



TEMERTY FACULTY OF MEDICINE UNIVERSITY OF TORONTO



WELCOME GUIDE

FOR STUDENTS, PARENTS, AND GUARDIANS

O n l i n e M E D Y S P

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YOUTH SUMMER PROGRAM

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Welcome!

Dear MED YSP Participant,

We are thrilled that you chose to attend the Temerty Faculty of Medicine's Youth Summer Program (MED YSP). This is an exciting opportunity for you to gain knowledge and experience in medical sciences at Canada's top university. MED YSP offers unrivaled academic programming combined with access to leading professors and world class facilities.

Whether you are attending one or all four modules, you are set to discover what you love about science. You will learn about the recent advances in vaccinology, to stems cells and how drugs affect our bodies. You will learn about science fundamentals that are important for becoming a researcher, a physician, technician, or even a business entrepreneur!

You probably have some questions about what you should expect while attending the Online MED YSP. This Welcome Guide is designed to help you learn more about the program and get you well prepared before your first day of class.

If you have any questions, please reach out to our office by email med.ysp@utoronto.ca.

Sincerely,
Artur Jakubowski

MED YSP Program Coordinator



CONTACT US

Temerty Faculty of Medicine's Youth Summer Program
University of Toronto, Medical Sciences Building
(Hosted by Division of Teaching Laboratories)
1 Kings College Circle, Room 2288A
Toronto, ON M5S 1A8



www.ysp.utoronto.ca

Questions? Concerns?

We are here to help you!

Monday-Friday

9AM-5PM



+1-647-554-3977



med.ysp@utoronto.ca



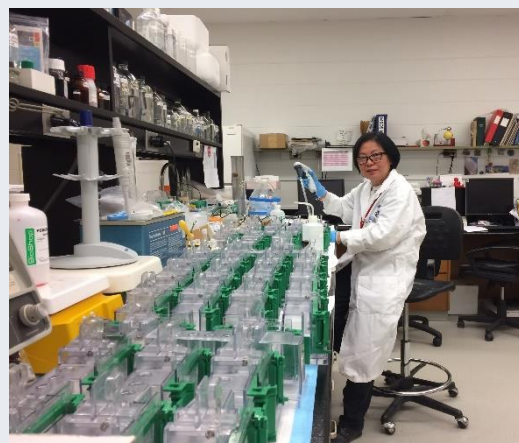
Founded in 1843, the Faculty of Medicine catapulted onto the world stage with Sir Frederick Banting and Charles Best's discovery of insulin in the 1920s. In the 1950s, the implantable cardiac pacemaker was invented at the University. In recent years, the Faculty has led the way in the quest to link genes to disease, having identified genes responsible for muscular dystrophy, cystic fibrosis, Tay-Sachs, congenital blindness, Alzheimer's disease, and the T-cell receptor function relevant to immune disease. Talk to potential student and faculty recruits and it's often Toronto's large network of academic expertise that piques their interest: you can find an expert (or 10) in any discipline within the reach of U of T. The Temerty Faculty of Medicine ranks among the top academic medicine institutions in the world, whether measured in peer-reviewed publications, number of PhD candidates and post-doctoral trainees, or research funding totals. The Faculty has over 5,000 faculty members and 6,000 students, and with its hospital partners, the University of Toronto is the largest research entity in Canada, and one of the largest in North America.

We are home to more than 6.4 million people and among the most ethnically diverse regions in the world. We are among the world's most productive academic medicine hubs, embodied by the Toronto Academic Health Science Network, which includes U of T and 13 affiliated academic hospitals, each of which holds national and international standing as leaders in their particular fields. Our mission is to prepare future leaders, contribute to our communities, and improve the health of individuals and populations through discovery, application, and communication of knowledge. Visit temertymedicine.utoronto.ca to learn more.



Division of Teaching Laboratories

The Division of Teaching Laboratories (DTL) in the Faculty of Medicine hosts MED YSP. DTL's primary function is to provide laboratory space, technical support and expertise to the academic faculty in delivering MED YSP and undergraduate laboratory courses offered by various departments in the Faculty of Medicine. DTL is committed to enhancing the laboratory educational experience of our students. Together with the faculty, we strive to expose students to a wide variety of experimental techniques, from the most basic and classic laboratory skills to modern advanced technologies. As the world of research moves at an ever-faster pace, we are continually updating our services to provide new state-of-the-art equipment and facilities to provide our future researchers and clinicians with the most current and relevant training.



Supplemental Forms

Due one week before module start

We have a few questions that will help us ensure you have a good experience at the program. Please login to your Active.com account and ensure these supplemental questions are completed at least **one week before the start of your module.**

 LOGIN

To ensure that each student has the best experience, we recommend the following technical requirements.

1. An email address belonging to the student (not the parent). Your email address will give you access to U of T's Learning Management System (LMS) and third-party software.
2. Laptop or desktop computer
 - Windows (64bit) or macOS
 - Microphone (required) and webcam (optional but recommended)
 - 4 GB RAM or more
3. Browser (latest versions of Chrome and Firefox)
 - Please install both before the start of the program.
4. Zoom conferencing software, visit zoom.us to download and install for free.
5. Java (latest version)
6. Access to a printer
7. Stable connection to the internet (25 Mbps down and 5 Mbps up)
8. VPN connection for international students (**optional**).
 - In order to provide access to University of Toronto (U of T) online resources for students and others residing in China, students will need to use a VPN provider.



Technology Requirements

If you have any questions about the technical requirements, please contact our team

What's not supported:

1. Mobile devices (smartphones, tablets)
2. Chromebooks

Two business days before the start of the module you will be provided with login credentials to UofT's Learning Management System, which is called Quercus.

Online Program Structure

The four modules at MED YSP will be conducted online. Each module reflects the day-to-day life of university students through a highly structured, intensive week of labs, lectures and discussions delivered via the University of Toronto's learning management system, Quercus, ensuring a secure and robust learning environment. Activities will be provided synchronously, meaning that students will attend live lectures and perform virtual labs all at the same time with live support from teaching staff. Each module is designed to maximize interactions between students, professors, and instructors, in an engaging and friendly environment.



Schedule

Students will be provided with a detailed schedule before the start of each module. Below is an approximation of how each module is organized.

Monday to Friday (5 days), all times are Eastern Daylight Time (EDT = GMT/UTC -4)

- 9:30 to 11:30 AM (2 hours in the morning)
- 1 to 3:30 PM (2 - 2.5 hours in the afternoon)

Teaching time:

- 1 - 1.5 hours each day with a professor/guest speaker
- 2.5 - 3 hours each day with an instructor

MED YSP Online Sample Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
9:15 to 9:30 AM	Virtual Arrival	Virtual Arrival	Virtual Arrival	Virtual Arrival	Virtual Arrival
9:30 - 10:45 AM	Orientation Lecture Q&A and Discussion 10 min break	Recap from previous day Lecture Q&A and Discussion 10 min break	Recap from previous day Lecture Q&A and Discussion 10 min break	Recap from previous day Lecture Q&A and Discussion 10 min break	Recap from previous day Lecture Q&A and Discussion 10 min break
10:45 - 11:30 AM	Pre-lab, Q&A with instructors (small groups)	Online Lab activity Take up results	Group activity Pre-lab, Q&A with instructors (small groups)	Pre-lab, Q&A with instructors (small groups)	Online Lab activity Take up results
12:45 - 1:00 PM	Virtual Arrival	Virtual Arrival	Virtual Arrival	Virtual Arrival	Virtual Arrival
1 - 3:30 PM	Online Lab activity Instructors provide live support Q&A with instructors 10 min break Mentoring/Community Building	Pre-lab, Q&A with instructors (small groups) Online Lab activity Instructors provide live support Q&A with instructors 10 min break Live demo/Home activity Mentoring/Community Building	Online Lab activity Instructors provide live support Q&A with instructors 10 min break Quiz/Concept review Workshop	Online Lab activity Instructors provide live support Q&A with instructors 10 min break Live demo/Home activity Mentoring	Mentoring/Community Building Career talks 10 min break Ultimate Trivia Competition

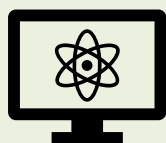
Legend: Lectures (green), Online labs (blue), Small group teaching (yellow)

*All times are approximate as they will vary depending upon the specific module and topic.



Supplies

Some activities in each module will require students to perform a task at home using minor supplies. These supplies are kept to a minimum and students are expected to provide them. [Click here to review supply list.](#)



Virtual Labs

Students will apply their knowledge acquired in lectures by conducting online laboratories that are first-person point-of-view simulations. In these labs, students will perform every step as if they were physically in a lab, starting from putting on a lab coat and gloves, to collecting samples, writing down observations in a digital notebook, and carrying out each step of the experiment. This type of simulation gives students access to a realistic lab and allows students to learn from mistakes.

A student will require their own email address to create an account with Labster.com to run the online lab simulations.

Maximize Your Experience



To turn on webcam or not?

That is the question that William Shakespeare posed... not quite but that is the what everyone asks themselves when they join a virtual space.

Our Instructors will make you feel welcome from the moment you set foot in our virtual rooms. At MED YSP we strive that you not only are inspired about science and medicine but that you also have the chance to meet others to form meaningful connections. Students from MED YSP as far back as 2008 are still staying in touch and some are even working together in the same careers.

Online environments seem daunting and one way to make them less daunting is to make the virtual space more personable. Our Instructors will always have their camera turned-on and will encourage others to do the same, whenever possible. A picture is worth a thousand words and so is a screen filled with familiar faces as opposed to empty video boxes. By seeing and hearing you, it allows for a richer experience.

We also understand that this may not always be possible, for example, if you are sharing the same space with other family members that are also working from home. So if you can't, don't sweat it, you can upload a profile photo and you will still have many chances to meet other students and form meaningful connections at MED YSP.



Profile photos

When using services such as U of T's Learning Management System (Quercus) and Zoom, students are required to upload a profile photo of themselves. This is to facilitate a welcoming and professional environment for everyone; it also helps with attendance; and ensures the right students are in class.

Maximize Your Experience



Setup Study Area

In order to be successful we recommend that you treat the Online MED YSP program as if you were physically attending University of Toronto. This will help you develop good study habits and maximize your experience.

- %o Setup a separate area away from distractions.
- %o Avoid areas that have background noise or traffic (e.g. kitchen table with lots of family members).
- %o Remove any distractions.
- %o Keep your background neutral. You may not want to share something with an entire class or show something embarrassing, such as an unmade bed (but we know you make your bed everyday).
- %o Create a routine and stick to it, just as if you were going to class.
- %o Prepare your computer and login to the web portal in advance of your classes.



Online Etiquette

Online learning is a new experience for many students and provides new challenges regarding how to behave.

If you are new to online learning, the way students communicate with each other and with instructors may feel awkward and unfamiliar. Here are some best practices.

1. Mute your microphone unless you are speaking.
2. Watch your language and tone carefully.
3. Consider people's privacy.
4. Be concise.
5. Be forgiving.
6. DON'T TYPE IN ALL CAPS OR USE EXCESSIVE PUNCTUATION!!!!!!!
7. Don't abuse the chatbox.
8. Think before you type.

Maximize Your Experience



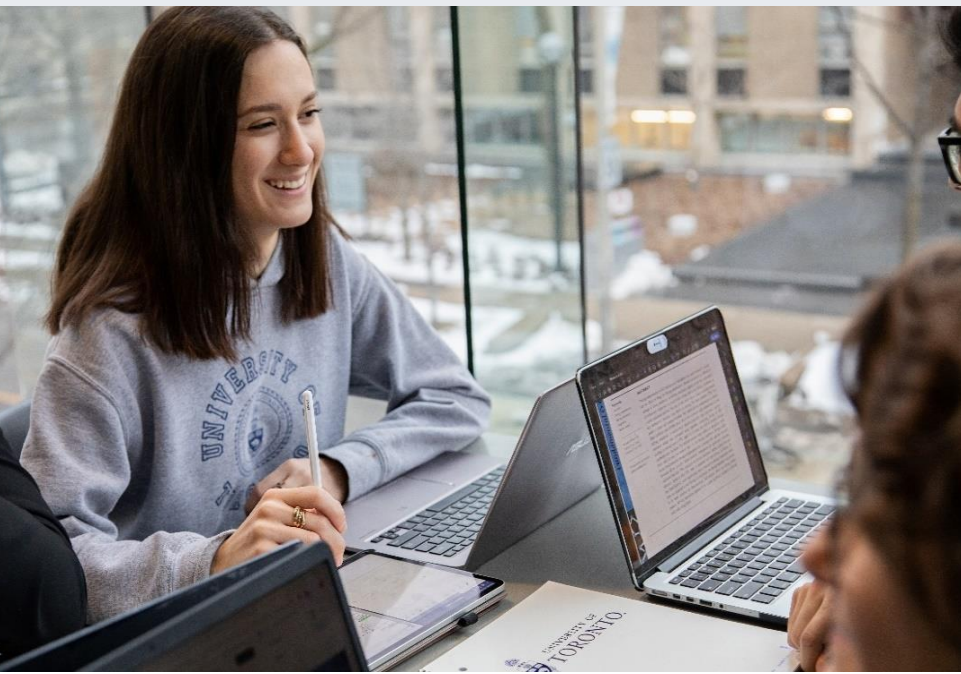
Dress Code

Students will be working with their Instructors and peers. We recommend casual clothing that is comfortable and sets the right tone for your learning experience. Pajamas are comfortable but not appropriate for online learning. These simple tasks will help you create an environment where you will succeed.

For Parents



Online MED YSP is a program designed to provide a university experience to high school students. The program provides students with opportunities to learn scientific concepts and meet other students with similar passions. Even though students are participating from the comfort of their home, we ask that parents respect other students' privacy and refrain from attending the program. Rest assured; your child will share their experience with you.



Online Learning

Your First Day

You will receive login information to Quercus, before the start of each module. Quercus is University of Toronto's Learning Management System through which you will learn and communicate.

We recommend that you arrive 15 minutes before the start of the sessions, to work out any technical difficulties or to say 'hello' to your peers and instructors. On your first day you will meet your instructor and fellow classmates. Each day of the module, you will have ample opportunities to interact with professors and instructors

It's pronounced "qwhere-kis," not "qwer-kus," and it's the new hub of academic life for U of T students. The Quercus online teaching and learning system is powered by the Canvas learning management system, Quercus offers a number of advantages for students and faculty. It boasts a more intuitive, user-friendly interface and an operating system that functions more like a smartphone.



Quercus

Privacy

Lectures may be recorded so that you can re-watch them during the program. If you do not want to be part of the recording, please make sure you turn off your webcam and microphone. Students are expected to take special care to protect the privacy of this community from unintentional harm as well as external interference. Students are responsible for maintaining the shared privacy of their class for the benefit of their peers and instructors as well as themselves.

MED YSP has a passionate team of university students that act as instructors during the program. In order to ensure excellent quality of delivery, the process of selecting instructors is rigorous; we hire only those individuals with the necessary skill, experience, and passion for sharing their knowledge and inspiring a younger generation of students. Instructors come from diverse academic backgrounds that span the fields of human biology, microbiology, biochemistry, physiology to toxicology, and they work collaboratively during the program to deliver the four one-week long modules. The instructors are great resources for students and are more than happy to help. Don't be shy - ask questions!.



Instructors

FAQ

Frequently Asked Questions



I'm not feeling well during one of the days, what should I do?

You can watch recorded lectures at a later time. The majority of online MED YSP is live, and we encourage you to communicate with your Instructor and peers to obtain notes on what you might have missed.

Does YSP offer either high school or university credit?

No. Although participation in the YSP program will look very good on a resume, it is an enrichment program and cannot be exchanged for any academic credit.

What is your cancellation policy?

If you registered before May 17, 2022, and you notify us before May 17, 2022, midnight, then you will receive a 100% refund of the module fee(s) only. The registration fee (distinct from the module fee) of \$98 is not refundable.

How will I connect with my classmates and teaching staff during the program?

If you registered after May 17, 2022, and change your mind, the module fee(s) are eligible for a full refund if you notify us by email within 48 hours from the time you registered for the program (i.e. 48-hour grace period). All registrations are considered final (i.e. non-refundable) after 48 hours. The registration fee (distinct from the module fee) of \$98 is not refundable.

If you register before May 17, 2022, midnight EST.

We are committed to ensuring that each program participant has a great time during the YSP, whether in person or online. We will use teaching strategies such as icebreakers, engaging activities, small group discussions, breakout rooms and group work to ensure participants are successfully able to connect with each other during this time of physical distancing.

My child told me they have an issue with another student. What can they do?

If you register before May 17, 2022, midnight EST.

Will YSP guarantee me admission to medical school?

The first step for the student is to talk to an instructor. If the problem still is not resolved, the program coordinator will intervene. If you are still concerned, please feel free to contact our office about this matter. We will do our best to resolve this matter as quickly as possible.

How do I sign back into my online account?

No. At least three years of undergraduate studies are required before you can apply to medical school.

You can sign back into your online account using this link:
<https://campself.active.com/UniversityofTorontoYSP>



MED YSP 2022 Policies, Terms and Conditions, Waivers, Media Release Form, and Privacy Policy

The following is a copy of waivers and forms that have been agreed to during the registration process

These terms and conditions apply to all programming at the Temerty Faculty of Medicine Youth Summer Program (MED YSP):

- In-person;
- Online
- Hybrid

Online Learning Information

Background: The University of Toronto Youth Summer Program (YSP) is a program for high school students that provides participants with an opportunity to gain knowledge and experience in the medical sciences in a post-secondary education setting. YSP offers unrivaled academic programming combined with access to leading professors and world class facilities. The Faculty of Medicine's Youth Summer Program (MED YSP) is organized and run by the Division of Teaching Laboratories, Faculty of Medicine. The current public health situation has led to challenges in operating YSP onsite. YSP may operate remotely using technologies such as video conferencing.

YSP aims to continue to provide excellent programming despite the inability to do so onsite and to recognize, assess and limit, as much as possible, the risks of using technologies for YSP.

Confidentiality: Any information collected, including personal information, will be treated as strictly confidential by University and YSP staff. The information from YSP will only be shared on a strict need-to-know basis.

YSP uses several computer applications and web-based services operated by third parties. YSP may share personal information about the participant (first name, last name, and email address) with these third parties, such as Quercus, Labster, Zoom and other web-based services, for the purpose of accessing those services.

Participants may be required to create accounts for external web-based educational tools using their email address.

To protect the participants' personal information, all University and YSP staff follow University policies and guidelines, the Freedom of Information and Protection of Privacy Act (FIPPA) and other legal requirements. All data collected will be stored, encrypted and protected through appropriate technical and process protections, subject to the risks outlined below.

Risks of using electronic communication and online platforms: While YSP will use reasonable means to protect the security and confidentiality of information sent and received using electronic communications, YSP cannot guarantee the security and confidentiality of electronic communications.

Some of these risks include, but are not limited to:

- Electronic communications are subject to disruption beyond the control of YSP that may prevent YSP from being able to provide programming;
- Videoconferencing using no cost, publicly available services may be more open to interception than other forms of videoconferencing; and
- The use of online platforms can introduce malware into a computer system, and potentially damage or disrupt the computer, networks and security settings.

Conditions of using electronic communication and online platforms: The classroom, whether provided onsite or online, is intended to be a safe and secure environment for learning. As such, online programming is intended for the participants of YSP and not for parents/guardians.

Participants require a private and quiet space to participate in YSP.

Video and/or audio will not be recorded and will only be used "in real time."

The participant (or the parent/guardian) shall not record, photograph and/or distribute video and/or audio and/or photographs and shall not share or distribute the login information or resources of YSP with anyone outside of YSP.

Email is the primary way that YSP communicates with participants before, during, and after the program. The participant agrees to update YSP with any changes to one's email address, and adjust spam blockers, if required.

The participant is solely responsible for any cost to obtain equipment, software or accessories to participate in YSP. YSP is not responsible for information loss due to technical failure associated with your hardware, software or internet service provider.

Program Terms and Conditions

1. Withdrawals/Cancellation Policy

The registration fee of \$98.00 CAD is non-refundable.

If you register before May 17, 2022, midnight EST.

If you registered before May 17, 2022, and you notify us before May 16, 2022, midnight, then you will receive a 100% refund of the module fee(s) only. The registration fee (distinct from the module fee) of \$98 is not refundable.

If you register for a module after May 17, 2022 EST.

If you registered after on or after May 17, 2022, and change your mind, the module fee(s) are eligible for a full refund if you notify us by email within 48 hours from the time you registered for the program (i.e. 48-hour grace period). All registrations are considered final (i.e. non-refundable) after 48 hours. The registration fee (distinct from the module fee) of \$98 is not refundable.

For in-person/hybrid programming

If a participant cannot attend or is unable to complete the program due to COVID-19 related sickness, please contact us as early as possible. We will provide you with a prorated refund.

2. Transfers within the same Faculty

We will accommodate requests to transfer your registration from your original registered module to another module in the same Faculty (i.e. Faculty of Medicine or Faculty of Law), at no cost, provided that:

- a) Your request is made at least two weeks in advance of both the original module and the requested module's start date.
- b) Space is available in the requested module.
- c) The original module and the requested module take place in the same calendar year.

If no space is available in your requested module, you will be given the option to be placed on the wait list and you will be subject to our wait list policies, outlined below.

3. Transfers between Faculties:

Transfers are not permitted between Faculties. However, participants can attend both Law YSP and Med YSP programs independently, as long as the dates of the modules do not overlap. If a participant requests to "transfer" between the two programs, we would need the participant to cancel their registration in one of their Faculties and register in the other Faculty.

4. Modifications and Cancellations

The University of Toronto Youth Summer Program may modify, add, or delete activities from the program and individual modules at its sole discretion. In the very rare case where a module is cancelled because of low enrolment, we will endeavor to give you as much notice as possible. We will transfer registrations to another module if you are interested and if space allows. Otherwise, we will provide you with a full refund of the module fee and registration fee.

In the event an in-person/hybrid program cannot take place due to public health restrictions (e.g. COVID-19), the programming will be moved online. If new restrictions come into effect, then it is possible that we may have to move some in-person course components online. Adjustments to course delivery will be made according to public health guidelines if required at that time.

COVID U of T FAQ

5. Waitlist

Wait lists enable you to "line up" for a space that might become available in a module that is full. If a space becomes available for you, you will be contacted by email. You will have 2 business days to respond and confirm your participation, at which point we will process the appropriate module and registration fees. If we do not hear back from you within 2 business days, you will be removed from the waitlist and the space will be made available to another applicant.

There are no fees associated with being on the wait list for a module, but if you are enrolled from the wait list, you will automatically be charged the appropriate module and registration fees if you confirm participation within 2 business days, as noted above.

6. Completion of Supplemental Forms

The Supplemental Forms are part of your Registration. You must complete all Supplemental Forms at least one week before the start of the module, after which date your Registration will be deemed incomplete and the participant's spot may be made available to the next person on the wait list. No refund of module fee or registration fees will be given.

7. Electronic Communication

Email is the primary way that we communicate with participants before, during, and after the University of Toronto Youth Summer Program. Please make sure that you update us with any changes to your email address, and that your spam blocker permits emails to get through. By accepting terms and conditions you give us permission to contact you, parent/guardian and/or participant, by email and/or phone for matters relating to program administration.

Participants will use electronic platforms and we require that they use their own email address and not that of a parent/guardian.

8. Accessing Online Programs

The classroom, whether physical or virtual, is intended to be a safe and secure environment for learning. As such, online programming is intended for students and not for parents/guardians. Only the registered participant may participate in the online programming.

Parents/Guardians and the participants must not share any login information and resources with anyone outside the YSP program.

Parents/Guardians and the participant must not photograph, videotape and/or audiotape themselves or others during the online portion of the Program.

9. Online Learning Services

The Quercus and Labster platforms are used by YSP for the summer. Participant's access to Quercus and Labster will expire at the conclusion of their participation in YSP, August 14, 2022, and information that is uploaded to these platforms and not otherwise saved will not be recoverable by YSP after that time.

10. Tax Receipt.

MED YSP is an experiential learning program and is not accredited by the Ministry of Colleges and Universities. The module and registration fee is not considered tuition by the CRA and therefore no tax receipt (i.e. form T2202A) shall be issued.

11. Certificates

Certificates will be issued to participants in good standing that meet the following criteria:

- Minimum 80% attendance record

- Minimum 80% completion of assignments

12. Attendance

Attendance is checked twice per day: a) morning check-in and b) afternoon check-in.

In-person programming

- Participants must be physically present in the facility to be marked as present.

Online/Hybrid programming

- Participants will be called upon to provide input and answer questions in chat
- Participants will be divided into groups where they will interact with other participants
- If a participant is called upon and doesn't answer within chat/microphone they will be marked as absent.

Offline Mode:

- Some students may choose to attend the online program in offline mode, meaning they can't be present for the live lectures, virtual labs, and discussions due to time zone, scheduling, or other restrictions.
- Offline Mode is permitted for those who cannot participate in the live lectures for reasons including but not limited to time zone differences, scheduling conflicts and/or other restrictions. The teaching team will offer academic and all course content related support via email Monday to Friday, 9 AM to 5 PM EDT during the module dates.
- The administrative team will offer technical support via email Monday to Friday, 8AM to 5PM EDT until August 14, 2022.
- Offline Mode participants will have until August 14th, 2022 to complete minimum 80% of the assignments in order to receive a certificate.

13. Incidental costs

The participant will cover any incidental costs

- Purchase of supplies needed for at-home activities
- Meals
- Transportation costs
- Lodging costs

In the case of unforeseeable circumstances that affect a participant's ability to cover these incidental costs, please contact us and we will work with you to reach solution.

14. Vaccination requirement and Health Assessment (subject to Public Health guidelines)

For in-person/hybrid programming

- Students participating in in-person programs at the University of Toronto must be fully vaccinated against COVID-19 (14 days after receiving the recommended number of doses of a Health Canada-approved vaccine) and provide proof of vaccination.
 - Health Canada approved vaccines: <https://www.canada.ca/en/health-canada/services/drugs-health-products/covid19-industry/drugs-vaccines-treatments/vaccines.html>
 - UofT vaccination requirement: <https://www.utoronto.ca/utogether/vaccines#vaccine-requirement>

- Only registered participants will be allowed on University of Toronto property
- Participants will complete a daily health checklist (online questionnaire regarding symptoms and COVID19 exposure)

For online programming

- Participants attending the program from their homes who will not be on the University of Toronto campus, there is no vaccine requirement.

15. Lab Safety

For in-person programming

- Participants will follow all UofT lab safety protocols as directed by their instructors.

For online programming

- Participants partaking in at-home lab activities must carefully follow the safety protocols outlined in their lab manual to avoid harm.

Behavioural Expectations

Participants are expected to help create a positive, safe, and inclusive space at the University of Toronto Youth Summer Program (YSP). The University's expectation is that all participants will read and familiarize themselves with the following set of expectations in advance of participating in the YSP and the expectations will also be reviewed at the start of each module.

While attending the YSP, participant behaviour expectations include, but are not limited to:

- Complying with applicable University of Toronto policies and procedures and reasonable direction and instruction from YSP staff;
- Treating everyone with respect, including when differences in opinion arise;
- Seeking help from YSP staff to resolve problems proactively and cooperatively;
- Being punctual
- Attending and participating fully in all YSP activities; and
- Notifying YSP staff in case of illness.

The following actions and behaviours, regardless of whether engaged in online or in-person learning, are clearly inconsistent with the University's expectations for participation in this community and are prohibited:

- Bullying other participants or YSP staff whether it is in person or through technology like cell phones, social media, or email;
- Engaging in activity that compromises the physical or emotional safety of themselves or others;
- Using any object to threaten people or make people feel uncomfortable or unsafe;
- Being under the influence of drugs, or alcohol during participation at the YSP;
- Saying or doing things that hurt other people or might make people feel uncomfortable;
- Damaging University of Toronto property or systems intentionally.

Participants are expected to familiarize themselves with the University's Appropriate Use of Information Communication Technology Policy (<https://www.provost.utoronto.ca/planning-policy/information-communication-technology-appropriate-use/>) and to act in accordance with its terms, including avoiding all "inappropriate uses" described therein.

For further clarity, YSP students should be mindful of the following principles and expectations:

- The classroom, whether physical or virtual, is intended to be a safe and secure environment for learning.
- Pay careful attention to your instructors' rules and guidance regarding the sharing of class learning materials, permitted forms of collaboration, and other behaviours related to remote learning.
- Participants are responsible for maintaining the privacy of their class and its participants.
- Some portions of the online program such as lectures may be recorded to provide a learning resource for student use. Participants may not download or share these recordings with anyone, for any reason, without the explicit consent of the instructor.
- The intentional sharing of learning materials or private information with external groups or individuals, without the written permission of the lecturer or instructor is not permitted and may lead to termination of participation in the YSP and in future years .
- The deliberate sharing of private information, private images, communications, learning materials or other depictions of other participants or your instructors for the purpose of inviting external commentary, ridicule, or embarrassment, is not permitted and may lead to termination of participation in the YSP and in future years.
- Ultimately, our classrooms are communities built on trust and our learning and teaching relies upon a shared sense of respect, integrity, and common purpose.

Responsible Use of Technological Resources

University information technology resources exist to support the educational mission at the University of Toronto. Participants using the University's technology and technology-related resources must act ethically. Students are expected to take special care to protect the privacy of this community from unintentional harms as well as external interference. Moreover, as a general rule, University faculty (or, under certain circumstances, the University itself) retain intellectual property rights in any learning materials (e.g., videos, exams, problem sets, case studies, etc.) shared with or made available to YSP participants. Accordingly, YSP participants should not distribute any such learning materials outside the program, whether such distribution occurs online, electronically, or otherwise, without first obtaining the instructor's written permission.

Online Learning Environment

Online collaboration will make participants' environments audible and visible to other participants. Parents/guardians are expected to provide a space from which participants can participate that is supportive and free from inappropriate content or situations, including violence, profanity, and nudity.

When using services where a student has a profile photo, for example, UofT's Learning Management System (Quercus) and Zoom, students are required to upload a profile photo of themselves. This is to facilitate a welcoming and professional environment for everyone; it also

helps with attendance; and ensures registered participants are attending class. If students upload inappropriate photos or photos not of themselves, they can be removed from the program.

Resolution Process:

YSP staff will intervene and assist if participant behaviour is problematic. Usually, one-on-one or small-group conversations are effective in resolving problems. Staff are instructed to inform one of our leadership team members of inappropriate participant behaviour. Sometimes, our YSP leadership team may contact parents/guardians when participant behaviour is especially concerning and when the participant is a minor. Staff may remove participant privileges, and, if necessary, in the sole discretion of the University, expel a participant, if a participant does not behave appropriately at the YSP.

Any non-compliance with the Expectations of Behaviour, and/or reasonable direction of the YSP staff, may result in the participant's immediate expulsion from the YSP and under certain circumstances Campus Police and/or the Toronto Police Service may be notified.

Any costs incurred as a result of the participant's expulsion from the YSP will be solely my responsibility and no refund of program or registration fees will be provided.

Media Release Form

I, the program participant, or the parent/guardian of the program participant ("Participant"), grant my permission for University of Toronto ("University") to photograph, videotape and/or audiotape myself or my child during the online portion of the Program. These photographs/videos/audios will remain the property of the University.

I hereby grant the University of Toronto ("University") the right to reproduce, use, display, broadcast and distribute photographic images of the participant for use in connection with the University, including for the purpose of promoting, publicizing or explaining the University's Youth Summer Program. This permission includes, without limitation, the right to publish such images in University-related publications, including University websites, newsletters and social media, along with other promotional material, such as fundraising or other advertisement material. These images may appear in a wide variety of formats and media, including but not limited to print, broadcast, videotape and electronic/online media. This permission acknowledges that the participant will not receive any fees for the use of their photographic image, as detailed above, now or in the future.

University of Toronto Notice of Collection (Privacy Policy)

The University of Toronto respects your privacy. By registering for the University of Toronto's Youth Summer Program, I consent to the collection of my personal information or that for whom I am legally responsible for the purposes described below.

Personal information that you provide to the University is collected for the purpose of registration and administering the program. At all times it will be protected in accordance with the Freedom of Information and Protection of Privacy Act. If you have questions, please refer to www.utoronto.ca/privacy or contact the University Freedom of Information and Protection of Privacy Coordinator at 416-946-7303, McMurrich Building, room 104, 12 Queen's Park Crescent West, Toronto, ON, M5S 1A8.

Further resources:
<http://www.fippa.utoronto.ca>

Informed Consent and Waiver Agreement

I/We the UNDERSIGNED, hereby acknowledge that I have read and fully understand the risks, limitations, conditions of use, and instructions for use to participate in YSP as described above. I understand and accept the risks.

In particular:

- I give my consent for my child, the participant, to join in all online portions of YSP. I acknowledge and agree to the participant using electronic communications with a full understanding of the risks in doing so.
- I understand that YSP may contact me and/or the participant, by email and/or phone for matters relating to program administration.
- By registering for the University of Toronto's Youth Summer Program, I consent to the collection of my personal information or that for whom I am legally responsible for the purposes of registration and administering the program.
- I agree that only the registered participant will participate in the online programming.
- I agree that I (Parent/Guardian) and the participant will not share any login information and resources with anyone outside the YSP program.
- I agree that I (Parent/Guardian) and the participant will not photograph, videotape and/or audiotape ourselves or others during the online portion of the Program.
- I understand and confirm that the video and/or audio will not be recorded and will only be used "in real time."
- I understand that the participant requires a private and quiet space to participate in YSP.
- I consent to YSP sharing personal information about the participant (first name, last name, and email address) with third parties for the purpose of accessing web-based educational services.
- I understand that participants may be required to create accounts for external web-based educational tools using their email address.
- I understand that email is the primary way that YSP communicates with participants before, during, and after the program and agree to update YSP with any changes to their email address, and adjust spam blockers, if required.
- I confirm that I (Parent/Guardian) and the participant have read and understood and that the participant will abide by the Expectations of Behaviour as outlined above.
- I understand that YSP shall not be liable for any injury to the participant or loss or damage to the participant's personal property arising from their participation in YSP, unless such injury, loss, or damage is caused by sole negligence of YSP, or those for whom YSP is responsible at law, while acting within the scope of their duties.
- I fully release and hold harmless YSP and its employees and agents from any claims or causes of action that I (or the participant) may have against YSP, now or in the future.
- I confirm that any questions I had regarding this INFORMED CONSENT & WAIVER AGREEMENT have been answered.
- I have read and understood the above INFORMED CONSENT & WAIVER AGREEMENT in its entirety and hereby consent to participate acknowledging all the foregoing.