

liberal arts &  
professional studies



World-class  
undergraduate  
and graduate  
programs



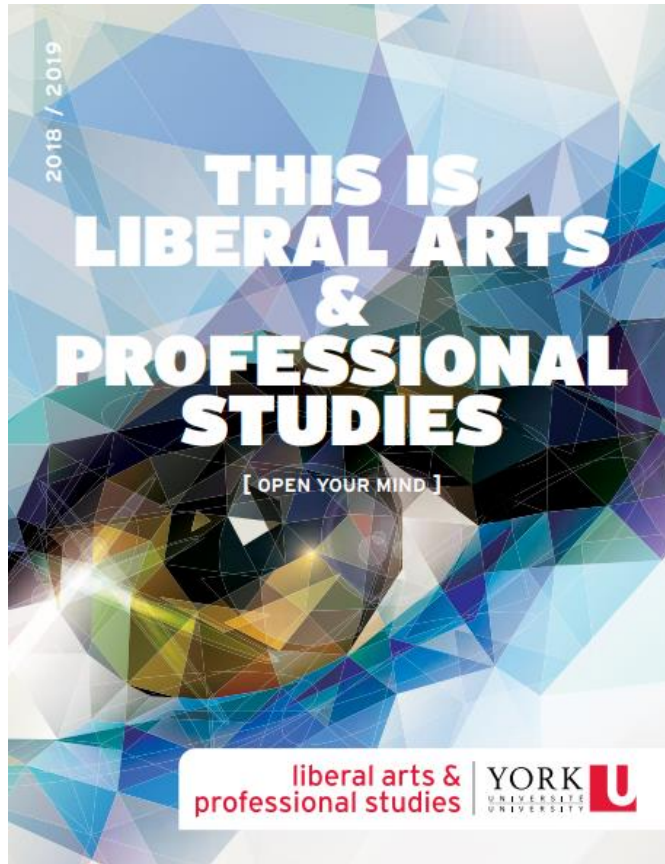
Welcome to:

The Faculty of Liberal Arts & Professional Studies  
Winter 2020 Academic Enrolment Information

# Objectives

1. A **glossary**: Defining some of the words you'll hear today
2. An overview of Degree Program **types** and **requirements**
3. How to **choose** your courses
4. How to **enrol** in your courses
5. Next Steps

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Glossary: Learning the  
Language of York

# Glossary

## Faculty:

A large academic division of the University that offers programs in related disciplines. For example, the *Faculty* of Liberal Arts & Professional Studies offers programs in the humanities, social sciences and professional programs.

# Glossary

## Program:

A prescribed set of courses and associated requirements that leads to a degree (e.g. Bachelor of Arts - BA) upon completion.

## Major:

A primary concentration of courses taken in one subject area within a degree program.

## Minor:

A secondary concentration of courses taken in one subject area within an Honours degree.

# Glossary

## Prerequisite:

A prerequisite course must be completed successfully before you can enroll in your requested course or program.

## Co-requisite:

A co-requisite course must be taken simultaneously with another course.

## Course Credit Exclusions:

A course credit exclusion is a course that is sufficiently similar to another course that credit will not be given to you twice if you take both courses.

## Cross-listed Course:

Courses offered jointly by two or more departments Cross-listed courses may not be “double-counted” in order to fulfill degree requirements.

# Glossary

## Credits:

Each course has a number of credits attached to it. Generally, this reflects the minimum number of in-class hours spent in the course each term:

	Fall (F)	Winter (W)	Full Year (Y)
3 credits	3 hours per week	3 hours per week	Unavailable
6 credits	6 hours per week	6 hours per week	3 hours per week
9 credits	Not Advised	Not Advised	4 hours per week

**Note:** Summer terms and associated hours per week will vary. Please see the Summer course timetable offerings for details.

# Glossary

## Transfer Credits:

Credits, or course equivalents, granted towards your York degree based on previous postsecondary studies.

## Academic Calendar:

The Calendar is the University's official reference document for all academic programs and requirements. You must follow the calendar for the year you entered the program.

Go to [www.registrar.yorku.ca/program/glossary/](http://www.registrar.yorku.ca/program/glossary/) for a more complete glossary of terms.



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# Degree Types and Requirements

# Degree Program Types

**BACHELOR Degree:** 90 credits

Usually completed over 3 years of full-time study

**HONOURS BACHELOR Degree:** 120 credits

Usually completed over 4 years of full-time study

**Types** of Honours Bachelor's Degrees:

1. Honours.....Single Major
2. Specialized Honours.....More credits taken in single major
3. Honours Double Major..... Equal amount of credits in 2 majors
4. Honours Major/Minor.....Single major plus a single minor

# Degree Requirements

- 1) General education credits
  - 2) Major credits
  - 3) Credits outside the major
  - 4) Free choice credits
  - 5) Upper level credits
- 

Residency Requirement  
GPA Requirements

# General Education Requirements

*For all degree types in LA&PS, students must take a minimum of **21 General Education credits** from the approved list of LA&PS General Education comprised of:*

- 6.00 credits in Natural Science (NATS)
- 9.00 credit approved General Education course in the Social Science or Humanities categories.
- 6.00 credit approved General Education course in the opposite category to the 9.00 credit course in Social Science or Humanities already taken.

*\*Ex. If your Humanities course is 9.00 credits your Social Science course should be 6.00 credits*

For more information:

[www.yorku.ca/laps/courses/gen\\_education.html](http://www.yorku.ca/laps/courses/gen_education.html)

# General Education Requirements

1. It is strongly recommended that students successfully complete their first General Education course within the first year and all General Education courses within the first two years of full-time study.
2. All General Education courses are offered at the 1<sup>st</sup> year, 1000-level.
3. All approved General Education courses will count as a General Education Credit; some may count as a major credit; none may count as both.
4. For students in programs where a General Education course is a required major course, a different General Education course will have to be taken to satisfy the General Education requirement (no double counting).

# Major subject requirements

- Each degree program requires a primary area of concentration or **Major**.
- Each **Major** is comprised of mandatory credits. These credits can be found in the Academic Calendar: <http://calendars.students.yorku.ca/>

## 2019-2020 Academic Calendars

[Programs](#)   [About York](#)   [Policies and Regulations](#)   [Academic and Financial Information](#)   [Campus Services](#)   [Oth](#)

*Please enter a subject, program or faculty*

### Actuarial Science

Faculty of Science

The Department of Mathematics and Statistics offers a wide range of courses in both pure and applied mathematics and statistics. These meet the needs of students who wish to major in mathematics or statistics as well as those who require some knowledge of mathematics or statistics in other disciplines. In addition, there are courses for those who have a general interest in these subjects.

### Advanced Certificate in Hebrew and Jewish Studies

Faculty of Liberal Arts and Professional Studies

# Credits Outside the Major & Free Choice

## Credits Outside the Major:

- Credits Outside the Major are credits that are taken from another academic discipline.

## Free Choice (elective):

- Credits that can be taken within or outside the major.

\*Note: Beware of course credit exclusions & cross-listed courses

# Course Levels

**1000** level = 1<sup>st</sup> year courses

**2000** level = 2<sup>nd</sup> year courses

**3000** level = 3<sup>rd</sup> year courses

**4000** level = 4<sup>th</sup> year courses

Please note:

The first digit of the course corresponds to the year level of the course.

Upper level courses (3000 and 4000 level) frequently have pre-requisites.



# Upper Level Credits

## **BA (90 credits):**

- At least 18 credits at the 3000 or 4000 level including 12 credits in the major.

## **BA Honours Degrees (120 credits):**

- At least 36 credits at the 3000 or 4000 level, including at least 18 credits at the 4000 level, including 12 credits @ 4000 level in the major.

# Grade Point Average (GPA) Requirements

## **BA (90 credits): maintain a “C”**

- Students are expected to maintain a minimum grade point average of 4.0 (“C”) throughout their 90-credit degree program.

## **Honours BA (120 credits): maintain a “C+”**

- Students are expected to maintain a minimum grade point average of 5.0 (“C+”) throughout their honours degree program.

Grade Point Values	
A+	9
A	8
B+	7
B	6
C+	5
C	4
D+	3
D	2
E	1
F	0

# Transfer Credits

## Residency:

- If you are coming from another university or college, you may be entitled to transfer credits but there are restrictions on how many credits can be applied to a degree from York University.
- A minimum of 30 course credits, including at least half of your major/minor credits, must be taken at York University

For more information visit:

<http://laps.yorku.ca/student-resources/academic-resources-and-faqs/academic-standing/>

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**Choosing Your Courses**

# How to Search for Courses

Go to [www.yorku.ca](http://www.yorku.ca) and click on **Current Students**

**YORK**  
UNIVERSITÉ  
UNIVERSITY

Quick Links ▲

FUTURE STUDENTS **CURRENT STUDENTS** ALUMNI & FRIENDS

Search yorku.ca 🔍

## Current Students

Registrar's Office | Student Financial Services | Academic Calendars | Academic Resources | Alternate Exam/Test Scheduling | Convocation | Manage My Academic Record | My Online Services | OSAP

**i** As of Monday, March 5, a labour disruption is ongoing at York University.

The University is open. Acting in the interests of our students, all classes that can continue will continue. Libraries, cafeterias, residences, student services, administrative offices and other university facilities will remain open. Some classes, labs and tutorials may have to be temporarily suspended. We will work to accommodate and support any students whose studies are interrupted. To check the status of your courses, please go to [my.yorku.ca](http://my.yorku.ca).

For information about the labour disruption, please visit [labour.yorku.ca](http://labour.yorku.ca). The frequently asked questions section provides the most up-to-date and accurate information.

STUDENT INFORMATION DURING THE LABOUR DISRUPTION



[ACADEMIC PROGRESS](#) | [FINANCES](#) | [EXAMS](#) | [THINKING OF SUMMER ENROLMENT?](#)

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# How to Search for Courses

Go to [www.yorku.ca](http://www.yorku.ca) and click on **Registrar's Office**

The screenshot shows the York University website header with the logo and navigation links: FUTURE STUDENTS, CURRENT STUDENTS, ALUMNI & FRIENDS, and a search bar. Below the header is a red bar for 'Current Students' with a menu including Registrar's Office, Student Financial Services, Academic Calendars, Academic Resources, Alternate Exam/Test Scheduling, Convocation, Manage My Academic Record, My Online Services, and OSAP. A large photo of students is displayed below the menu. A yellow alert box contains the following text:

**i** As of Monday, March 5, a labour disruption is ongoing at York University.

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STUDENT INFORMATION DURING THE LABOUR DISRUPTION



[ACADEMIC PROGRESS](#) [FINANCES](#) [EXAMS](#) [THINKING OF SUMMER ENROLMENT?](#)

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# How to Search for Courses

Scroll down and click on **Search Course Timetable**

Login with Passport York to use these self-service tools:

## Courses & Enrolment

- [Find out when I can enrol](#)
- [Search course timetables](#)
- [Add/Drop Courses](#)
- [Plot my timetable](#)
- [Enrol in classes](#)
- [My courses & grades](#)
- [My exam schedule](#)
- [Moodle](#)

## My Student Records

- [Change my profile](#)
- [My college affiliation](#)
- [Request a letter](#) (including enrolment verification and RESPs)
- [My grade report](#) ([fall/winter](#), [summer](#))
- [My Degree Progress Report](#)
- [Order a transcript online](#)
- [Apply to Graduate Online](#)
- [Verify my official name](#)
- [My graduation status](#)

[View all online services](#)

# Search for Courses

## Search Current Courses by **Subject**

### SEARCH COURSE TIMETABLES

#### Welcome to the York Courses Web site



The York Courses Web site is designed to provide a central location where information can be obtained on thousands of courses that are being taught and have been taught in the past at York University.

This site contains information about the current course timetables and the current exam schedules once they have been released. Descriptions for courses offered in the past several years are available from the "Course Search By..." link at the bottom of the grey bar on the left.

**Before enrolling:** you should read through the [Important Dates](#) pages to ensure that you are fully aware of the various course add/drop and start/end dates, and the financial impact of enrolling in and dropping courses. Instructions for using the Registration and Enrolment Module (REM) and troubleshooting help is also available on the [Enrolment and Registration Guide](#) page; you are particularly encouraged to check out the Faculty-Specific Enrolment Reminders section. If you have further questions, you may also want to [Ask a Student Services Expert](#).

For more information on your Faculty's rules, policies and your program of study, please visit to the [Calendars Web site](#).

#### York Courses Information:

- Search Current Courses By ....
  - [Subject](#)
  - [Term](#)
  - [Course Title](#)
  - [Instructor](#)
  - [Distance Courses](#)
  - [After 6pm Courses](#)
  - [Weekend Courses](#)
  - [Advanced Search](#) (by Faculty, subject and course number)
  - [View Active Course Timetables](#) (by Faculty)
- My Class Schedule ...
  - [Plot My Timetable](#)
  - [Timetable Help](#)
- Exam Information ...
  - [Search Current Schedule](#)
  - [My Exam Schedule](#)
  - [Exam Conflicts](#)
  - [Building Acronyms](#)
  - [Deferred Exams: FAQ](#)
  - [Religious Observances](#)
- Course Search By ...
  - [Faculty, Subject, Number](#)
  - [Course Title](#)
- Course Information
  - [FAQ](#)
  - [Important Dates](#)
  - [Enrolment and Registration Guide](#)
  - [Timetables](#)
  - [University Calendars](#)



# Search for Courses

Choose **Academic Session**: Fall/Winter 2019-2020

**Search Current Courses by Subject**



[All About Passport York](#)

Session:

Subject:

- ACTG - Accounting - ( SB, ED )
- ADLW - Administrative Law - ( GS )
- ADMS - Administrative Studies - ( AP )
- ALDR - Alternative Dispute Resolution - ( GS )
- ANTH - Anthropology - ( AP, GS )
- ARB - Arabic - ( AP )
- ARTH - Art History - ( FA, GS )
- ARTM - Arts and Media - ( SB )
- ASL - Asl American Sign Language - ( AP )
- AUCO - Aural Communication 1/2 - ( ED )

Search Courses

# Search for Courses

Find the **Subject** you want to search (e.g. HUMA - Humanities)

Search Current Courses by Subject



Session:

Subject:

- HLST - Health Studies - ( HH )
- HLTH - Health - ( GS )
- HND - Hindi - ( AP )
- HREQ - Human Rights and Equity Studies - ( AP )
- HRM - Human Resources Management - ( GS, AP )
- HUMA - Humanities - ( GL, GS, AP )**
- IBUS - International Business - ( SB )
- IHST - Global Health - ( HH )
- ILST - International Studies - ( GL )
- IMBA - International MBA - ( SB )
- INDG - Indigenous Studies - ( AP )

Search Courses

# Search for Courses

Find the **Course** you want to search  
(e.g. AP/HUMA 1780 6.00 *Stories in Diverse Media*)

AP/HUMA 1751 6.00	Italian Culture: The Great Ideas and the Masterworks	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1761 9.00	Italian Cinema, Literature and Society	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1770 6.00	One World: Historical and Cultural Perspectives of Globalization	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1780 6.00	Stories in Diverse Media	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
GL/HUMA 1820 6.00	Art In Society	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	
AP/HUMA 1825 9.00	Law and Morality in Literature and Culture	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1840 9.00	Existence, Freedom and Meaning: The Idea of Human in European Thought	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1845 6.00	Islamic Traditions	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1846 6.00	Arts and Culture in South Asia	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1850 6.00	The Bible and Modern Contexts	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details
AP/HUMA 1860 6.00	The Nature of Religion: An Introduction	<a href="#">Fall/Winter 2019-2020 Course Schedule</a>	Click on Schedule to see details

# Understanding Courses

Read the **Course Description**. Is this the course for you? Also look for pre-requisites and general education eligibility.

## SEARCH COURSE TIMETABLES

**AP/HUMA 1780 6.00 Stories in Diverse Media**



**New Student?**  
[All about Passport York](#)

### Course Description:

Focuses on recurrent stories and themes that have been realized in a variety of media (film, literature, music, theatre, visual arts). Emphasized are various settings for the arts and their reception by audiences, viewers and readers. Note: **This is an approved LA&PS General Education course PRIOR TO FALL 2009: Course credit exclusion: AK/HUMA 1780 6.00.**

### Language of Instruction:

English

### General Education Details:

[Please click here to see details.](#)

# Understanding Course Codes

Faculty Course level  
**AP / HUMA 1780 6.00**  
Department Credits

# Understanding Courses

In which term is it offered? Is there room in the course?

## Term W Section M

Seats Available: Remaining seats may be restricted.  
Section Director: Not Available

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	W F	8:30 8:30	120 120	SLH F SLH F			<a href="#">Course Outline</a>
TUTR 01	W F	10:30 10:30	60 60	R N836 R N836	T14Q02		<a href="#">Course Outline</a>
TUTR 02	W F	11:30 11:30	60 60	MC 215 MC 215	T14Q03		<a href="#">Course Outline</a>
TUTR 03	T R	11:30 11:30	60 60	SC 216 SC 216	T14Q04		<a href="#">Course Outline</a>
TUTR 04	T R	9:30 9:30	60 60	LSB 101 LSB 101	T14Q05		<a href="#">Course Outline</a>
TUTR 05	W F	11:30 11:30	60 60	MC 216 MC 216	T14Q06		<a href="#">Course Outline</a> Backup - this course meet is not available for enrolment at this time
TUTR 06	M F	10:30 10:30	60 60	DB 0015 DB 0015	T14Q07		<a href="#">Course Outline</a> Backup - this course meet is not available for enrolment at this time

## Term W Section Q

Section/Course Full

Section Director: Not Available

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	T	14:30	180	SLH B	M58C01		<a href="#">Course Outline</a>

# How to Read the Course Timetable

## Terms:

- F (Fall) September to December
- W (Winter) January to April
- Y (Full Year) September to April

## Section:

- Some courses are offered at more than one time. Each Section (e.g. Section A) of each course is offered at a different time.

## LECT (Lecture):

- A regularly scheduled course class time when everyone enrolled in the course attends. Typically, lectures are delivered by the Course Director.

## TUTR (Tutorial):

- A regularly scheduled course class time when a smaller “break out” group of students can discuss material from the lecture in a more informal setting. Tutorials may be lead by a graduate student or teaching assistant.

## ONLN (Online):

- Fully online courses.

## BLN (Blended Learning):

- Blended courses are both in-class and online.

# How to Read the Course Timetable

## Days:

M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday,  
U = Sunday, SU = Saturday & Sunday

## Start Times:

8:30 = 8:30AM, 13:00 = 1PM, 17:30 = 5:30PM

## Duration:

60 = 60 minutes (1 hour), 90 = 90 Minutes (1.5 hours), 120 = 120 minutes (2 hours),  
etc.

## Location:

See “Building Acronyms” on left navigation bar.

## CAT #:

Each course enrolment option has a unique identifying “Catalogue Number”. Classes with a tutorial require one CAT # from the tutorial list to enrol into the class.



# How to Read the Course Timetable

Once you have decided to enrol in a course, note the **Cat #** (Catalogue Number)

## Term W Section M

Seats Available: Remaining seats may be restricted.  
Section Director: Not Available

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	W	8:30	120	SLH F			
	F	8:30	120	SLH F			
TUTR 01	W	10:30	60	R N836	T14Q02		
	F	10:30	60	R N836			
TUTR 02	W	11:30	60	MC 215	T14Q03		
	F	11:30	60	MC 215			
TUTR 03	T	11:30	60	SC 216	T14Q04		
	R	11:30	60	SC 216			
TUTR 04	T	9:30	60	LSB 101	T14Q05		
	R	9:30	60	LSB 101			
TUTR 05	W	11:30	60	MC 216	T14Q06		Backup - this course meet is not available for enrolment at this time
	F	11:30	60	MC 216			
TUTR 06	M	10:30	60	DB 0015	T14Q07		Backup - this course meet is not available for enrolment at this time
	F	10:30	60	DB 0015			

## Term Y Section A

Section/Course Full  
Section Director: Corinne Szulanski

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	F	11:30	180	DB 0006	W29S01	<a href="#">Corinne Szulanski</a>	<a href="#">Course Outline</a>

# Using the Visual Schedule Builder

You can use the Visual Schedule Builder!  
<http://registrar.yorku.ca/enrol/guide/vsb>

The screenshot displays the Visual Schedule Builder interface. On the left, under 'Select Courses', three courses are listed: AP-SOSC-1375-3.00-EN (Introductory Socio-legal Studies), AP-HUMA-1780-6.00-EN (Stories in Diverse Media), and AP-ECON-1010-3.00-EN (Introduction to Macroeconomics). Each course has a 'Keele Select...' button and a 'Try all classes' link. Below the course list are links for 'Clear this Search', 'Increase Accessibility', and 'View Help Documentation'. In the center, a 'Results' section contains a yellow tip box: 'TIP #1/4: In the schedule grid, click and drag Personal Times to indicate when you do not want to have classes. You can also manually enter Personal Times in Increase Accessibility mode. Schedules that avoid these times will be prioritized.' Below the tip is a 'Print schedule' link. On the right, the 'Generated Results' section shows a grid of 654 possible schedules. The first two results are visible: one for AP-SOSC-1375-3.00-EN (Sep 5 - Dec 4) and one for AP-HUMA-1780-6.00-EN (Sep 5 - Apr 3). A 'Copy these Catalog Numbers and go to Registration and Enrolment Module (REM) to enrol.' box is at the bottom.

**\*NOTE: The VSB does not officially enrol you in your courses**



# How to Enrol into your Courses

# How to Enrol in Courses

Go to [www.yorku.ca](http://www.yorku.ca) and click on **Current Students**

The screenshot shows the York University website's 'Current Students' page. At the top left is the York University logo. To its right are navigation links for 'FUTURE STUDENTS', 'CURRENT STUDENTS' (highlighted in yellow), and 'ALUMNI & FRIENDS'. A search bar with the text 'Search yorku.ca' and a magnifying glass icon is on the right. Below the navigation is a red banner with the text 'Current Students'. Underneath this banner is a horizontal menu with links: 'Registrar's Office', 'Student Financial Services', 'Academic Advising', 'Academic Calendars', 'Alternate Exam/ Test Scheduling', 'Convocation', 'Manage My Academic Record', 'My Online Services', 'OSAP', and 'Study Options'. The main content area features a large image of students in a classroom. To the left of the image is the text 'BACK-TO-SCHOOL RESOURCES' in blue, followed by 'EVERYTHING YOU NEED IN ONE PLACE.' in green. Below this is a red button with the URL 'currentstudents.yorku.ca/back-to-school'. Underneath is a search bar with the text 'WHAT ARE YOU LOOKING FOR? (FOR CURRENT STUDENTS) BETA'. Below the search bar is a grey box with the text 'Ask your question, then press ENTER!'. To the left of this box is a 'Speed Dial' section with a link 'Log into my.yorku.ca'. To the right is a 'YU Blog' link 'Time Management Tips for York U Students'.

# How to Search for Courses

Go to [www.yorku.ca](http://www.yorku.ca) and click on **Registrar's Office**

The screenshot shows the York University website's navigation and content for current students. At the top left is the York University logo. To its right are navigation links for 'FUTURE STUDENTS', 'CURRENT STUDENTS', and 'ALUMNI & FRIENDS'. A search bar with the text 'Search yorku.ca' and a magnifying glass icon is located to the right of these links. A 'Quick Links' button is positioned above the search bar. Below the navigation is a red banner with the text 'Current Students'. Underneath this banner is a horizontal menu with several options: 'Registrar's Office' (highlighted in yellow), 'Student Financial Services', 'Academic Advising', 'Academic Calendars', 'Alternate Exam/ Test Scheduling', 'Convocation', 'Manage My Academic Record', 'My Online Services', 'OSAP', and 'Study Options'. The main content area features a large image of students in a classroom. To the left of the image is the text 'BACK-TO-SCHOOL RESOURCES' in blue, followed by 'EVERYTHING YOU NEED IN ONE PLACE.' in green. Below this is a red button with the text 'currentstudents.yorku.ca/back-to-school'. Further down is a search bar with the text 'WHAT ARE YOU LOOKING FOR? (FOR CURRENT STUDENTS) BETA'. Below the search bar is a grey box with the text 'Ask your question, then press ENTER!'. To the left of this box is a 'Speed Dial' section with a red button and a link 'Log into my.yorku.ca'. To the right of the search bar is a search results box containing a link 'YU Blog: Time Management Tips for York U Students'.

# How to Search for Courses

Scroll down and click on **Add/Drop Courses**

Login with Passport York to use these self-service tools:

## Courses & Enrolment

- [Find out when I can enrol](#)
- [Search course timetables](#)
- [Add/Drop Courses](#)
- [Plot my timetable](#)
- [Enrol in classes](#)
- [My courses & grades](#)
- [My exam schedule](#)
- [Moodle](#)

## My Student Records

- [Change my profile](#)
- [My college affiliation](#)
- [Request a letter](#) (including enrolment verification and RESPs)
- [My grade report](#) ([fall/winter](#), [summer](#))
- [My Degree Progress Report](#)
- [Order a transcript online](#)
- [Apply to Graduate Online](#)
- [Verify my official name](#)
- [My graduation status](#)

[View all online services](#)

# Login to Passport York

Remember your Passport York **Username & Password?**



## Passport York Login



**Passport York** authenticates you as a member of the York community and gives you access to a wide range of computing resources and services.

**Username:**

**Password:**

Login

Click this box before logging in to change your Passport York password.

### New to Passport York?

- [New Student Sign Up](#)
- [Employee Sign Up](#)
- [Faculty and Staff](#)
- [Alumni](#)

### Forgot your Password or Username?

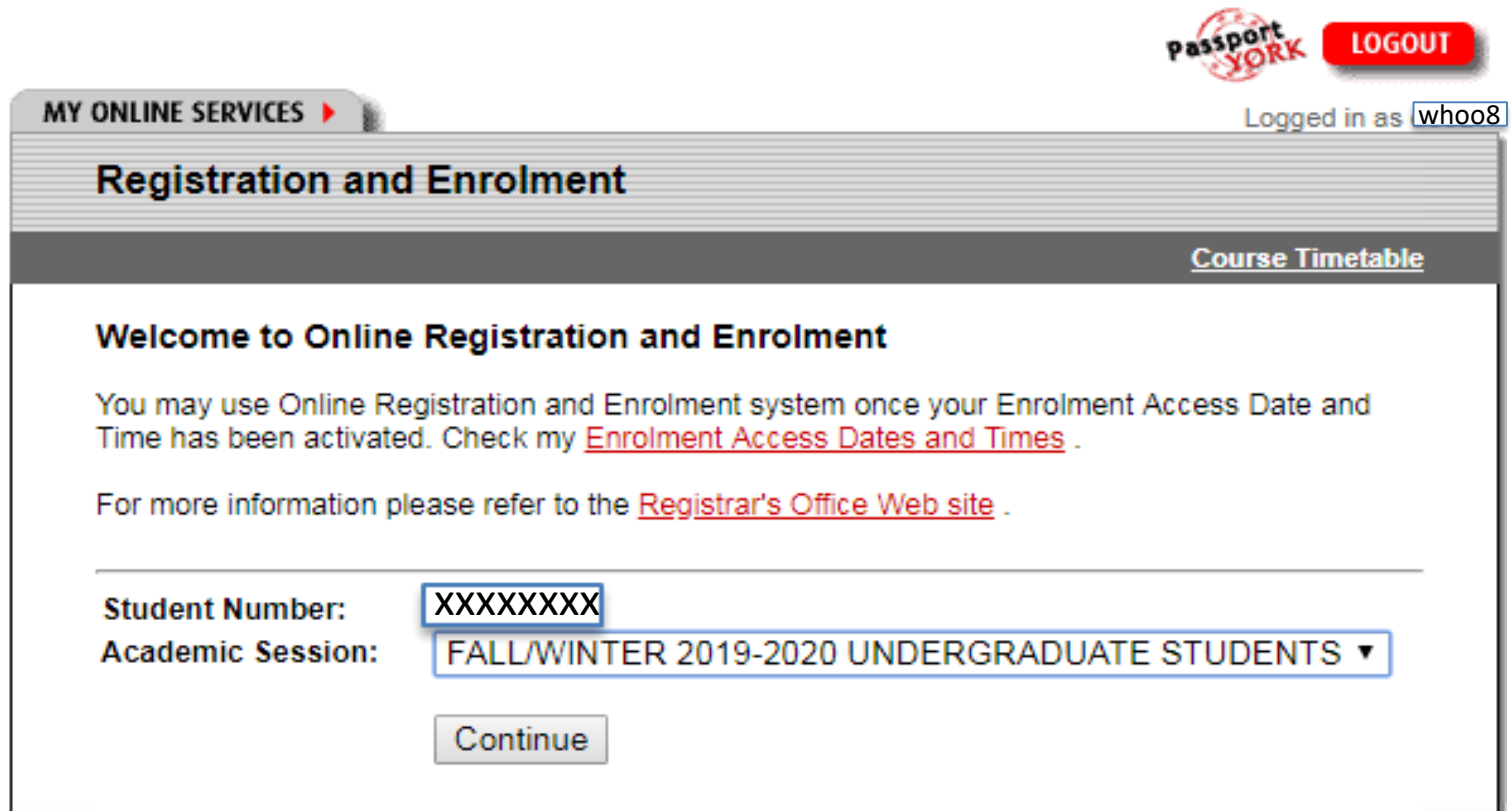
- [Students](#)
- [Faculty and Staff](#)
- [Alumni](#)

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# Enroling in courses

Choose **Academic Session**: Fall/Winter 2019-2020



The screenshot shows the 'Passport YORK' login interface. At the top right, there is a 'LOGOUT' button and the text 'Logged in as whoo8'. Below this is a navigation bar with 'MY ONLINE SERVICES' and a right-pointing arrow. The main content area is titled 'Registration and Enrolment' and includes a link for 'Course Timetable'. The main heading is 'Welcome to Online Registration and Enrolment'. The text below explains that users can use the system once their enrolment access date and time are activated, with a link to 'Enrolment Access Dates and Times'. It also refers to the 'Registrar's Office Web site'. At the bottom, there are input fields for 'Student Number' (containing 'XXXXXXXX') and 'Academic Session' (a dropdown menu showing 'FALL/WINTER 2019-2020 UNDERGRADUATE STUDENTS'). A 'Continue' button is located below these fields.

Passport YORK LOGOUT

Logged in as whoo8

MY ONLINE SERVICES ▶

Registration and Enrolment

[Course Timetable](#)

**Welcome to Online Registration and Enrolment**

You may use Online Registration and Enrolment system once your Enrolment Access Date and Time has been activated. Check my [Enrolment Access Dates and Times](#) .

For more information please refer to the [Registrar's Office Web site](#) .

Student Number: XXXXXXXX

Academic Session: FALL/WINTER 2019-2020 UNDERGRADUATE STUDENTS ▼

Continue



# Enroling in courses

Read and answer the following **questions...**

## Please answer the following questions

Student Number:XXXXXXXX

Since this is the first time that you have logged into REM for this academic session, you will now be asked a few questions. If you have any questions or concerns about the next several questions, please contact the REM Help Line at (416) 650-8160. After you have answered the questions, you may continue to enrol in courses.

### Tuition Fees Contract

Your current status makes you eligible for regular or Canadian tuition fees.

Your enrolment/registration contract with this University requires that you verify this fee status information, that you agree to supply supporting documents on request, and that you agree to pay the fees assessed for your registration and/or enrolled courses.

Do you agree to this contract?

No

Yes

### Student Code of Conduct Agreement

I acknowledge that I have an obligation to abide by York University's non-academic Student Code of Conduct and I understand that it is my responsibility to review the Student Code of Conduct found at [www.yorku.ca/scdr](http://www.yorku.ca/scdr).

Do you accept this agreement?

No

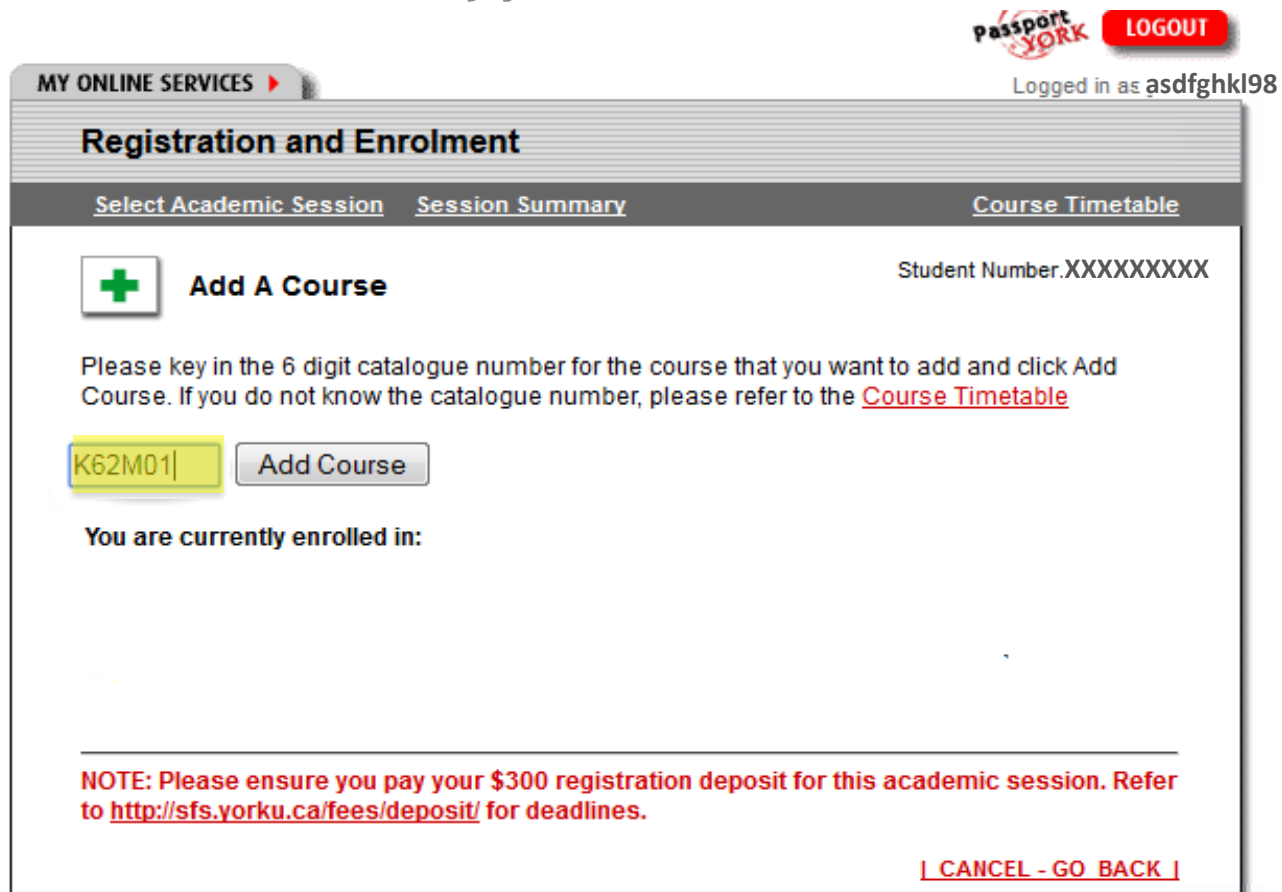
Yes

# Enrolling in courses

The screenshot shows the 'Passport YORK' online services interface. At the top right, there is a 'LOGOUT' button and the text 'Logged in as: asdfghk198'. The main navigation bar includes 'MY ONLINE SERVICES' and 'Registration and Enrolment'. Below this, there are two tabs: 'Select Academic Session' and 'Course Timetable'. The 'Session Summary for' section displays 'Student Number: XXXXXXXXXX' and 'Academic Program' as 'Faculty of Liberal Arts and Professional Studies, B.A., Hons. Communication Studies'. A section titled 'You are currently enrolled in:' is currently empty. A 'Course Details' button is centered below this section. A warning message states: 'You are responsible for ensuring you do not have any scheduling conflicts when enrolling in more than one course.' Below this are four action buttons: 'Add a Course' (with a green plus icon), 'Drop a Course' (with a red minus icon), 'Transfer a Course' (with a blue arrow icon), and 'Exchange a Course' (with a green plus and red minus icon). Each button has a brief description of its function. At the bottom, a note reads: 'NOTE: Please ensure you pay your \$300 registration deposit for this academic session. Refer to <http://sfs.yorku.ca/fees/deposit/> for deadlines.'

# Enroling in courses

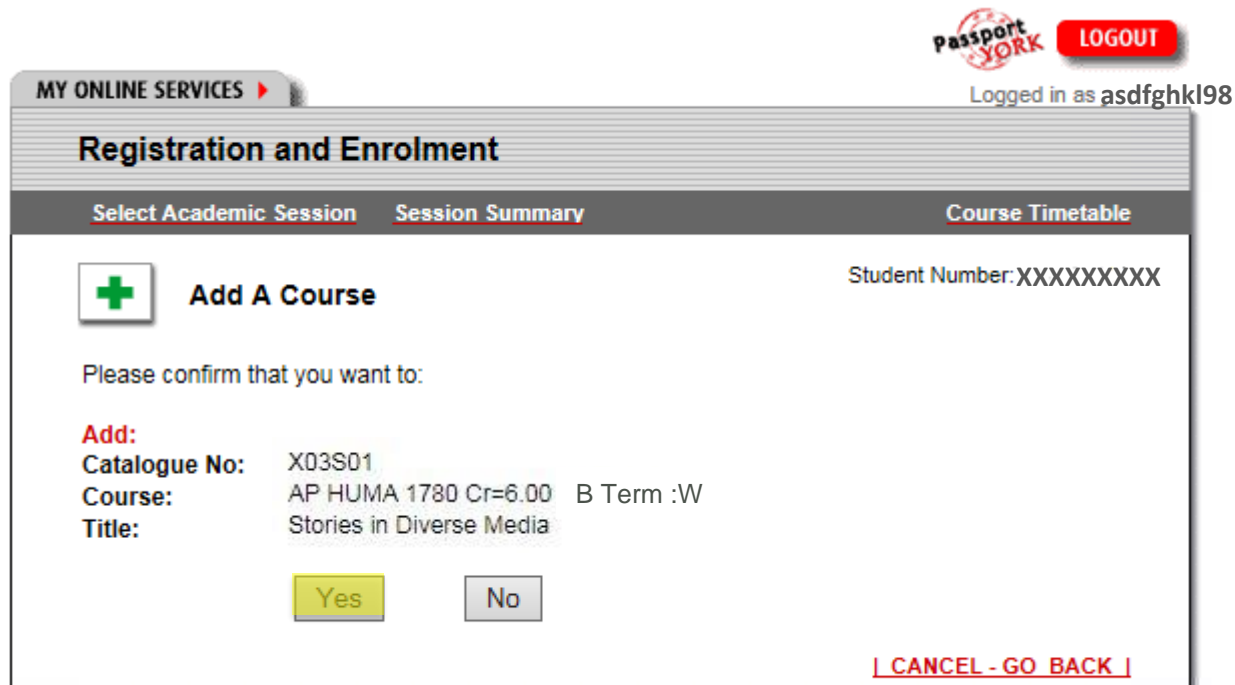
Enter the **Cat #** (Catalogue Number) of the course (including tutorial) you want to enrol in



The screenshot shows the 'Passport YORK' online services interface. At the top right, there is a 'LOGOUT' button and the text 'Logged in as asdfghkl98'. The main header is 'MY ONLINE SERVICES' with a right-pointing arrow. Below this is a 'Registration and Enrolment' section with three tabs: 'Select Academic Session', 'Session Summary', and 'Course Timetable'. The 'Add A Course' section features a green plus icon, the text 'Add A Course', and 'Student Number.XXXXXXXXXX'. A message instructs the user to enter a 6-digit catalogue number and click 'Add Course', with a link to the 'Course Timetable'. A text input field contains 'K62M01' and an 'Add Course' button is next to it. Below this, it says 'You are currently enrolled in:'. A red note at the bottom states: 'NOTE: Please ensure you pay your \$300 registration deposit for this academic session. Refer to <http://sfs.yorku.ca/fees/deposit/> for deadlines.' A red link at the bottom right says '| CANCEL - GO BACK |'.

# Enroling in courses

**Confirm** this is the course (including section and tutorial, if applicable) you want to enrol into.



The screenshot shows a web interface for "MY ONLINE SERVICES". At the top right, there is a "Passport YORK" logo and a red "LOGOUT" button. Below the logo, it says "Logged in as asdfghkl98". The main heading is "Registration and Enrolment". There are three tabs: "Select Academic Session", "Session Summary", and "Course Timetable". The "Add A Course" section features a green plus icon and the text "Add A Course". To the right, it says "Student Number:XXXXXXXX". Below this, it asks "Please confirm that you want to:". The course details are listed as: "Add: Catalogue No: X03S01", "Course: AP HUMA 1780 Cr=6.00 B Term :W", and "Title: Stories in Diverse Media". At the bottom, there are "Yes" and "No" buttons, and a red link for "CANCEL - GO BACK |".

# Enroling in courses

The screenshot displays the 'Passport YORK' online services interface. At the top right, there is a 'LOGOUT' button and the text 'Logged in as asdfghjkl08'. The main navigation bar includes 'MY ONLINE SERVICES' and 'Registration and Enrolment'. Below this, there are tabs for 'Select Academic Session', 'Session Summary', and 'Course Timetable'. The 'Add A Course' section features a green plus icon and the text 'Add A Course'. To the right, the 'Student Number: XXXXXXXXXX' is displayed. A message states: 'If you do not meet the prerequisites, co-requisites, placement tests, or audition requirements, you may be dropped from the course. Please check with the departmental office if you require clarification.' A yellow 'Result:' box contains the text 'The course has been successfully added.' Below this, course details are listed: 'Catalogue No: X03S01', 'Course: AP HUMA 1780 Cr=6.00 B Term :W', and 'Title: Stories in Diverse Media'. A 'Continue' button is located at the bottom of the section.


Passport YORK LOGOUT

MY ONLINE SERVICES ▶

Logged in as asdfghjkl08

## Registration and Enrolment

Select Academic Session Session Summary Course Timetable

 **Add A Course** Student Number: XXXXXXXXXX

If you do not meet the prerequisites, co-requisites, placement tests, or audition requirements, you may be dropped from the course. Please check with the departmental office if you require clarification.

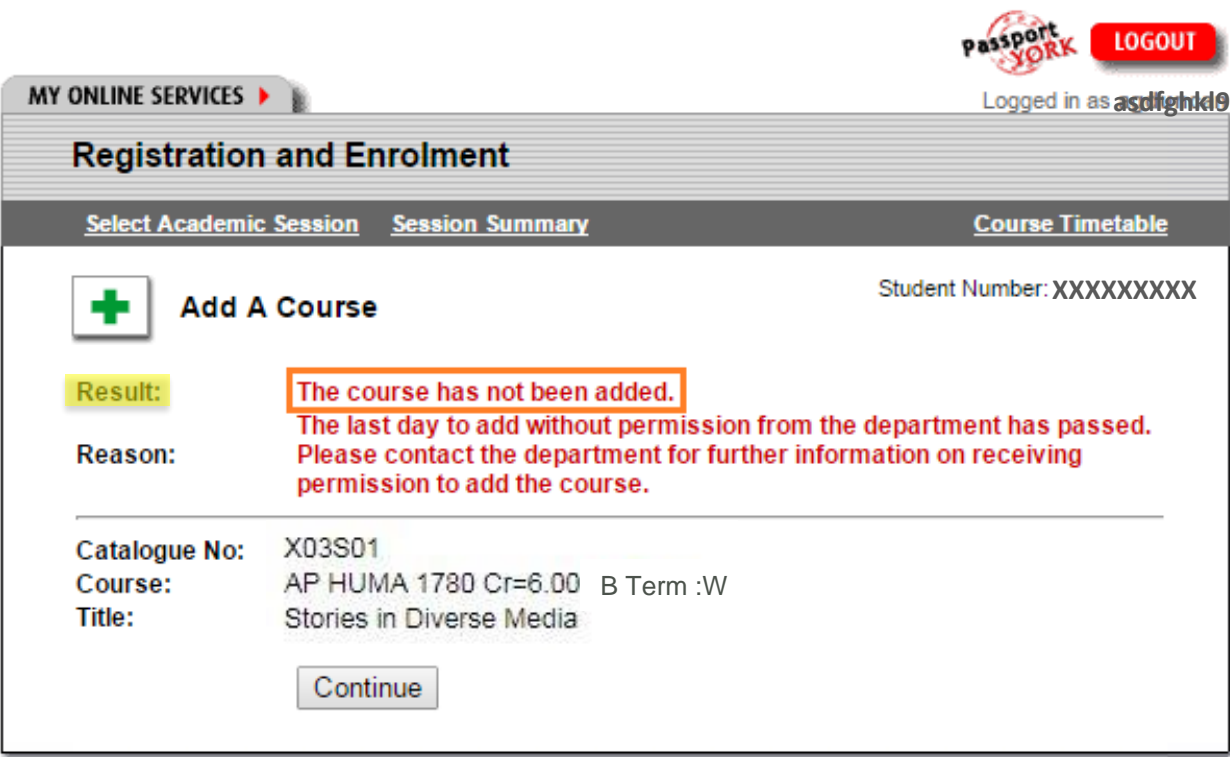
**Result:** The course has been successfully added.

**Catalogue No:** X03S01  
**Course:** AP HUMA 1780 Cr=6.00 B Term :W  
**Title:** Stories in Diverse Media


Continue

# Enroling in courses

This is an example of a failed course add




The screenshot shows a web interface for "MY ONLINE SERVICES" with a "Passport YORK" logo and a "LOGOUT" button. The user is logged in as "asdfighkl98". The main heading is "Registration and Enrolment", with sub-links for "Select Academic Session", "Session Summary", and "Course Timetable". A "Add A Course" button with a green plus sign is visible. The "Student Number" is "XXXXXXXXXX". A "Result:" section is highlighted in yellow, containing a red-bordered box with the text "The course has not been added." Below this, the "Reason:" is "The last day to add without permission from the department has passed. Please contact the department for further information on receiving permission to add the course." Course details include "Catalogue No: X03S01", "Course: AP HUMA 1780 Cr=6.00 B Term :W", and "Title: Stories in Diverse Media". A "Continue" button is at the bottom.

MY ONLINE SERVICES  **LOGOUT**  
Logged in as asdfghkl98

## Registration and Enrolment

[Select Academic Session](#) [Session Summary](#) [Course Timetable](#)

 **Add A Course** Student Number: XXXXXXXXXX

**Result:** **The course has not been added.**  
Reason: The last day to add without permission from the department has passed. Please contact the department for further information on receiving permission to add the course.

---

Catalogue No: X03S01  
Course: AP HUMA 1780 Cr=6.00 B Term :W  
Title: Stories in Diverse Media

# Enroling in courses

If a course is **reserved...**

The expression "Course Reserved" means that the seats have been set aside for a specific academic category of student.

If you are enrolling in courses which are appropriate to your year level, major and/or minor, you will have a better chance of meeting the restrictions.

**Contact the Department** that directly oversees the course to ask for permission to enrol.

*Example: A student interested in AP/**HUMA** 1780 6.00 would call the **HUMANITIES** Department*

**You should know:**

1. Your student number
2. The Course Code
3. The Section
4. The Tutorial Number (if applicable)

*Note: Enrolment is based on course availability. You will be unable to enrol unless there is an available seat.*

# Enroling in courses

## If a **course** is **full...**

The expression "Course Full" means that there are no seats available in a course.

**Patience and persistence** is required. You will not be able to enrol in a course unless seats become available.

## If a **tutorial** is **full...**

If a tutorial is full you will need to enrol in another tutorial with seats available.

\*REM will provide a list of all tutorials that still have seats available.

*Note: If a course **required** for your major is full, please inform the department.*



# Plot your timetable

Once you have enrolled in all your courses, go to [Plot My Timetable](#) to make sure there are no conflicts.

**YORK UNIVERSITY** | Glendon Campus | Alumni | Research | Giving to York | Media | Careers | International | York U Lions | **ACCESSIBILITY**

**FUTURE STUDENTS** | **CURRENT STUDENTS** | **FACULTY AND STAFF** | Search yorku.ca | GO

FACULTIES | LIBRARIES | YORK U ORGANIZATION | DIRECTORY | SITE INDEX | CAMPUS MAPS

## SEARCH COURSE TIMETABLES

**York Courses Web Site**

Welcome to the York Courses Web site

The York Courses website is designed to provide a central location where information can be obtained on thousands of courses that are being taught and have been taught in the past at York University.

This site contains information about the current course timetables and the current exam schedules once they have been released. Descriptions for courses offered in the past several years are available from the "Course Search By..." link at the bottom of the grey bar on the left.

**Before enrolling:** you should read through the you should read through the [Important Dates](#) pages to ensure that you are fully aware of the various course add/drop and start/end dates, and the financial impact of enrolling in and dropping courses. Instructions for using the Registration and Enrolment Module (REM) and troubleshooting help is also available on the [Enrolment and Registration Guide](#) page; you are particularly encouraged to check out the Faculty-Specific Enrolment Reminders section. If you have further questions, you may also want to [Ask a Student Services Expert](#).

For more information on your Faculty's rules, policies and your program of study, please visit to the [Calendars Website](#).

### York Courses Information:

- **Search Current Courses By ....**
  - [Subject](#)
  - [Term](#)
  - [Course Title](#)
  - [Instructor](#)
  - [General Education Courses](#)
  - [eLearn Courses](#)
  - [After 6pm Courses](#)
  - [Weekend Courses](#)
  - [Advanced Search](#) (by Faculty, subject and course number)
  - [View Active Course Timetables](#) (by Faculty)
- **My Class Schedule ...**
  - [Plot My Timetable](#)
  - [Timetable Help](#)
- **Exam Information ...**
  - [Search Current Schedule](#)
  - [My Exam Schedule](#)
  - [Exam Conflicts](#)
  - [Building Acronyms](#)
  - [Deferred Exams; FAQ](#)
  - [Religious Observances](#)
- **Course Search By ...**
  - [Faculty, Subject, Number](#)
  - [Course Title](#)
- **Course Information**
  - [FAQ](#)
  - [Important Dates](#)
  - [Enrolment and Registration Guide](#)

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# Plot your timetable

Once you have enrolled in all your courses, go to [Plot My Timetable](#) to make sure there are no conflicts.

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**YORK COURSES WEB SITE**

SEARCH COURSE TIMETABLES

**My Class Schedule**  **LOGOUT**

[All About Passport York](#)

---

Please select the academic session you are enrolled in to plot your class timetable

[WINTER 2020-GRADUATE STUDENTS OR OSGOODE STUDENTS](#)  
[FALL 2019-GRADUATE STUDENTS OR OSGOODE STUDENTS](#)  
[FALL/WINTER 2019-2020 UNDERGRADUATE STUDENTS](#)  
[Summer 2019](#)

Search Current Courses By...

- > Subject
- > Term
- > Course Title
- > Instructor
- > General Education Courses
- > eLearn Courses
- > After 6pm Courses
- > Weekend Courses
- > Advanced Search
- > View Active Course Timetables

My Class Schedule...

- > **Plot My Timetable**
- > Timetable Help

# Plot your timetable

Make sure there are **no conflicts** in your schedule.

11:00 - 11:30					
11:30 - 12:00			<b>AP ITEC 1000 3.0</b> Section M Term W Lecture [CLH.G ]		
12:00 - 12:30					
12:30 - 13:00					
13:00 - 13:30					
13:30 - 14:00					
14:00 - 14:30					
14:30 - 15:00	<b>AP JP 2000 6.0</b> Section A Term Y Language Classes [R_S537 ]	<b>AP FR 2100 6.0</b> Section B Term Y Language Classes [R_S122 ]	<b>AP JP 2000 6.0</b> Section A Term Y Language Classes [R_S537 ]	<b>AP FR 2100 6.0</b> Section B Term Y Language Classes [R_S122 ]	
15:00 - 15:30					
15:30 - 16:00					
16:00 - 16:30		<b>CONFLICT</b>			
16:30 - 17:00		<b>CONFLICT</b>			
17:00 - 17:30		<b>CONFLICT</b>			
17:30 - 18:00		<b>CONFLICT</b>			
18:00 - 18:30		<b>CONFLICT</b>			
18:30 - 19:00		<b>CONFLICT</b>			
19:00 - 19:30					

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**Next Steps ...**

# Where to Go for Help?

## Academic Advising Services

Academic Advising Services at LA&PS provides students with the information and guidance they need to succeed in their academic careers. Advisors can help students make the right academic decisions by explaining policies and regulations as well as presenting different options available to them in their studies.

By speaking with an academic advisor, students can get answers to questions related to program selection, academic standing, petitions, grades and degree requirements. Students may be able to speak with an advisor on the spot, or they may need to book a future appointment. For questions related to a specific major, students should contact their major program office. Before you book an academic advising appointment, see these [Frequently Asked Questions](#) for the information you need.

### Student Academic Advising Services

103 Central Square (next to Scott Library)

Monday: 9 am – 5 pm

Tuesday & Wednesday: 9 am – 6:30 pm

Thursday: 9 am – 5 pm

\*Friday: 10:30 am – 5 pm

\*June, July & August, Friday hours are 10:30am – 4 pm

416-736-5222 (best to call before 10 am)

[laps@yorku.ca](mailto:laps@yorku.ca)



# Where to Go for Help?

## Advising in program offices

If you are majoring in one of the following programs, please visit their office for advice about general degree requirements (e.g. academic penalties, program changes, and degree and general education requirements). For all other majors, contact Student Academic Advising Services.

▶ [Administrative Studies \(BCom & BDEM\)](#)

▶ [Children's Studies and Humanities](#)

▶ [Economics, Financial and Business Economics, Business Economics](#)

▶ [English](#)

▶ [Human Resource Management \(BHRM, HRM Minor and Certificate\)](#)

▶ [Political Science](#)

▶ [Public Policy & Administration \(BPA\)](#)

▶ [Social Science Programs](#)

▶ [Social Work](#)

▶ [Sociology](#)

▶ [Undecided Majors](#)

# Need Support on Campus?

The University offers a variety of personal and academic supports for students.

## The Learning Commons

Writing Instruction pod on the 2<sup>nd</sup> floor of Scott Library

- <http://www.library.yorku.ca/cms/learning-commons/>

## The Writing Centre

311 South Ross

- <http://www.yorku.ca/laps/writ/centre/>

## Learning Disabilities Services

W128 Bennett Centre for Student Services

- <http://lds.info.yorku.ca/>

## Counselling and Disability Services

Bennett Centre for Student Services

- <http://cds.info.yorku.ca/>

## ESL Open Learning Centre (open to all students)

311 South Ross



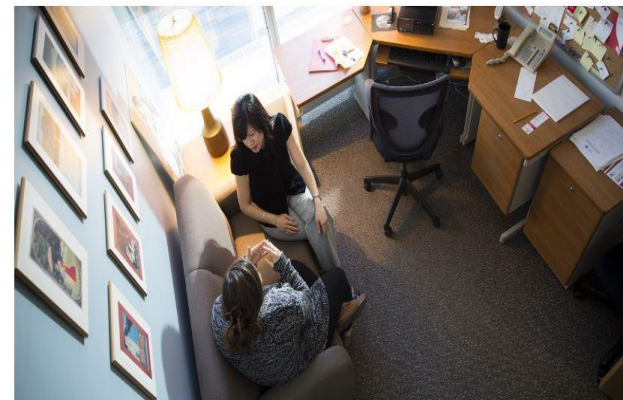
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Quick Links

## Counselling & Disability Services

Home Services Campus Resources About Us



York University's Counselling & Disability Services provide a professional and supportive environment in which all York students have equitable access to a range of services that assist in facilitating their academic success.

[Learn more.](#)

Contact information for Personal Counselling Services, Learning Skills Services and each of the disability service units, is given below. The main office for Counselling & Disability Services on the Keele campus is located in N110 Bennett Centre.

Contact information for Glendon Counselling Services is provided below. Visit [glendon.yorku.ca/counselling](http://glendon.yorku.ca/counselling) to confirm hours of operation/closures.

### In Case of CRISIS

#### Personal Counselling Services

Weekdays 8:30am-4:30pm

416-736-5297

N110, Bennett Centre for Student Services

#### Good 2 Talk

Ontario Post-Secondary Student

Helpline

1-866-925-5454

### Search

Search this site

### Upcoming Events

There are no upcoming events.

### Additional Information

[Privacy Statement](#)

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# Need Support on Campus?

The University offers a variety of personal and academic supports for students.

## Career Centre

202 McLaughlin College

• <http://careers.yorku.ca/>

## Food Bank

337 Student Centre

• <http://www.yfs.ca/yfs-food-services/>

Career Centre

Students & New Grads Alumni Employers Faculty & Staff Educational Recruiters Co-op & Internships Calendar Contact Us

CONNECTING STUDENTS & NEW GRADUATES WITH OPPORTUNITIES

Career Centre » Home Page

LOGIN »  
event registration & job postings

Recruitment Policies & Disclaimer

Career Centre News

> "My Career Plan" is your step-by-step guide to choosing and pursuing a career

Students & New Grads

Look for a job or find out what you can do with your degree.

Employers

Hire or connect with York students and new grads.



# Important Dates

## Undergraduate Fall/Winter 2019/2020 Important Dates

SESSIONAL DATES



ADD/DROP DEADLINES



	FALL (F)	YEAR (Y)	WINTER (W)
Last date to add a course <b>without permission</b> of instructor (also see Financial Deadlines)	Sept. 17	Sept. 17	Jan. 19
Last date to add a course <b>with permission</b> of instructor (also see Financial Deadlines)	Oct. 1	Oct. 22	Feb. 3
Drop deadline: Last date to drop a course without receiving a grade (also see Financial Deadlines)	Nov. 8	Feb. 3	March 13
Course Withdrawal Period (withdraw from a course and receive a grade of "W" on transcript – see note below)	Nov. 9 - Dec. 3	Feb. 4 - April 5	March 14 - April 5

FINANCIAL DEADLINES



CONVOCATION DEADLINES



HOLIDAYS AND UNIVERSITY CLOSURES



FALL/WINTER 2019-2020 SESSIONAL DATES FOR ALL OTHER TERMS



# Refund Table

## Refund Tables

FALL/WINTER 2019-2020



Undergraduate:

Liberal Arts & Professional Studies

Graduate:

Please select a Faculty/program

All Faculties except the Faculty of Education, the Osgoode Hall Law School and the School of the Arts, Media, Performance & Design (BDes - York/Sheridan Program in Design)

TERM CODE	FULL REFUND (UP TO AND INCLUDING)	10% COURSE FEE WITHHELD	20% COURSE FEE WITHHELD	60% COURSE FEE WITHHELD	NO REFUND (ONWARD)
F	Sept. 10	Sept. 11 - 17	Sept. 18 - 24	Sept. 25 - Oct. 1	Oct. 2
Y	Sept. 10	Sept. 11 - 17	Sept. 18 - 24	Sept. 25 - Oct. 1	Oct. 2
W	Jan. 12	Jan. 13 - 19	Jan. 20 - 26	Jan. 27 - Feb. 2	Feb. 3
WS	Jan. 12	Jan. 13 - 19	Jan. 20 - 26	Jan. 27 - Feb. 2	Feb. 3

### Notes

1. **Credits** are applied against any amount owing on your account. **Refunds** are issued only when all charges outstanding on your account have been cleared.
2. **Fee withheld** refers to the amount of fees retained by the University when you drop a course during the specified time frame. You are responsible for this amount, whether or not the fees have been paid.

Do not confuse the academic withdrawal/drop dates with the refund table dates as they are different.

In order to find this online, please refer to the following link:

<https://sfs.yorku.ca/refunds/tables>

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# Between now and when classes start...

IF YOU BEGIN TO ENROL FOR WINTER TERM COURSES:	...THEN YOU MUST PAY YOUR REGISTRATION DEPOSIT NO LATER THAN:
between September 1 and September 30	October 15
between October 1 and October 31	November 15
between November 1 and November 30	December 10
on or after December 1	10 days after you enrol in your first course

A deposit of **\$300** must be paid by the 10th of the month following the date you began enrolling in courses.

*For example, if you begin enrolling into courses in October, then your deposit is due on November 10th. If you begin enrolling into courses on or after December 1st, then your deposit is due no later than 10 days after you've enrolled in your first course.*

Please remember it takes 3 business days for the tuition charge to appear on your student online account.

It will also take 3 business days to process most payments to the University.

# Between now and when classes start...

- Get familiar with the **LAPS** and **Current Students** Web sites including **Important Dates and Deadlines**.
- It's a good idea to familiarize yourself with the campus; try to find all of your classrooms before classes start.
- Arrange for your YU Card (York I.D.) at the William Small Centre. Rm. 200.
- First day of classes: **Monday January 6th, 2020**.

# Need to review something?

This entire presentation is available at the LAPS New Student Advising Web page.

1. Go to: [www.yorku.ca/laps](http://www.yorku.ca/laps)
2. Hover over: Student Resources
3. Hover over: New Students
4. Click on: Accepted. Now What?
5. Click on: Step 5 “Review the 1<sup>st</sup> year Orientation Presentation”
6. Select: “Use this presentation if you’re starting classes in Winter 2020”

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Quick Links

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Home > Home Page

Welcome to the Faculty of Liberal Arts & Professional Studies (LA&PS)

As the largest liberal arts faculty in Canada, we offer an education that thinks big and dreams even bigger. Our scholars lead ground-breaking, award-winning research that responds to society's needs. We proudly deliver top-ranked programs in the social sciences, humanities, and professional fields. By making the liberal arts a critical foundation for learning and by bridging the divide between liberal and professional education, we enhance the capacity of our graduates as global leaders for the 21st century. [Join us.](#) [Meet our Dean.](#)

Departments, Schools & Colleges

View, download and print our PROGRAM CATALOGUE

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