2021 Green Path Application Portal Manual

1. Go to: https://www.utsc.utoronto.ca/greenpath-china/
Click on “2021 Green Path Online Application”

1. 请访问：https：//www.utsc.utoronto.ca/greenpath-china/
点击“2021 Green Path Online Application”

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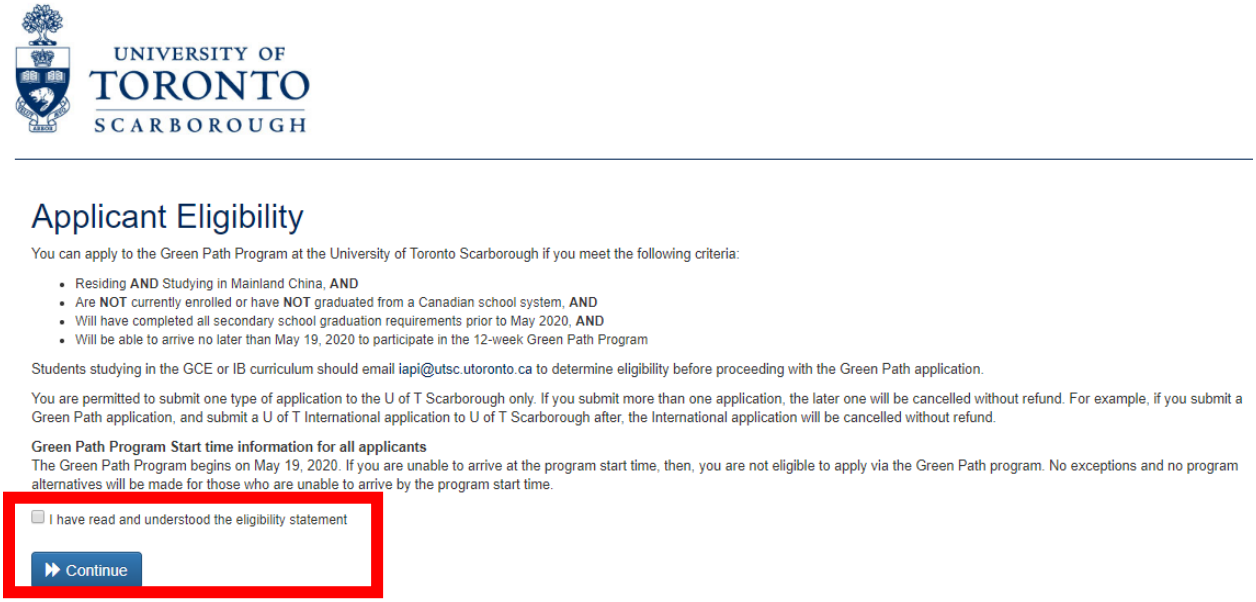
2. Read the following webpage and determine if you are eligible to apply U of T Scarborough through the Green Path Program. Once you finished reading and understood the eligibility statement, tick the checkbox and click “Continue”.

2. 阅读以下网页，确定您是否有资格通过绿色通道申请多伦多大学士嘉堡校区。阅读并理解资格声明后，勾选复选框并点击“继续”。



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Applicant Eligibility

You can apply to the Green Path Program at the University of Toronto Scarborough if you meet the following criteria:

- Residing **AND** Studying in Mainland China, **AND**
- Are **NOT** currently enrolled or have **NOT** graduated from a Canadian school system, **AND**
- Will have completed all secondary school graduation requirements prior to May 2020, **AND**
- Will be able to arrive no later than May 19, 2020 to participate in the 12-week Green Path Program

Students studying in the GCE or IB curriculum should email iapi@utsc.utoronto.ca to determine eligibility before proceeding with the Green Path application.

You are permitted to submit one type of application to the U of T Scarborough only. If you submit more than one application, the later one will be cancelled without refund. For example, if you submit a Green Path application, and submit a U of T International application to U of T Scarborough after, the International application will be cancelled without refund.

Green Path Program Start time information for all applicants
The Green Path Program begins on May 19, 2020. If you are unable to arrive at the program start time, then, you are not eligible to apply via the Green Path program. No exceptions and no program alternatives will be made for those who are unable to arrive by the program start time.

☐ I have read and understood the eligibility statement

Continue

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3. Read the following webpage and obtain any information you may need for the Green Path application, such as admissions requirement. Once you finished reading and understood the applicant statement, tick the checkbox and click “Continue”.

3. 阅读以下网页，获取绿色通道申请程序可能需要的任何信息，例如入学要求。 阅读并理解申请人声明后，勾选复选框并点击“继续”。

All applicants should read the information below carefully before starting the online application. You can save or print this information for your reference.

- **Instructions for the Green Path Program Online Application**
- General Admissions and Application Information
- **Admission Requirements of the University of Toronto Scarborough**
- **Nomination Letter requirements**
- **Document check List**

Instructions for the Green Path Program Application

- This Green Path Application must only be completed by the applicant. All applicants must provide their personal email address for any future email communication directly from the university
- All fields must be entered in English, unless otherwise specified
- All documents not in English must be translated into English and notarized
- All transcripts (except for "Hui Kao"- Graduation Examination, if applicable) should be in numerical system. If your school transcript is under an alphabetical grading system, please ask your school to provide a conversion chart
- You may save your incomplete online application form and complete it later
- Please refer to the **Document Check list** to make sure you have provided all required documents
- For best results, please use Internet Explorer 11+, Firefox 37+, Safari 7+, or Chrome 42+. Other browsers may cause issues during your application

University of Toronto Scarborough Admission Requirements

University of Toronto Scarborough (UTSC) has specific admission requirements for students under different education systems. Detailed admission requirements can be found below:

- Admission requirements for students under the Chinese Education System
- Admission requirements for students under Non-Chinese / International School Systems
- Visit the **UTSC Program Prerequisite Table** to make sure you meet the program requirements in terms of the high school subjects.

A separate interview is required for applicants to the Co-op International Development Studies and the Co-op Management & International Business program.

Nomination Letter / School Profile requirement

A **nomination letter** / school profile from your school principal is required, except for students from selected partner schools, **listed here**. All signed nomination letters and school profiles must be submitted to UTSC Admissions & Student Recruitment in a sealed and stamped school envelope, along with your application package.

Information for Students who fall under the Canadian School System

Students who are in the Canadian curriculum (including those completing dual Chinese and Canadian High School diploma), you are **NOT** eligible for the Green Path Program. Please proceed to the Ontario Universities' Application Centre (OUAC) to apply to the University of Toronto Scarborough.

PLEASE SAVE OR PRINT A COPY OF THE ABOVE INFORMATION FOR YOUR REFERENCE.

Applicant Confirmation:

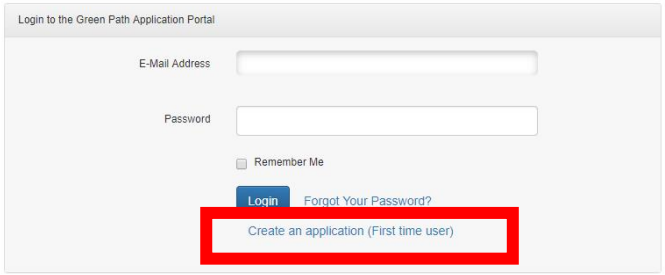
Print

☐ I have read and understand the guidelines to be considered for admission to the Green Path Program. Failure to follow application instructions listed above may jeopardize my application.

Back Continue

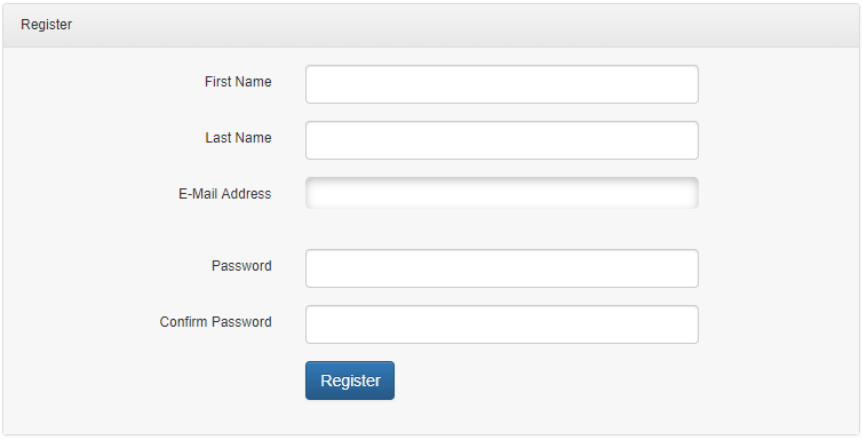
4. If you have never created a Green Path Application Portal Account before, you should click "Create an application (First time user) "to create your own account.
If you have an account, then, you can simply login to your application portal by entering your registered Email Address and Password.

4. 如果您之前从未创建过绿色通道应用程序门户帐户，则应点击"创建应用程序（首次用户）"以创建自己的帐户。 如果您有帐户，则可以通过输入已注册的电子邮件地址和密码登录您的应用程序门户。



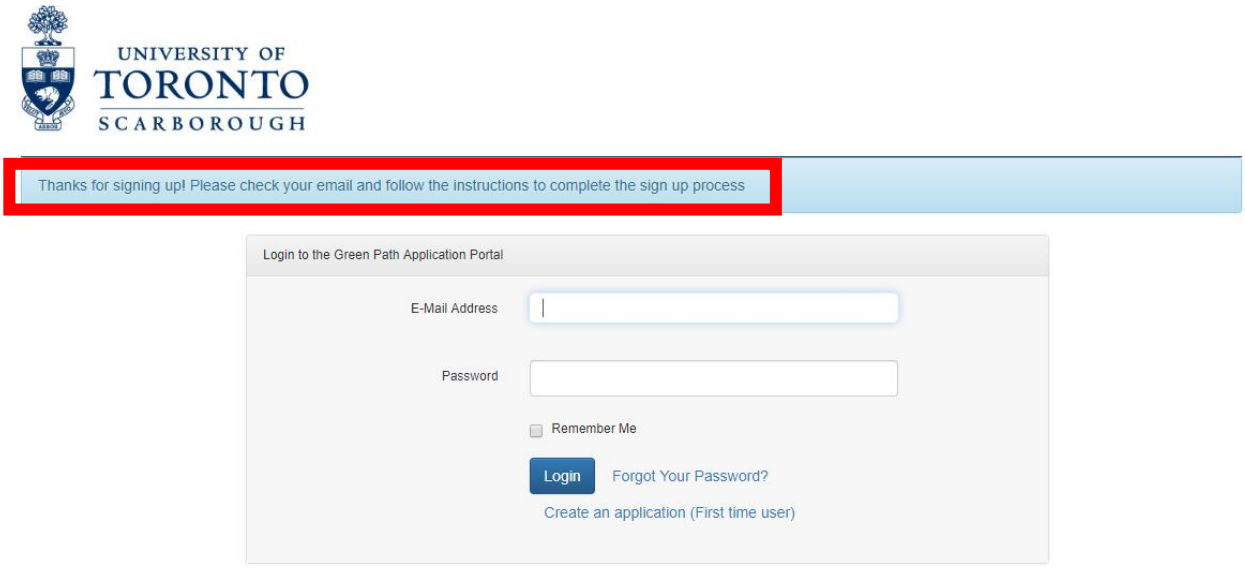
5. The following webpage should be displayed. Fill out all of the sections. Click on "Register" to create your account.

5. 接着应显示以下网页。 填写所有部分。 点击"注册"以创建您的帐户。



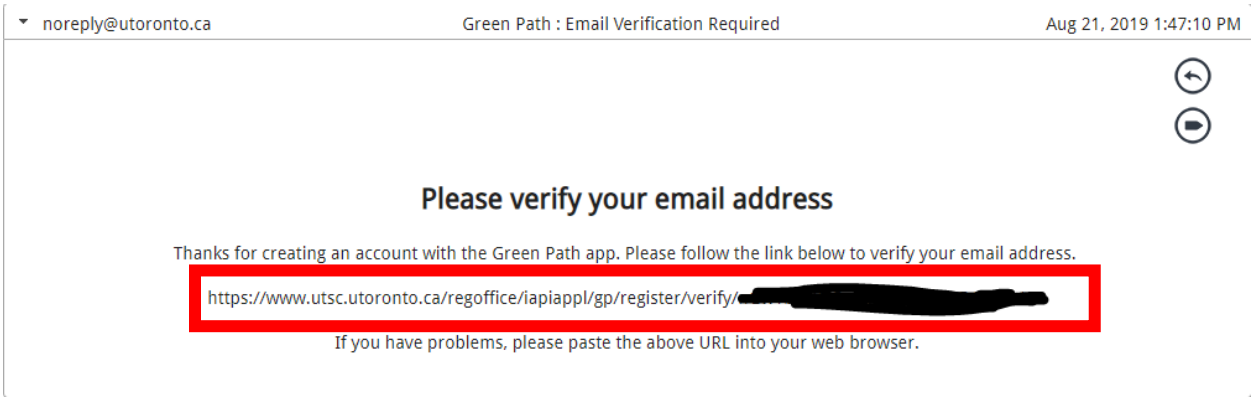
6. Once you click “Register” on the previous page, you will be directed to this page which will ask you to check your email to activate your account by clicking the verification link sent to your email. In some cases, the email may be sent to your Junk or Spam box.

6. 点击上一页的“注册”后，系统会将您定向到此页面，要求您通过点击发送到您的电子邮箱内的电子邮件之验证链接来激活您的帐户。在某些情况下，电子邮件可能会发送到您的垃圾邮件箱。



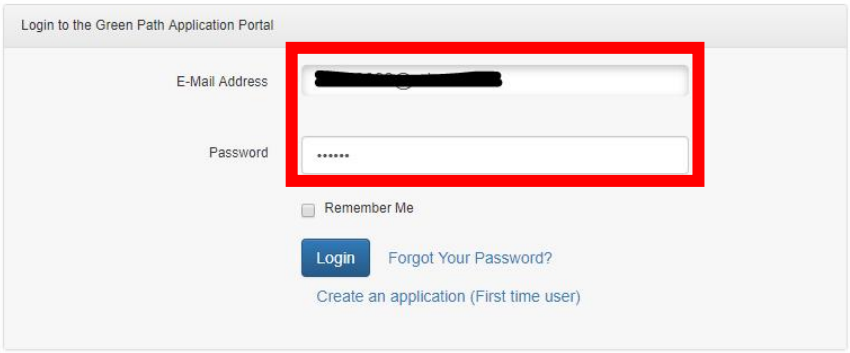
7. Once you visit your email account, you should see a Green Path Verification Email like below. Follow the instruction in the email to login to your Green Path Application Portal Account.

7. 访问您的电子邮件帐户后，您应该会看到如下所示的绿色通道验证电子邮件。 按照电子邮件中的说明，登录您的绿色通道申请系统帐户。



8. Login to your Green Path Application Portal Account by entering your registered Email address and Password.

8. 输入您注册的电子邮件地址和密码，登录您的绿色通道申请系统帐户。



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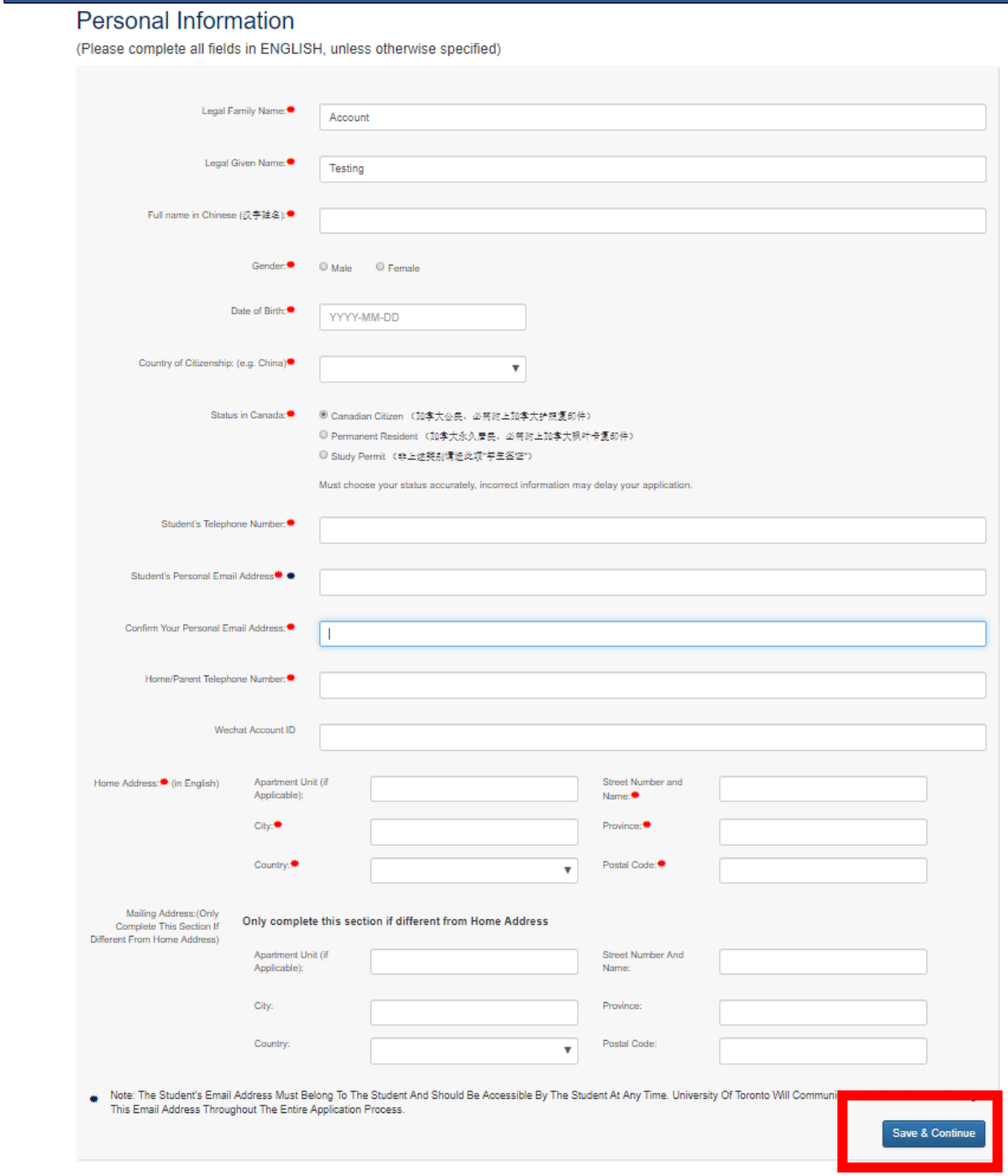
9. The following webpage “Personal Information” should be displayed. Fill out all of the required fields. Click on “Save & Continue” to move onto the next page. You can also save and log out, then return to your account later.
Please note: Legal family name = 姓 ; Legal given name = 名

9. 接着应显示以下网页“个人信息”。 填写所有必填区域。 点击“保存并继续”进入下一页。 您也可以保存并退出，然后再返回到您的帐户继续填写。
请注意 : Legal family name = 姓 ; Legal given name = 名



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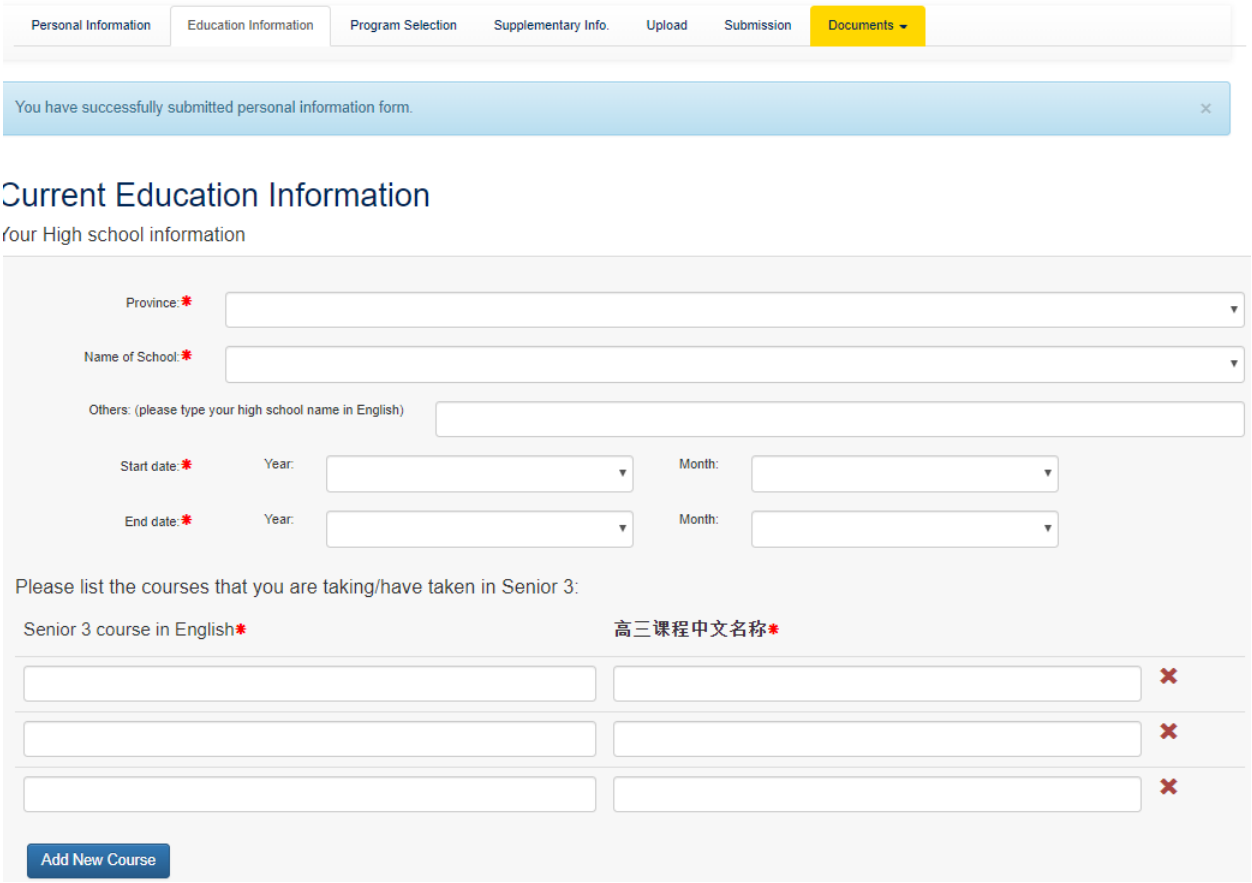
Education Information (1)

10a. The following webpage “Current Education Information” should be displayed. Fill out all of the required fields. Then, move onto the following section to enter other relevant educational details.

10a. 接着应显示以下网页“当前教育信息”。 填写所有必填区域。 然后，转到其余部分以输入其他相关的详细教育信息。



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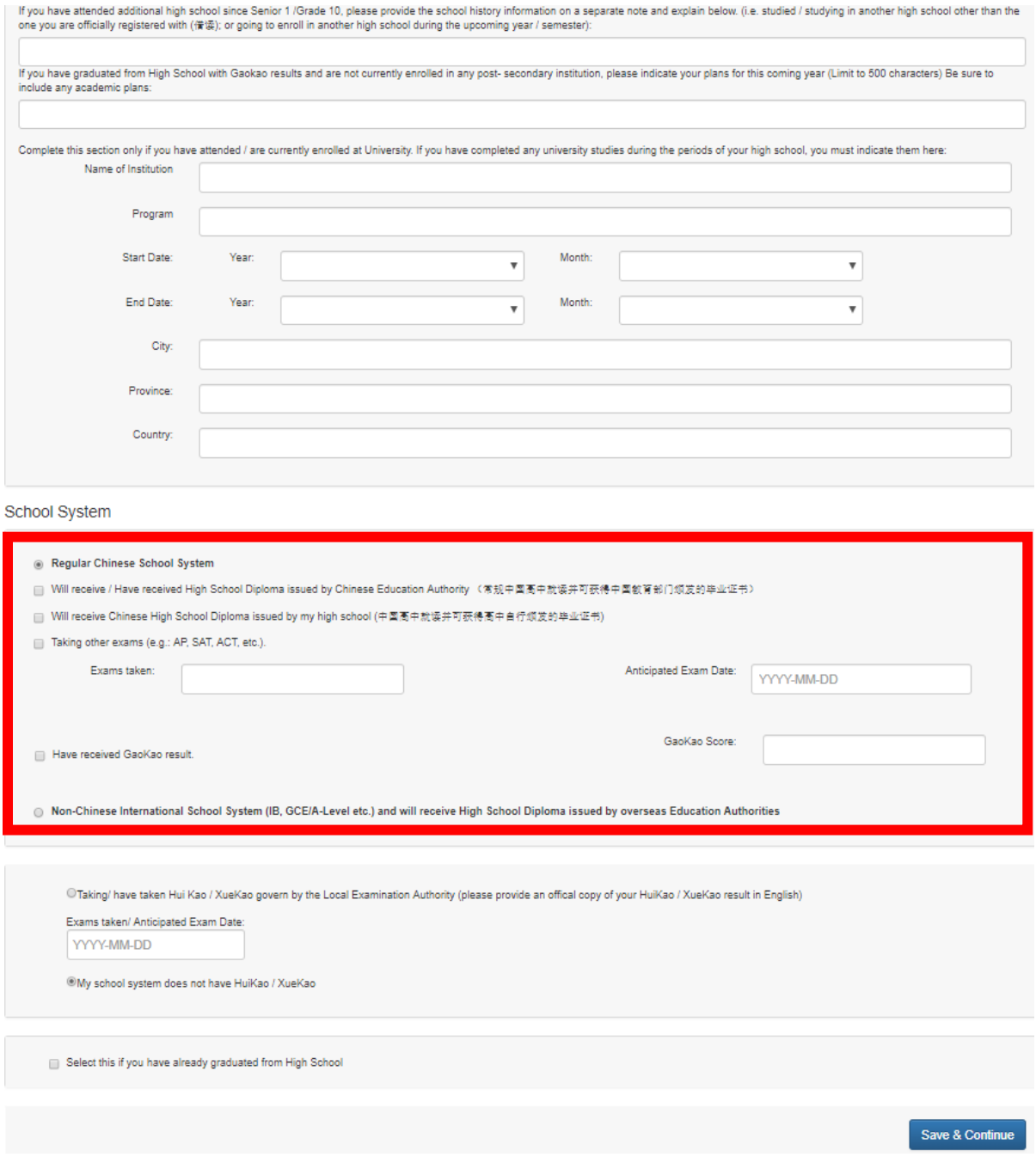
Education Information (2)

10b. The following webpage is the continuation of “Current Education Information”. Fill out all of the sections applied to you. Select the relevant “School System” that applies to you. Click “Save & Continue” once you completed this section. If the majority of your high school courses are under the Regular Chinese School System, please select “Regular Chinese School System” and vice versa.

10b. 以下网页是“当前教育信息”的延续。 填写适用于您的所有部分。 选择适用于您的相关“学校课程”。 完成这个部分后，点击“保存并继续”。 如果您的大部分高中课程都在中国普通高中课程下，请选择“中国普通高中课程”，反之亦然。



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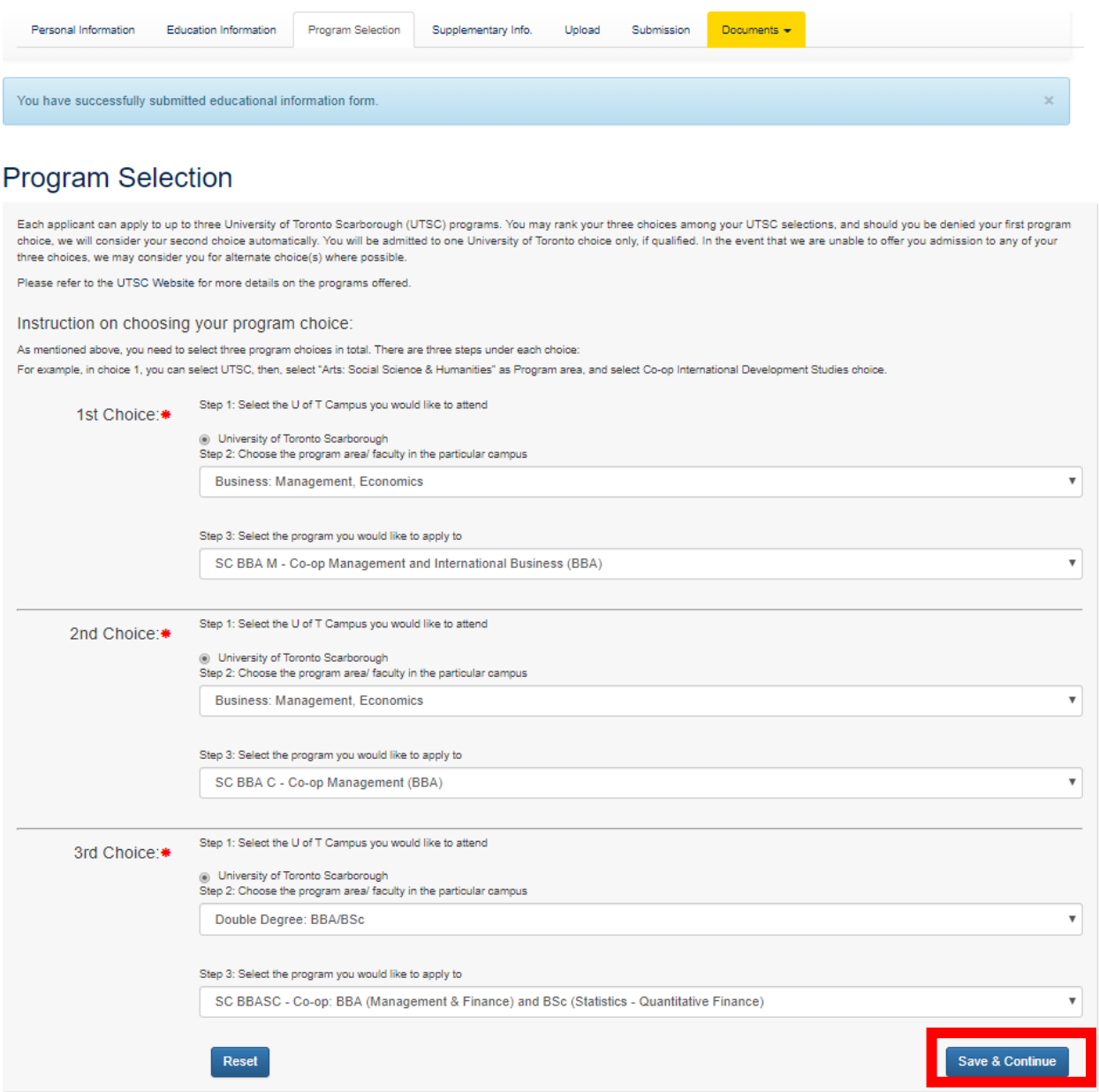
11. The following webpage is the “Program Selection”. Select the admissions category you would like to apply, up to three choices. Click “Save & Continue” when you completed this part.

11. 以下网页是“专业选择”。 选择您要申请的入学专业类别，最多三个选项。 完成此部分后，点击“保存并继续”。



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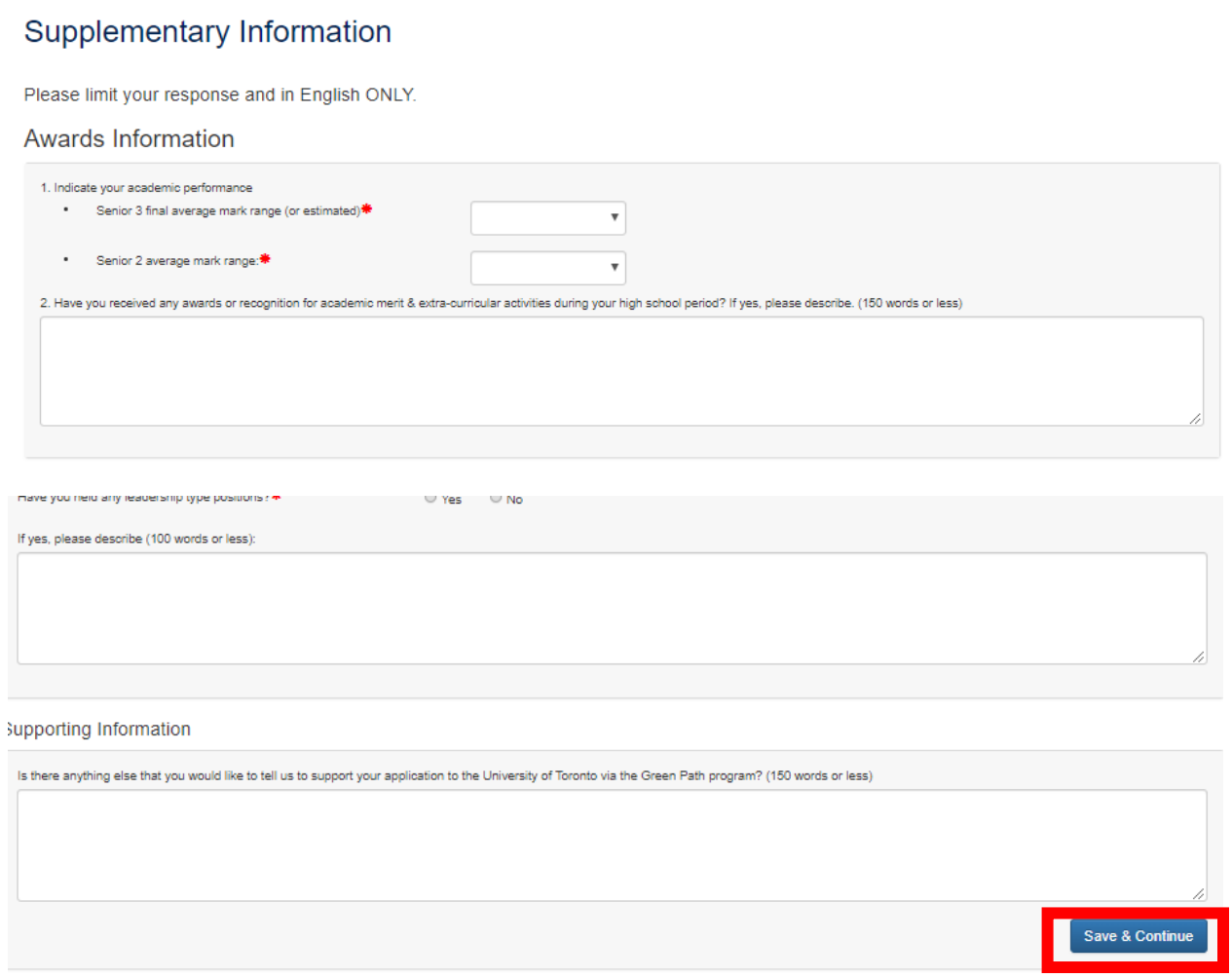
12. The following webpage is the “Supplementary Information”. Fill out all of the required fields. Once completed, click “Save & Continue” to move onto the next page. We ask all the applicants to carefully check their grammar and spelling for this section.

12. 以下网页是“补充信息”。 填写所有必填区域。 完成后，点击“保存并继续”以转到下一页。 我们建议所有申请人仔细检查他们的语法和拼写。



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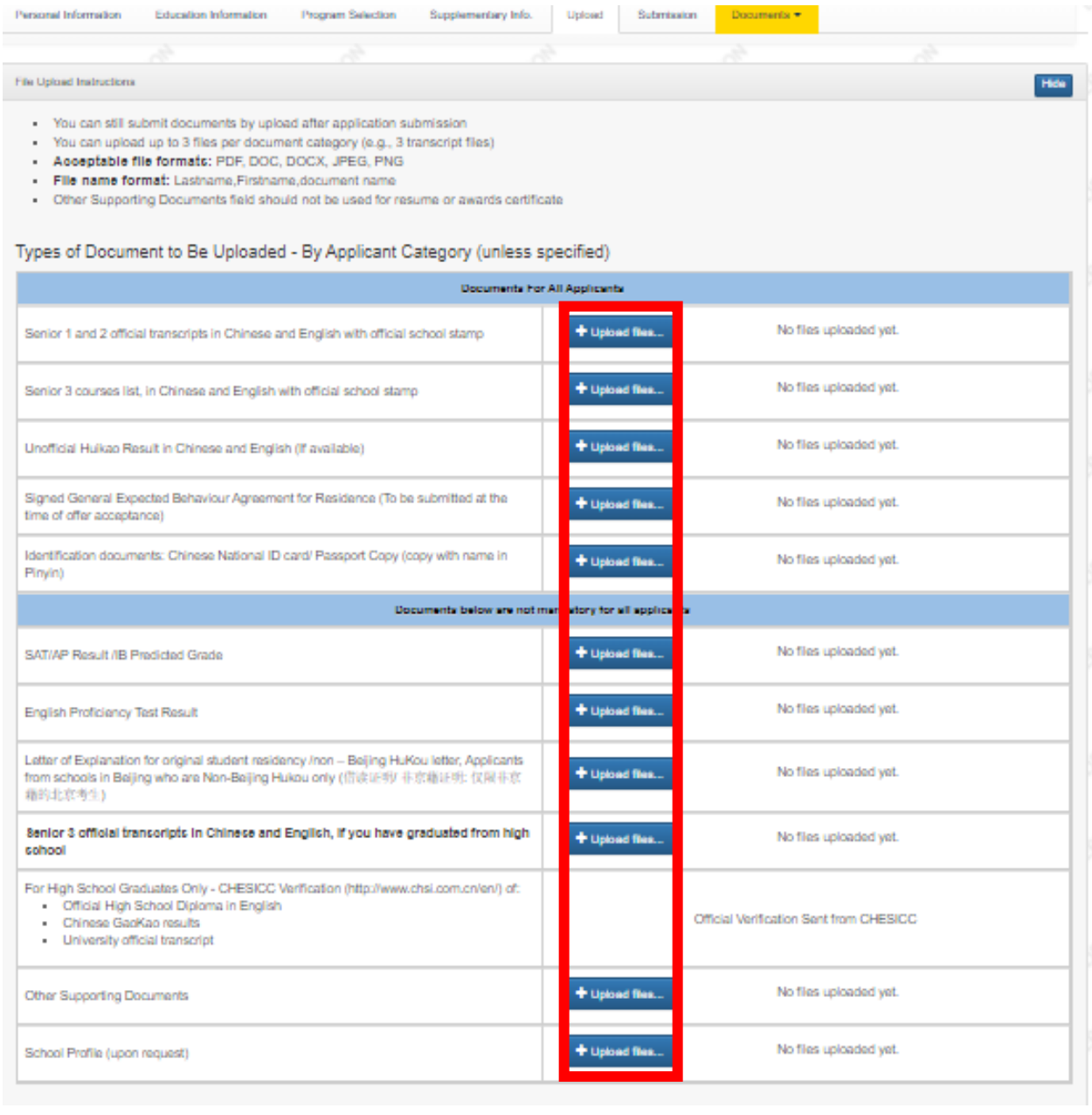
13. Document Upload (For detail upload guide, see the application portal and explanation on next page) . Click “Save & Continue” to move onto next page.

13. 文档上传（有关详细信息上载指南，请参阅下一页的说明）。 点击“保存并继续”进入下一页。



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13a. Document Upload Explanation:
Students can still upload their document after submitting their application, and after September 30 as well. Applicants will have access to their Green Path Application Portal account till May 30, 2021.

- Due to COVID-19 Pandemics, we ask all applicants to submit their documents by uploading to their Green Path Application Portal where possible. If you are unable to upload the transcript or any documents, you can still courier the documents to the Green Path Office at U of T Scarborough.
- School Document Submission Platform: All School Teachers will have access to a School Document Submission Platform this year to upload official Senior 3 Transcripts, official Huikao result, or any other results directly. These school uploaded documents will be considered as official.
- Applicants can click the "Upload files" button (Red Box) to attach documents to upload. There is no file size limit placed on the system for the files can be uploaded. Once the document is uploaded, it will show on the document table. All of the uploaded files will also display at the "Applicant Portal" with submission date after submitting the application, which applicant can view that page.

13a. 文件上传说明：学生在提交申请后仍然可以上传文件，也可以在 9 月 30 日之后上传。申请人可以继续访问他们的绿色通道申请系统帐户，直到 2021 年 5 月 30 日。

- 因应新冠肺炎疫情，我们建议所有申请者，通过把文件上传到他们的绿色通道申请系统帐户上以提交文件。如果您无法上传成绩单或任何文件，您仍然可以将文件快递到 U of T Scarborough 的绿色通道办公室。
- 学校专用文件提交系统：作为今年的新试点，学校老师将可以通过学校专用文件提交系统为学生提交包括高三成绩单，会考成绩证明等过往需要通过快递提交的正式文件。
- 申请人可以点击"上传文件"（上页红盒子）以附加要上传的文件。 系统上没有文件大小限制。 当您的鼠标跳过上传的文件时，它将显示文件名。 在提交申请后，所有上传的文件也将显示在"申请中心"(Applicant Portal)上。

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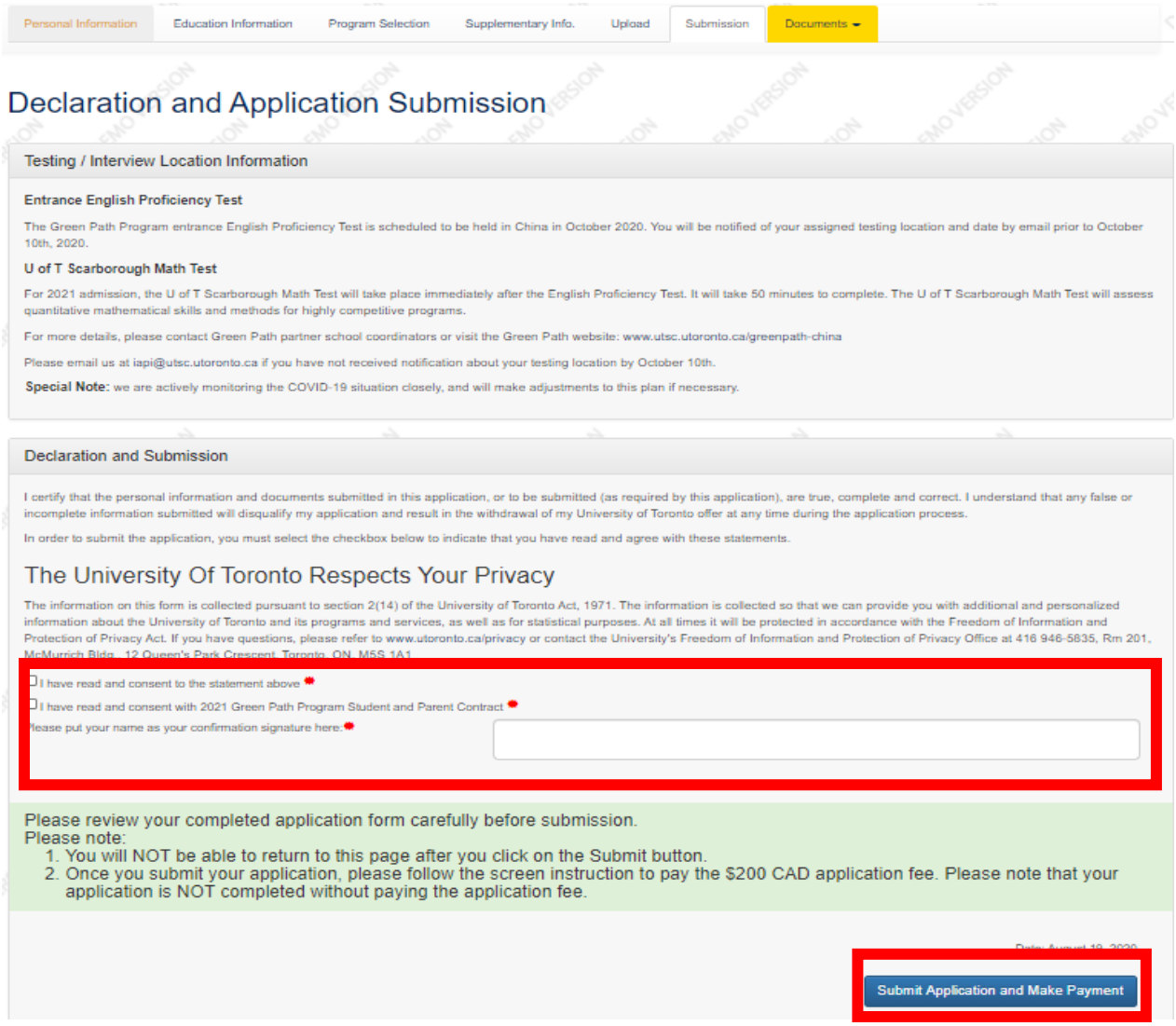
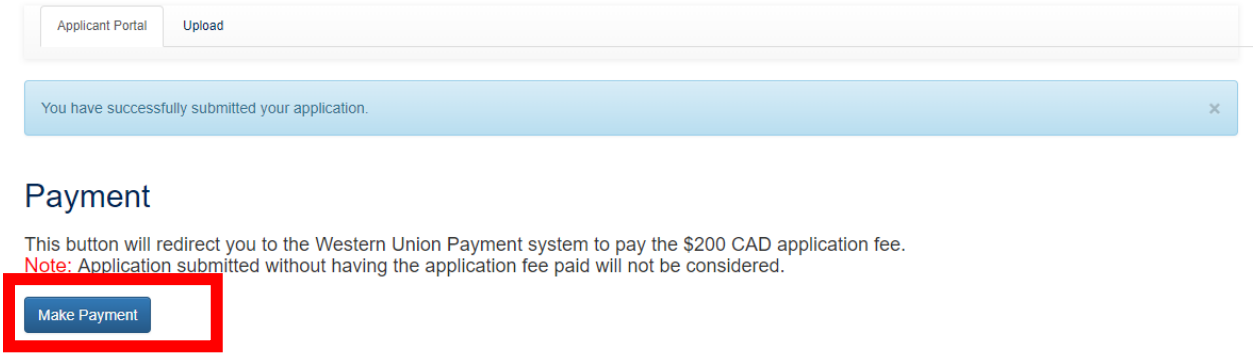
14. The following webpage is the “Application Submission”. If the applicant is ready to submit their application, they can fill out the agreement field, and click “Submit Application and Make Payment”. Applicants cannot edit their application after they submitted the application. Therefore, it is recommended that they check carefully before submitting their application.
**In some rare cases, student want to change their program choice or edit their personal information. They can upload a letter to the Document Upload page, and our staff will help them to change it.

14. 以下网页是“申请提交”。 如果申请人准备提交申请，他们可以填写协议区域，然后点击“提交申请并付款”。 申请人在提交申请后无法编辑申请。 因此，建议他们在提交申请前仔细检查。 **在极少数情况下，学生想要改变他们的专业选择或编辑他们的个人信息。 他们可以将信件上传到“文档上传”页面，我们的工作人员将帮助他们进行更改。



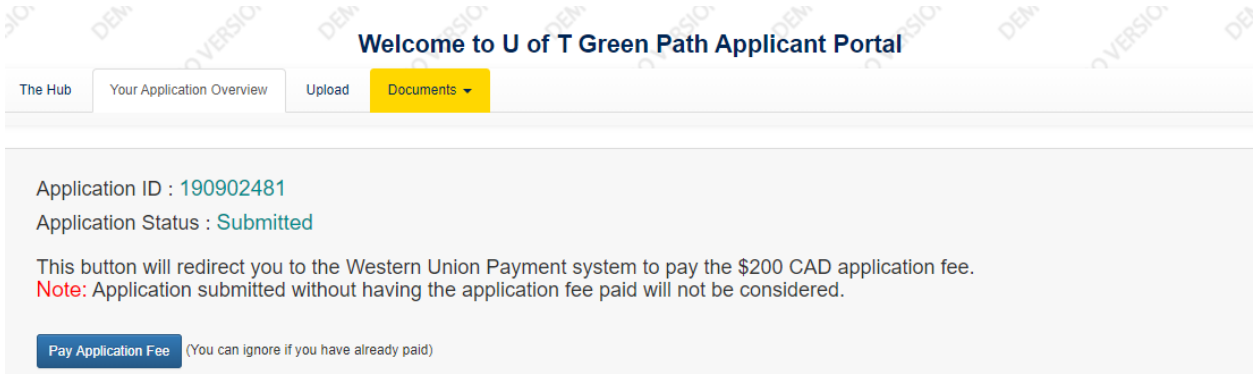
15. The following webpage is the “Application Portal – Application Fee Payment”. Click the “Make Payment” to pay the $200 CAD Application Fee. The Payment system will support Credit Card (Unionpay) and Bank Transfer payment this year.

15. 以下网页是“申请费用付款介面”。 点击“付款”即可支付 200 加元的申请费。 支付系统今年将支持信用卡（银联）和银行转账付款。



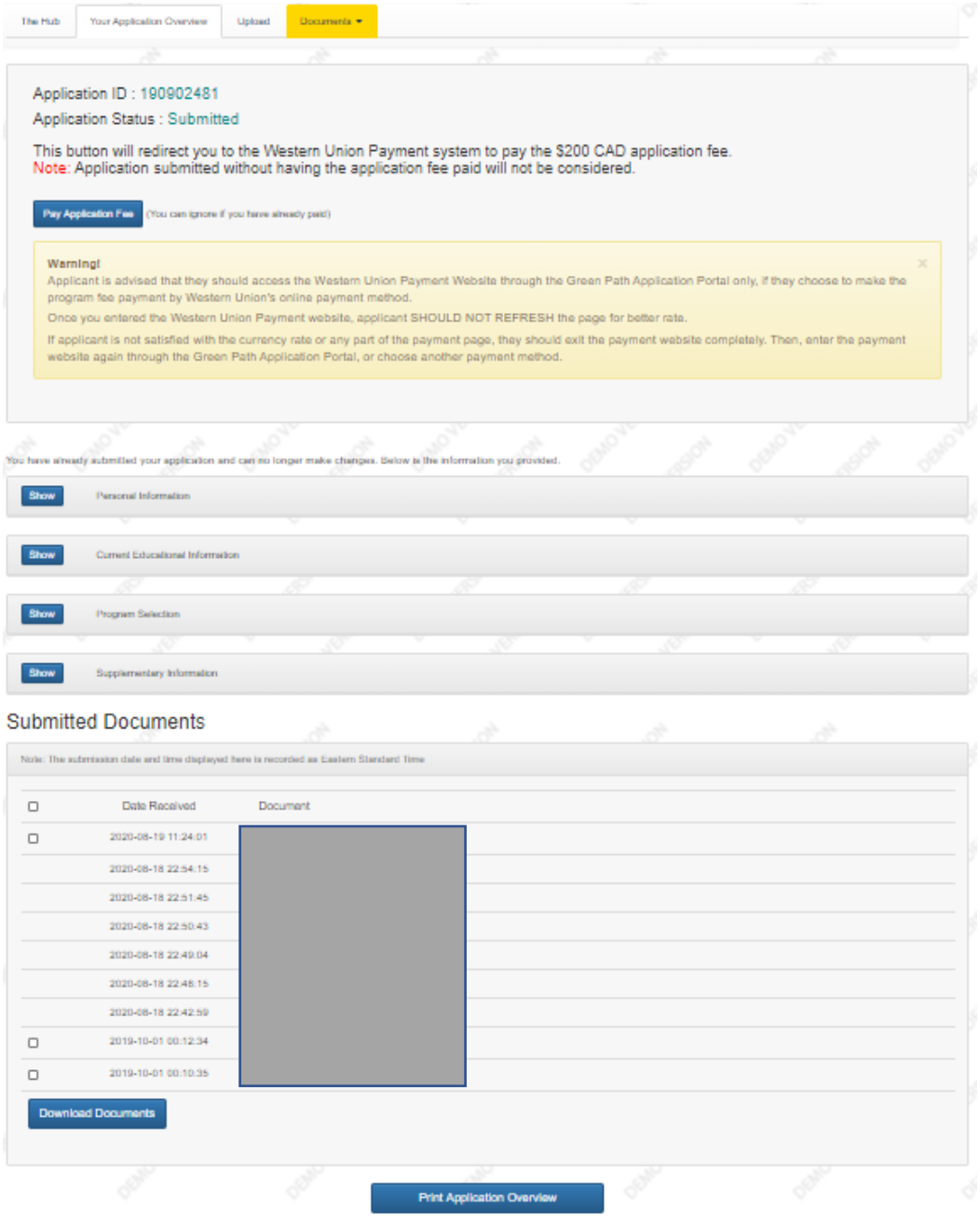
16. The following webpage is the “Applicant Portal”. Applicants will see the page after they made the payment. Applicants can always login to their applicant portal after they submitted their application. Applicants can see their Admissions Decision status, admissions stage, and find relevant announcement or information here. Applicants admissions status will be updated over time, and they will receive an email when it has been updated.
Applicant will also see their Offer Letter PDF here when it is available in early December.

16. 以下网页是“申请中心” (Applicant Portal)。 申请人将在付款后看到该页面。 申请人在提交申请后可以随时登录其申请中心。 申请人可以在此处查看其录取状态和录取评估阶段。 申请人的录取状态将随着时间的推移而更新，他们将在更新后收到电子邮件。 申请人在 12 月初可以在申请中心看到他们的录取通知书 PDF。



17. The following webpage is the “Your application overview”. Applicants will see their submitted application, as well as all of their uploaded documents, with the date and time received.

17. 以下网页是“你的申请概观”的底部。 申请人将可看到他们的申请和上传的所有文件，以及收到的日期和时间。由学校上传的文件名称也会显示在这里。



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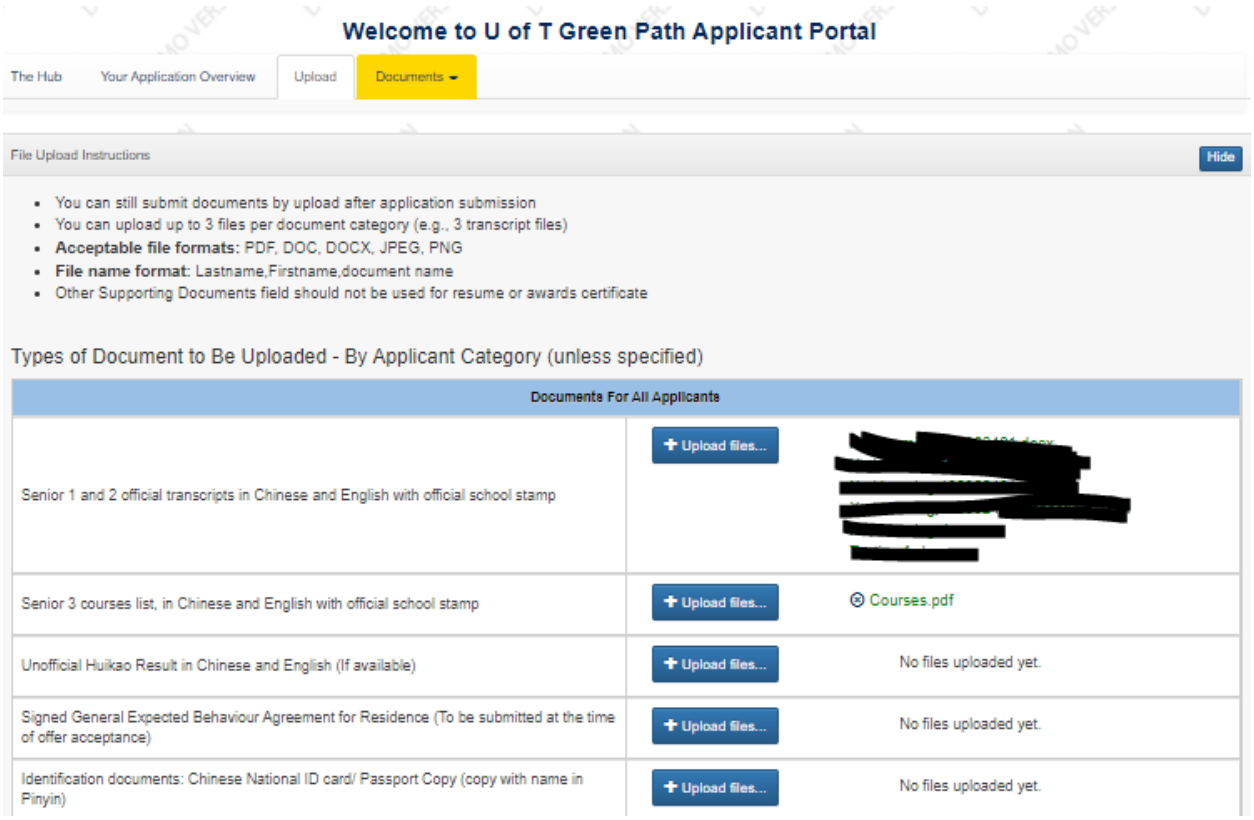
18. The following webpage is the “Document Upload”. Applicants can use this page to upload their documents after submitting their documents and after September 30 as well.

18. 以下网页是“文档上传”。 申请人可以在提交文件后以及 9 月 30 日之后使用此页面上传文件。



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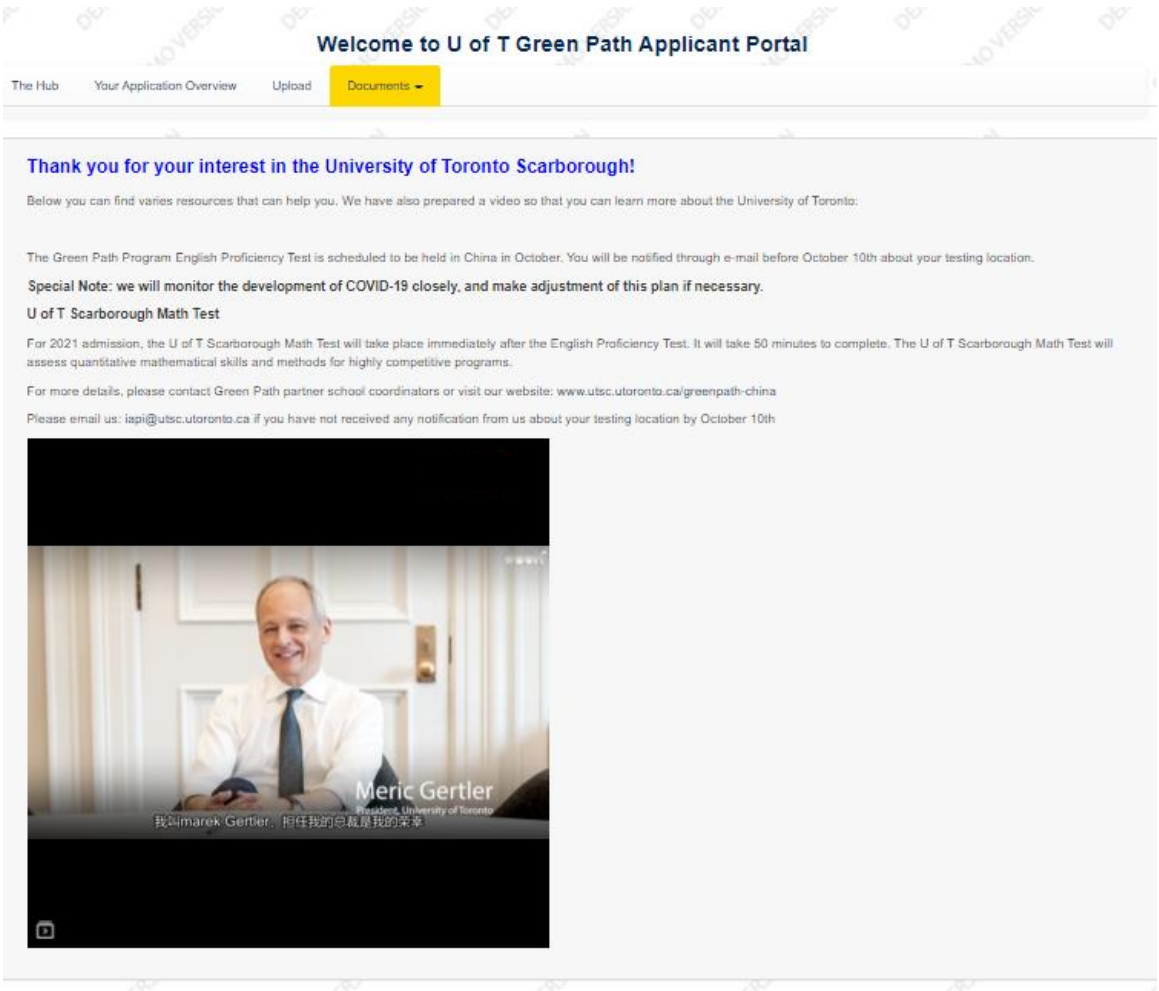
19. The following webpage is the “The Hub”. Applicants can use this page to upload their documents after submitting their documents and after September 30, 2019 as well.

19. 以下网页是“The Hub”。 申请人可以此页面最新的公布和其他有用信息。



If you have more questions, please contact us:

International Academic Programs and Initiatives

University of Toronto Scarborough

1265 Military Trail, HL111

Toronto ON

Canada M1C 1A4

Telephone: 416-208-4844

Email: iapi@utsc.utoronto.ca

Green Path Progam Wechat QR Code