First Year Course Registration - MOS
Our presentation is designed to compliment the First Year Registration Guide, with everything you need to know to help you get registered at Huron. We will walk you through the process, with a few tips and resources along the way!

1. **What does it mean to be in First Year?**
2. **What are the requirements to earn a Degree?**
   - Credits and Modules
   - Course Codes
   - Breadth and Essay Requirements
   - Progression requirements and grades
3. **Additional Things to Consider**
4. **Important Policies**
   - Important Dates and Deadlines
   - Residency Requirements
   - Scholastic Offences, Privacy and Professionalism
5. **Helpful Tools and Resources**
6. **Navigating the Timetable**
7. **BMOS Modules and Year 1 Registration**
8. **Building a Timetable**
9. **Review a Timetable and Conclusion**
Understanding First Year

Do you know what program you want?

- First year is general and you are not limited to your future choices
- Select first year courses (1000 level) that keep your options open for a variety of modules/programs
- Explore beyond first year and look ahead at the programs/modules in the Academic Calendar
- Programs have prerequisites to be eligible in Year 2 (some have more than one course requirement) – you can find this information in the Academic Calendar
- Courses have limited space, so it is wise to register early to ensure you can access your preferred courses
What do I need to get a Degree?

Credits

- 0.5 courses/credits = half term course
- 1.0 courses/credits = full year course
- Full year = September to April
- First term = September to December
- Second term = January to April

Complete Module(s)

Within the required credits for your degree, you must complete the designated credits/courses for the specific module(s) you are completing.

Here you will see the approved module combinations for each degree and credit requirement.

Remember, you can combine modules between programs/campuses. Just keep in mind the Residency Requirement.

<table>
<thead>
<tr>
<th>DEGREE TYPE</th>
<th>AVAILABLE MODULE COMBINATIONS</th>
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<tbody>
<tr>
<td>Honours Bachelor Degree (4 year) 20.0 total credits, including 5.0-7.0 first year credits</td>
<td>1. Honours Specialization 2. Honours Specialization + Major 3. Honours Specialization + Minor 4. Major + Major</td>
</tr>
<tr>
<td>Bachelor Degree (3 year) 15.0 total credits, including 5.0-7.0 first year credits</td>
<td>12. Major 13. Major + Minor 14. Minor + Minor</td>
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</table>

HOW MANY COURSES ARE REQUIRED FOR EACH TYPE OF MODULE?

- Honours Specialization (9.0 or more specified courses)
- Specialization (9.0 or more specified courses)
- Major (6.0-7.0 specified courses)
- Minor (4.0-5.0 specified courses)
What do I need to get a Degree?

Course Codes
Each course has a subject, course number, class number, and suffix. It is critical that you understand what these suffixes mean when selecting courses.

<table>
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<tr>
<th>SUFFIX</th>
<th>WHAT IT MEANS</th>
<th>EXAMPLE</th>
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<tr>
<td>No Suffix</td>
<td>Full year non-essay course</td>
<td>SOCIOLOG 1020</td>
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<tr>
<td>E</td>
<td>Full year essay course</td>
<td>POLISCI 1020E</td>
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<tr>
<td>F</td>
<td>First term essay half course</td>
<td>CGS 1023F</td>
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<tr>
<td>G</td>
<td>Second term essay half course</td>
<td>CGS 1023G</td>
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<tr>
<td>A</td>
<td>First term non-essay half course</td>
<td>PHILOSOP 1350A</td>
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<tr>
<td>B</td>
<td>Second term non-essay half course</td>
<td>ECONOMIC 1022B</td>
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Essay Course
A course that has a significant writing component involving written assignments to demonstrate students’ essay writing skills.

Essay courses have the suffix F, G or E.
What do I need to get a Degree?

**Breadth Requirement**
- At least 1.0 credit from each Category (A, B, & C) must be fulfilled to earn a degree.
- At least two categories must be fulfilled (1.0 in each) at the first-year level. Any outstanding breadth requirement not completed in first year must be completed prior to graduation.
  - Category A – Social Science (i.e., Economics, Business, Psychology, Political Science)
  - Category B – Arts and Humanities (i.e., English, Speech, Chinese, Writing, Philosophy)
  - Category C – Math and Science (i.e., Astronomy, Environmental Science, Math)

**Essay Requirement**
- Essay Credits
  - 2.0 credits in designated essay courses (F, G, or E) must be completed prior to graduation
  - At least 1.0 essay credit must be 2000 level or above, the other 1.0 can be 1000 level

In first year, select at least 1.0 credit from 2 of the 3 categories. Complete at least 1.0 Essay Credits. No more than 2.0 1000 level credits can be from the same subject. Create a diverse timetable.
What do I need to get a Degree?

Course Codes – Common Mistake
Courses that share the same subject and number are the same course. If they are offered in different terms, the suffix changes.

Example: Writing 1025F and Writing 1025G are the same course. (F first term; G second term)

• In this example, you should not be taking Writing 1025F and Writing 1025G
• They are the same course as indicated by the subject and course number
• The letter (suffix) just indicates when the course is being offered and if it is an essay designated course

Course Requisites

Prerequisite: A course that must be successfully completed prior to registration for credit in the desired course. The prior knowledge is critical for understanding and success in the course.

Corequisite: A course that must be taken concurrently with (or prior to) the desired course.

Antirequisite: Courses that overlap sufficiently in content, therefore both cannot be taken for credit.
What do I need to get a Degree?  
Progression Requirements

**Average Calculations**

- Cumulative (overall) average
  - Includes all course attempts
  - 55%+ is good standing after Year 1
  - 60%+ is good standing after Year 2+
- Modular average
  - Average on courses required for your module
  - Does not include first year courses required for admission to module
- Term average
  - Average on all course attempts in an academic year (fall/winter)

**Course Fails and Repeats**

- A grade of 50%+ is a pass and credit is earned
- Some modules may require higher grades
- Average calculations *will include* failed marks
- All marks below 50% are considered failures
- Failing marks below 40% will be included in average calculations as 40%
- Marks from 40% to 49% will be included as the actual mark reported
- You can repeat a course to replace the grade, with the most recent grade counting towards your degree
- You can drop a course without academic penalty before a set deadline in Academic Calendar
Additional Things to Consider

**SCHOLARSHIP**

- To be eligible to receive your Renewable Entrance Scholarship each year you must achieve:
  - 5.0 courses during the Fall/Winter term
  - 80% term average during the year
- Application-based scholarships are available for upper-year students.

**IVEY HBA**

- If you are hoping to go to Ivey, please speak with Ivey directly for any questions about admissions: hba@ivey.uwo.ca
- Review Ivey’s HBA Admissions website
- Enroll in a full course load (5.0 courses) of 1000 level courses
- Meet with your Career Advisor for additional support
Additional Things to Consider

TRANSFER CREDITS
• If you have or are expecting transfer credits and are unsure how this impacts your course selection, please connect with your academic advisor for recommendations.

ACCESSIBLE EDUCATION
• If you have any learning needs requiring accommodations you will need to contact AE, ASAP!

Accessible Education
Accessible Education provides supports and services to students with disabilities at Western, in all programs and faculties.

New to Accessible Education? Register for the first time.
Returning to Accessible Education? Activate your accommodations.
Important Academic Policies!

You have until these Deadlines to **ADD** courses:

- Deadline to **add** a *Fall Term*.5 or 1.0 full-year course is **September 15, 2023**
- Deadline to **add** a *Winter Term*.5 course is **January 16, 2023**

You have until these Deadlines to **DROP** courses:

- Deadline to **drop** a *Fall Term*.5 course is **November 13, 2023**
- Deadline to **drop** a **full-year** 1.0 course is **November 30, 2023**
- Deadline to **drop** a *Winter Term*.5 course is **March 7, 2024**
Residency Requirements

• Huron students must take at least 60% of their courses at Huron during the academic year (at least 3.0 credits if taking 5.0 credits)

• Up to 40% of courses that are not offered at Huron may be taken at another campus during the academic year

*Refer to Western Academic Calendar
Important Academic Policies!

Scholastic Offences

• Plagiarism
  • Copying/stealing another person’s words/ideas without crediting them
  • Instructors check for plagiarism and AI (websites to scan work, ie. Turnitin.com and AI checker)
• Submitting same assignment for multiple classes

Privacy and Professionalism

• Email – only through UWO email address
• For your privacy, we will not correspond to you with an unverified personal email address
• Confidentiality – student must provide consent for us to tell parents/third party any personal academic information

Refer to Library and Learning Services for research help, writing tutoring, support with proper citations, and more.
Helpful Tools & Resources

Advisor Tip! Bookmark all the helpful tools and resources available to you for quick referencing!
The step by step “Huron Course Selection and Registration Video” can be found on the Huron Course Registration website or you can search it on YouTube!
# BMOS Modules

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<th>Module</th>
<th>Description</th>
<th>Potential Career Outcomes</th>
<th>Module Options</th>
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</table>
| Organizational Studies, Policy & Ethics     | Combine a study of the basic business disciplines with study of the broader fields of law, politics, governance and ethics. | • Human Resources  
• General management  
• Government  
• Entrepreneurship | HON Spec. Spec. Major |
| Finance & Administration                    | Study markets, trade and financial decision-making, with an emphasis on the economic principles driving them. | • Capital Banking  
• Investment  
• Business Decision-making | HON Spec. Spec. Major |
| Accounting *option as a Major              | Thinking about a career in Accounting? This program will lay the groundwork for future accountancy studies. | • Industry or private firm Accounting  
• Consulting  
• Government | HON Spec. Spec. Major |
| Business Intelligence                       | Organizations have shifted to evidence-based business decisions, creating a demand for experts who can derive insights from in-depth analysis data to inform these decisions. | • Logistics  
• Data Security  
• Telecommunications  
• Finances and Banking | HON Spec. Major |
| Marketing & Sustainability                 | Learn about the business of promoting, advertising and consumption behaviours while lowering harm to the environment and ethically and equitably increasing the quality of life – now and for future generations. | • Green marketing specialist  
• General marketing  
• Environmental Consultant  
• Public Relations | HON Spec. Major |
| Management & Organizational Studies *only Major offered | Achieve competency in the basic business disciplines and pursue another area of study in the arts or social sciences. | • Human Resources  
• General management  
• Government  
• Entrepreneurship | HON Spec. Major |
All Huron students take a general first year. You are not admitted into MOS until after satisfying the admission requirements in Year 1.

If you would like to study MOS (Management and Organization Studies), these are the courses you need for each of the primary MOS streams.

Students must refer to the Academic Calendar for details regarding the number of courses and grades that they need to achieve to be admitted into their preferred MOS module.
Navigating the Timetable

A full course load is 5.0 credits with 5 courses (2.5 credits) in each term (Fall and Winter).

Courses can be made up of lectures, tutorials, and labs.

Access the official timetable or search in Draft my Schedule.
Building a Timetable

Draft My Schedule helps you **PLAN** your timetable.

You still need to **REGISTER** in the courses on Student Centre.
## Building a Timetable

Use the class numbers when registering for courses in Student Center!

<table>
<thead>
<tr>
<th>Subject</th>
<th>Course Number</th>
<th>Component</th>
<th>Section</th>
<th>Description</th>
<th>Class No</th>
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<th>Days/Times/Location</th>
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**Find the Problems**

- **POLSCI 1020E** (201 UWO)
- **HISTORY 1404E** (570 Kings)
- **COMPSCI 1032A** (001 UWO)
- **ECONOMIC 1022A** (550 Huron)
- **MOS 1033A** (550 Huron)
- **SOCIOLOG 2205A** (530 Brescia)
- **SOCIOLOG 2205B** (530 Brescia)
- **ECONOMIC 1021B** (550 Huron)
Find the Problems

Review Course Codes
- Enrolled in the same course twice (SOC 2205A + SOC 2205B)

Register in First Year Courses
- Enrolled in 2000 level courses (SOC 2205A + SOC 2205B)

Register in a Full and Balanced Course Load
- Unbalanced – 3.0 in Fall and 2.0 in Winter

Satisfied Breadth Requirements
- 4.5 Category A, only 0.5 Category C, no Category B

Met residency requirements
- Took POLISCI 1020E at UWO when it is offered at Huron
- Exceeded 40% of course load away from Huron

Abided by the (co/pre/anti)-requisites
- MOS 1033 and COMPSCI 1032 are antirequisites
- ECON 1021 is the pre-requisite for ECON 1022 (backwards)
Enroll in a Class

To enroll in a class:

• Click the **Academics** tile

• Click the **Course Registration** tile

• Click on **Search and Add**

• Search for the course you want by typing in the **Class Nbr**

• **Select** the class you want and choose the section you want

• Choose **Enroll** and hit **Next**

• Review your choices and select **Submit**
**Advisor Tip!** Use your resources, ask for help, & stay organized!

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### YOUR REGISTRATION CHECKLIST

- **REGISTERED IN FIRST YEAR COURSES**
  - First year courses are courses numbered 1000-1999 (i.e., Writing 1023P, Philosophy 1205G).
  - Some courses at the 0000 level (i.e., Math 1030B) will count as a first year course. Check with your Academic Advisor for clarification of registering for a 0 level course. 5.0 first year courses are required to graduate. If you have received transfer credits (a) from AP, IB or previous postsecondary studies) discuss this with your Academic Advisor. Students may apply a maximum of 7.0 first year courses toward their degree.

- **REGISTERED IN A FULL AND BALANCED COURSE LOAD**
  - 5.0 credits are considered a full course load. It is made up of full-year (0.5 credit) courses and one-term (0.5 credit) courses, with 5 courses in each term (a balanced timetable). Students can take a reduced course load, but there may be implications when taking less than 5.0 credits. Students should refer to any relevant conditions they need to meet, such as scholarship renewal, OSAP criteria, international student status requirements, and levy admission requirements.

- **SATISFIED BREADTH REQUIREMENTS**
  - At least 1.0 credit from each of the two three categories: Social Science (A), Arts and Humanities (B) Math and Science (C).
  - Before graduation, at least 1.0 credit from each category must be taken. Review the subjects for each category here: [Breadth Category](#).

- **CREATED A DIVERSE TIMETABLE**
  - At least four different subjects with no more than 2.0 courses in any one subject. It is important to explore new fields of interest in your studies and keep more than one option available by taking principal courses for multiple modules, so that you are eligible for admission in second year.

- **MET RESIDENCY REQUIREMENTS**
  - A minimum of 3.0 of the 5.0 courses (or 60% of course load) must be taken at Huron. Also, if a course is offered at Huron, it must be taken at Huron’s campus.

- **INCLUDED ESSAY CREDITS**
  - At least 1.0 essay course (with Y/Y/G). Learn more here: Course Numbering, Suffixes, and Glossary.

- **ABIDED BY THE (CO-/PRE-ANT)-REQUISITES**
  - When selecting courses, it is important to make sure you have completed or have registered in the prerequisites before taking the course of there is one and are not taking antirequisites (cannot earn credit for both). Example: MATH 1025A/B - Prerequisite(s): Ontario Secondary School MCV4U or Mathematics 0131A/B Example: MCS 1013A/B - Antirequisite(s): Computer Science 1032A/B

- **REGISTERED FOR THE PRINCIPAL COURSES NEEDED FOR YOUR PROGRAM OF INTEREST**
  - Your first year is general. You are registering for courses to help you progress into your desired program. To be admitted for second year, you must satisfy the admission criteria, including the principal course(s).

- **ESTABLISHED A PATH FOR MULTIPLE MODULES**
  - Select first year courses that keep your options open for a variety of modules/programs. Explore beyond first year and look ahead at the programs/modules in Academic Calendar.

- **CONSULTED AN ACADEMIC ADVISOR**
  - Join a Registration Session to learn more. If you have any concerns or questions, you can ask during the session or email huronss@uwo.ca to connect with your Academic Advisor.

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### Calendar 2023

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<th>September 2023</th>
<th>Fall Term</th>
<th>October 2023</th>
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<th>November 2023</th>
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Transfer Credits

If you have or are expecting transfer credits and are unsure how this impacts your course selection, please connect with your academic advisor for recommendations.
Your **Academic Advisor** would love to hear from you. Don’t hesitate to reach out, if you have any questions!

- Betty Camarinha  
  betty.camarinha@uwo.ca
- Lauren Hogg  
  lkolodzi@huron.uwo.ca
- Laura Sedgwick  
  lsedgwi@huron.uwo.ca
- Katie Benko  
  katie.benko@huron.uwo.ca
- Erie Conners  
  erie.conners@huron.uwo.ca

Not sure who your Advisor is? Contact **huronsss@uwo.ca**
See you soon!