

Foundation Programs

Programs for students to assist in the transition to graduate study at UT.

- **International Student Graduate Assistant/Fellowship Workshop**
Tuesday, August 7th, 8:30 -10:00 a.m., Health Education Bldg, Room 149
Workshop will focus on paperwork/training required for Human Resources and Payroll for international students in the Health Science Campus Programs.
- **Domestic Student Graduate Fellowship/Assistant Workshop**
Tuesday, August 7th, 10:30 -11:30 a.m., Health Education Bldg, Room 149
Workshop will focus on paperwork/training required for Human Resources and Payroll for domestic students in the Health Science Campus programs.
- **Human Resources Orientation (all students new to working on the Health Science Campus)**
Monday, August 13, 2012, 8:30 a.m. - 12:00 p.m., Collier Building, Room 1030
Mandatory orientation for all graduate assistantship/fellowship recipients who are new to working on the Health Science Campus to review University of Toledo institutional policies.
- **Graduate Student Orientation and One-Stop Student Resource Area**
Wednesday, August 15th, 8:15 -11:30 a.m., 1000A/B Collier Building (Live Orientation)
Spring and Summer Terms 2013 Program—Online Orientation Only
Orientation is an opportunity to learn about resources available in the Campus community, to gain an understanding of academic regulations for graduate students, to explore areas of professional development, and much more
From 1-4 p.m., come explore the One-Stop Student Resource Area. (Optional) Everything you need to be ready for the first day of classes. Representatives from the Registrar, Student Accounts and Financial Aid are located at one table to assist you from registration to financial aid in a one-stop setting. Also, representatives from across UT will be available with giveaways, goodies and valuable information on resources available to students from UT Athletics, Rocket Wireless, Mulford Library, Information Technology, Student Health Insurance and many other areas.
- **Strategies for Success: Meeting the Challenges of Graduate Student Life**
Co-sponsored by the [Academic Enrichment Center](#); Health Education Bldg, Room 149
These brown-bag (bring your own lunch), interactive sessions will offer graduate students tips and strategies for achieving success at the graduate level. Sessions include:
Wednesday, August 29, 2012; noon—1:00 p.m.: Introduction to the Academic Enrichment Center
Wednesday, September 5, 2012; noon—1:00 p.m.: Stop Fighting Your Brain—Let It Work FOR You!
Wednesday, September 12, 2012; noon—1:00 p.m.: A Little MAGIC Can Really Help in Your Studies
Wednesday, September 19, 2012; noon—1:00 p.m.: Take Control of Your Time/Critical Thinking
Registration form: http://www.enrollmentservices.utoledo.edu/events/register.asp?event_id=2884

Career Development Programs

(Registration form: http://www.enrollmentservices.utoledo.edu/events/register.asp?event_id=2884)

Co-sponsored by the [Academic Enrichment Center](#)

- **Resumes and Curriculum Vitae**
Wednesday, November 7, 2012; noon—1 p.m.; Health Education Bldg, Room 149
Wednesday, April 3, 2013; noon—1 p.m.; Block Health Science Bldg., Room 480
This program will advise graduate students on effective methods for writing an advanced resume or curriculum vitae. From your objective and work history to your education and skills, learn how to make each section the best it can be. Also, we will include guidelines for both electronic databases and conventional uses.
- **The Job Interview and Beyond**
Wednesday, December 5, 2012; noon—1 p.m.; Health Education Bldg, Room 149
Wednesday, April 17, 2013; noon—1 p.m.; Block Health Science Bldg., Room 480
Are you ready for that next interview? Learn more about preparing for the job interview, employer expectations, negotiating salary and benefits, professional etiquette, and transitioning from graduate study to work.

Graduate Writing Workshops (Co-sponsored by the [Academic Enrichment Center](#))

Registration form: http://www.enrollmentservices.utoledo.edu/events/register.asp?event_id=2884

- **Writing Towards a Thesis Statement or Focused Research Question ONLINE**
Learn how the processes of inquiry and research inform the creation and shaping of a thesis. Practical suggestions will be made to assist the emerging scholar who is struggling with the direction of their paper.
- **Hints on Preparing Graduate-Level Capstone, Project, or Thesis**
Wednesday, February 6, 2013; noon—1 p.m.; Block Health Science Bldg., Room 480
This workshop will provide a general understanding of the overall process including tips on using your time efficiently and how to prepare for essential checkpoints throughout the process. An interactive exercise on avoiding patch writing [a form of plagiarism] will be included.
- **Conference Proposals, Presentations, and Papers**
Wednesday, January 16, 2013; noon—1 p.m.; Block Health Science Bldg., Room 480
Learn about the generic conventions of proposals, presentations, and papers for conferences, as well as how to convert various stages of research into a proposal, presentation, or paper. Non-discipline specific.

Graduation Preparation Workshops

- **The Graduation Clearance Process: From Graduation Application to Diploma!**
Fall 2012 Term—September 20th, October 25th; noon—1 p.m.; Health Education Bldg., Room 227
Additional dates will be posted. Please check the Graduate Studies website for additional dates/locations.
Learn the vital information to get you from graduation application to diploma. What is the graduation process and what tips can a graduation applicant do to ensure a smooth graduation clearance process? Open to all students planning on graduating within the next academic year.
- **Thesis and Dissertation Workshops:**
Overview of the Electronic Submission Process for Health Science Campus Programs
2012: October 11th, 18th; noon—1 p.m.; Health Education Bldg., Room 227
2013: Please check the Graduate Studies website for additional dates/locations.
This program will provide an overview of the electronic submission process for graduate theses and dissertations within the context of graduation requirements for the Graduate College Office on the Health Science Campus, as well as a presentation of the submission steps for OhioLINK and ProQuest UMI.
Register for the Graduation Preparation Workshops at:
<http://www.utoledo.edu/graduate/currentstudents/academicprogramforms/thesesanddissertationsHSC.html>