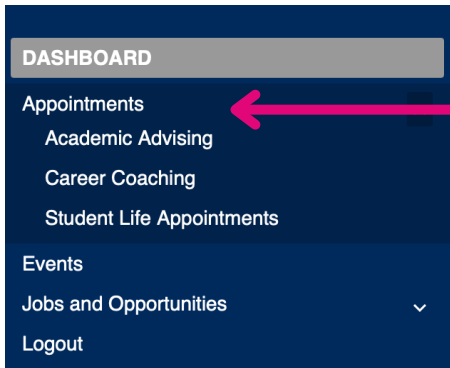

**Rotman
Commerce**

Navigating the Rotman Commerce Portal

Booking appointments

We're open for in-person and online meetings by appointment. All of our services will also continue to be offered online and remotely.



Academic Advising Appointments

Not sure which courses to take? Want to change specialists? Want to improve your GPA? These are some reasons you may want to book an appointment with an academic advisor.

RC Portal > Appointments > [Book an academic advising appointment](#)

Career Coaching Appointments

Not sure which career fields to explore? Want to strengthen your job search and participate in campus recruitment? A little hesitant to engage in networking? These are just some reasons you may want to book an appointment with a career educator.

RC Portal > Appointments > [Book a career coaching appointment](#)

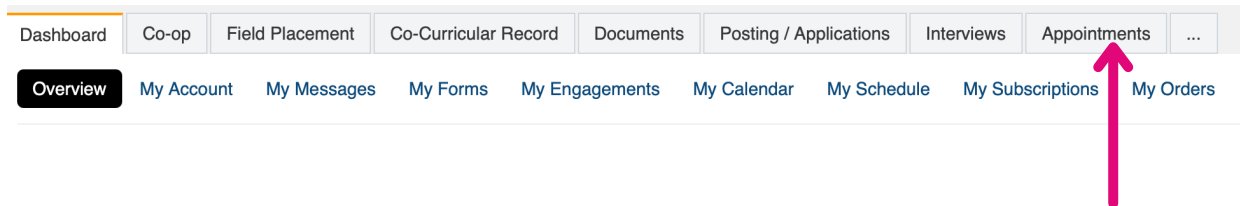
Career Peer Appointments

The RC Career Peers are here to help incoming (Y1 and Y2) students in a range of areas, from resume and cover letter review to kickstarting your career exploration process. They can also answer any questions on navigating Portal.

[RC Portal](#) > Appointments > [Book a career peer appointment](#)

Cancelling appointments

Should you need to cancel your appointment, please do so as soon as possible before the appointment via Portal so that your spot may be released to another student. You will be able to cancel on Portal if you do so 24 hours prior to the starting time of this appointment.



Academic Advising Appointments

If you must cancel within the 24 hour period, you can email rotmancommerce.info@utoronto.ca or the Academic Advisor.

Career Coaching Appointments

If you must cancel within the 24 hour period, you can email rotmancommerce.careers@utoronto.ca or the Career Coach.

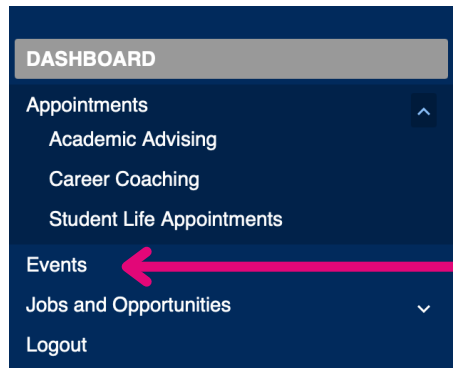
Career Peer Appointments

If you must cancel within the 24 hour period, you can email rccareerpeers@utoronto.ca or the Career Peer.

Registering for events

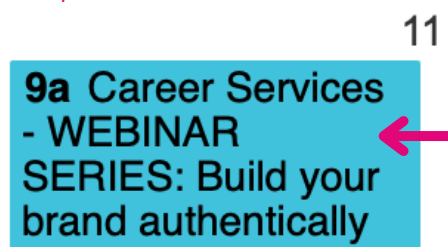
This provides a step-by-step guide on registering for any event by Career Services, Academic Services, and Student Life you may be interested in.

Step 1:



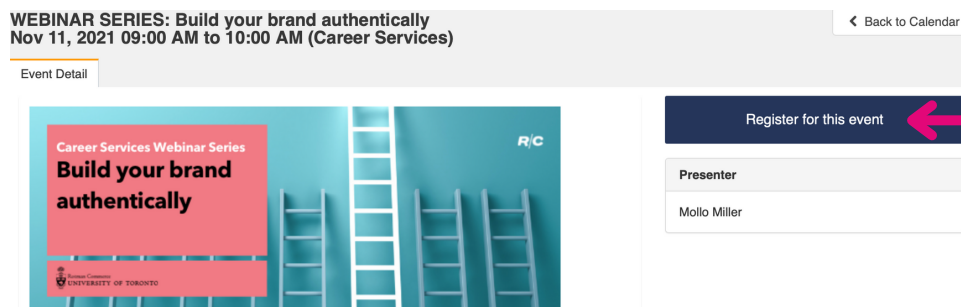
You can view events by clicking here

Step 2:



Click on an event you're interested in to register

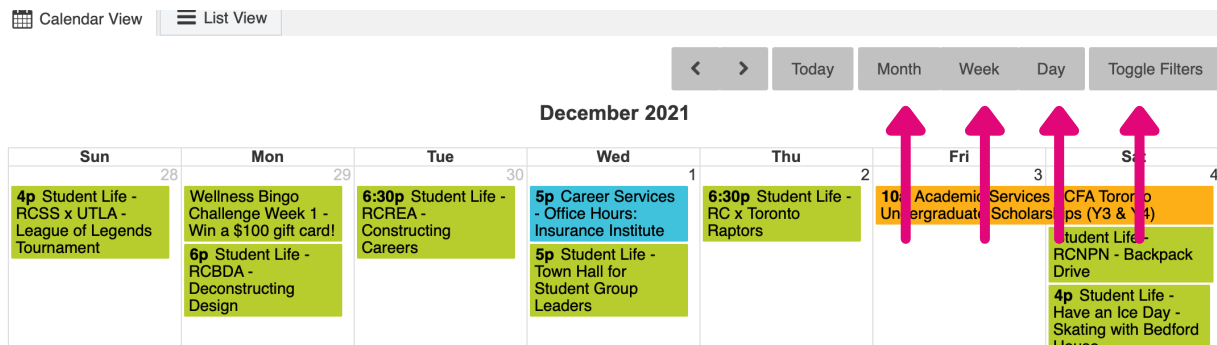
Step 3:



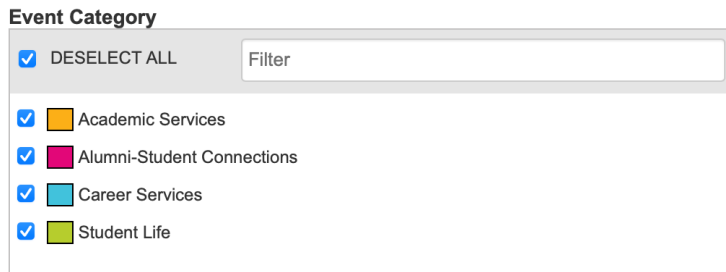
You can click on register for this event or if it is an external event then follow the instructions provided

Filtering events

After selecting events, you will see a monthly view of all the available events and workshops. You can change the calendar view to filter by month, week, day, or events offered by Careers Services, Academic Services, and Student Life.



After selecting toggle filters, you can deselect and select the specific category that you would like to view events in. Once you have selected your filters, the calendar view will display only events based on the filters selected.



Cancelling event registration

Should you need to cancel your event registration, please do so as soon as possible before the event via Portal so that your spot may be released to another student. You will be able to cancel on the portal if you do so 24 hours before starting time of this event. If you must cancel within the 24 hours period, you can email: rotmancommerce.careers@utoronto.ca

WEBINAR SERIES: Job search strategies that work!
Nov 15, 2021 01:00 PM to 02:00 PM (Career Services) [← Back to Calendar](#)

Event Detail



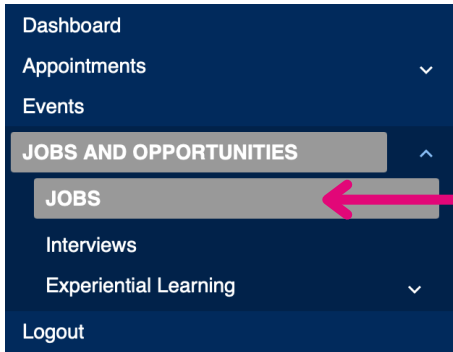
You have registered for this event
Date Registered: Nov 12, 2021 10:24:28 AM

- Competencies
- Cancel Registration**
- Presenter
- Lisa Thomasos

Click here to cancel registration for an event

View job postings

To view and apply for jobs on Portal from different companies and clubs, follow these instructions:



Click here to view and apply for job postings

Search by Job Type Targeted Years

Search

- or - Search Job Postings

Filter job postings you may be interested in by clicking here

QUICK SEARCHES:	
140	Featured Postings
28	Applied To
3	Shortlist
277	Viewed
4	New Posting Since Last Login
3	Application Deadlines Today
110	Application Deadlines in the next 10 Days

You are able to view all the featured and new job postings and keep track of deadlines for job postings you may be interested in

Shortlist job postings

After viewing job postings, you can shortlist some of the job postings you may be interested in applying for.

	App Status	Term	ID	Job Title	Organization	Division
Shortlist Apply		2021-2022	19111	★ Marketing Coordinator	Abbott	Abbott
Shortlist Apply		2021-2022	18829	★ Communications Intern...	Arup	Arup
Shortlist Apply		2021-2022	18830	★ Accounting Intern (Biling...	Arup	Arup

You can click here to shortlist job postings

Search by Job Type Targeted Years

[Search](#)

- or - [Search Job Postings](#)

QUICK SEARCHES:	
140	Featured Postings
28	Applied To
3	Shortlist
277	Viewed
4	New Posting Since Last Login
3	Application Deadlines Today
110	Application Deadlines in the next 10 Days

Click here to view the shortlisted job postings

Applying for a job

To apply for a job, follow the instructions provided on its posting. This may entail applying via Portal, through an external link given by the employer, or both.

After getting a job offer

Once you get a job offer, you are encouraged to book an appointment with a Career Coach in a timely manner, as it allows Career Services to provide better service to both students and employers.

After accepting a job offer

Once you have accepted a full-time or internship offer, please fill out the Employment form on Portal.

Equity, Diversity & Inclusion Email

Do you have an experience or concern you would like to highlight? Rotman Commerce (RC) students can now share concerns around equity, diversity, and inclusion with RC staff by emailing rc.studentvoice@utoronto.ca.

Rotman Commerce is dedicated to providing an environment that is diverse, inclusive and safe. We understand that learning can only thrive in a space that embraces these values and encourages free expression of diverse perspectives.

If you have something to share, please let us know.

PM	PM	PM
----	----	----

Common Forms

[Submit Form](#)

Employment Survey - Fall 2020



Click here to fill out your employment on the dashboard

Setting-up job alerts

You can set up job alerts for job postings you may be interested in so that you can be notified when new postings are posted in the filters you have selected, such as job function, job type, location, and many more. After you apply job filters in your job search, you can save that search and get emails for this search.

Search by Job Type Targeted Years

Search

- or - Search Job Postings

QUICK SEARCHES:

- 140 Featured Postings
- 28 Applied To
- 3 Shortlist
- 277 Viewed
- 4 New Posting Since Last Login
- 3 Application Deadlines Today
- 110 Application Deadlines in the next 10 Days

Filter job postings you may be interested in by clicking here

Search Results

QUICK FILTERS:

1st Year
2nd Year
3rd Year
4th Year

All Years

Search by Job Type

Clear

Clear

Apply Filters

New Search

Save My Search Criteria

Once you filter job postings you may be interested click save my search criteria

QUICK FILTERS:

1st Year 2nd Year 3rd Year 4th Year All Years Search by Job Type Targeted Years

Clear Clear

Apply Filters

Save this search as:

Save this search as:

Email me new jobs for this search

Save Close

Organization Division

Click the box to be notified by email of new jobs on your saved search

Frequently asked questions

Can I change my student profile?

If you would like your email address or year of study changed for the portal you can email us at: rotmancommerce.careers@utoronto.ca with your updated information and student ID and our team can change that for you.

Why can't I see all the job postings?

If you are unable to view some job postings, that is because some job postings are targeted towards specific years of study, and you do not fall into that category.