedin.com/>
- You'll find brief biographies for an assortment of recent graduates at <https://www.torontomu.ca/nutrition/graduate/admissions/nutrition-communication/alumni-career-paths/>

MORE ABOUT OPTION 1 (ACCREDITED PRACTICUM)

What do the practicum courses for Option 1 students involve?

- You will complete your practical training during the practicum courses.
- You will complete 2-3 placements in dietetic practice environments under the supervision of highly qualified preceptors during each course; usually a total of 4-5 placements.
- Our practicum coordination staff will take your interests and career goals into consideration as they create a practicum plan through which you can meet all of the Integrated

Competencies for Dietetic Education and Practice. This planning occurs in the first two semesters of the program.

- During practicum, you will be in the workplace during the same hours as your preceptor – typically 35 to 40 hours per week. We are committed to providing well-rounded practical training that prepares you for work in any dietetic practice setting. Sometimes, you will be required to travel, at your own expense, to complete your practicum rotations.

What is the employment rate for Option 1 graduates?

- Many Option 1 students gain employment as a registered dietitian within the first 6 months after completing the program. Graduates may need to relocate beyond Toronto to secure employment in their desired area of interest.

Will I be qualified to work in any dietetic practice environment?

- Yes. Upon completion of the program, you will have met ALL of the Integrated Competencies for Dietetic Education and Practice to write the CDRE. Once you have successfully passed the CDRE, you will qualify to apply for entry-level dietetic practice positions. Some work settings may require applicants to have additional certifications/skills, e.g., Certified Diabetes Educator (CDE).

What if I don't know which area of dietetics interests me most?

- Most students don't have a clear idea where they want to work and that's OK. The best approach is to keep an open mind.
- In our program, you'll explore many areas of dietetic practice to determine what areas interest you most.
- We design our practicum to ensure that graduates are well rounded and ready for success in *any* area of dietetic practice – from inpatient nutrition to industry and beyond.

Why should I consider the MHS in Nutrition Communication?

- Master's level study in nutrition communication will:
 - position you for success in the changing world of dietetic practice; you'll be a well-rounded professional with a graduate education
 - enable you to excel and provide leadership in any dietetic practice environment
 - build your confidence and skills
 - enable you to create a professional development plan to fuel your career
 - distinguish you among job applicants
 - You will gain a master's degree and meet the ICDEPs in just four semesters.

Where will I find more information about Option 1?

See <https://www.torontomu.ca/nutrition/graduate/nutrition-communication-mhsc/practicum-option/>

MORE ABOUT OPTION 2 Major Research Project/Paper (MRP)

Who applies for Option 2?

- Most applicants are dietitians who want to develop their nutrition communication skills to add value in their current job or forge a new career path.

How can enrolling in Option 2 fuel my dietetic career?

- You can develop your MRP to pursue a strong interest in a particular area
- Your MRP may involve collaboration with external agencies or partners and foster valuable networking opportunities
- You will have opportunities to connect with dietitians working in a wide array of fields
- You'll complete a detailed 3-year professional development plan to guide your choices

What are the objectives of completing an MRP?

- An MRP will enable you to:
- develop subject matter expertise
- demonstrate your ability to synthesize evidence and formulate original ideas
- use a rigorous process to create a project that may shape policy, practice, and teaching
- pursue your interests – whether that's a specific topic, communication medium, or project
- create the central piece in your professional communication portfolio

Is a MRP the same as a thesis?

No. A major research project/paper can encompass completion of a wide range of projects and usually does not necessarily involve primary data collection. To be feasible, your MRP must be completed within the three semesters of our program. A thesis involves collection and analysis of primary and/or secondary data.

What is expected of me as an MRP student?

We expect that you:

- are strongly motivated and committed to completing very high quality work
- have excellent time management skills
- will welcome constructive feedback regarding your work
- are highly self-directed yet seek guidance when needed
- will demonstrate a high level of integrity in your work

When are the MHSc classes?

- **Class schedule:** All MHSc courses are scheduled on Tuesday, Wednesday and Thursday. We attempt to schedule two in-person days on campus per week. All classes are three hours long.

- **Special events:** There will be other days when you are expected to attend special events at Toronto Metropolitan University (or beyond) in relation to specific courses. You will be notified of those additional events at the beginning of each semester.
- **Days on campus:** You should expect to be on campus *more than* two days each week – to participate in team meetings, to do research, to meet with your MRP supervisor, to meet with instructors, etc.

What is the total time commitment for the program?

- **Coursework:** For each class, you should expect to spend 3-6 hours working outside class time to complete readings, assignments, and activities.
- **Attendance:** Attendance in class and participation in classroom activities are essential expectations of our program.
- **MRP:** You will plan and conduct background research for your MRP in the fall semester, start your project in the winter, and complete it in the spring/summer semester. You should plan to work on your MRP up to 35 hours per week during the spring/summer semester.

What constitutes an MRP?

- 1) **Completion of a rigorous structured literature review:** This entails use of a systematic methodology and focused inclusion/exclusion criteria to identify, select, and critically appraise published relevant scientific evidence. The structured literature review is the evidence base for, and enhances the dissemination potential of, your MRP.
- 2) **Length:** 40 – 60 pages excluding references, appendices.
- 3) **Composition:** Typically, an MRP is comprised of multiple components such as:
 - i. development/testing of a research tool, nutrition communication technique, a learning, teaching or assessment tool;
 - ii. completion of an analytic project, such as a policy or secondary data analysis;
 - iii. development of a unique, evidence-based nutrition communication and/or knowledge translation (KT) piece suitable for dissemination such as a multi-media product (e.g., audio, video and/or Internet-based) and/or another form of scholarly work (e.g., a paper, poster, abstract, KT piece)
 - iv. creation of a critique or application of a theoretical framework or construct; or
 - v. participation in an on-going research project (e.g., primary data collection)
- 4) **Format:** See the guidelines provided at:
<https://www.torontomu.ca/graduate/student-guide/academic-matters/dissertation-thesis-exams/>

What kind of MRPs have previous students completed?

Here are some recent MRP titles:

- Exploring university athletic departments' sports nutrition education programs, partnerships and policies: An environmental scan.
- The role of dietary protein at breakfast on satiety, food intake and glycemic response in children 9-14 years old.
- Person centred approach to diabetes management.
- "It's just common sense": A theoretical model of women's nutrition information behaviour activities.
- Updating dietary intervention recommendations from the Canadian clinical guidelines on the management and treatment of obesity.
- A comparative analysis of packaged products with sodium reduction claims.
- Antioxidant messages on food products in Canadian grocery stores: A content analysis.
- What online communication strategies are communities of practice using to facilitate knowledge exchange or translation?
- Food system renewal in Toronto: A qualitative inquiry and critical analysis of the public consultation and engagement process.
- Best practices of written and oral knowledge translation for low health literary populations.
- Broken telephone II: Website quality assessment tool development and testing.
- The evolution of FoodShare: An exploratory investigation of Canada's largest community food security organization.

Where are MRP graduates working?

- See [Alumni Career Paths - School of Nutrition - Toronto Metropolitan University](#) for brief biographies of some recent graduates
- Most recent program graduates have professional profiles and are members of the School of Nutrition Professional Network group on LinkedIn®. <https://www.linkedin.com/>

Where will I find more information about the MRP process?

- You'll find the MRP Guidelines online at <https://www.torontomu.ca/nutrition/graduate/nutrition-communication-mhsc/mrp-option/>

APPLICATION GUIDE

When is my application due?

For Option 1 - Accredited Practicum Option

- Complete your OUAC online application by 11 pm on **November 30, 2023**
- Upload all documents to the Toronto Metropolitan University Applicant Upload portal by 10 pm on **January 10, 2024**

For Option 2 - Major Research Project/Paper

- Complete your application by 10 pm on **January 31, 2024**. Early applications are encouraged.

How do I apply?

Step 1	Contact your referees. You need their names and correct email addresses to upload with your application. Take care to record the correct email address
Step 2	Apply to OUAC (Ontario Universities' Application Centre) by 10 pm on November 30, 2023 Pay the \$110 OUAC fee when you submit your online application Once the fee is paid, OUAC will notify Toronto Metropolitan University of your intention to apply
Step 3	Toronto Metropolitan University's Graduate Studies Admissions and Recruitment office will email you within 2-3 days of application receipt with instructions on how to create your online identity and upload your documents through the Toronto Metropolitan University portal. Follow the instructions provided to activate your Toronto Metropolitan University online identity.
Step 4	Gather all documents listed in the "Required Documents" tab and save them as .pdf documents. Log in to the Toronto Metropolitan University Applicant Upload portal and upload your documents. Please ensure the correct documents are uploaded. You cannot go back once they have been uploaded. Upload required documents by 10 pm on January 10, 2024

What documents will I need to provide?

Option 1 and Option 2 applicants must provide the following documents:

PLEASE NOTE: The document upload portal will not be monitored during Toronto Metropolitan University's mid-year break from December 24, 2023 to January 5, 2024 inclusive. Applicants will be able to upload application documents and check their "To do" list in the portal. However, if there are any issues there is no support. Any emails sent during the break will be erased and emails will need to be re-sent when the office opens on Jan. 8.

1. **Application Submission Summary:** Once you submit your online OUAC application, you will be directed to a summary of the information you submitted. Please save a copy of this .pdf summary and upload it as prompted when you log in to the Toronto Metropolitan University Application Upload portal.
2. **A statement of interest letter*:** (Max 500 words). Include an independently completed, well-written, professional letter that provides your response to the following question. You may address your letter to the MHSc Admissions Committee. **No further instructions will be provided.**

Describe why this program would be a good fit for you based on your experiences and career goals.

**Toronto Metropolitan University's School of Nutrition, Masters of Nutrition Communication strives to ensure equity, diversity and inclusion in the student body and the profession of dietetics, and aims to respond to community needs. The graduate admission committee provides opportunity for consideration to those applicants who wish to have their application reviewed in this light.*

If you wish to be considered a member of an equity seeking group (Black, Indigenous, people with disabilities, and members of the LGBTQ2S+ community) please state, "I wish to be considered a member of an equity seeking group" at the beginning of your Statement of Interest Letter. Applicants may provide details regarding experiences that should be viewed within the lens of equity, diversity, and inclusion in their statement of interest.

3. **A comprehensive, current resume:** (maximum 6 pages) Share details of your volunteer and paid experiences, educational background, awards, certifications, extracurricular learning achievements and specialized knowledge/expertise. Highlight the aspects of your education and experiences through which you have developed your communication, decision-making, problem solving, interpersonal and leadership skills. Include descriptions of your research-related experiences and skills, including undergraduate research projects, research proposals and ethics review applications, experiences as a paid research assistant or volunteer, research-related publications and presentations. Use your resume as a communication tool. Describe your involvement in professional associations, knowledge exchange/development, contribution both in work and academics at scholarly or creative activities. List any awards, recognition or scholarships and academic achievements.
4. **Two letters of recommendation:** As part of your online application, you will be asked to submit the names and contact information for **two referees** at least **ONE** of whom must be an academic referee (e.g. a faculty member familiar with your academic performance). The second recommendation may come from a professional (non-academic) referee. Referees will be contacted electronically by the Graduate Admissions office **2-3 days after** you complete your online application with instructions

on how to complete a reference form. If you have any questions about references, please send them to gradreference@torontomu.ca. Select referees who know you well and can speak to your work ethic, knowledge, research potential, leadership activities as a student or employee.

5. **Transcripts** for all relevant post-secondary education. Official transcripts are not required at the time of application. You may upload an unofficial copy of your transcript. Official transcripts will be requested if an admissions offer is made and you accept the offer..
6. Proof of English language proficiency for those whose previous language of instruction was not English.

Option 1 applicants must also submit:

7. A "Confirmation of Completion" form. This form verifies that you will be completing all the requirements of a PDEP accredited undergraduate nutrition program. This form has to be completed and signed by your undergraduate program office or advisor.

What is the statement of interest letter?

- The statement of interest is your response to this question:
Draw from your experiences and describe why this program would be a good fit for you based on your experiences and career goals?
- Maximum 500 words. Your response should exemplify your best-written communication and self-reflection skills.
- Professional letter format
- Address it to the MHSc Admissions Committee
- No further explanation will be provided.

What should my resume include?

- Use your resume to communicate who you are and demonstrate your writing skills
- What relevant skills, experiences, and expertise do you bring to the MHSc program?
- Include experiences where you showed your communication skills
- Share details of your volunteer and paid experiences, educational background, awards, certifications, extracurricular learning achievements and specialized knowledge/expertise.
- Highlight research-related experiences and skills, including undergraduate research projects, research proposals and ethics review applications, experiences as a paid research assistant or volunteer, research-related publications and presentations.

Whom should I ask to provide references?

- Always contact potential referees and ask if they agree to provide references for you. If so, **record their names and email addresses accurately**. Entering the wrong email address for a referee will delay your application considerably.
- Tell referees the submission timeline: **January 10, 2024**.

- One referee should be academic, one can be professional (e.g., someone who supervised you in a paid or volunteer position)
- When you've completed the Toronto Metropolitan University application, Toronto Metropolitan University will send each referee an email with a link where s/he can complete the report
- It is your responsibility to monitor your online application and ensure that references are received by the deadline

Whom should I ask for references if I've been out of school for several years?

- Option 2 (MRP) applicants who cannot identify a suitable academic referee can submit the names/contact information for two professional referees

Where do Option 1 applicants get the "Confirmation of Completion" form?

- Ask your accredited undergraduate program coordinator to complete your form

What happens after I submit my application to the Toronto Metropolitan University portal?

- 2-3 business days after you submit your application each referee will be contacted by email by Toronto Metropolitan University's Graduate Admissions and Recruitment office with instructions on how to submit her/his report
- Once your application is complete, it will be sent to the MHSc admissions committee for review.

How do I find out the status of my application?

- You can monitor the status of your application through the Toronto Metropolitan University Applicant Upload portal.

What should I do if my application is not complete?

- Submit any missing documents via the Toronto Metropolitan University Applicant Upload portal ASAP
- If it's **December 15, 2023** and your referees have not submitted their reports, contact them with a friendly reminder

When will I know if I'm invited for an interview?

- Short-listed applicants will be contacted in early February 2024

When will interviews be held?

- Option 1 (accredited practicum) interviews will occur in February.
- Option 2 (MRP) interviews occur in March.

What should I do if interview dates overlap?

- Tell our Program Administrator when you are contacted to schedule our interview. We are limited by the availability of our interviewers and may not be able to accommodate requests for changes.

Where are the interviews?

- Interviews will take place online through Zoom.

What is a Multiple Mini Interview (MMI)?

- We use a process called multiple-mini interviews (MMIs) for Option 1 applicants. MMIs take a typical interview and divide it into 4-5 stations. Rather than sitting with a group of interviewers and responding to questions in one place, each interview question or task is set at its own station with a single interviewer in a breakout room. Applicants are moved from “room” to “room” to respond to questions or complete tasks. The process is timed to ensure that applicants keep moving through the interview “rooms” while providing enough time to read and respond to a question or complete a task. You may be asked to interact with someone else or take part in a role-play situation. Each station is scored independently.
- If you receive an invitation to participate in an interview for Option 2, the interview format will be confirmed at that time.

Why does Toronto Metropolitan University use the MMI process?

- MMIs are used in many health professions. They offer applicants several advantages and:
 - Enhance objectivity of assessments
 - Reduce interviewer bias
 - Create multiple opportunities to ‘start fresh’
 - Provide time to read and think about questions
 - Provide an enjoyable interview experience

How should I prepare?

- In many cases, there are no right or wrong answers to the MMI questions. The questions are designed to enable you to showcase your communication, interpersonal and critical thinking skills, as well as your knowledge and judgment.
- Our best advice is **be authentic**. Review your resume and remind yourself of your many accomplishments. We would love to get to know you through your responses.
- MMI items give you opportunities to express your interpersonal, oral and written communication, and critical thinking skills.

Where can I find more information about MMIs?

- We recommend resources provided by universities that use the MMI format, such as McMaster and McGill. For example:
 - [https://mdprogram.mcmaster.ca/md-program-admissions/how-we-select/multiple-mini-interview-\(mmi\)](https://mdprogram.mcmaster.ca/md-program-admissions/how-we-select/multiple-mini-interview-(mmi))
 - <https://www.mcgill.ca/caps/students/gradschool/medinterview>

When will I know if I have been accepted?

- Offers of admission to Option 1 (accredited practicum) applicants are made as soon as

possible following the completion of all interviews.

- You will be notified by email and a formal offer of admission will follow

If I receive an offer of admission, how long do I have to decide?

- We know that many top applicants are considering multiple offers. Applicants are typically given about 48 hours to respond. **We strongly encourage you to respond as soon as possible to secure your place in the program.**

INFORMATION FOR CURRENT STUDENTS

What services are available to me?

Toronto Metropolitan University students have access to a full range of services and benefits offered by TMU. The table below provides a brief description of available services and contact information.

Services	Description	Contact
Academic Accommodation Support	Our friendly, knowledgeable team of accommodation support staff - facilitators, specialists, and administrators – will offer support with academic accommodation and related academic supports and the processes involved with these. Students eligible for Academic Accommodation Support have singular and multiple disabilities, such as learning disabilities, sensory impairments, acquired brain injuries, ADHD, and mental health, medical, and mobility issues.	<p>Email: aasadmin@ryerson.ca</p> <p>Web: https://www.torontomu.ca/accommodations/</p>
Centre for Student Development and Counselling	<p>The CSDC offers free, confidential counselling services in a professional and friendly environment. While our services are predominantly short term in nature, the duration of counselling is determined on a case-by-case basis depending on need and resources availability. Our team of psychologists, counsellors, and master’s and doctoral interns provides services.</p> <p>Our services, programs and resources are intended to assist students not only to solve immediate problems, but also to define their personal, educational and career goals, and to acquire the self-confidence and transferable skills necessary for professional success and individual growth. We provide these</p>	<p>Web: https://www.torontomu.ca/student-wellbeing/counselling/</p>

	<p>services on a one-to-one basis or in a group format.</p> <p>All Toronto Metropolitan University graduates are invited to participate in Career Centre support services for 5 years post-graduation.</p>	
English Language Support	<p>To help multilingual students engage fully in their education at Toronto Metropolitan University, we offer a variety of free support programs designed to help students improve and develop their communication skills – help with writing, speaking, listening, and reading. This also becomes an opportunity to meet fellow students and practice language skills in a friendly, stress-free environment</p>	<p>Web: https://www.torontomu.ca/student-life-and-learning/learning-support/writing-support/</p>
Graduate Student Support	<p>For students enrolled in one of Toronto Metropolitan University's Master's or PhD programs looking for help with developing graduate-focused academic skills. Graduate students have specific concerns about their academic skills and the demands of graduate-level study. Our programming will help you to further develop these skills under the guidance of our professional staff.</p>	<p>Web: https://www.torontomu.ca/student-life-and-learning/learning-support/graduate-student-support/</p>
Health Promotion Unit	<p>The Health Promotion Unit consists of a Health Promotion Programs Coordinator, peer health promoters, placement students and volunteers. We are dedicated to promoting the health and well-being of Toronto Metropolitan University students by providing current and relevant health information, working with students and staff to develop a healthy community and ensuring high quality health promotion information and support</p>	<p>Web: https://www.torontomu.ca/student-wellbeing/healthpromotion/</p>

<p>International Student Services</p>	<p>The International Student Support (ISS) is a unit of Student Life, a part of Student Affairs at Toronto Metropolitan University. We are here to help international students and students new to Canada adjust to life in our country, connect with fellow students and succeed in achieving their personal and professional goals. Understanding UHIP, issuing status letters, supporting in immigration matters and nurturing personal development-these are just some of the many things that we provide for our international students so that they are able to make the most of their time at Toronto Metropolitan University.</p>	<p>Email: issask@ryerson.ca</p> <p>Web: https://www.torontomu.ca/international/student-support/</p>
<p>Math Support</p>	<p>Are you looking for help with math? This is the place to go. SLS offers comprehensive support to all Toronto Metropolitan University students looking for help with math, guidance in math-related courses, or simply to develop their math skills.</p>	<p>Email: sls@ryerson.ca</p> <p>Web: https://www.torontomu.ca/student-life-and-learning/learning-support/tutor-match/</p>
<p>Medical Centre</p>	<p>The Medical Centre is a medical clinic that provides currently registered Toronto Metropolitan University students, staff and faculty, with a wide range of medical services that you would normally expect to receive from your family physician. This includes the treatment of illnesses, such as colds or the flu, to routine examinations like annual physicals and internal examinations.</p>	<p>Web: https://www.torontomu.ca/student-wellbeing/medicalcentre/</p>

ONE Card Office	The OneCard is the official identification card for the Toronto Metropolitan University community. In addition to being the single most important piece of ID you possess during your time here at Toronto Metropolitan University it also serves as a convenience card for many of the services available on campus, including the library, printing and photocopying, food purchases, discounts, savings and more.	<p>Email: onecard@ryerson.ca</p> <p>Web: https://www.torontomu.ca/university-business-services/onecard/</p>
Toronto Metropolitan University Aboriginal Services	Toronto Metropolitan University Aboriginal Student Services provides a culturally supportive environment to promote academic excellence and serves as a place to balance academic learning with traditional teachings and culture.	<p>Web: https://www.torontomu.ca/aboriginal/</p>
Student Affairs	Student Affairs provides numerous services to support student success, including learning support, health & wellness, career support, housing & residence, student programs, leadership, international student support and more.	<p>Web: https://www.torontomu.ca/studentaffairs/</p>
Study Skills & Transition Support	Being a successful student requires hard work and dedication but it also requires developing the skills to learn effectively and efficiently. Our study skills and transition programs will help you to start that process	<p>Email: sls@torontomu.ca</p> <p>Web: https://www.torontomu.ca/student-life-and-learning/learning-support/study-skills-and-transition-support/</p>
Writing Support	We think our writing is best when we get to talk about it with others at various stages of the process. We help students become better writers by engaging them in meaningful conversations about their writing. If you get in the habit of doing this, it will become a meaningful part of your ongoing writing processes and development at Toronto Metropolitan University.	<p>Email: sls@torontomu.ca</p> <p>Web: https://www.torontomu.ca/student-life-and-learning/learning-support/writing-support/</p>

What benefits are available to me?

As members of Toronto Metropolitan University Graduate Student Union (TMSU), the following benefits are available to you:

- **Health & Dental insurance plan:** Provides excellent coverage for health and dental expenses as well as travel insurance. If you wish to opt out of this coverage and receive a refund, you must follow instructions found at <https://tmgsu.ca/health/>
- **CopyRITE Printing Service:** Discount digital printing services.
<https://www.copyrite.ca/>
- **Tax Clinic:** Free access to Ufile.ca; RSU tax clinic appointments. See <https://yourtmsu.ca/tax/>
- **Legal Service:** Access to a lawyer to advise and assist with legal issues. See <https://yourtmsu.ca/services/legal-services/>
- **Academic Advocacy:** Support and advice for issues with the University (appeals, misconduct, etc.,) See <https://yourtmsu.ca/services/academic-advocacy/>
- **Graduation Photos:** Free class composite photos See <https://yourtmsu.ca/services/alumni/>
- **Your tuition includes access to Toronto Metropolitan University Athletics and Recreation Facilities** You are entitled access to the Toronto Metropolitan University Athletic Centre (RAC) and the Mattamy Athletic Centre. Additional athletic services (e.g. personal training and group fitness classes) are available at a discounted rate. Information about group fitness classes, personal training, intramurals, clubs, skate and hockey training, facilities, athletics, etc. can be found at: <https://www.torontomu.ca/recreation/>
- **General Liability, Professional Liability and Workplace Safety Insurance** While you are on placement, you will be covered by Toronto Metropolitan University for Comprehensive General Liability Insurance and Professional Liability Insurance. Students, while fulfilling the unpaid Placement, have Workplace Safety and Insurance Board (WSIB) or private insurance coverage in the event of an incident or injury. The cost of the coverage will be paid for by Toronto Metropolitan University. For additional details. Please refer to the Graduate Programs Practicum Policies and Procedures document
- **Anti-virus protection software is available for free for students at:**
<https://www.torontomu.ca/ccs/services/software/security/>
You will need to enter your my.torontomu username and password to access the software. If you have trouble, you can contact Toronto Metropolitan University's Computing and Communications Services (CCS) at 416-979-5000 ext. 556840 or help@torontomu.ca. Please make sure you practice safe computing practices while connected to Toronto Metropolitan University's network. Here is what you can do:
 - Make sure all your computers are running antivirus software, that it is working properly, and that it is up to date. If you recently upgraded to Windows 10 and use Sophos you will have to uninstall Sophos and reinstall it. If you are having problems on a Toronto Metropolitan University computer getting Sophos to work, to

update itself, or if Sophos is issuing alerts please call the CCS help desk at extension 6806 or email help@torontomu.ca.

- Make sure you keep your operating system, browser and other software up-to-date. Software updates are frequently issued to fix security vulnerabilities.
- Do not open emails or attachments from unknown sources. If you do not recognize the sender, do not open attachments or follow links. If you are inclined to open an attachment on your computer, pause a moment and consider if the attachment is legitimate. Does it come from an email address you recognize and are expecting an attachment from? If not, do not open it. If you must look at an attachment, use a viewer instead of opening it on your computer. For example, if you use your browser to access your Toronto Metropolitan University Gmail account (via gmail.torontomu.ca) clicking on an attachment will show you a preview of the document. A common scam is to send malware disguised as a resume. If you must see the attachment, review the “resume” using Gmail’s preview feature. Do not download and open the attachment.
- Make sure Microsoft office macros are not enabled. If a document or spreadsheet claims, macros must be enabled to view it, do not turn on macros. A recent fraud involves sending fake invoices that claim they cannot be read properly without enabling macros. Don’t fall for it.
- Do not use peer-to-peer or other “file sharing” or “free file download” services to download movies, music, file sharing utilities and so on. If you insist on doing this, do not do it on a Toronto Metropolitan University computer, a computer connected to Toronto Metropolitan University’s network, or a computer that contains or has access to confidential or personal information. A common tactic for spreading malware is to post the malware to file sharing sites and systems and pretend they are movies, music, apps or application files. Do not click on links in emails to download files. If you inadvertently start to download a file, cancel the download or delete the file. Don’t open it.

Access to specialized software at:

https://www.torontomu.ca/ccs/services/software/Virtual_Applications/

Students can securely access various licensed software applications without having to install them on their computer. Please visit the website above for more information.

Is housing available to me?

- Yes. See <https://www.torontomu.ca/housing/>

What are my rights as a Toronto Metropolitan University student?

- **Human Rights Services:** All members of the Toronto Metropolitan University community are entitled to study, work, and live in an environment that is free of discrimination and harassment. See <https://www.torontomu.ca/humanrights/>
- **Office of Equity, Diversity, and Inclusion:** Toronto Metropolitan University is committed to community engagement, action, inclusion, and respect for Aboriginal perspectives, equity, diversity, and putting people first. The Office of Equity, Diversity, and Inclusion collaborates across campus to make Toronto Metropolitan University a

- truly inclusive place to learn and work. See <https://www.torontomu.ca/equity/>
- **Ombud's Office:** The Ombud's office works with students, faculty and staff to seek expeditious and fair resolutions to issues, concerns, and conflicts at Toronto Metropolitan University that they have not been able to resolve themselves. See <https://www.torontomu.ca/ombudsperson/>
 - **Sexual Violence Support and Education:** Toronto Metropolitan University is committed to fostering a campus where consent comes first. See <https://www.torontomu.ca/sexual-violence/>
 - **Emergency Response & Security Services:** See <https://www.torontomu.ca/community-safety-security/>

What are my obligations as a Toronto Metropolitan University student?

All Toronto Metropolitan University students are obligated to conduct themselves in accordance with the:

- **Student Code of Non-Academic Conduct:**
www.torontomu.ca/senate/policies/pol61.pdf
 - Additional information can be found at:
<https://www.torontomu.ca/student-care/students/student-code-of-conduct/>
- **Academic Integrity:**
<https://www.torontomu.ca/senate/policies/pol60.pdf>

What policies apply to me as a graduate student?

- **Academic Appeals Policy:** <https://www.torontomu.ca/content/dam/senate/policies/pol168.pdf>
- **Ethics Review of Research Involving Human Subjects:**
<https://www.torontomu.ca/content/dam/senate/policies/pol51.pdf>
- **Ethics Review of Research Involving Animals:**
<https://www.torontomu.ca/content/dam/senate/policies/pol52.pdf>
- **Graduate Course Management Policy:**
<https://www.torontomu.ca/content/dam/senate/policies/pol166.pdf>
- **Graduate Admissions Policy:**
<https://www.torontomu.ca/content/dam/senate/policies/pol163.pdf>
- **Student Code of Academic Conduct:** <https://www.torontomu.ca/senate/policies/pol60.pdf>
- **Student Code of Non-academic Conduct:**
<https://www.torontomu.ca/senate/policies/pol61.pdf>
- **Intellectual Property Guidelines:**
<https://www.torontomu.ca/content/dam/graduate/current-students/policies/IPGuidelines.pdf>

What do I need to do to graduate?

As completion of your program draws near, you will need to apply to graduate.

See

<https://www.torontomu.ca/graduate/student-guide/academic-matters/graduation/>