

**University of Toronto
Faculty of Applied Science and Engineering**

ADMISSIONS COMMITTEE

2008-2009 Admissions Committee Membership					
Chair	Murray Grabinsky				
Vice-Chair	Christopher Yip				
Undergraduate Programs Faculty	Beno	Benhabib	Mechanical and Industrial Engineering	978-7753	benhabi@mie.utoronto.ca
	Will	Cluett	Engineering Science	978-8605	cluet@ecf.utoronto.ca
	Uwe	Erb	Materials Science and Engineering	978-4430	erb@ecf.utoronto.ca
	Murray	Grabinsky	Civil Engineering	978-7130	murray@civ.utoronto.ca
	Ali	Sheikholeslami	Electrical and Computer Engineering	978-1861	ali@ecg.toronto.edu
	Christopher	Yip	IBBME, Chemical Engineering and Applied Chemistry	978-7853	christopher.yip@utoronto.ca
Undergraduate Students	TBA				
	TBA				
<i>Ex-officio</i>	Cristina	Amon	Dean	978-3131	dean@ecf.utoronto.ca
	Grant	Allen	Vice-Dean Undergraduate	978-8517	alleng@ecf.utoronto.ca
	Susan	McCahan	First Year Chair	978-0490	mccahan@mie.utoronto.ca
	Barbara	McCann	Faculty Registrar	978-5894	mccann@ecf.utoronto.ca
Senior Administrator	Helen	Bright		946-7115	helen@ecf.utoronto.ca
Recording Secretary	Lily	Pang		946-7117	pang@ecf.utoronto.ca

Admissions Committee Terms of Reference

The Committee will be responsible for initiating and implementing policies and procedures with respect to the selection and admission of all applicants to the first year program, and granting of any course exemptions from the first year program. The Committee will further be responsible for initiating and implementing policy with respect to academic awards for incoming first year students including the terms of any awards. The Committee will also be responsible for assessing the qualifications of all applicants seeking admission, re-admission or transfers within the Faculty at any level higher than First Year.

To support its admissions function, the Committee shall:

1. Establish an appropriate admission procedure to review applicants to the Faculty
2. Establish an appropriate admission standard of applicants to the Faculty, and in turn, for each of the Departments, Programs and Divisions
3. Monitor changes in the pre-university programs in the province, in other parts of the country and internationally that would impact on the qualifications of an applicant to the Faculty
4. Monitor changes in the first year curriculum in the Faculty to ensure appropriate qualification standards
5. Establish an appropriate review procedure of applicants to the Faculty as to their eligibility for scholarships awarded by the Faculty
6. Make admission decisions to the Faculty, and
7. Make decisions on first year scholarships.

To support its advanced standing function, the Committee shall:

1. Establish an appropriate procedure to review all applicants seeking admission or re-admission to the Faculty at any level higher than First Year
2. Establish an appropriate standard of admission to the Faculty, and for all applicants seeking admission, re-admission or transfer within the Faculty at any level higher than First Year
3. Make admission decisions on all applicants seeking admission or re-admission or transfer within the Faculty at any level higher than First Year
4. Review, define, administer and approve requests for exemptions / adjustments in academic programs based on courses taken at another university or equivalence, based on a clear Policy of Equivalence with regard to foreign coursework, English Faculty, and University of Toronto Arts and Science Equivalence
5. Review, define, administer and approve requests for admission at any level higher than First Year for Special Students, and
6. Monitor changes in the first year curriculum in the Faculty.