

Application Checklist 2019-2020

Step 1: Fill out the application form (three options)

- Submit the application form directly online via email
- Fill out the application online/print and then submit in person
- Print the form, fill it out and hand it in

Hard copies can be dropped off to:

Mihai Baetu
Department of Economics
Innovation Complex 3rd Floor
Office: KN 3218

Application packages can be emailed to: mihai.baetu@utoronto.ca

Step 2: Submit your Resume

Along with your application, please submit your resume in an attached WORD file (not PDF) named in the format “**yourlastname.firstname_resume.docx**”

If you have any updates to make to your resume between the beginning of the application process and the time that you are placed, please send a new version electronically. Do not forget to use your utoronto email address and forward all your other addresses to the utoronto email address.

Step 3: ROSI Marks - printout ONLY

We want to see ROSI printouts for ALL of your courses, including those in progress. Please don't spend your money on official transcripts. Additionally, if you have transfer credits, provide a printout of these courses and your marks.

Please ensure you have followed ALL of the instructions and steps before submitting your application. **The application deadline is February 26, 2019. Priority will be given to applications received by February 14, 2019.**