



2023 to 2024

HANDBOOK

TORONTO MET
STUDENT HANDBOOK



YOUR STUDENTS' UNION

We are YOUR students' union. From fun social activities, to advocacy on important issues, and helpful services – there's a lot that we do for students. Check out the next few pages of this handbook to learn more!

The TMSU Mandate

- 1 Advocate for Students
- 2 Build Community on Campus
- 3 Provide Cost-Saving Services

YOU
are a member

The students' union is not just a team of staff and elected students
YOU are the students' union.

Everyone is encouraged to take an active role in the TMSU. The union is stronger when you get involved, and we're always looking for ways that we can serve you better.

scan to visit our
members portal



yourtmsu.ca/members

SERVICES OVERVIEW

SERVICES OVERVIEW

There are so many ways that we offer support and services for you to take advantage of. Check out a quick summary on this page, and more details over the next few pages!

CopyRITE Printing

The most affordable and varied printing service on campus
copyrite.ca

Lost & Found

Lose something? Come by the SCC to check our campus-wide lost and found

Discounts & Grants

Student life can be expensive! Our student discounts and grants are here to help

Legal Advice

Get help navigating a legal issue, or get your official documents reviewed by a lawyer

Tax Clinic

Every tax season we have trained volunteers that can help you file your taxes for **free**

Grad Photos

Graduating students can get their photos taken and receive a free class composite

The TMSU provides all these and more to students! You can find more info on our website.

Learn more about all our services at

yourtmsu.ca/services

GET INVOLVED

Get involved with your students' union! From helping out at fun events, supporting TMSU's services, and building community on campus – volunteering is a great opportunity to get involved. Gain valuable experience, learn new skills, and make important and valuable connections with your peers.



APPLY TO JOIN THE **NEW & IMPROVED** VOLUNTEER PROGRAM

Our new volunteer program will help students find fun and engaging ways to support and build a strong student community at TMU. We also plan to offer free professional and personal development opportunities to help volunteers secure their next job, with a focus on students who have not had a paid job before.

The program has limited spots, and applications for this school year will close in the first few weeks of classes. Visit the volunteer program website and apply today!



yourtmsu.ca/volunteer

GET INVOLVED

CAMPUS GROUPS

Campus groups cover a ton of different interests, cultures, faiths, hobbies, and much more. There are many ways to get involved in these groups, from elected executives, to class reps, to volunteers or even just attending events that they run.

COURSE UNIONS

Course unions represents students enrolled in each program at TMU. Every TMU program has one!

STUDENT GROUPS

Student-run clubs that bring people together around a shared interest, culture, faith, or activity.

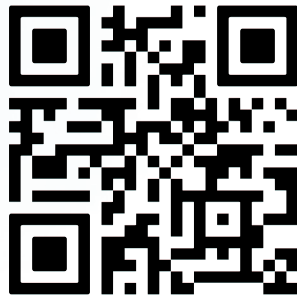
AFFILIATE GROUPS

Groups that are a part of a larger organization and operate a TMU specific branch. Often are the "TMU Chapter" of an organization that exists on many campuses.

Other Campus Groups

There are lots of other groups on campus, like faculty societies, that are not officially part of the TMSU.

Visit yourtmsu.ca/groups to learn more about groups under TMSU, and many others.



GET INVOLVED

ELECTIONS

TMSU is made up of lots of different groups: full-time staff, part-time student staff, volunteers, elected student representatives, and elected student executives to name a few. The elected positions start their terms in May, and run until the following April.

POSITIONS

- President
- VP Operations
- VP Education
- VP Equity
- VP Student Life
- 2 Directors per faculty
- International Director

The TMSU holds elections every Winter to elect the representatives and executives for the following year. There will also be a by-election beginning in Fall 2023 to elect the team for the remainder of the current school year.

Visit yourtmsu.ca/elections to learn more about the Fall and Winter elections.

TOWN HALLS & FEEDBACK

There are many times throughout the year when we hold town halls and meetings! Make sure your voice is heard by attending these meetings, filling out feedback surveys, and in general - getting involved! Send us general feedback via email as well: info@yourtmsu.ca

yourtmsu.ca/meetings



OVERVIEW OF THE CENTRES

Providing safer space, building community, and advocating for marginalized students at TMU.




SCC 2nd Floor

All 5 of the Equity Service Centres can be found on the 2nd floor of the SCC, which is located at 55 Gould Street.

STUDENT ACCESS COLLECTIVE


Fighting to improve accessibility and inclusivity for students with disabilities.


 [access.tmsu](https://www.instagram.com/access.tmsu)

 access@yourtmsu.ca

BIPOC STUDENTS' COLLECTIVE


Dismantling white supremacy and systems of oppression to improve the quality and safety of TMU for BIPOC students.

 [bipoc.tmsu](https://www.instagram.com/bipoc.tmsu)

 bipoc@yourtmsu.ca

THE QUEER SPACE

Representing Queer and Trans voices at TMU while working to address queerphobia and heteronormativity.

 [thequeerspace.tmsu](https://www.instagram.com/thequeerspace.tmsu)

 queerspace@yourtmsu.ca

THE TRANS COLLECTIVE

Challenging transphobia and the gender binary at TMU and providing safer spaces for trans students.

 [transcollective.tmsu](https://www.instagram.com/transcollective.tmsu)

 transcollective@yourtmsu.ca

CENTRE FOR WOMEN & TRANS PEOPLE

Organizing around issues ranging from sexual violence to reproductive justice and gender empowerment.

 [cwtp.tmsu](https://www.instagram.com/cwtp.tmsu)

 cwtp@yourtmsu.ca

EQUITY SERVICE CENTRES EQUITY SERVICE CENTRES

OUR SUPPORTS & SERVICES

Each of the 5 centres serves their community in unique ways, and responds to current issues as they arise. Our work can be grouped into a few categories:

DROP-IN SPACE

We run regular drop-in hours where students can visit the centres with no appointment. A safer space to connect with other community members, and get advice or support from the centre – these spaces are for you!

COMMUNITY EVENTS

Our events range from educational to social and everything in between. We have run events that brought prominent figures from their community, organized conferences to help students build skills, and tons of social events to help you find a community.

ADVOCACY & CAMPAIGNS

An integral part of our centres is to run campaigns and advocate for issues occurring within our communities.

GET INVOLVED

To borrow a phrase from the disability rights movement “nothing about us without us”. We’re always looking for students who are passionate about fighting discrimination and we can find ways for you to be involved that work with your schedule and interests.

DM or email us to get involved!

Follow us on Instagram and visit our websites to stay up to date on everything equity centres!






Centre for Safer Sex and Sexual Violence Support


The Centre for Safer Sex & Sexual Violence Support (C3SVS) serves as a peer-run, community-based, safer space for knowledge-sharing, educational opportunities, and empowerment with the intention to prevent and respond to Sexual and Gender-Based Violence on our campus and in our communities.

CONTACT US

 safersex.tmsu

 c3svs@yourtmsu.ca

 c3svs.ca

 SCC 2nd Floor

Free Supplies We Provide

C3SVS supplies sexual health products such as condoms and pregnancy tests, menstrual and hygiene supplies, and reimbursements for emergency contraceptives such as Plan B, all at no cost.

SEXUAL ASSAULT SURVIVOR SUPPORT LINE

available 10am - 12am

C3SVS offers free, confidential peer support for survivors of sexual violence, those supporting survivors, or those just looking for more information related to sexual violence support.

Text or WhatsApp us:




(437) 600 - 7575

COMMUNITY RESOURCES

The TMSU works closely with several organizations that offer more specialized services and support. Check out some of these organizations below:

Toronto Rape Crisis Centre (TRCC)

Crisis Line: (416) 597 - 8808  trccmwar.ca

TRCC is a multicultural grassroots organization that is LGBT friendly, anti-oppressive focused. It uses peer support to support survivors of sexual gender-based violence.

Distress Centres of Greater Toronto

GTA: (416) 408 - 4357 **Peel: (905) 459 - 7777**
Toll Free: 1 (833) 456 - 4566  dcogt.com

Distress Centres provides 24/7 support to individuals in their community who are at risk and at their most vulnerable. They provide crisis support, emotional support, suicide prevention and intervention.

Hassle Free Clinic

(416) 922 - 0566  HassleFreeClinic.org
66 Gerrard St. East - 2nd Floor

Provides medical and counselling services in all areas of sexual health. The women/trans clinic provides birth control, pregnancy testing, abortion referrals, STI and HIV testing and counselling and other services related to women's sexual and reproductive health. The men/trans clinic offers STI and HIV testing and counselling.

LGBT Youthline

Text Line: (647) 694 -4275 **Online Chat: youthline.ca**

A Queer, Trans, Two-Spirit youth-led organization that affirms and supports youth (29 and under) across Ontario. They provide anonymous peer support and referrals; training youth and provide support.

GOOD FOOD CENTRE

The Good Food Center operates as the campus food bank, and also hosts workshops and educational events. We provide an extensive selection of fresh grocery and pantry items that you can make use of.

yourtmsu.ca/food



SCC B03-A

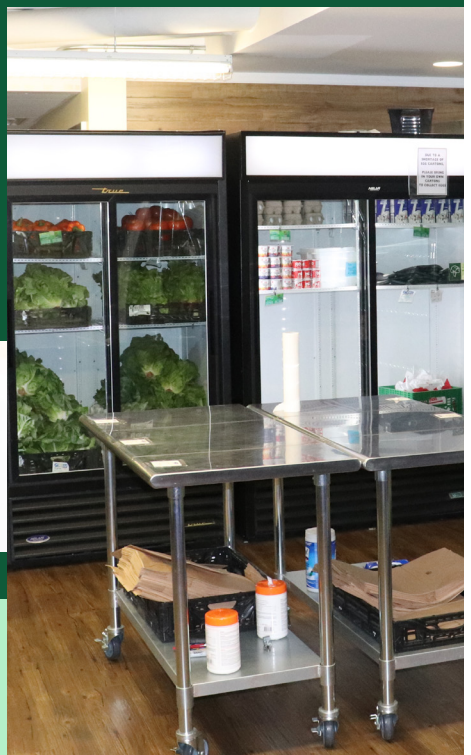
55 Gould St.
Basement beside CopyRITE

Fall / Winter Hours

Tuesday 2:30 - 5:30

Wednesday 1:00 - 6:30

Thursday 2:00 - 5:00



Food insecurity is something that a majority of students will experience during university. The GFC is a judgement-free space, and is open to students facing any level of food insecurity.

COMMUNITY GARDEN

Our team runs a community garden on the SCC roof to grow fresh fruits and vegetables

to support GFC programs. If you have an interest in gardening, we would love to have you join our garden team!



HEALTH & DENTAL

All first year, full-time undergraduate students starting classes in Fall 2023 are charged a fee of ~\$330 for the TMSU Members' Health and Dental Plan. The charge is reflected on your tuition fee statement and includes health and dental benefits provided by the plan.

Benefits coverage is from September 1, 2023 until August 31, 2024.

Login to your health and dental plan portal to learn about and make use of your benefits:

mystudentplan.ca

QUESTIONS? Call: 416-979-5255
CONTACT US Email: health@yourtmsu.ca

The plan offers partial or full coverage of prescription medication, vision care, ambulances, mental health services, medical equipment, and more. Visit **mystudentplan.ca** for all the details of what is covered.

ALREADY HAVE COVERAGE?

If you have alternative health coverage, you can OPT OUT of the plan online at **mystudentplan.ca/tmsu**

OPT OUT DEADLINE FOR FALL 2023:

Friday, October 6th, 2023

ACADEMIC ADVOCACY

The TMSU is here to support you with academic advice, filing appeals, academic misconduct, and other issues/complaints you may have with the university, relating to classes.

Our academic advocacy team is here to guide you through the university policies and procedures, and to protect your rights.

APPEALS AND COURSE ISSUES

If you run into an issue where your rights are not being respected, or something else unfair is occurring in your classroom our academic advocates can help. They can support you to seek an informal resolution regarding your final grades or standing and, if that is not possible, with grade and standing appeals as well.

BOOK AN APPOINTMENT

Visit yourtmsu.ca/advocacy to book with our academic advocates and to read some tips and tricks to get the most out of your education.



Legal Advice

The TMSU has an in-house lawyer that students are able to meet with to discuss legal issues, and and get assistance with legal documents

yourtmsu.ca/legal

Ombuds Office

A place for students to go to if you have a problem or a conflict with the university that isn't being resolved.

torontomu.ca/ombudsperson

KNOW YOUR RIGHTS

All TMU students have the right to a learning environment that is...

- safe & free from harassment and discrimination
- characterized by mutual respect and civility
- free from interference and disruption, while safeguarding dissent
- fair and just towards students
- safe for students on campus

You also have the right to...

- complain without fear of reprisal
- access facilities as a University community member upon payment of any required fees
- access Student Learning Support and Academic Accommodations
- have academic work judged solely on its merits
- appeal grades and/or academic standing
- access to an advocate (before and during hearings) to assist with the preparation of appeals
- refuse to participate as subjects in research without penalty
- conduct research and to publish, discuss and exchange findings, subject to published University regulations

DID YOU KNOW

Instructors must give you the following information at the beginning of every course:

- the instructor's name, office location, hours, and TMU phone number
- a course description
- a list of course assignments, tests and approximate deadlines
- a marking or evaluation scheme
- the teaching mode(s)
- rules for how any alterations to the list of course assignments, tests, approximate deadlines, and in the evaluation schemes shall be presented to the class prior to being implemented

You can find all TMU policies at:
[torontomu.ca/senate](https://www.torontomu.ca/senate)

LOST & FOUND

The TMSU operates the official campus-wide lost and found - collecting lost items from all over campus.



Lost Something?

Visit our front desk in SCC

Email:
lostandfound@yourtmsu.ca

Call: 416-979-5255

Find an item?

Drop it off at our front desk in the SCC

Leave it in the drop box on the first floor of the SCC

SHIFT Centre



SCC 313

Student Campus Centre
3rd Floor - 55 Gould St.

The SHIFT Center is a calming, collaborative space for students to build skills and connections with their peers. Workshops and professional development opportunities are offered in the space.

We run events out of the space and also provide our volunteers with a place to take breaks during their shifts and for training workshops.

📷 [shiftcentre.tmsu](https://www.instagram.com/shiftcentre.tmsu)
✉ shiftcentre@yourtmsu.ca



STUDENT GRANTS

The TMSU runs an Emergency Grant program year-round for students facing financial difficulties due to unforeseen circumstances. There are also other grant programs that have been run in the past in response to crises or specific situations where students are in need of extra support.

Emergency grants are up to \$500 per student, per semester and are assessed and distributed on an ongoing basis.

yourtmsu.ca/grants

Apply on our website

scan the QR code



If you need assistance applying to our grants, email us at grants@yourtmsu.ca



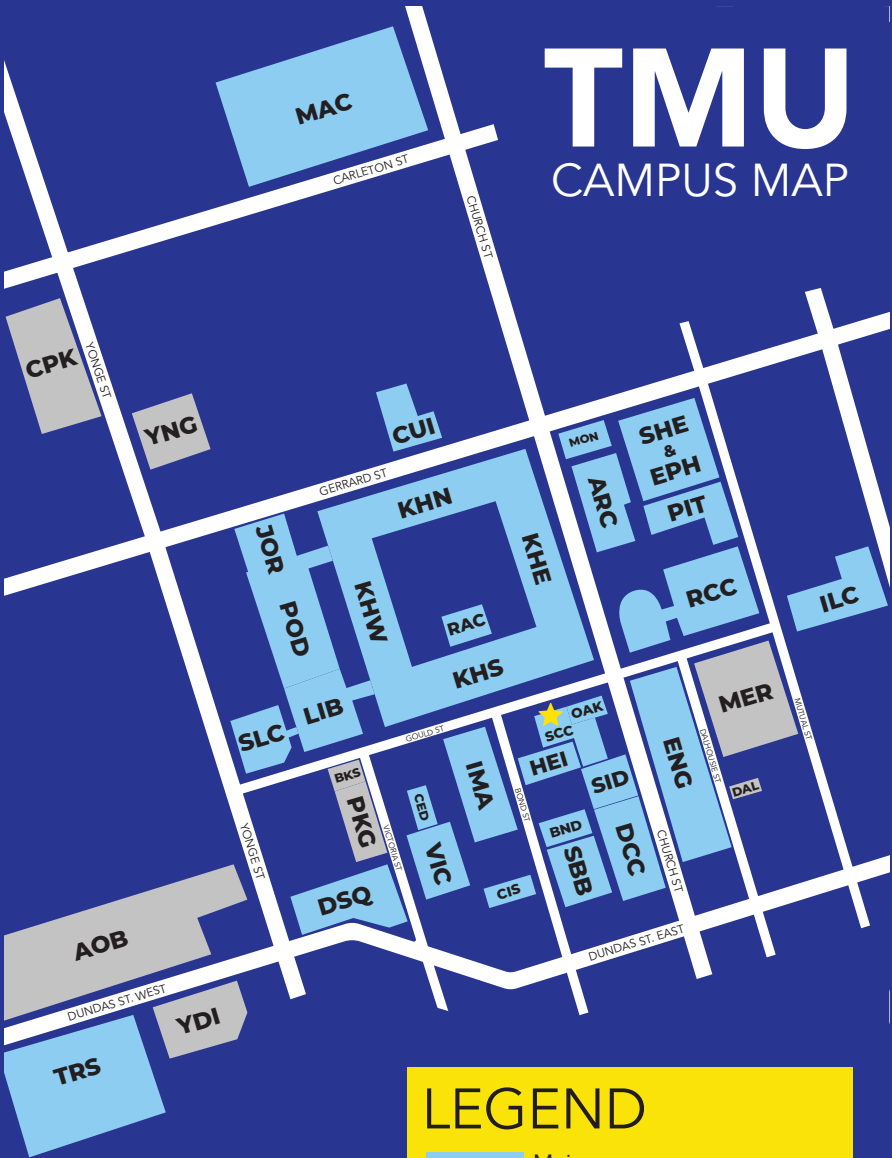
STUDENT DISCOUNTS

Student life is expensive, and the TMSU works to find the best deals and discounts that local businesses are offering to students. We also run some of our own discount programs to provide useful services that students can benefit from.

To learn more about the discounts we provide, stop by our desk in the SCC or visit yourtmsu.ca/discounts

TMU

CAMPUS MAP



LEGEND

- BLUE** Main campus buildings
- GRAY** Non-academic or shared / partially owned campus buildings