liberal arts & YORK professional studies



World-class undergraduate and graduate programs



Welcome to:

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

Land Acknowledgement

"York University acknowledges its presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, the Huron-Wendat, and the Metis. It is now home to many Indigenous Peoples. We acknowledge the current treaty holders, the Mississaugas of the Credit First Nation. This territory is subject of the Dish With One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region."

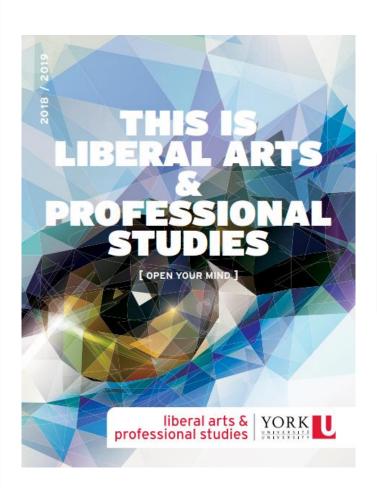


Objectives:

- 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

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.

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.



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.



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:

	SU	S1	S2
3 credits	3 hours per week	6 hours per week	6 hours per week
6 credits	6 hours per week	Not Advised	Not Advised
9 credits	8 hours per week	Not Advised	Not Advised

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



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/ 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

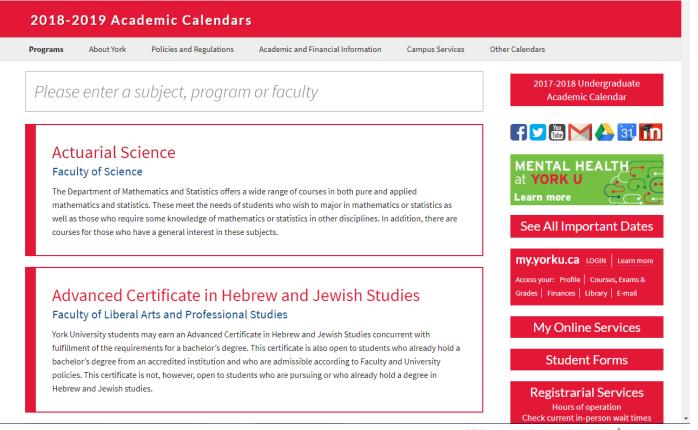


General Education Requirements

- 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 1st 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/







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 = 1st year courses

2000 level = 2^{nd} year courses

3000 level = 3^{rd} year courses

4000 level = 4th 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		
Α	8		
B+	7		
В	6		
C+	5		
С	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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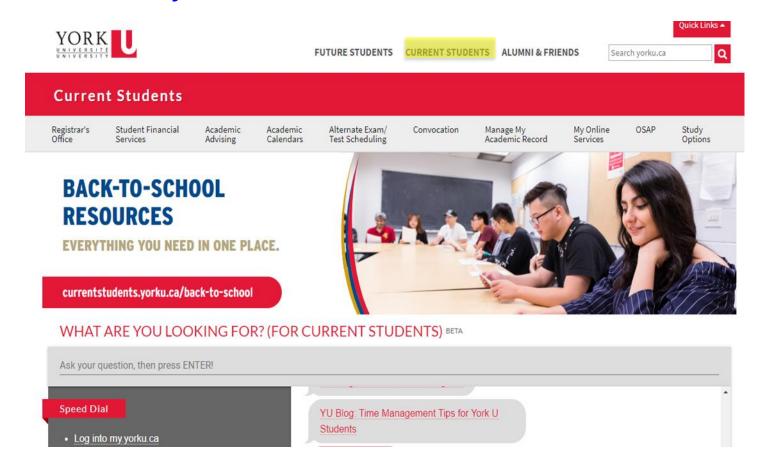




Choosing Your Courses

How to Search for Courses

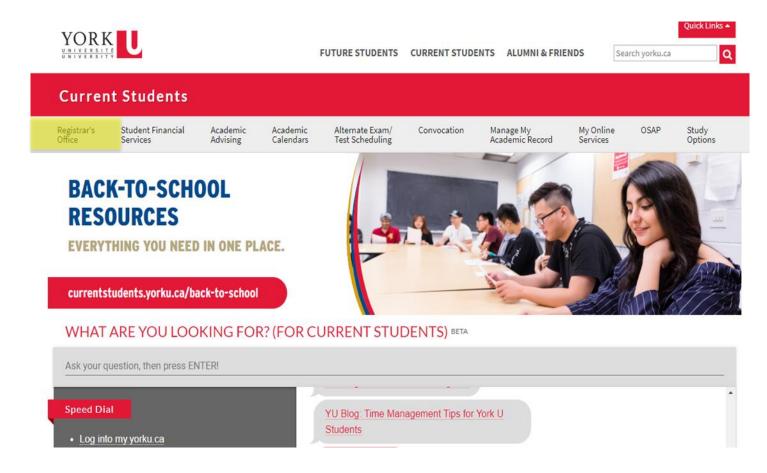
Go to www.yorku.ca and click on Current Students





How to Search for Courses

Go to www.yorku.ca and click on Registrar's Office





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
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- Request a letter (including enrolment verification and RESPs)
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- My Degree Progress Report
- · Order a transcript online
- · Apply to Graduate Online
- · Verify my official name
- · My graduation status

View all online services



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 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:

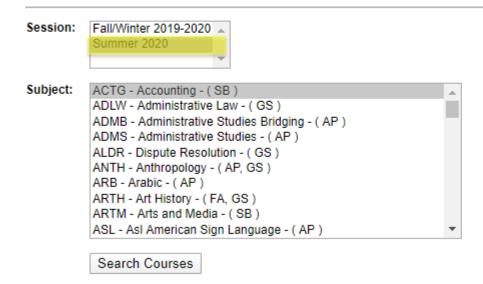
- · Search Current Courses By
 - Subject
 - O Torm
 - O Course Title
 - Instructor
 - O Distance Courses
 - O After 6pm Courses
 - Weekend Courses
 - O Advanced Search (by Faculty, subject and course number)
 - O View Active Course Timetables (by Faculty)
- ... My Class Schedule ...
 - O Plot My Timetable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



Choose **Academic Session**: Summer 2020

Search Current Courses by Subject

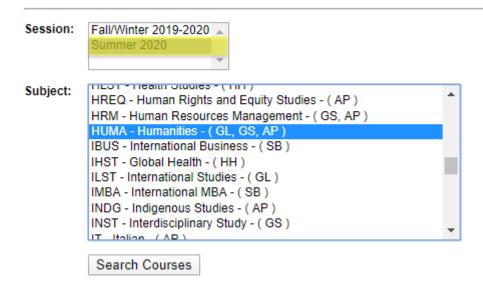




Find the **Subject** you want to search (e.g. HUMA - Humanities)

Search Current Courses by Subject





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

Current Courses Search Results



Course	Title	Course Description and Schedule	General Education Details
AP/HUMA 1105 9.00	Myth and Imagination in Ancient Greece and Rome	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 1165 9.00	Gods and Humans	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 1170 9.00	The Modern Age: Shapers and Definers	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 1220 6.00	Canadian Language and Culture	Summer 2020 Course Schedule	Click on Schedule to see details
GL/HUMA 1601 6.00	Introduction to Sexuality Studies	Summer 2020 Course Schedule	
AP/HUMA 1700 9.00	Writing: Process and Practice	Summer 2020 Course Schedule	
AP/HUMA 1745 6.00	Thinking about Contemporary Canada	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 1780 6.00	Stories in Diverse Media	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 1825 9.00	Law and Morality in Literature and Culture	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 1860 6.00	The Nature of Religion: An Introduction	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 1950 6.00	Concepts of Male and Female in the West	Summer 2020 Course Schedule	Click on Schedule to see details
AP/HUMA 2215 6.00	Understanding Movies: Viewing and Critical Reading	Summer 2020 Course Schedule	



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



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:

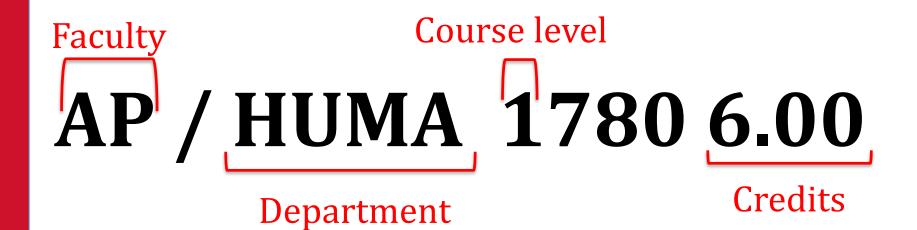
English

General Education Details:

Please click here to see details



Understanding Course Codes



Understanding Courses

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

Term SU Section A

Seats Available: Remaining seats may be restricted.

Section Director: Not Available

Туре	Day	Start Time	Duration Location			Cat #	Instructor	Notes/Additional Fees
LECT 01	M W	14:30 14:30	180 180	VH 3009 VH 3006		T59W01		

Term SU Section B

Section/Course Full

Section Director: Not Available

Туре	Day	Start Time	Duration Location		Cat#	Instructor	Notes/Additional Fees
LECT 01	T R	18:00 18:00	180 180	R S137 R S137	T76W01		



How to Read the Course Timetable

Terms:

- •SU (Summer) May 4 to August 5
- •S1 (Summer) May 4 to June 15
- •S2 (Summer) June 22 to August 5

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.

BLEN (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 SU Section A

Seats Available: Remaining seats may be restricted.

Section Director: Not Available

Туре	Day	Start Time	Duration Location		Cat #	Instructor	Notes/Additional Fees
LECT 01	M W	14:30 14:30	180 180	VH 3009 VH 3006	T59W01		

Term SU Section B

Section/Course Full

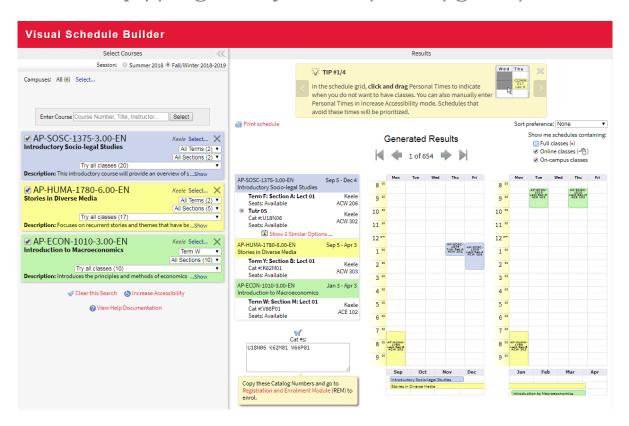
Section Director: Not Available

Туре	Day	Start Time	Duratio	n Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	T R	18:00 18:00	180 180	R S137 R S137	T76W01		



Using the Visual Schedule Builder

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



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



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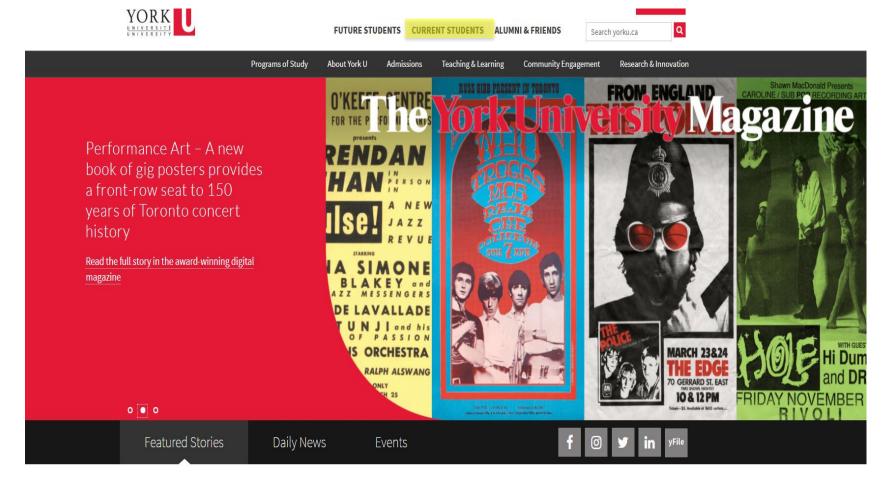




How to Enrol into your Courses

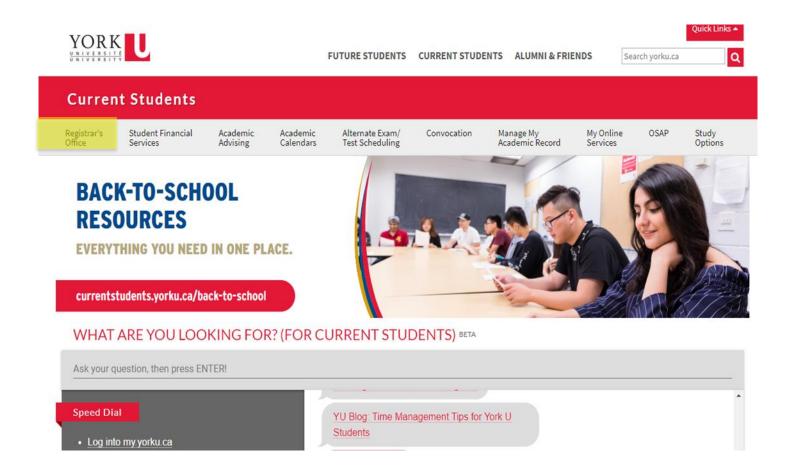
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Go to www.yorku.ca and click on Current Students



How to Search for Courses

After clicking on Current Students, click on Registrar's Office





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My Student Records

- · Change my profile
- · My college affiliation
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View all online services



Login to Passport York

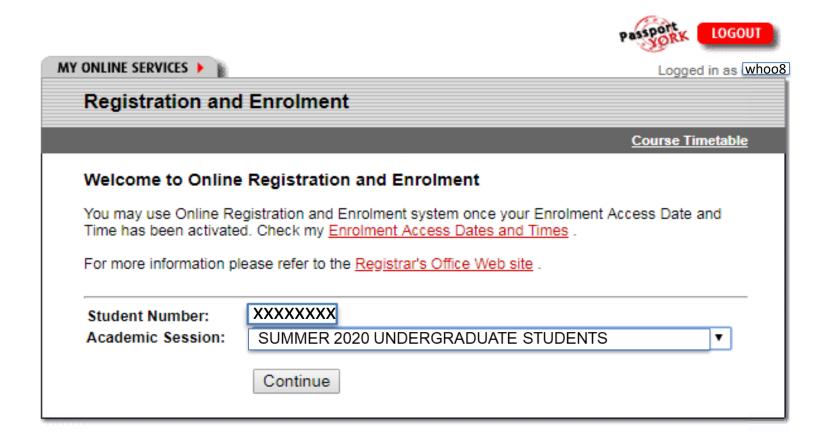
Remember your Passport York **Username & Password**?



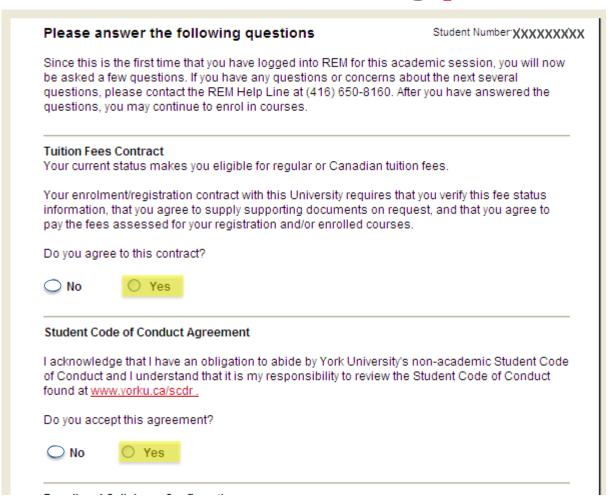
Passport York Login Passport York authenticates you as a member of **Passport New to Passport York?** the York community and gives you access to a wide range of computing resources and services. · New Student Sign Up · Employee Sign Up · Faculty and Staff Alumni Username: Password: Forgot your Password or Username? Login Students · Faculty and Staff Click this box before logging in to change your Passport York password. Alumni



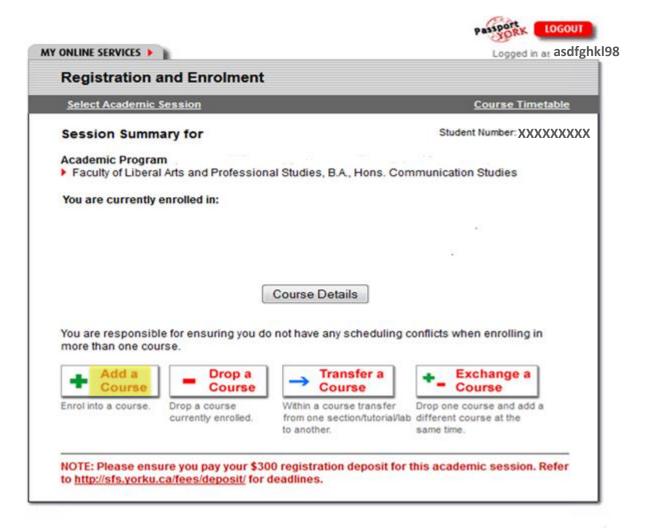
Choose **Academic Session**: Summer 2020



Read and answer the following questions...



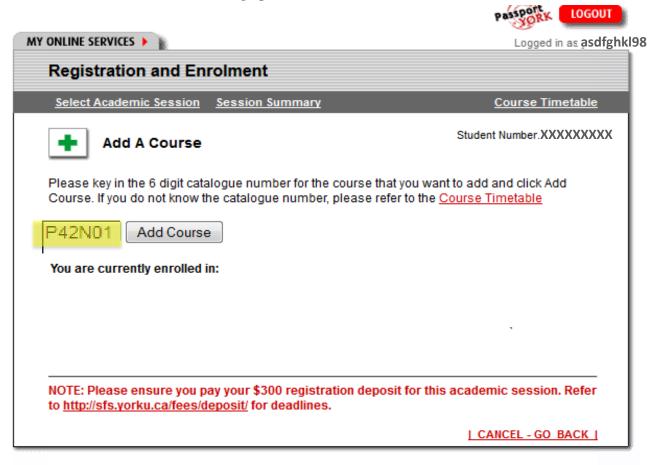






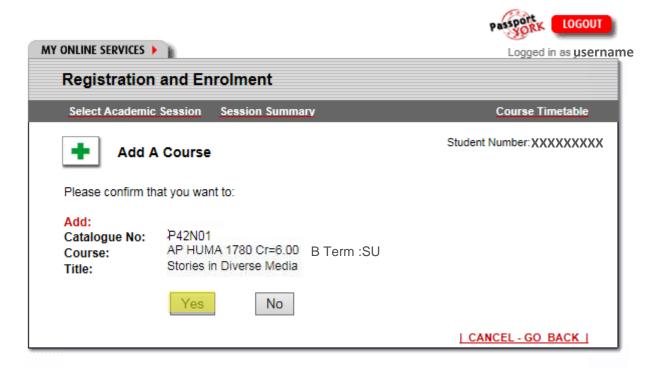


Enter the **Cat** # (Catalogue Number) of the course (including tutorial) you want to enrol in

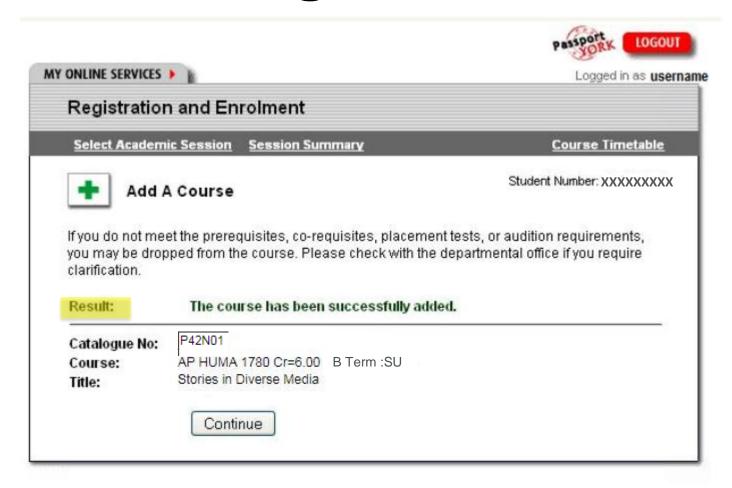




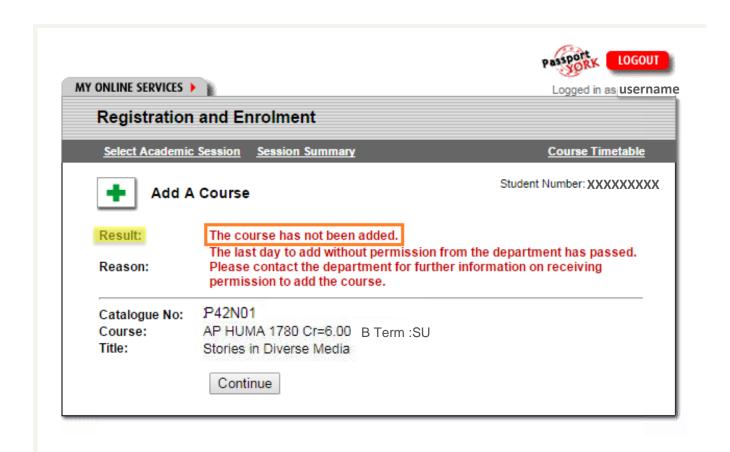
Confirm this is the course (including section and tutorial, if applicable) you want to enrol into.







This is an example of a failed course add



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.



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...**

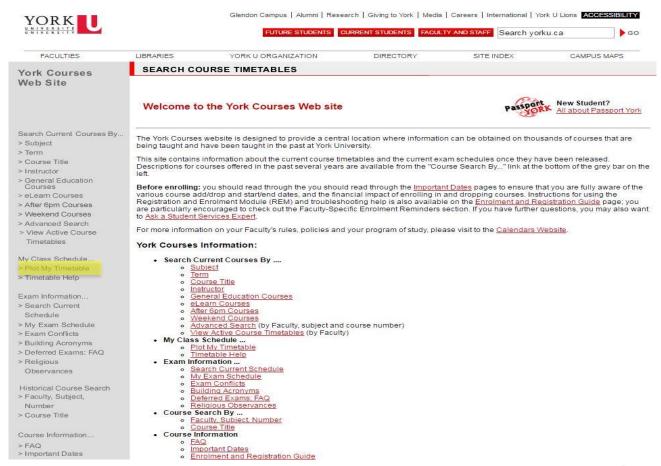
If a tutorial is full you will need to enrol in another tutorial with seats available.

*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.

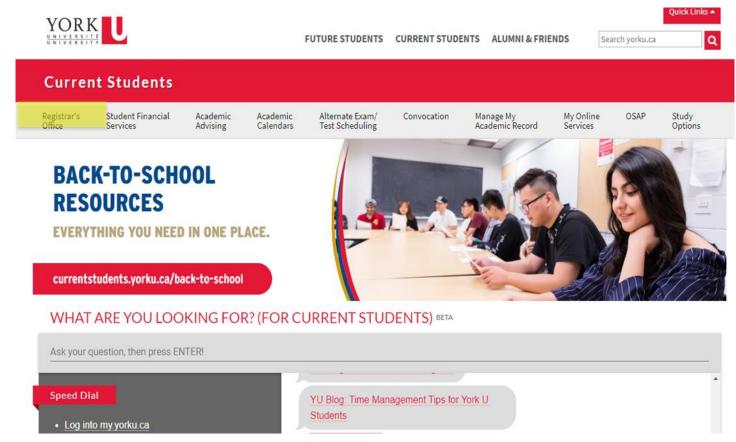


Once you have enrolled in all your courses, go to **Plot My Timetable** to make sure there are no conflicts.



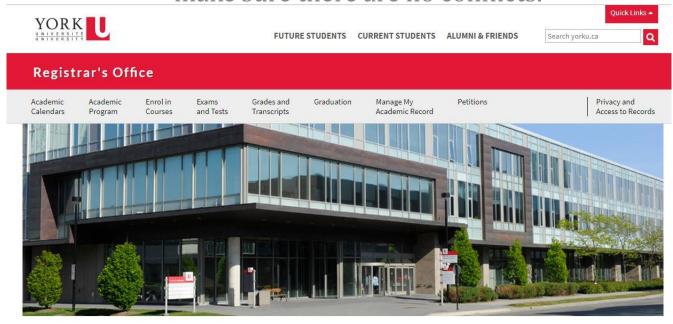


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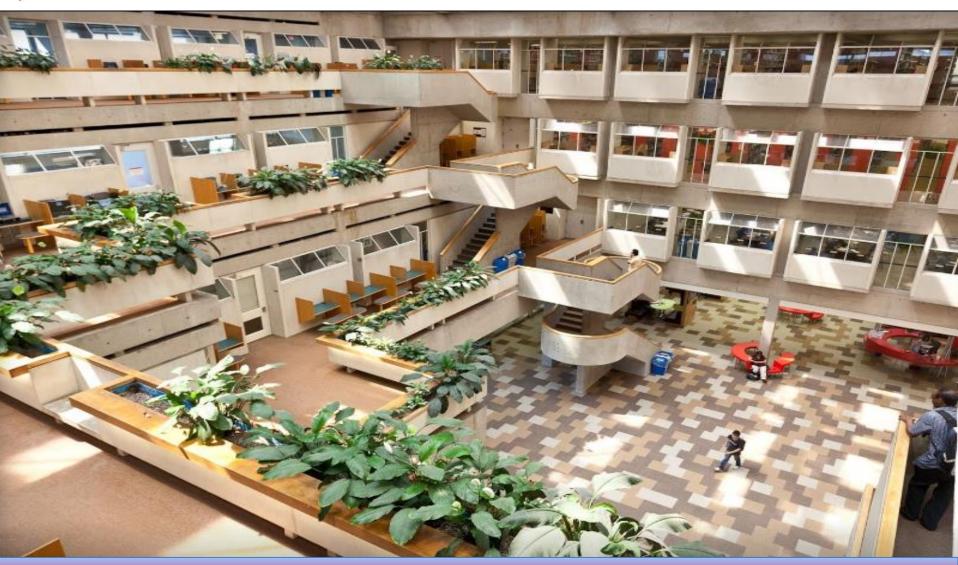


Make sure there are **no conflicts** in your schedule.

11:00 - 11:30					
11:30 - 12:00					
12:00 - 12:30					
12:30 - 13:00			AP ITEC 1000 3.0		
13:00 - 13:30			Section M Term W Lecture [CLH G]		
13:30 - 14:00					
14:00 - 14:30					
14:30 - 15:00	AP JP 2000 6.0 Section A Term Y Language Classes [R_S537]	AP FR 2100 6.0 Section B Term Y Language Classes [R S122]	AP JP 2000 6.0 Section A Term Y Language Classes [R_S537]	AP FR 2100 6.0 Section B Term Y Language Classes [R_S122]	
15:00 - 15:30					
15:30 - 16:00					
16:00 - 16:30		CONFLICT			
16:30 - 17:00		CONFLICT			
17:00 - 17:30		CONFLICT			
17:30 - 18:00		CONFLICT	The state of the s		
18:00 - 18:30		CONFLICT	8		
18:30 - 19:00		CONFLICT			
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

Location: 103 Central Square

Phone: 416-736-5222 (best to call before 10:00am)

Hours of Operation:

Monday - Thursday* 9 a.m. - 4:30 p.m.

Friday 10:30 a.m. - 4:30 p.m.

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^{nd} floor of Scott Library

•http://www.library.yorku.ca/cms/learningcommons/

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/

Student Accessibility Services

Bennett Centre for Student Services

•http://cds.info.yorku.ca/

ESL Open Learning Centre (open to all students)

311 South Ross





Need Support on Campus?

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

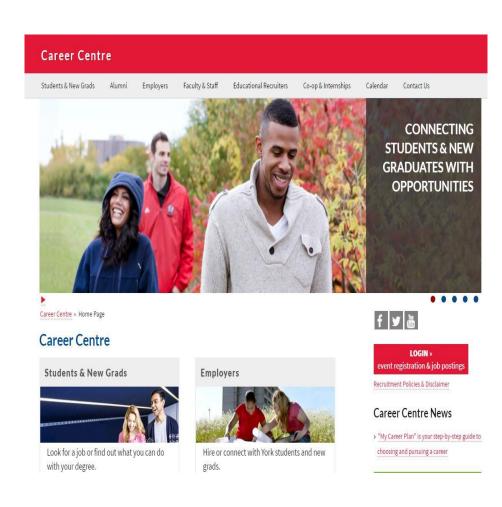
Career Centre

202 McLaughlin College

•http://careers.yorku.ca/

Food Support Centre

005 Second Student Centre http://www.yfs.ca/







Important Dates

Undergraduate Summer 2020 Important Dates

✓ Summer 2020 Sessional Dates

EVENT	SU	S1	S 2
Course start date	May 4	May 4	June 22
Last date to add a course without permission of instructor	May 19	May 8	June 26
Last date to add a course with permission of instructor	June 1	May 19	July 3
Last date to drop course without receiving a grade	July 10	June 1	July 22
Reading Week	June 16-19	N/A	N/A
Study days	Aug. 1 Aug. 2 Aug. 4 Aug. 6	June 16	Aug. 4 Aug. 6
Course Withdrawal Period (withdraw from course and receive a "W" on transcript – see Add and Drop Deadline Information below)	July 11-Aug. 5	June 2-June 15	July 23-Aug. 5
Course end date	Aug. 5	June 15	Aug. 5
Examinations	Aug. 7-14	June 17-19	Aug. 7-14

Refund Table

At this time, the Refund Table has not been updated for Summer 2020. Please refer to:

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



Between now and when classes start...

IF YOU BEGIN TO ENROL FOR SUMMER TERM COURSES:	THEN YOU MUST PAY YOUR REGISTRATION DEPOSIT NO LATER THAN:
between March 1 and March 31	April 10
between April 1 and April 30	May 10
on or after May 1	10 days after you enrol in your first course

A deposit of \$300 must be paid by the deadline(s) provided above.

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



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 May 4th, 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

2. Hover over: Student Resources

3. Hover over: New Students

4. Click on: Accepted. Now What?

5. Click on: Step 5 "Review the 1st year Orientation Presentation"

6. Select: "Use this presentation if you're starting classes in Summer 2020"

