

**liberal arts &
professional studies**

YORK
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**Welcome to First Year
Enrolment & Planning
with the Department of
Economics!**

Winter 2019

VARI HALL

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. How to **manage** your progress toward graduation
6. **What happens next**, between today and the beginning of classes?

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GLOSSARY

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Words you'll hear today

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 (e.g. Economics, Financial and Business Economics).

Program:

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

Words you'll hear today

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 enrol in your requested course or program.

Co-requisite:

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

Course Credit Exclusion:

These are pairs of courses which may not both be taken for degree credit since their content overlaps significantly.

Words you'll hear today

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:

- A **3.00** credit course meets at least **3 hours** per week for Fall OR Winter term.
- A **6.00** credit course meets at least **3 hours** per week for Year term.
- A **9.00** credit course meets at least **4 hours** per week for Year term.

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

Words you'll hear today

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 (As new students you will follow the [FW18-19 calendar](#)).

Go to www.registrar.yorku.ca/program/glossary/ for a more complete glossary of terms.

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Degree Types
and
Requirements

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Degree Program Types

HONOURS 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.....60 or 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

BACHELOR Degree:

90 credits usually completed over 3 years of full-time study

Degree Requirements

- General education credits
- Major credits
- Credits outside the major
- Free choice credits
- Residency
- Upper - level credits

General Education requirements

courses	credit	Recommended Completion time	comments
NATS	6.0	complete 1st General Education course within the first 24 credits and all General Education courses within the first 48 credits.	<i>All students in LA&PS are required to take min. of 21 General Education credits</i>
HUMA or SOSC*	9.0		
HUMA or SOSC	6.0		

- * indicated courses from approved GE list
- A full list can be found in [course directory](#) or in course description
- All General Education courses are offered at the 1000-level
- no double counting
- A max. of 36 credits will count towards the degree.
- Students who are required to exceed max. credits must obtain permission

For information on General Education Courses visit:

www.yorku.ca/laps/courses/gen_education.html

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/>

2016-2017 Academic Calendars

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

Please enter a program or faculty name

Administrative Studies

Faculty of Liberal Arts & Professional Studies

The School of Administrative Studies is one of the largest undergraduate business programs in Canada, offering a 90-credit Bachelor of Administrative Studies, a 120-credit Specialized Honours BAS and a BAS Specialized Honours in Information Technology.

Advanced Certificate in Hebrew and Jewish Studies

Faculty of Liberal Arts & Professional Studies

York University students may earn an Advanced Certificate in Hebrew and Jewish Studies concurrent with fulfillment of the requirements for a bachelor's degree. This certificate is also open to students who already hold a bachelor's degree from an accredited institution and who are admissible according to Faculty and University policies. This certificate is not, however, open to students who are pursuing or who already hold a degree in Hebrew and Jewish studies.

African 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:

- Credits that can be taken within or outside the major

Upper Levels

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

BA (90 credits):

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

1000 level = 1st year courses
2000 level = 2nd year courses
3000 level = 3rd year courses
4000 level = 4th year courses

Grade Point Average (GPA)

BA (90 credits):

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

Honours BA (120 credits):

- 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

Residency

Residency:

- A minimum of 30 course credits and at least half (50 per cent) of the course credits required in each undergraduate degree program major/minor 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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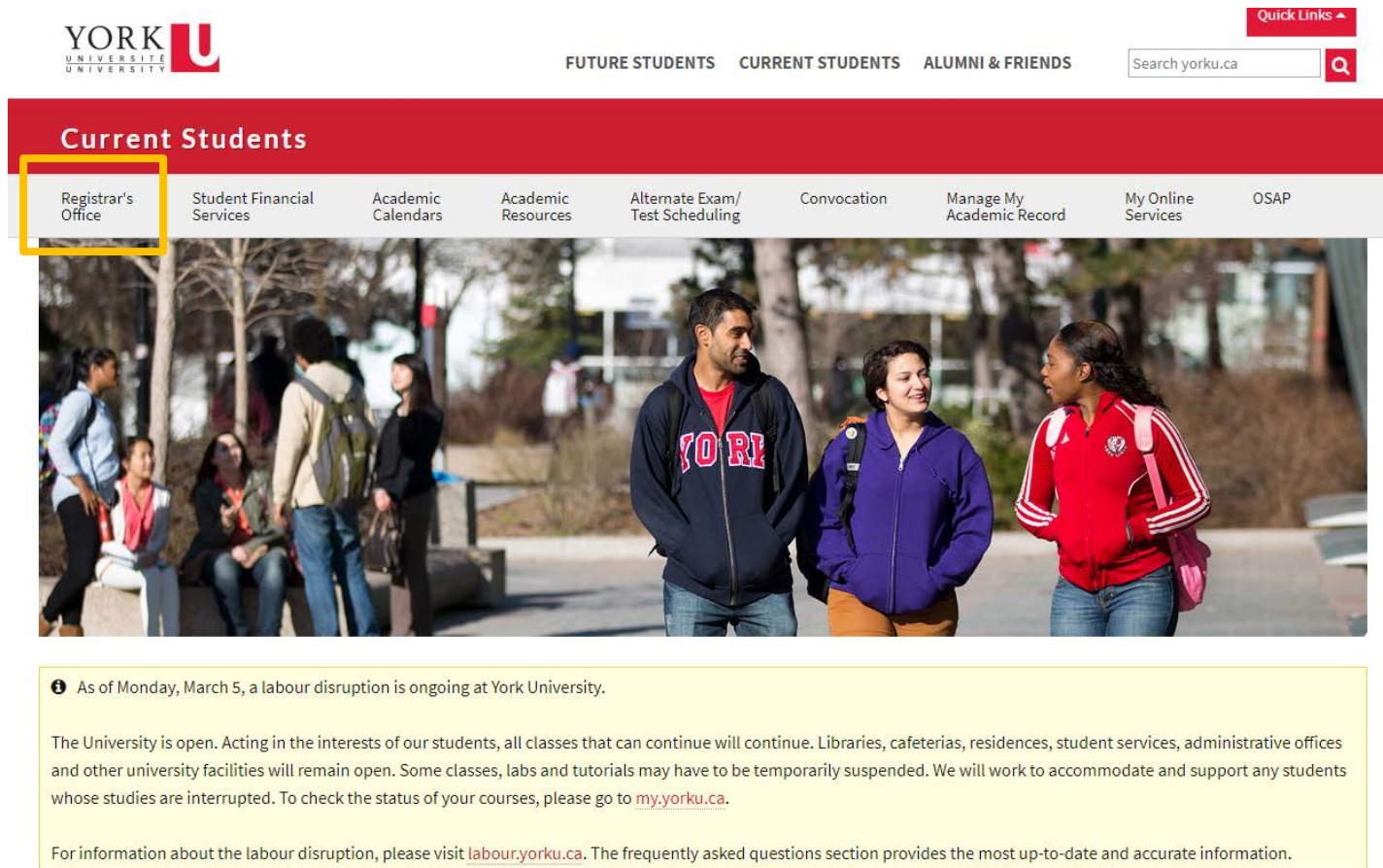


Choosing Your
Courses

VARI HALL

How to Build a Class Schedule

Go to www.yorku.ca and click on **Current Students** and then **Registrar's Office**



The screenshot shows the York University website header with the logo on the left and navigation links for 'FUTURE STUDENTS', 'CURRENT STUDENTS', and 'ALUMNI & FRIENDS' in the center. A search bar is on the right. Below the header is a red banner with the text 'Current Students'. Underneath this banner is a horizontal menu with several links: 'Registrar's Office', 'Student Financial Services', 'Academic Calendars', 'Academic Resources', 'Alternate Exam/ Test Scheduling', 'Convocation', 'Manage My Academic Record', 'My Online Services', and 'OSAP'. The 'Registrar's Office' link is highlighted with a yellow rectangular box. Below the menu is a photograph of several students walking on a campus path. At the bottom of the page, there is a yellow box containing a notice about a labour disruption on Monday, March 5, and instructions on how to check the status of courses.

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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.

For information about the labour disruption, please visit labour.yorku.ca. The frequently asked questions section provides the most up-to-date and accurate information.

How to Build a Class Schedule

Click on *Search Course Timetables*



[FUTURE STUDENTS](#) [CURRENT STUDENTS](#) [ALUMNI & FRIENDS](#)

[Quick Links](#) ▲

Search yorku.ca

Registrar's Office

[Academic Calendars](#)

[Academic Program](#)

[Enrol in Courses](#)

[Exams and Tests](#)

[Grades and Transcripts](#)

[Graduation](#)

[Manage My Academic Record](#)

[Petitions](#)

[Privacy and Access to Records](#)



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



Courses & Enrolment

- [Find out when to enrol!](#)
- [Search course timetables](#)
- [Add/Drop Courses \(for Summer 2018\)](#)
- [Drop Courses due to labour disruption](#) (for students whose courses were suspended and/or who chose not to participate in active courses)
- [Plot my timetable](#)
- [Enrol in classes](#)
- [My courses & grades](#)
- [My exam schedule](#)

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](#)

Reminders

The 2018-2019 [Undergraduate Academic Calendar](#) is now live. Review degree requirements and rules for your program.



How to Build a Class Schedule

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](#)

How to Build a Class Schedule

Choose **Academic Session:** Fall/Winter 2018-2019

FACULTIES LIBRARIES YORK U ORGANIZATION DIRECTORY SITE INDEX CAMPUS MAPS

SEARCH COURSE TIMETABLES

York Courses Web Site

Search Current Courses By...


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

My Class Schedule...

- > Plot My Timetable
- > Timetable Help

Exam Information...

Search Current Courses by Subject


[All About Passport York](#)

Session: Summer 2018
Fall/Winter 2018-2019

Subject: ACTG - Accounting - (SB)
ADMS - Administrative Studies - (AP)
ANTH - Anthropology - (AP, GS)
ARB - Arabic - (AP)
ARTH - Art History - (FA, GS)
ARTM - Arts and Media - (SB)
ASL - Asl American Sign Language - (AP)
AUCCO - Aural Communication 1/2 - (ED)
BBED - Bilingual/Bicultural Education - (ED)
BC - Bethune College - (SC)

Search Courses

How to Build a Class Schedule

Find the **Subject** you want to search (e.g. ECON - Economics)

The screenshot shows the York University website's 'SEARCH COURSE TIMETABLES' page. At the top, there is a navigation bar with links for 'Glendon Campus | Alumni | Research | Giving to York | Media | Careers | International | York U Lions' and an 'ACCESSIBILITY' button. Below this is a search bar with 'Search yorku.ca' and a 'GO' button. The main navigation menu includes 'FACULTIES', 'LIBRARIES', 'YORK U ORGANIZATION', 'DIRECTORY', 'SITE INDEX', and 'CAMPUS MAPS'. On the left, there is a 'York Courses Web Site' sidebar with a search filter for 'Subject' and a list of course categories. The main content area is titled 'SEARCH COURSE TIMETABLES' and features a 'Search Current Courses by Subject' section. This section includes a 'Session' dropdown menu with options for 'Fall/Winter 2017-2018', 'Summer 2018', and 'Fall/Winter 2018-2019'. Below the session menu is a 'Subject' dropdown menu with a list of subjects, including 'ECON - Economics - (SB, GL, AP, GS, ED)', which is highlighted with a red box. A 'Search Courses' button is located below the subject dropdown. In the top right corner of the main content area, there is a 'Passport YORK' logo and a 'LOGOUT' button, with a link to 'All About Passport York' below it.

How to Build a Class Schedule

Find the **Course** you want to search

(e.g. AP/ECON 1530 3.00 *Introductory Mathematical Economics I*)

SEARCH COURSE TIMETABLES

Current Courses Search Results



[All About Passport York](#)

Course	Title	Course Description and Schedule	General Education Details
GL/ECON 1000 3.00	Introduction to Economics: Microeconomics	Fall/Winter 2018-2019 Course Schedule	
GL/ECON 1000 3.00	Éléments d'économie : l'analyse microéconomique	Fall/Winter 2018-2019 Course Schedule	
AP/ECON 1000 3.00	Introduction to Microeconomics	Fall/Winter 2018-2019 Course Schedule	
GL/ECON 1010 3.00	Introduction to Economics: Macroeconomics	Fall/Winter 2018-2019 Course Schedule	
GL/ECON 1010 3.00	Éléments d'économie : l'analyse macroéconomique	Fall/Winter 2018-2019 Course Schedule	
AP/ECON 1010 3.00	Introduction to Macroeconomics	Fall/Winter 2018-2019 Course Schedule	
AP/ECON 1530 3.00	Introductory Mathematical Economics I	Fall/Winter 2018-2019 Course Schedule	
AP/ECON 1540 3.00	Introductory Mathematical Economics II	Fall/Winter 2018-2019 Course Schedule	



How to Build a Class Schedule

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

AP/ECON 2500 3.00 Introductory Statistics for Economists I

Course Description:

An introduction to statistical techniques. Topics covered include descriptive statistics and frequency distributions, measures of location and dispersion, random variables, sampling distributions, probability theory and mathematical expectations, the normal distribution, correlation, and the design and interpretation of hypothesis tests. **Prerequisites: Grade 12U Advanced Functions or equivalent.** **Course credit exclusions: AP/ADMS 2320 3.00, AP/POLS 3300 6.00, AP/SOCI 3030 6.00, ES/ENVS 2009 6.00, GL/MATH/MODR 1610 3.00, GL/POLS/SOCI 2610 3.00, GL/PSYC 2530 3.00, HH/KINE 2050 3.00, HH/PSYC 2020 6.00, HH/PSYC 2021 3.00, SC/BIOL 2060 3.00, SC/MATH 2500 3.00, SC/MATH 2560 3.00, SC/MATH 2565 3.00.** Note 1: Acceptable course substitutes are available in the Calendar. Note 2: students who have taken SC/MATH 1131 3.00 may not take AP/ECON 2500 3.00.

How to Build a Class Schedule

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

Section A

Seats Available: Remaining seats may be restricted.

Section Director: Not Available

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	T	18:00	180	ACW 304	K77Y01		
	R	18:00	180	ACW 304			

Section B

Seats Available: Remaining seats may be restricted.

Section Director: Not Available

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	M	11:30	180	DB 1016	E24U01		
	W	11:30	180	DB 1016			

How do I read the course timetable?

Terms:

SU (Summer) May to September
S1 (Summer Term 1) May to June
S2 (Summer Term 2) July – August

F (Fall) September to December
W (Winter) January to April
Y (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 (lead instructor).

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.

How do I read the course timetable?

Faculty:

The first two letters in the course code represent the faculty.

Example: **AP**/ECON 1530 3.00

Department:

The next four letters in the course code represent the department.

Example: AP/**ECON** 1530 3.00

Please visit: <http://www.registrar.yorku.ca/enrol/guide/>

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"

How do I build a class schedule?

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

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	T	18:00	180	ACW 304			
	R	18:00	180	ACW 304			

Term SU Section B

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

Type	Day	Start Time	Duration	Location	Cat #	Instructor	Notes/Additional Fees
LECT 01	M	11:30	180	DB 1016			
	W	11:30	180	DB 1016			

Using the Visual Schedule Builder

You can use the Visual Schedule Builder!

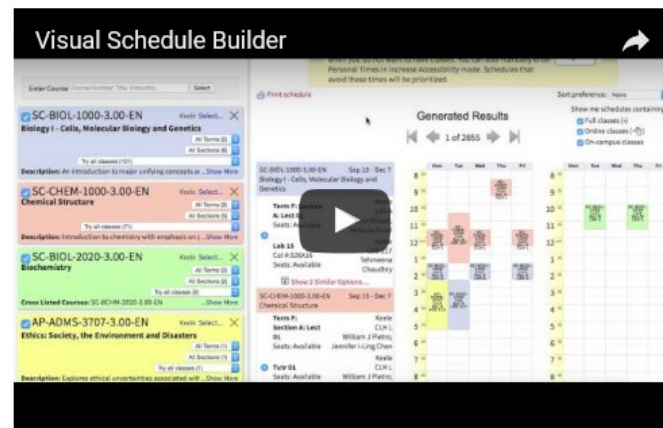
<http://registrar.yorku.ca/enrol/guide/vsb>

Visual Schedule Builder

Visual Schedule Builder (VSB) is an online self-serve tool to assist you in planning your academic schedules. It allows you to graphically view schedule options, choose desired courses, and eventually create a timetable based on the courses and times that work best for you. The VSB arranges selected courses into conflict-free timetable options and displays them in an easy-to-read weekly schedule.

PLEASE NOTE:

- The VSB does NOT register you in courses, but helps you create an optimal course schedule from which you can then enrol in courses through the **Registration and Enrolment Module (REM)**.
- The Visual Schedule Builder is NOT meant to replace academic advising or degree audit. It does not check your course prerequisites or financial or enrolment blocks.



Use your Passport York login to access the VSB.

Step-by-step instructions as well as tips and tricks on how to use the tool are listed in the tabs below.

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

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Enrolling in
Courses

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It's time to enrol!

Click on **Add/Drop Courses**



FUTURE STUDENTS CURRENT STUDENTS ALUMNI & FRIENDS

Quick Links ^

Search yorku.ca

Registrar's Office

Academic Calendars Academic Program Enrol in Courses Exams and Tests Grades and Transcripts Graduation Manage My Academic Record Petitions Privacy and Access to Records



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Courses & Enrolment

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- [Drop Courses due to labour disruption \(for students whose courses were suspended and/or who chose not to participate in active courses\)](#)
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- [My exam schedule](#)



My Student Records

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- [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](#)

Reminders

The 2018-2019 [Undergraduate Academic Calendar](#) is now live. Review degree requirements and rules for your program.



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?

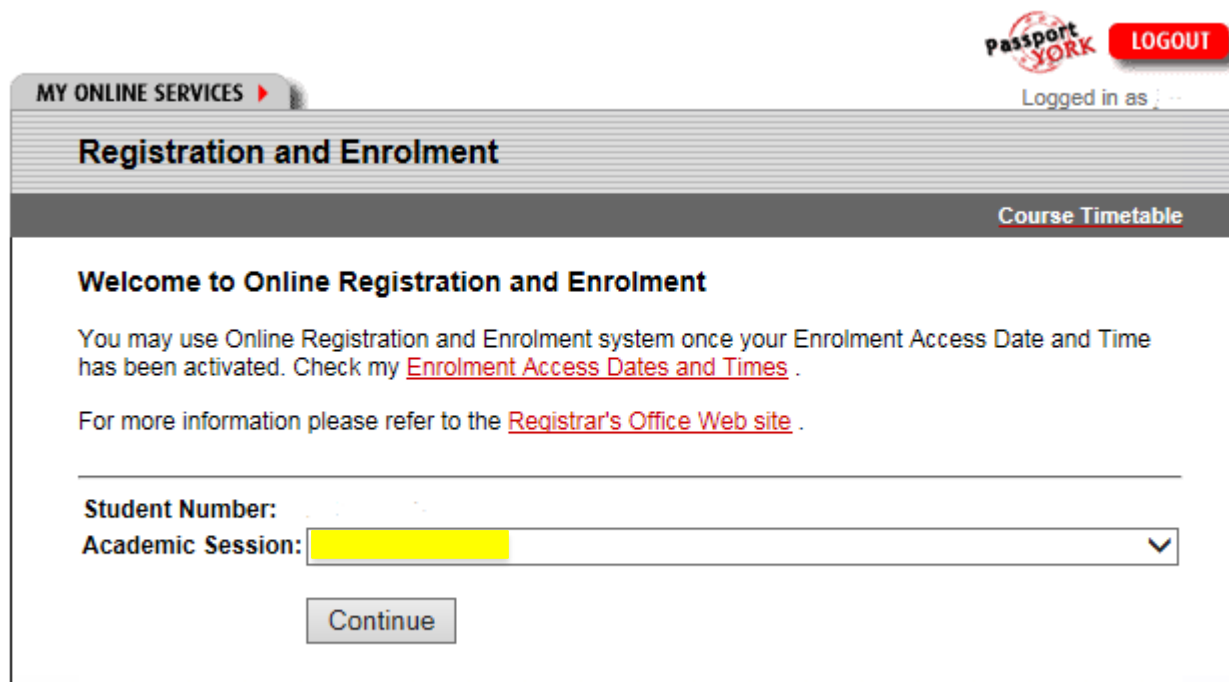
- [Students](#)
- [Faculty and Staff](#)
- [Alumni](#)

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Enrolling in courses

Choose **Academic Session**: Fall 2018 – Winter 2019



The screenshot shows a web interface for online registration and enrolment. At the top right, there is a 'Passport YORK' logo and a red 'LOGOUT' button. Below this, it says 'Logged in as'. On the left, there is a navigation menu with 'MY ONLINE SERVICES' and a right-pointing arrow. The main header is 'Registration and Enrolment', and there is a link for 'Course Timetable'. The main content area is titled 'Welcome to Online Registration and Enrolment' and contains the following text: '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](#) .' Below this text, there are two input fields: 'Student Number:' with a text input box, and 'Academic Session:' with a dropdown menu. A 'Continue' button is located below the input fields.

Enroling in courses

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

Please answer the following questions

Student Number: 111-111-111

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

Student Code of Conduct Agreement

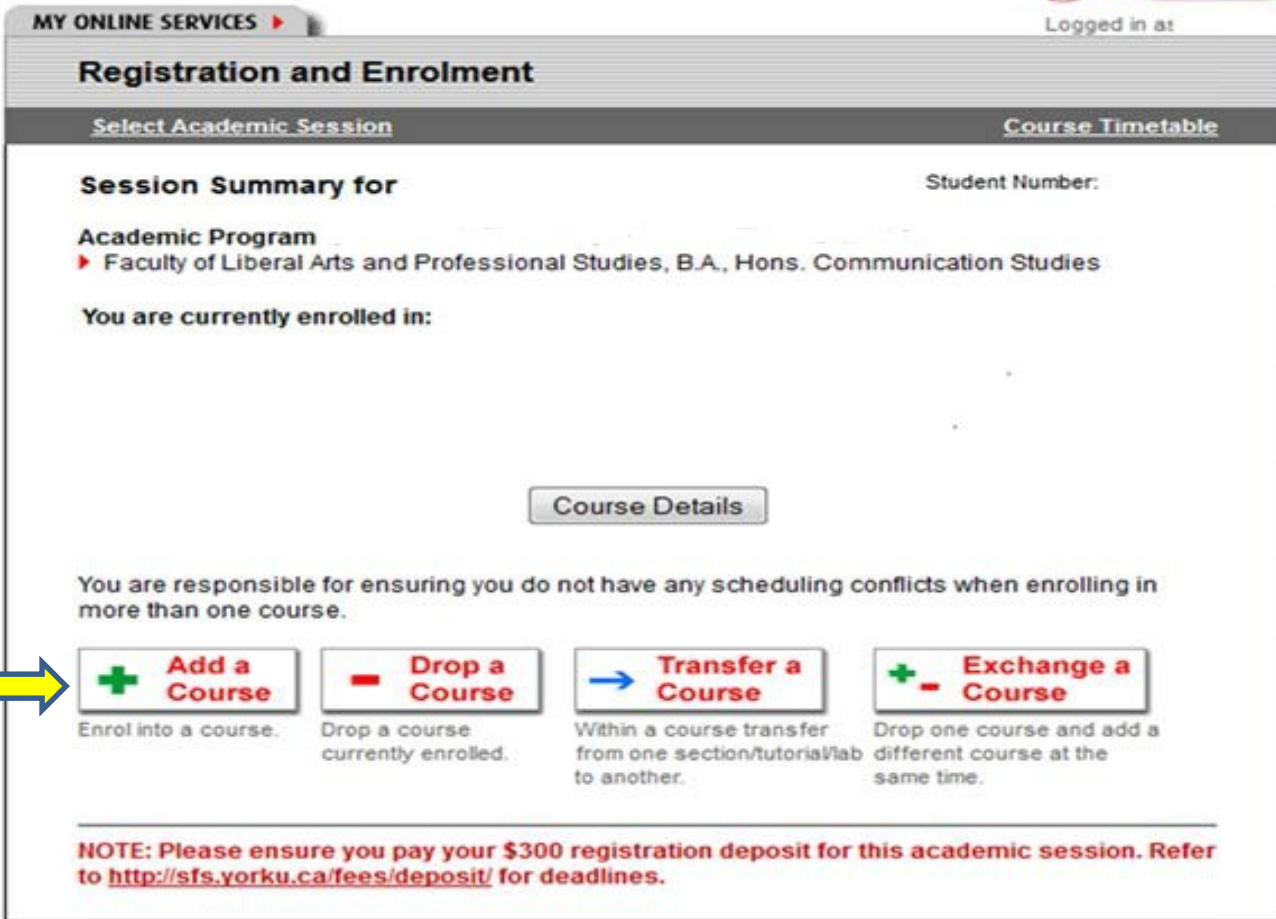
I acknowledge that I have an obligation to abide by York University's non-academic Student Code of Conduct and I understand that it is my responsibility to review the Student Code of Conduct found at www.yorku.ca/scdr.

Do you accept this agreement?

No

Enroling in courses

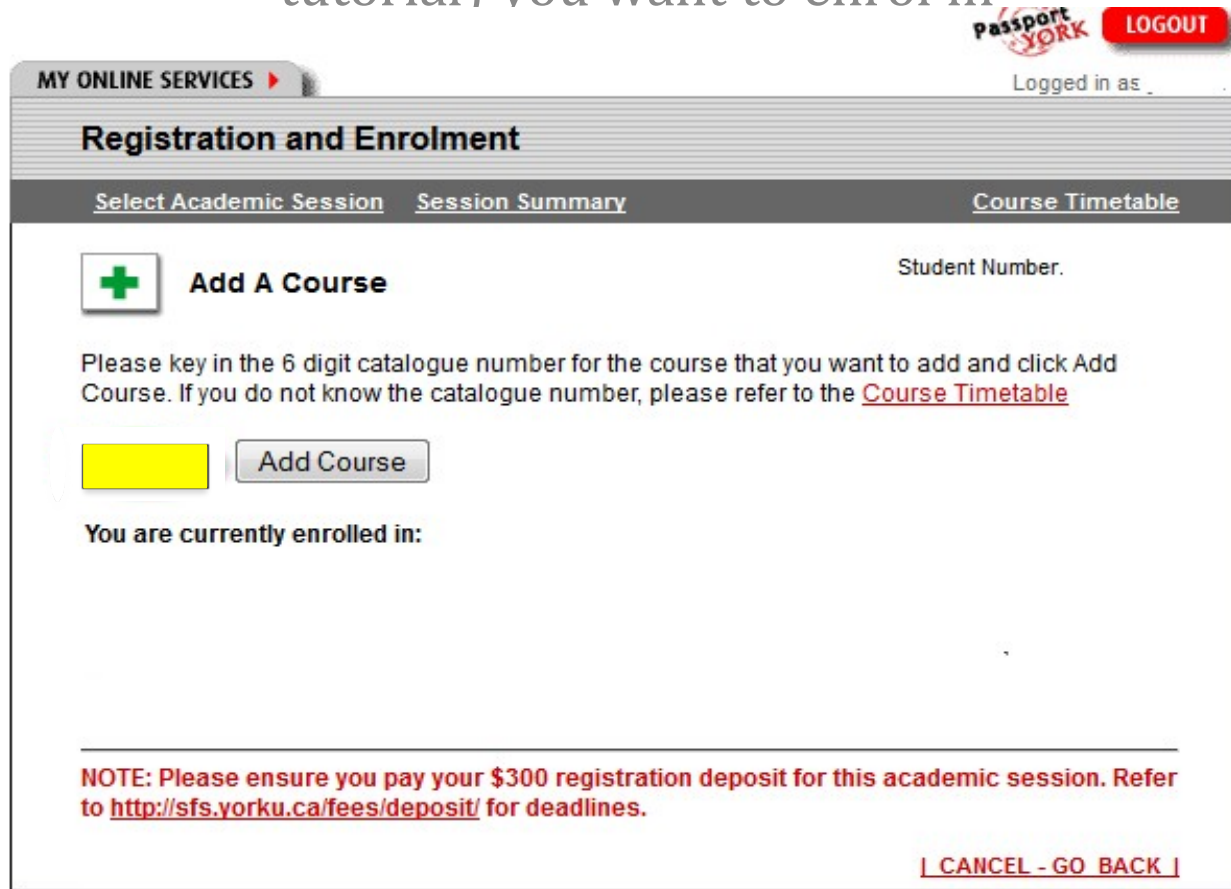
Click on **Add a Course**



The screenshot shows the 'Passport YORK' online services interface. At the top right, there is a 'LOGOUT' button and the text 'Logged in at'. The main header is 'MY ONLINE SERVICES' with a right-pointing arrow. Below this is the 'Registration and Enrolment' section, which has two sub-sections: 'Select Academic Session' and 'Course Timetable'. The 'Session Summary for' section displays the 'Academic Program' as 'Faculty of Liberal Arts and Professional Studies, B.A., Hons. Communication Studies' and the 'Student Number'. Below this, it states 'You are currently enrolled in:'. A 'Course Details' button is centered below the enrolment list. A note states: 'You are responsible for ensuring you do not have any scheduling conflicts when enrolling in more than one course.' At the bottom, there are four 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). A yellow arrow points to the 'Add a Course' button. Below the buttons is a 'NOTE: Please ensure you pay your \$300 registration deposit for this academic session. Refer to <http://sfs.yorku.ca/fees/deposit/> for deadlines.'

Enrolling in courses

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



The screenshot shows a web browser window with the following elements:

- Top right: "Passport YORK" logo and a red "LOGOUT" button.
- Top left: "MY ONLINE SERVICES" with a right-pointing arrow.
- Page title: "Registration and Enrolment".
- Navigation tabs: "Select Academic Session", "Session Summary", and "Course Timetable".
- Main content area:
 - A green plus sign icon next to the heading "Add A Course".
 - Text: "Please key in the 6 digit catalogue number for the course that you want to add and click Add Course. If you do not know the catalogue number, please refer to the [Course Timetable](#)".
 - A yellow input field for the catalogue number.
 - An "Add Course" button.
 - Text: "You are currently enrolled in:" followed by a blank space.
 - A red note: "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: "[CANCEL - GO BACK](#)".

Enrolling in courses

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


MY ONLINE SERVICES ▶

Passport YORK LOGOUT

Logged in as: [username]


Registration and Enrolment

Select Academic Session | Session Summary | Course Timetable

 **Add A Course** Student Number: [student number]

Please confirm that you want to:

Add:
Catalogue No: K77Y01
Course: AP HUMA 1780 Cr=6.00 A Term:SU
Title: Stories in Diverse Media



[| CANCEL - GO BACK |](#)

Enrolling in courses


Passport YORK **LOGOUT**

MY ONLINE SERVICES ▶


Logged in as **username**

Registration and Enrolment

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

 **Add A Course** Student Number:

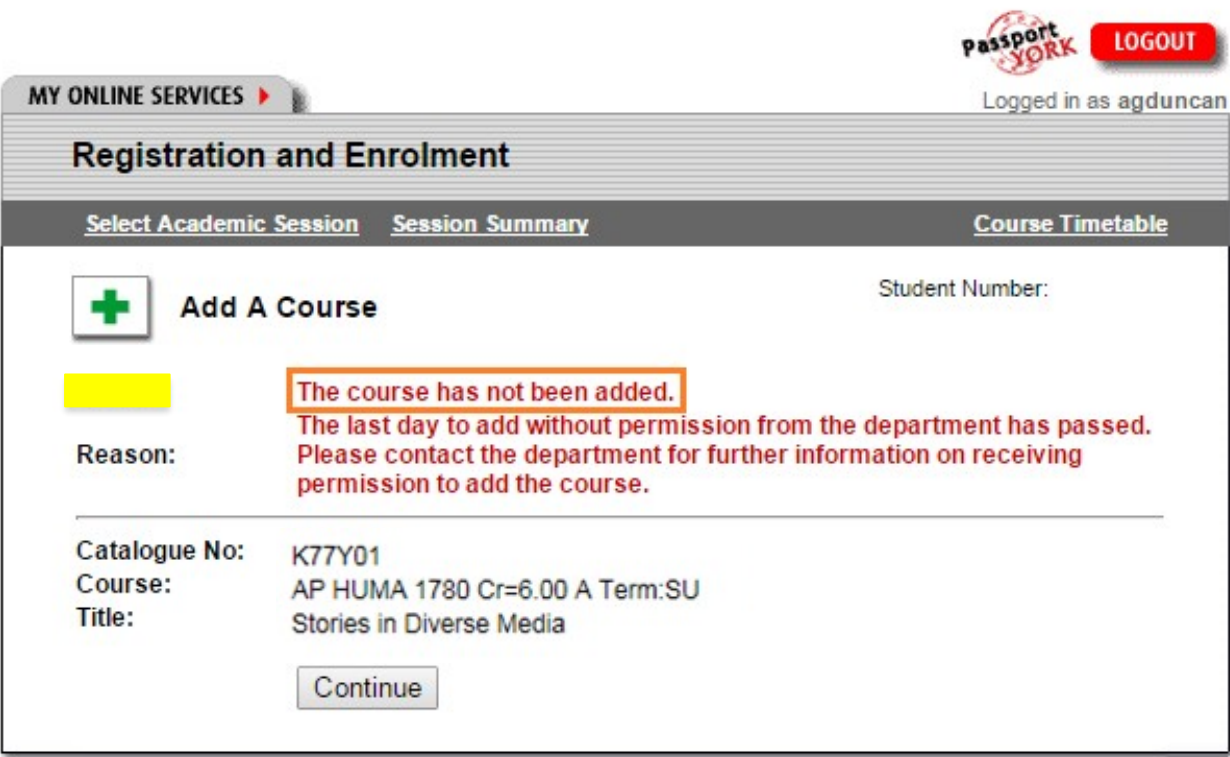
If you do not meet the prerequisites, co-requisites, placement tests, or audition requirements, you may be dropped from the course. Please check with the departmental office if you require clarification.

 **The course has been successfully added.**

Catalogue No: K77Y01
Course: AP HUMA 1780 Cr=6.00 A Term:SU
Title: Stories in Diverse Media

Enroling in courses

This is an example of a failed course add



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 agduncan'. The main heading is 'Registration and Enrolment'. There are three tabs: 'Select Academic Session', 'Session Summary', and 'Course Timetable'. The 'Add A Course' section is active, showing a green plus icon and the text 'Add A Course'. To the right, there is a 'Student Number:' label. A yellow box highlights a red error message: 'The course has not been added. 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.' Below this, the 'Reason:' label is followed by the same message. Further down, course details are listed: 'Catalogue No: K77Y01', 'Course: AP HUMA 1780 Cr=6.00 A Term:SU', and 'Title: Stories in Diverse Media'. A 'Continue' button is at the bottom.


MY ONLINE SERVICES ▶

Passport YORK LOGOUT

Logged in as agduncan

Registration and Enrolment

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

 **Add A Course** Student Number:

The course has not been added.
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.

Reason:

Catalogue No: K77Y01
Course: AP HUMA 1780 Cr=6.00 A Term:SU
Title: Stories in Diverse Media

Enrolling 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*

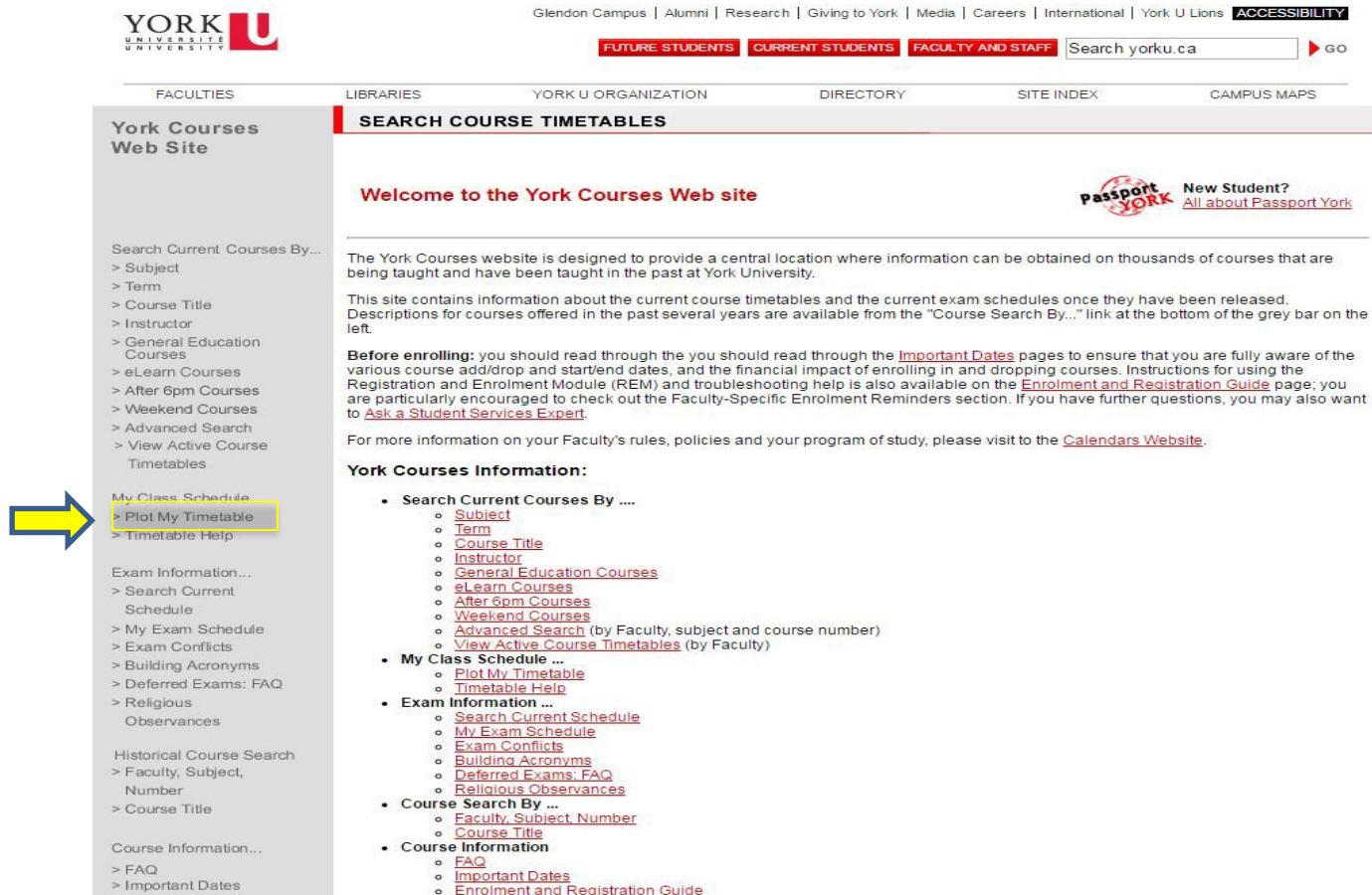
You should know:

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.

Plot your timetable

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



The screenshot shows the York University Courses website. The top navigation bar includes links for Glendon Campus, Alumni, Research, Giving to York, Media, Careers, International, York U Lions, and ACCESSIBILITY. Below this is a search bar with the text 'Search yorku.ca' and a 'GO' button. The main navigation menu includes FACULTIES, LIBRARIES, YORK U ORGANIZATION, DIRECTORY, SITE INDEX, and CAMPUS MAPS. The left sidebar, titled 'York Courses Web Site', contains a list of search options: Search Current Courses By... (with sub-links for Subject, Term, Course Title, Instructor, General Education Courses, eLearn Courses, After 6pm Courses, Weekend Courses, Advanced Search, and View Active Course Timetables), My Class Schedule (with sub-links for Plot My Timetable and Timetable Help), Exam Information..., Historical Course Search, and Course Information... A yellow arrow points to the 'Plot My Timetable' link. The main content area is titled 'SEARCH COURSE TIMETABLES' and contains a welcome message, a 'Passport York' logo, and a 'New Student?' link. It also includes a 'York Courses Information:' section with a list of links for searching current courses, my class schedule, exam information, and course search.

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

York Courses Web Site

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

Exam Information...
> Search Current Schedule
> My Exam Schedule
> Exam Conflicts
> Building Acronyms
> Deferred Exams: FAQ
> Religious Observances

Historical Course Search
> Faculty, Subject, Number
> Course Title

Course Information...
> FAQ
> Important Dates

SEARCH COURSE TIMETABLES

Welcome to the York Courses Web site

Passport York **New Student?**
All about Passport York

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](#)

Plot your timetable

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

11:00 - 11:30					
11:30 - 12:00			AP ITEC 1000 3.0 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	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			
18:00 - 18:30		CONFLICT			
18:30 - 19:00		CONFLICT			
19:00 - 19:30					

liberal arts &
professional studies

YORK
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Managing Your
Progress

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Where to Go for Help?

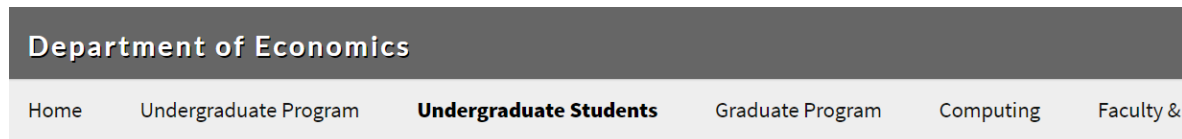
The Department of Economics provides academic advising to all Economics majors (FBEC, BUEC, ECON)

Advisors can assist with questions about your program and general degree requirements as well as other issues you may be encountering (e.g., academic penalties, transfer credit, petitions, program changes, as well as degree and general education requirements).

How Do I Meet an Advisor?

Students can book an appointment online to meet with an Advisor in the Department. Appointments can be booked at the following link:

<http://econ.laps.yorku.ca/program-advising-information/book-an-appointment/>



[Department of Economics](#) » [Program Advising Information](#) » [Book an Appointment](#)

Book an Appointment

Students can schedule an advising appointment online using the links below. Please select the advisor you would like to speak with by clicking on the link to schedule your appointment. If you are unable to attend your appointment, please cancel it online or call the Department. Appointments may be booked with any of the following advisors:

- Neil Buckley, Undergraduate Program Director
 - [Book an Advising Appointment](#) with Neil.
- Lori Sgarbossa, Student Academic Advisor
 - [Book an Advising Appointment](#) with Lori.
- Jill Thomas, Undergraduate Program Advisor
 - [Book an Advising Appointment](#) with Jill.

Need Support on Campus?

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

The Learning Commons

Writing Instruction pod on the 2nd 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/>

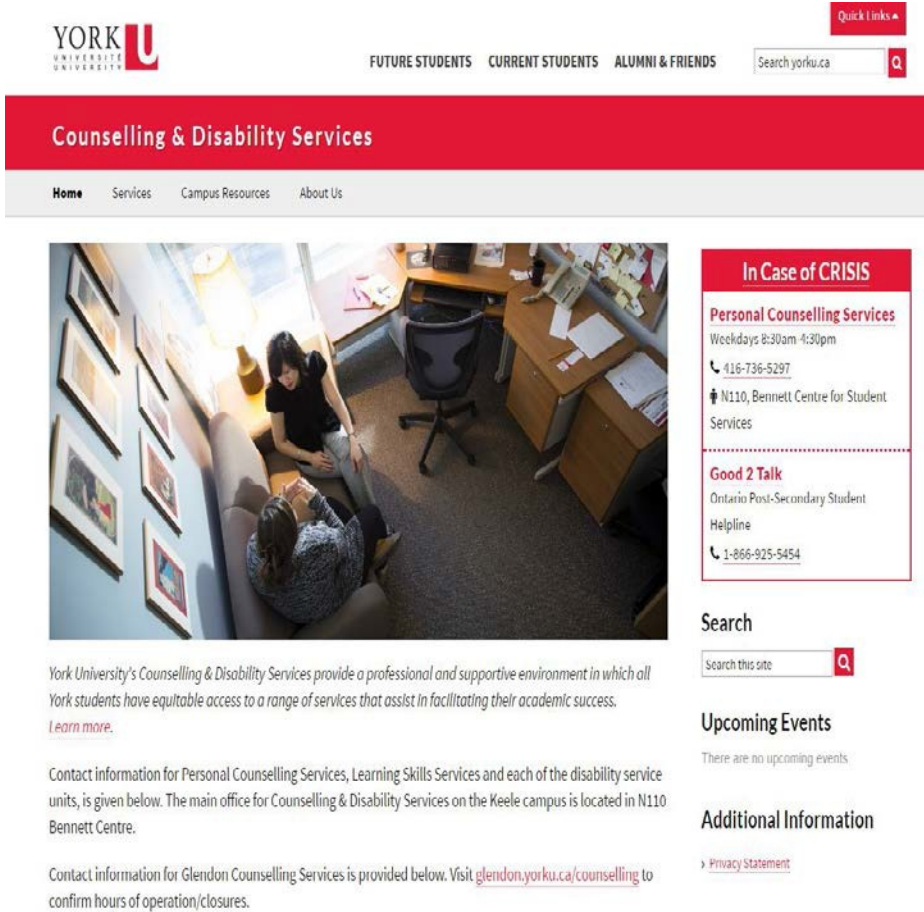
Counselling and Disability Services

Bennett Centre for Student Services

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

ESL Open Learning Centre (open to all students)

311 South Ross



YORK UNIVERSITY

Quick Links

FUTURE STUDENTS **CURRENT STUDENTS** **ALUMNI & FRIENDS**

Search

Counselling & Disability Services

Home **Services** **Campus Resources** **About Us**

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

Upcoming Events
There are no upcoming events.


Additional Information
[Privacy Statement](#)

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 to confirm hours of operation/closures.

Important Dates for Fall (F), Year (Y) and Winter (W) Terms

Open all 

SESSIONAL DATES



	FALL (F)	YEAR (Y)	WINTER (W)
Classes start	Sept. 5	Sept. 5	Jan. 3
Last date to announce components of final grades	TBA	TBA	TBA
Fall Reading Week ¹ (no classes, University open)	Oct. 6-12	Oct. 6-12	
Last date to submit Fall term work	TBA	TBA	
Fall classes end	Dec. 4	Dec. 4	
Fall Study Day ² (no classes; University open)	Dec. 5	Dec. 5	
Fall examinations ⁴	Dec. 6-21	Dec. 6-21	
Winter Reading Week ¹ (no classes, University open)		Feb. 16-22	Feb. 16-22
Last date to submit Winter term work		TBA	TBA
Winter classes end ³		April 3	April 3
Winter Study Days ² (no classes; University open)		April 4	April 4
Winter examinations ^{4, 5}		April 5-20	April 5-20

Important Dates – Add/Drop/Withdraw

ADD/DROP DEADLINES



	FALL (F)	YEAR (Y)	WINTER (W)
Last date to add a course without permission of instructor (also see Financial Deadlines)	Sept. 18	Sept. 18	Jan. 16
Last date to add a course with permission of instructor (also see Financial Deadlines)	Oct. 2	Oct. 23	Jan. 30
Drop deadline: Last date to drop a course without receiving a grade (also see Financial Deadlines)	Nov. 9	Feb. 8	March 8
Course Withdrawal Period (withdraw from a course and receive a grade of “W” on transcript – see note below)	Nov. 10 - Dec. 4	Feb. 9 - Apr. 3	March 9 - Apr. 3

Important Dates – Financial

FINANCIAL DEADLINES



	FALL (F)	YEAR (Y)	WINTER (W)
Fees due for Fall and Year course enrolments and program-based undergraduate programs	Sept. 10	Sept. 10	
First half of residence and meal plan fees due		Sept. 10	
Minimum payment due on student account	Oct. 10	Oct. 10	
Recommended final date to apply for OSAP and submit supporting documents if taking courses in Fall/Winter 2018-19 or only in Fall 2018	Oct. 1	Oct. 1	N/A
Recommended final date to apply for OSAP and submit supporting documents if taking courses only in Winter 2019	N/A	N/A	Oct. 31
Deadline for reassessment at the domestic tuition rate for the current Fall/Winter session		Oct. 31	
Minimum payment due on student account	Nov. 10	Nov. 10	
Fees for Winter undergraduate course enrolments are due		Jan. 10	Jan. 10
Second half of fees for residence charges and meal plans are due		Jan. 10	
Deadline for reassessment at the domestic tuition rate for the current Winter term only			Jan. 31

Important Dates – Refund Table

Liberal Arts & Professional Studies

TERM CODE	FULL REFUND (UP TO AND INCLUDING)	10% COURSE FEE WITHHELD	20% COURSE FEE WITHHELD	60% COURSE FEE WITHHELD	NO REFUND (ONWARD)
F	Sep. 11	Sep. 12-18	Sep. 19-25	Sep. 26 - Oct. 2	Oct. 3
Y	Sep. 11	Sep. 12-18	Sep. 19-25	Sep. 26 - Oct. 2	Oct. 3
W	Jan. 9	Jan. 10-16	Jan. 17-23	Jan. 24-30	Jan. 31
WS	Jan. 9	Jan. 10-16	Jan. 17-23	Jan. 24-30	Jan. 31

Dropping or changing courses may cost money. Note that you can exchange a course you are in for a different course. Using the feature to exchange a course performs the course add and course drop for you in one step. If you are not able to get into the second course successfully, e.g. it is full, you will still remain enrolled in the first course. If you are successful, the first course will be dropped. Because a successful exchange performs a course drop, exchanging a course may have a financial impact. Please refer to the table above for the term in which you have enrolled to see what the financial impact will be.

liberal arts &
professional studies

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What Happens
Next?



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Need to review something?

This entire presentation is available at the Department of Economics New Student Orientation Web page.

1. Go to: <http://econ.laps.yorku.ca>
2. Hover over: Undergraduate Students
3. Click on: New Student Orientation
4. Click on: “First Year Orientation Presentation”

Department of Economics

[Home](#)

[Undergraduate Program](#)

[Undergraduate Students](#)

[Graduate Program](#)

[Computing](#)

[Faculty & Staff](#)

[Department of Economics](#) » [Current Undergraduate Students](#) » New Student Orientation

New Student Orientation

Welcome to the Department of Economics as an undergraduate student. As a new student, you are responsible for completing YUStart, enrolling in your courses, and becoming familiar with your program and degree requirements.

Please review the following resources for more information and guidance as a new student in the Department of Economics:

Between now and when classes start...

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 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.

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

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.

How & When to Pay

Tuition fees for full-year courses are charged over two terms: fifty percent (50%) of full-year course fees are due in September, and the remaining fifty percent (50%) are due in January. View an explanation of [understanding your monthly statement](#) to estimate your September and January payment obligations.

Or Visit the following link for more information:

<https://sfs.yorku.ca/fees/your-student-account/how-and-when-to-pay>

How to Make Payments

How to make payments

Your Student Account Online Statement reflects all charges assessed to your account. You can pay your student account through your bank, credit union or caisse populaire using telephone or online banking.

Although there is not a specific charge on your account for the new-student registration deposit (which is part of your tuition fees), housing deposit, or graduate confirmation deposit these can be paid using telephone or on-line banking as well.

- Contact your financial institution (bank, credit union or caisse populaire) in order to **set up your bank account(s) for telephone or online banking**. The company name/payee is York University.
- **Use your York student number** as the account number.
- When you pay through telephone or online banking through a major Canadian bank (TD Canada Trust, RBC Royal Bank, Scotiabank, CIBC or BMO Bank of Montreal), it may take up to four business days for your payment to be transferred to your York student account. Processing times through other banking institutions may be longer.
- Please ensure you allow enough time between your payment and the due date for funds to be posted to your account.

International Students

If you are an international student, you may pay for course/program fees, residence, health care and UHIP charges appearing on your student account using [wire payments](#).

When to Make Payments

Review the "Minimum payment due this month" and "Minimum payment due by" areas of your [Student Account Online Statement](#) to see if there is an amount owing and when you must pay it.

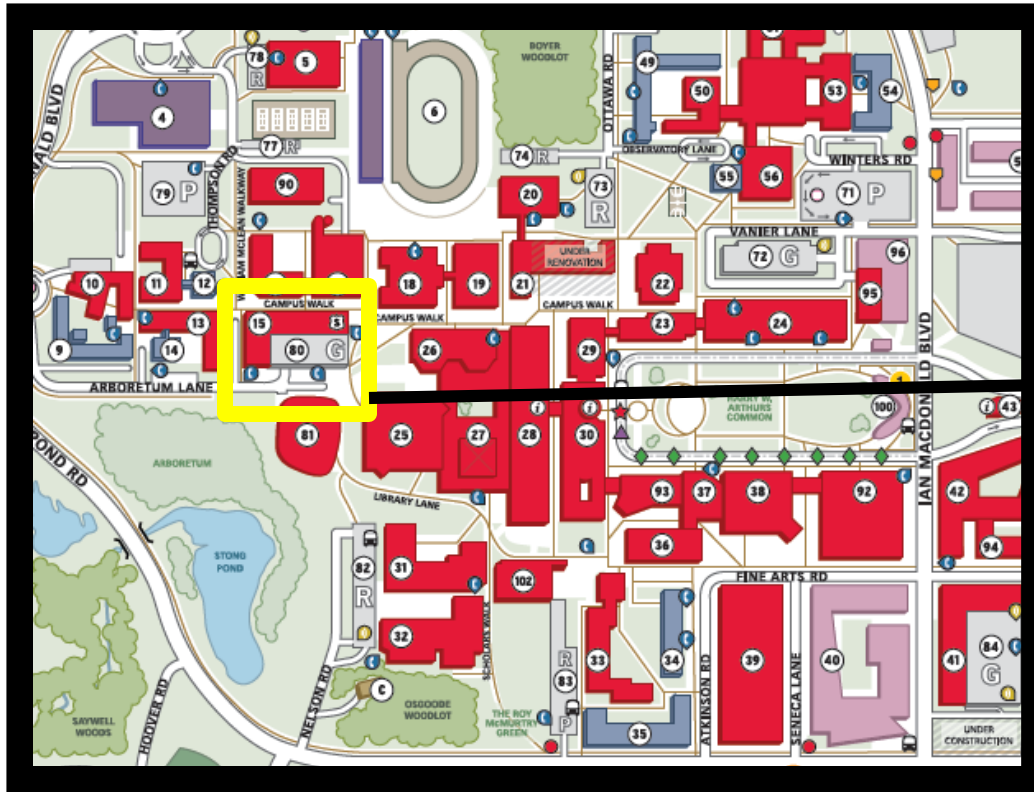
Normally payments are due as follows:

FEE TYPE	TERM	DUE DATE
new student registration deposit		at time of first course enrolment
undergraduate course enrolment	Summer	May 10
undergraduate course enrolment	Fall	September 10
undergraduate course enrolment	Winter	January 10
undergraduate course enrolment	Year	*50% due September 10 *50% due January 10
undergraduate program-based course fees (e.g., BDes)	Year	*50% due September 10 *50% due January 10
residence and meal plan charges	Year	*50% due September 10 *50% due January 10
health plan fees	Year	10th of the month following appearance on your statement

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 winter classes: **Wednesday, January 3, 2019.**

Keele Campus Map



William Small Centre
(YU Card)