



# Student Handbook Guide de l'étudiant[e]

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2024-2025

*Revised August 2024*

Master of Information Studies (MIS)  
Graduate Diploma in Information Management (GDIM)

Maîtrise en sciences de l'information (MSI)  
Diplôme d'études supérieures en gestion de l'information (DESGI)

<https://www.uottawa.ca/faculty-arts/information-studies>  
<https://www.uottawa.ca/faculte-arts/sciences-information>

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## Welcome to the School of Information Studies (ÉSIS)



Bienvenue à l'École des sciences de l'information (ÉSIS) pour l'année académique 2024-2025 !

Whether you're joining us for the first time or returning, you are joining us at a pivotal moment in the field of information studies! Organizations – governmental, non-governmental and those in the private sector – have never needed information experts more than now. Scientists, researchers, public health officials, technology enterprises, user services designers, data and information analysts, communicators, government policy makers, teachers, individuals and families – we are all dependent on access and consumption of quality information in a wide variety of formats and for a broad range of purposes.

La demande de professionnels de l'information sur le marché du travail n'a jamais été aussi forte. Il est essentiel pour notre société de disposer d'un groupe de professionnels capables non seulement d'identifier, de naviguer et de gérer des sources d'information fiables, mais aussi de maîtriser les nouvelles technologies puissantes telles que les grands modèles de langage (LLM) et les moteurs de recherche sémantiques.

Work in the field of information studies is increasingly complex and challenging, and the opportunities increasingly varied. Whether your interest is in data curation or in information policy development, in web design or in the management of information services, in social media or in access to information, ÉSIS will provide you with a variety of courses to meet your needs, as well as opportunities to develop a research agenda and to put your knowledge into practice – and all this in a bilingual environment.

Le corps professoral et le personnel de soutien de l'ÉSIS vous souhaitent beaucoup de succès dans votre programme de maîtrise en sciences de l'information. Nous avons hâte de travailler avec vous et de vous appuyer pendant que vous suivez votre programme d'études et développez une compréhension approfondie de la profession.

Nous vous invitons également à travailler avec nous pour que l'ÉSIS puisse continuer à bénéficier de la passion et de l'engagement de ses étudiants et de ses anciens élèves. Votre participation au processus décisionnel nous aide à évoluer et à nous améliorer. Nous espérons que vous poursuivrez cette tradition en contribuant, de manière formelle et informelle, à notre développement continu.

À l'ÉSIS, notre aspiration est de vous procurer une expérience enrichissante doublée d'une éducation de haute qualité. Nous vous invitons donc à vous rapprocher de nos enseignants et du personnel de soutien si vous avez des suggestions pour nous aider à atteindre ces objectifs.

## ***Notre mission***

L'ÉGIS est un centre d'excellence en recherche et en enseignement qui offre une formation professionnelle compétitive basée sur une compréhension globale de la théorie et de la pratique de la production, de la collecte, de l'organisation, de la récupération, de la transformation et de la gestion des données, de l'information et des connaissances. L'ÉGIS favorise un environnement d'apprentissage qui prépare les professionnels de l'information du 21<sup>e</sup> siècle à assumer des rôles de leadership et de recherche au profit des citoyens dans l'économie du savoir et la société de l'information bilingues et multiculturelles du Canada.

## ***Notre vision***

Visant l'excellence en recherche, en enseignement et en engagement communautaire, l'ÉGIS est l'école des sciences de l'information de choix pour les personnes bilingues (français-anglais) tant de la région de la capitale nationale que du Canada et d'ailleurs dans le monde.

## ***Our Mission***

ÉGIS is a centre of research and teaching excellence that offers a competitive professional education based on a comprehensive understanding of the theory and practice of the production, collection, organization, retrieval, transformation and management of data, information and knowledge. ÉGIS fosters a learning environment that prepares information professionals in the 21<sup>st</sup> century to assume leadership and research roles for the benefit of citizens in Canada's bilingual and multi-cultural knowledge-based economy and information society.

## ***Our Vision***

In support of the University of Ottawa's vision, ÉGIS shall be the information studies school of choice for bilingual (English-French) individuals in the National Capital Region, in Canada and internationally, through excellence in research, teaching and community engagement.

## ***Un mot au sujet du bilinguisme à l'ÉGIS***

Le bilinguisme est au cœur de l'ÉGIS. Tous les membres du corps professoral et du personnel de soutien seront ravis de communiquer avec vous dans les deux langues officielles de l'Université. Notre environnement bilingue offre la possibilité de parler soit en français, soit en anglais. Puisque tout le monde à l'ÉGIS est capable de comprendre les deux langues, nous avons pris la décision de les utiliser en alternance, au lieu d'effectuer un dédoublement de toutes nos communications.

This means that you will find some parts of this handbook presented in English, and others in French. A similar strategy is used for most communications coming from ÉGIS. However, you should always feel comfortable communicating with us in the language of your choice.

As a pre-requisite to entering our programs, students are expected to be functionally bilingual. The University of Ottawa supports its students through some excellent resources. The Official Languages and Bilingualism Institute (OLBI) is a helpful place to access information, courses, and tutoring in a second language.

<https://www.uottawa.ca/about-us/official-languages-bilingualism-institute>  
<https://www.uottawa.ca/notre-universite/institut-langues-officielles-bilinguisme>

In any given year, ÉSIS endeavours to ensure that a range of MIS and GDIM courses will be taught in English and in French. Students must keep abreast of each year's course offerings to ensure that they meet the language requirements for their degree. Please remember that to complete the degree requirements, students must complete 25% of their courses (the equivalent of four three-credit courses) in their second language. Students are also reminded that the same course will never be offered in both English and French within the same academic year.

En ce qui concerne les travaux pratiques et les examens, l'ÉSIS respecte la politique linguistique de l'Université d'Ottawa, qui prévoit que tout étudiant a le droit de rédiger ses travaux et de répondre aux questions d'examen dans la langue officielle de son choix.

Règlement sur le bilinguisme à l'Université d'Ottawa/ Regulation on bilingualism at the University of Ottawa:

<https://www.uottawa.ca/about-us/policies-regulations/bilingualism>

<https://www.uottawa.ca/notre-universite/politiques-reglements/bilinguisme>

## Meet the ÉSIS Team

### *Administrative Offices*

The staff at ÉSIS will be pleased to assist you with any administrative questions that you may have. Note our offices have limited open hours. Staff are available by e-mail.

- André Vellino, Director (DMS 11107), ext. 4841, [Dir.ESIS.Dir@uottawa.ca](mailto:Dir.ESIS.Dir@uottawa.ca)
- Elisa Ferrarin-Burgess Administrative Assistants (DMS11102), x3832, [esis.agente.admin.officer.esis@uottawa.ca](mailto:esis.agente.admin.officer.esis@uottawa.ca)
- Catherine Bernard, Academic Assistant (DMS 8166) x1324, [artsgrad@uottawa.ca](mailto:artsgrad@uottawa.ca)
- Chantal Boucher, CO-OP Program Coordinator, (DMS 3194), x3377, [cboucher@uOttawa.ca](mailto:cboucher@uOttawa.ca)

**Office hours:** Monday to Friday 9am-4:30pm (closed 12-1pm for lunch hour).

**Summer hours:** Monday to Friday 9am-3:30pm (closed 12-1pm for lunch hour).

### *Faculty*

Many professors work together to provide you with a quality education. Different types of professors play different roles. Here is the core team of professors with whom you will be working at ÉSIS over the coming academic year.

## Regular full-time professors

These professors work *full-time* at ÉSIS and have their offices located in the Desmarais Building. In addition to teaching, they conduct research and are eligible to supervise student research projects. Each student at ÉSIS will be assigned one of the regular professors as a Faculty Advisor.

- Dr. Inge Alberts, Associate Professor (DMS 11105), x7082, [ialberts@uottawa.ca](mailto:ialberts@uottawa.ca)
- Dr. Mary Cavanagh, Associate Professor (DMS 11104), x7376, [mcavanag@uottawa.ca](mailto:mcavanag@uottawa.ca)
- Dr. Heather Morrison, Associate Professor (DMS 11108) x7364, [heather.morrison@uottawa.ca](mailto:heather.morrison@uottawa.ca)
- Dr. André Vellino, Director and Associate Professor (DMS 11107), x4841, [avellino@uottawa.ca](mailto:avellino@uottawa.ca)
- Dr. Stefanie Hausteин, Associate Professor (DMS 11102), x1986, [stefanie.hausteин@uottawa.ca](mailto:stefanie.hausteин@uottawa.ca) (on Sabbatical in 2024-2025)
- Dr. Jada Watson, Associate Professor, (DMS 11166) x 2579, [jwatso4@uottawa.ca](mailto:jwatso4@uottawa.ca)

## Adjunct, cross-appointed, and part-time professors

Cross-appointed professors are members of other departments at the University of Ottawa, but who also contribute to ÉSIS through teaching, supervision and knowledge sharing. Adjunct and part-time professors are specialists in the field who also work outside the University, but who offer their expertise through part-time teaching as well as other activities. Many professors contribute to ÉSIS in these capacities.

## Votre bibliothécaire

Tout au long de votre programme, vous avez accès à un bibliothécaire de liaison spécialisé que vous pouvez consulter pour obtenir de l'aide pour vos travaux et un soutien scolaire Sylvie Nugent est la bibliothécaire spécialiste des sciences de l'information et elle est également la bibliothécaire de liaison des étudiants de l'ÉSIS. Vous trouverez ses coordonnées ici :

<https://uottawa.libguides.com/InformationStudies-fr>

## Conseillers pédagogiques

Bien que vous devriez vous sentir à l'aise de consulter n'importe quel membre de l'ÉSIS, l'un de nos professeurs réguliers a été désigné comme votre « Conseiller pédagogique » et cette personne peut agir comme point de contact pour répondre à vos besoins au sujet de votre formation scolaire. Vous pourrez vous mettre en contact avec eux pour poser des questions. Nous sommes très contents d'avoir l'occasion de travailler avec vous pendant vos études et de répondre à vos questions au sujet de l'École ou du programme.

## Overview of ÉSIS Programs

We live in a knowledge society, where finding information – especially the right information – is becoming increasingly vital across the social, political, economic, cultural, educational and

administrative arenas. Encompassing the collection, organization, storage and retrieval of information in all its varied forms, information studies is undergoing unprecedented growth and rapid change as our society embraces and adapts to the digital information age.

Information touches all disciplines, and our students arrive with an extensive range of experience from a wide variety of backgrounds, including biology, communications, computer science, education, engineering, geography, history, law, literature, music, political science, psychology and sociology. Upon graduation, they are prepared to take on a diverse range of stimulating careers as information management analysts, librarians, digital projects managers, information architects, knowledge management specialists, metadata analysts, records managers to name just a few.

ÉSIS has developed distinctive graduate programs to address the rapidly changing needs of future information professionals in Canada's linguistically and culturally diverse National Capital Region and beyond:

- a bilingual (English-French) program offers a unique opportunity within North America to prepare for a career in a multilingual and multicultural organization;
- small class sizes mean personal attention from highly qualified faculty members;
- experienced and interdisciplinary faculty drawn from a variety of academic units within the University of Ottawa (such as law, translation, management and communication);
- flexible study options, including course-based, CO-OP or thesis options, allow students to tailor their program of study to meet their professional and research-based interests;
- close proximity to major Canadian information institutions, such as Library and Archives Canada, the Library of Parliament, Canada National Science Library (NRC), the archives of the national museums and galleries, two major public library systems (Ottawa and Gatineau), four university libraries (uOttawa, Carleton, Saint-Paul and Université du Québec en Outaouais), and a wide range of information-based centers in government departments, NGOs and private consulting firms, among others, offer a variety of experiences and opportunities for students;
- full-time and part-time programs consistently attract mature students wishing to expand their career options; moreover, full-time students can complete their graduate studies in two years, while part-time students can pace themselves and keep their current jobs while laying the groundwork for a new career.

### ***Master of Information Studies (MIS)***

ÉSIS, located within the Faculty of Arts, offers a graduate program leading to the degree of Master of Information Studies (MIS). ÉSIS students complete seven compulsory courses in their first year of study plus a capstone experience course in their final semester. Remaining credits are fulfilled by take elective courses, which may be combined with a thesis or CO-OP work placement. Students have three options to complete the 45 credits required for the MIS degree. Remember that in all cases, a minimum of 4 three-credit courses must be completed in one's second language, excluding ISI 6011, ISI 6012.



## Options

- **Master's with courses**  
15 three-credit courses
- **Master's with thesis**  
11 three-credit courses plus directed thesis research and defence (equivalent of 4 three-credit courses)
- **Master's with cooperative education (CO-OP) option**  
15 three-credit courses plus an eight-month paid work placement

### Course-based Option

Students complete a total of 15 three-credit courses. Most full-time students complete four courses per semester (three in the final semester) over two academic years, while part-time students typically follow one or two courses per semester over a longer period. Please note that there is a reduced course offering in the summer semester. All graduate students are limited to a maximum of 5 courses per semester.

### Thesis Option

Students complete 11 three-credit courses, followed by a thesis. One semester prior to beginning the thesis, students must register their topic and supervisor and submit a proposal. Students will seek out their own supervisor, and they are encouraged to consult with any faculty member for guidance. Depending on the topic, students may have one supervisor or co-supervisors. We strongly encourage students who have an interest in research to pursue this option, and we would be delighted to discuss research possibilities and strategies with you. Students who intend to pursue the thesis option must successfully complete ISI 6361 *Advanced research methods in information studies* / ISI 6761 *Méthodes avancées de recherche en sciences de l'information*.

### CO-OP Option

The CO-OP option and eight-month paid work placement are available to full-time students only. In addition, this program is competitive: there are a limited number of CO-OP work placements spots available to ÉSIS students each year.

The CO-OP program is administered by the University of Ottawa CO-OP Office. The application process requires students to apply in late September of their first year of study. Because of this early timeline, admission is based on a student's uOttawa admission average to the MIS program. In addition, students must maintain a B average throughout their first semester of studies.

Interested students should visit the uOttawa Cooperative Education Programs department (<https://www.uottawa.ca/current-students/career-experiential-learning/coop>) for more details about important deadlines and how to apply. As a general guide, applications for CO-OP are accepted online through the Cooperative Education Programs department by September 30th of a student's first semester of study. The CO-OP Office also holds information sessions in

October, and students receive news of their acceptance into the program by December of their first year of studies. Interviews are held January and February of their first year, and CO-OP work placements always take place between May to December following a student's first full year of study. Work placements may be either one eight-month placement, or two consecutive four-month placements. There are additional fees associated with enrolment in the CO-OP program. The CO-OP coordinator for the MIS program is Chantal Boucher ([Chantal.boucher@uottawa.ca](mailto:Chantal.boucher@uottawa.ca)).

### ***Graduate Diploma in Information Management (GDIM)***

This program consists of six courses (18 credits) and is intended for professionals who wish to assume greater administrative responsibilities or fill any gaps in their knowledge that may have arisen as a result of developments in the field. Students in the program complete one compulsory course before taking an additional five elective courses to fulfill the 18 credits for the graduate diploma.

## **Departmental Communication**

### ***ÉSIS Community on Brightspace (Virtual Campus)***

A dedicated online portal for our School community was launched in the fall of 2020. ÉSIS Community (Brightspace) is available to all students as an information repository. All students are automatically enrolled in this virtual campus community each fall. You will find the site via the same login you use to connect to your online course spaces.

***From the Director's desk / Du bureau du directeur (Email / Courriel)***– Entre les mois de septembre et avril, les étudiants recevront un courriel hebdomadaire contenant un bulletin comprenant des nouvelles de l'école, des avis sur les emplois étudiants et professionnels, les conférences pertinentes à venir et les possibilités de réseautage pour participer avec des collègues dans diverses communautés professionnelles. Nous utilisons également ce bulletin pour communiquer les nouvelles et les événements de l'école. Il ne comporte que quelques pages - ne manquez pas de le parcourir régulièrement ! Le bulletin est publié de temps à autre entre mai et août.

Do you have something you'd like to announce? Send contributions to: [dir.esis.dir@uottawa.ca](mailto:dir.esis.dir@uottawa.ca)

While the School still has a **Twitter / X** account (@UO\_ESIS), it is no longer used. Instead, we recommend that students build up their professional social media network using LinkedIn.

## **Learning & Communication Modes & Platforms**

Our School embraces learning and instruction using various modes of communication and technologies. However, we prefer to offer face-to-face instruction (the code is "P"). Individual professors may opt to organize and deliver their courses in a hybrid instructional mode – either Hybrid-Distance (code "HD", which means only online with various forms of teaching (Zoom, Teams, Brightspace, etc) or Hybrid In Person (code "HY") which is a combination of two modes or more with at least one in-person component. Very rarely, courses are offered virtually, i.e.

only on-line and asynchronously (code “IN”). Note we do not offer “bi-modal” instruction (online and in-person simultaneously) in any of our courses.

[Virtual Campus \(Brightspace\)](#) is the primary online learning platform you and your professors will use for your courses. Although each professor uses the platform slightly differently, the main functions and interface remains the same. Each course has its own dedicated closed Brightspace portal, and once your professors launch their course portal and once your enrolment in a course has been finalized, you will automatically be enrolled in the Brightspace for that course.

**Zoom et TEAMS** sont les principales plateformes de diffusion vidéo et audio en ligne que vos professeurs utilisent pour communiquer avec vous, produire du matériel pédagogique et partager du contenu. TEAMS est un programme qui appartient à la suite d'outils de bureau Microsoft de l'université, qui comprend Outlook, Word, PowerPoint, etc. Zoom est une plateforme de réunion audio-vidéo en ligne distincte, également sous licence de l'université pour l'enseignement en ligne.

[Slack](#) is a chat-based application that several professors and students use for various types of informal communication. AÉSISSA also manages a closed student-only channel on Slack for all students, with various channels.

## **Association des étudiants (AÉSISSA)**

L'Association des étudiants en sciences de l'information / Information Studies Student Association ([AÉSISSA](#)) est une association très dynamique au sein de l'ÉSIS. AÉSISSA est membre de l'Association des étudiants diplômés (GSAÉD) (Graduate Student Association) de l'Université d'Ottawa. La direction, le personnel de soutien et le corps professoral de l'ÉSIS travaillent ensemble avec l'AÉSISSA pour assurer la qualité de l'expérience étudiante. On vous encourage fortement à participer aux activités et aux événements et à devenir un membre actif dans la communauté de l'ÉSIS !

Once you are enrolled as a student at ÉSIS you are also automatically a member of AÉSISSA and GSAÉD. The AÉSISSA Executive team for 2024-2025 includes Marion Thompson, Sarah Alawi, Rachel Patricia Gendron and Michael Wells. Early in September the new executive also calls for interested first-year students who might want to join in their first term, and connect with second-year students. The work is light, the connections are invaluable. No prior experience needed.

Our goal is to build community and foster interaction amongst the ÉSIS student body through regular events such as our first Book Club meeting coming up at the end of June. You can find out more about what we do and stay up to date with our plans by visiting the [AÉSISSA website](#) or following us on social media: @AESISSA on Twitter or the group [AÉSISSA - University of Ottawa | Université d'Ottawa on Facebook](#).

Join the AÉSISSA workspace on Slack by emailing [aessisa.president@gmail.com](mailto:aessisa.president@gmail.com) from your @uottawa email address.

## Facilities

**Courriel** – Vous avez tous un compte de courriel ayant la forme : [abcde123@uottawa.ca](mailto:abcde123@uottawa.ca). Il est très important de vérifier ce compte régulièrement parce c'est la façon principale utilisée par l'ÉSIS pour communiquer avec vous. Si vous préférez utiliser un autre compte (p. ex. gmail, hotmail, yahoo), il vaut mieux établir une adresse de réexpédition en utilisant le système de gestion de courrier électronique : <https://outlook.office.com/mail/>

**Study and Collaborative Work Spaces** – ESIS students have exclusive access to the *Ingrid-Parent Room* for group and collaborative work. Located in the 6<sup>th</sup> floor of the Morisset Library (room MRT 627), the access code can be obtained at the Morisset Library Service Desk. There may be limits on number of people permitted at one time.

The Morisset Library also provides dedicated spaces for graduate students on the 6th floor, including study carrels, group study rooms, conference rooms and a reading room. You can request a study carrel at:

<https://www.uottawa.ca/library/services/reserve-study-space/study-carrel-request>

**Computer labs, printing and photocopying options** - Students are directed to the computing and communication services website for a list of computer labs. Similarly, access the Printing on Campus website for information on printing and photocopying.

<https://it.uottawa.ca/students/labs/>

<https://www.uottawa.ca/about-us/information-technology/services/print>

**Parking and transportation** – Accédez au site web du service de stationnement et de transport durable pour obtenir des informations sur les services de navette et leurs horaires, les services de covoiturage, la carte des parkings du campus, les tarifs des parkings à long terme du campus principal, les demandes de permis de stationnement et bien plus encore.

<https://www.uottawa.ca/notre-universite/administration-services/stationnement>

### Transport en commun (OC Transpo)

Pour avoir de plus amples renseignements au sujet des circuits, des tarifs et des horaires, SVP consultez : <https://www.octranspo.com/fr/>

**U-Pass:** uOttawa students participate in the U-Pass program, which allows them to ride OC Transpo buses and the O-Train. For details on how to get your U-Pass:

<https://www.uottawa.ca/current-students/upass>

**Foot patrol** – Foot Patrol is a volunteer-run safewalk service offered to all students and members of the University of Ottawa community.

<https://seuo-uosu.com/foot-patrol/>

### Health Services – Frequently Used Services

<https://www.uottawa.ca/campus-life/health-wellness/frequently-used-services>

<https://www.uottawa.ca/vie-campus/sante-mieux-etre/services-frequemment-utilises>

## Services scolaires

**uoZone** – Students’ portal for uOttawa’s main online tools including course registration, finances, personal course schedule. <https://uozone2.uottawa.ca/?language=en>

**Virtual Campus** - Le Campus virtuel est le point d'entrée qui permet à la communauté universitaire d'accéder aux sites Web de cours ainsi qu'à des ressources pour l'enseignement et l'apprentissage en ligne.

<https://saea-tlss.uottawa.ca/fr/accueil/etudiant/campus-virtuel-brightspace-pour-les-etudiants>

### **Academic support / Soutien académique**

<https://www.uottawa.ca/study/academic-support>

### **Academic Writing Help Centre (AWHC) / Centre d'aide à la rédaction de travaux universitaires (Cartu)**

<https://www.uottawa.ca/study/academic-support/academic-writing-help>

<https://www.uottawa.ca/etudes/soutien-academique/aide-redaction-travaux-universitaires>

### **Academic Accommodations Service / Service d'accommodements scolaires**

Le Service d'accommodements scolaires travaille de concert avec l'ensemble de la communauté universitaire en vue d'offrir du soutien aux étudiantes et étudiants en situation de handicap temporaire ou permanent.

<https://www.uottawa.ca/study/academic-support/accommodation-services-available>

<https://www.uottawa.ca/etudes/soutien-academique/accommodements-scolaire-services>

### **Library / Bibliothèque**

<https://www.uottawa.ca/library/>

<https://www.uottawa.ca/bibliotheque/>

### **Bookstore / Librairie**

<https://www.bkstr.com/ottawastore/home>

### **Guide for Master's Thesis / Guide pour les thèses de maîtrises**

<https://www.uottawa.ca/study/graduate-studies/thesis>

<https://www.uottawa.ca/etudes/etudes-superieures/these>

## Financial Support / Soutien financier

Le soutien financier peut être obtenu auprès de différentes sources : l'université elle-même, la faculté des arts, les études supérieures et plusieurs bourses d'études qui s'adressent spécifiquement aux étudiants en sciences de l'information. Il existe également un régime travail-études, qui comprend le programme co-op, très apprécié de nos étudiants.

## **University / Université**

<https://www.uottawa.ca/study/fees-financial-support>

<https://www.uottawa.ca/study/fees-financial-support/scholarships-awards-overview>

Contact: [loansandawards@uOttawa.ca](mailto:loansandawards@uOttawa.ca).

## **Faculty of Arts / Faculté des arts**

<https://www.uottawa.ca/faculty-arts/student-life-services/finance-your-studies>

<https://www.uottawa.ca/faculte-arts/vie-etudiante-services/financez-vos-etudes>

## **Graduate Studies / Études supérieures**

The link below contains information about government programs such as the

- Ontario Graduate Scholarship (OGS)
- Canada Graduate Scholarships Program – CIHR, NSERC and SSHRC
- Fonds québécois de recherche (for students domiciled in Québec)
- The Queen Elizabeth II graduate scholarships in science and technology

<https://www.uottawa.ca/study/graduate-studies/funding-financing/awards>

## **Information Studies Scholarships and Awards**

- [Susan Anderson Memorial Scholarship awarded by the May Court Club of Ottawa](#)
- [Friends of the Ottawa Public Library Scholarship](#)
- [Barbara Clubb Scholarship in Information Studies](#)
- [University of Ottawa Library Bursary for ÉSIS](#)
- [University of Ottawa Library Scholarship](#)

## **Work-Study program (including CO-OP)/ Régime travail-étude (y compris co-op)**

See the [site in English](#) / Voir le [site en Français](#):

## **Teaching and Research Assistantships**

TA and RA positions are posted on the U Ottawa WorkDay Platform. Note that *internal* candidates (e.g. students at the University of Ottawa) should apply either from within the University of Ottawa intranet or use a VPN connection from this link:

[https://wd3.myworkday.com/uottawa/d/task/1422\\$111.html](https://wd3.myworkday.com/uottawa/d/task/1422$111.html)

Positions that are available to *external* candidates are posted here:

[https://uottawa.wd3.myworkdayjobs.com/en-US/uOttawa\\_External\\_Career\\_Site](https://uottawa.wd3.myworkdayjobs.com/en-US/uOttawa_External_Career_Site)

Students who are employed as teaching assistants, research assistants, markers, proctors, lab monitors, and demonstrators are represented by CUPE (Canadian Union of Public Employees, Local 2626) and are governed by the regulations set out in their Collective Agreement. Full details: <https://hrdochrh.uottawa.ca/info/en-ca/cupe/policies.html>

## **Important University of Ottawa Regulations Règlements importants de l'université d'Ottawa**

The University's Academic Regulations are divided into three categories (A, B and C), two of which are applicable to ÉSIS students:

- Category A, which apply to all levels of studies at the University of Ottawa and include [regulations on bilingualism](#) (A1), [academic fraud](#) (A4) and [evaluation of students](#) (A8)
- Category C, which apply only to graduate studies including [time limits for completing graduate degree](#) (C6) and [thesis regulations](#) (C7)

<https://www.uottawa.ca/about-us/policies-regulations/academic-regulations>

<https://www.uottawa.ca/notre-universite/politiques-reglements/reglements-academiques>

### **Sexual Violence / Violence sexuelle**

<https://www.uottawa.ca/about-us/respect/sexual-violence-support-and-prevention>

<https://www.uottawa.ca/notre-universite/respect/violence-sexuelle-soutien-et-prevention>