

The University of King's College

Course Registration Manual



UNIVERSITY OF
KING'S
COLLEGE • HALIFAX

The Office of the Registrar
May 2019

Hello Incoming King's Students!

We are very excited to welcome all of our new students this Fall! Between now and the first day of class, there are a number of steps that you'll need to complete. If you have not already done so, please send in your \$200.00 deposit to secure your spot at King's. This should be done as soon as possible, well in advance of the first day of classes in order to activate your DalOnline account and NetID. For more information on how to pay your deposit, please visit <https://ukings.ca/finances/payments-guide/>. Instructions on how to activate your NetID and password can be found on page 12 of this document.

We want to make sure you are well equipped for course registration day (Saturday, June 8th at 12:00 p.m.). This document will cover:

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If you have any questions along the way, please do not hesitate to contact the Registrar's Office for help. We're happy to answer questions during office hours or to schedule a one-on-one in-person or phone advising appointment with you.

The Registrar's Office (King's)

1st Floor A&A
The University of King's College
6350 Coburg Road
Halifax, NS
B3H 2A1

Phone: (902) 422-1271
Fax: (902) 425-8183
E-mail: registrar@ukings.ca

Office Hours:

Monday : 9AM to 4PM
Tuesday : 9 AM to 4PM
Wednesday : 9AM to 4PM
Thursday : 9 AM to 4PM
Friday : 9AM to 4PM

PLEASE NOTE: The King's Registrar's Office will be open from 12:00 p.m. – 4:00 p.m. on June 8th to aid with course registration!

1. IMPORTANT TERMS AND DEFINITIONS

Credit hours/Credits: Credit hours normally represent the number of hours spent in the lecture portion of a course. In a 3 credit hour course (half credit) you normally spend 3 hours in course per week for one term. In a 6 credit hour (full credit) X/Y course you still spend 3 hours in course per week, but you do this for two terms (fall/winter). Some 6 credit hour courses happen in one term. When that happens, six hours are spent in course per week.

CRN: Every course in the timetable has a CRN attached to it. This stands for Course Registration Number, and is like the ID number for the course. When you register for courses you will use the CRNs.

Cross-listed Courses: Cross-listed courses are courses that can be taken as part of two or more departments. For example, Political Science 1500 Globalizations is cross-listed with Sociology and Social Anthropology 1500 Globalizations as it is the same course but can be taken as part of two different departments. However, a cross-listed course can only count within one department on your record, POLI 1500 could not give you credit in both Political Science and Sociology and Social Anthropology. This is different than an exclusion.

Degree requirement: Each degree has general degree requirements and departmental requirements. A general degree requirement is something that applies to degree programs, such as the Bachelor Arts, Science, or Journalism. A departmental requirement is one that would only apply to the department in which you were pursuing your degree. For example, a Bachelor of Arts in History would have general degree requirements for a Bachelor of Arts and departmental requirements for History.

Elective: An elective is a course that is not specifically required for your general degree or departmental requirements but you may want to take out of interest in the subject matter. Almost all degrees have space for some electives. Consult the calendar online at www.ukings.ca, or visit the Registrar's Office to figure out how many electives you have in your degree program.

Exclusion: An exclusion is when one course is close enough in content to another course that you can only get credit for one of them – even if you take both. For example, ENGL 1000 (Intro to Literature) carries an exclusion with ENGL 1010 (Intro to Prose and Fiction) and ENGL 1020 (Intro to Poetry and Drama).

Faculty: Departments (such as English, History, Theatre, and Early Modern Studies) are grouped into divisions called Faculties. King's students in BA programs belong to the Faculty of Arts and Social Sciences (FASS); BSc students belong to the Faculty of Science (FOS); Journalism students are part of the School of Journalism.

Full course load: A full course load is 30 credit hours (5 full credits) in each academic year (Fall/Winter terms). This equates to 15 credit hours each term (5 single semester courses). A full course load is not quite synonymous with being a "full-time" student.

Full time/part-time student: In order to be considered a full-time student you must be registered in at least 9 credit hours in a term. In Arts, Science and Journalism, this is 18 credit hours (3 credits) for the year or 9 credit hours (3 half credits) in each semester. Some external organizations (like provincial student assistance programs) have different requirements for full-time status. Please be aware of these requirements. Generally, anything less than 60% of a full course load for the year would make you a part-time student. However, some students are eligible for full-time status based on a 40% course load for reasons of documented academic accommodation. Please consult the Student Accessibility Centre for further details.

Prerequisite: A prerequisite is a course you must take in order to take other often higher level-courses. In the prerequisite you will learn the background you will need to pursue further study in the area. For example, you must take first year Psychology before you can take second year Psychology courses.

Transfer credits: If you have IB or AP credits from high school or have completed any credits at another post-secondary institution, you could be eligible to count these courses as university-level courses by receiving transfer credit for these courses. AP courses with a grade of 4 or 5, or Higher Level IB courses with a grade of 5, 6 or 7 may be eligible for transfer credit.

2. COURSE SELECTION FOR FYP (ARTS) STUDENTS

As a Foundation Year student, a space is reserved for you in the program. That said, you still need to go online and register for your Foundation Year Program lecture and tutorial, as well as an elective if you choose to enrol in one alongside FYP. The Foundation Year Program counts as 24 credit hours (four full credits). The elective counts as six credit hours (one full credit). Unless you have transfer credits from AP or IB, most student will take 30 credit hours (five full credits) in first year, but this is not required.

Foundation Year Program lectures for Arts students are held on Monday, Wednesday, Thursday and Friday from 9:35 - 11:25 a.m. You must also take a tutorial. A few different time options are available. You can sign up for an 11:35 - 12:25 p.m. tutorial (directly after lecture), a 12:25 - 1:35 p.m. tutorial (one-hour break after lecture), or a 1:25 - 2:35 p.m. tutorial (two-hour break after lecture).

Before choosing your FYP tutorial time, you should figure out what you want to take as your elective with FYP and when it will be held to ensure your tutorial and elective schedule don't overlap.

Choosing an Elective

We strongly recommend you choose an elective you'll enjoy. That said, if you aren't sure what to take you can consider choosing an elective that will satisfy a general degree requirement. Students who are completing a Bachelor of Arts degree will be required to complete six credit hours (one full credit) in a single language (other than English) and six credit hours (one full credit) in Life and Physical Sciences.

Note: Arts students who are considering applying to transfer into Journalism in second year or who wish to pursue a minor in Journalism studies, should take Foundations of Journalism (JOUR 1001X/Y.06) as their first-year elective. This course is also an excellent elective option for students who wish to develop their writing and storytelling skills using correct English and imaginative narrative. For more information, click [here](#).

Any of the following courses will satisfy the language requirement for a Bachelor of Arts degree.

| | |
|------------------------------------|-----------------------------|
| Introduction to Arabic | ARBC 1021.03 + ARBC 1022.03 |
| Introduction to Chinese (Mandarin) | CHIN 1031.03 + CHIN 1032.03 |
| Introductory Ancient Greek | CLAS 2505.03 + CLAS 2506.03 |
| Introductory Latin | CLAS 2401.03 + CLAS 2402.03 |
| Any Introductory French course | See Below |
| German for Beginners | GERM 1010X/Y.06 |
| Italian for Beginners | ITAL 1010X/Y.06 |
| Elementary Russian | RUSN 1002.03 + RUSN 1003.03 |
| Beginning Spanish | SPAN 1021.03 + SPAN 1022.03 |

Note: There are several introductory French courses, from basic French for students with no prior knowledge to courses for students who have studied French all their lives. **A placement test is required for any student wishing to take a French course at any level (including the introductory level).** Students must register for the level of French indicated by the placement test. The test can be found at www.dal.ca/frenchtest.

Students who have extensive experience with a language may, with the permission of the department, register for higher level language courses in their first year of study. Higher level language courses may fulfill your language requirement.

If you are interested in going on an exchange to a country where the language of instruction isn't English, you should consider studying the relevant language, starting in your first year.

The courses listed below are a sampling of ones that satisfy the Life and Physical Science requirement, however, any combination of courses in a Life/Physical subject may count.

Courses marked with a ★ are science courses developed specifically for arts students and normally do not require extensive math or lab experience.

| | |
|---|------------------------------|
| Principles of Biology I and II | BIOL 1010.03 + BIOL 1011.03 |
| Principles of Microeconomics/Principles of Macroeconomics | ECON 1101.03 + ECON 1102.03 |
| Concepts in Chemistry I & II | CHEM 1011.03 + CHEM 1012.03 |
| Foundations of Environmental Science | ENVS 1100.03 |
| Environmental Challenges | ENVS 1200.03 |
| Geology I & II | ERTH 1080.03 + ERTH 1091.03 |
| Introduction to Physical Geography | ERTH 1030.03 or GEOG 1030.03 |
| Natural Disasters ★ | ERTH 1060.03 or GEOG 1060.03 |
| Intro to the History of Science and Technology ★ | HSTC 1200X/Y.06 |
| Physics In & Around You | PHYC 1310.03 + PHYC 1320.03 |
| Astronomy I & II ★ | PHYC 1451.03 + PHYC 1452.03 |
| Introduction to Psychology and Neuroscience I & II (no lab) ★ | PSYO 1021 + PSYO 1022.06 |
| Introduction to Psychology and Neuroscience I & II (lab) ★ | PSYO 1011 + PSYO 1012.06 |

A popular option that meets the science requirement is HSTC 1200X/Y.06, the introductory class in History of Science and Technology at King's. This introductory course follows a timeline similar to the Foundation Year Program. Students will have the opportunity to delve deeper into scientific texts that are explored in FYP and will develop a better knowledge of the ever-changing world of science and technology. With lectures offered on Mondays and Wednesdays from 2:35 – 3:25p.m., HSTC 1200 X/Y.06 fits perfectly into your first year course schedule. For more information on HSTC 1200X/Y.06, click [here](#).

3. COURSE SELECTION FOR FYP (SCIENCE) STUDENTS

As a Foundation Year student, a space is reserved for you in the program. That said, you still need to go online and register for your Foundation Year Program lecture and tutorial, as well as two electives. The Foundation Year Program counts as 18 credit hours (three full credits). The two full year electives count as six credit hours each (one full credit). Unless you have transfer credits from AP or IB, most student will take 30 credit hours (five full credits) in first year.

Foundation Year Program lectures for science students are held on Monday, Wednesday and Friday from 9:35 - 11:25 a.m. You must also take a tutorial. A few different time options are available to you. You can sign up for an 11:35 a.m. - 12:25 p.m. tutorial (directly after lecture), a 12:35 - 1:25 p.m. tutorial (one-hour break after lecture), or a 1:35 - 2:25 p.m. tutorial (two-hour break after lecture).

Before choosing your FYP tutorial time, choose your electives and ensure your tutorial and elective schedules do not overlap.

Choosing Your Electives

We recommend you choose electives you'll enjoy. That said, if you are serious about pursuing a four-year science degree we strongly recommend you consider taking six credit hours (one full credit) in a science subject of your choosing and six credit hours (one full credit) in math. If you know which science subject you would like to pursue for your degree it is strongly recommended that you take the course(s) that are pre-requisites for the upper year classes in that subject. You should consult the **Dalhousie Academic Calendar** (academic.calendar.dal.ca) for the departmental requirements specific to the subject you would like to pursue in the Faculty of Science. If you do not know which subject you would like to pursue, that is okay, but do be aware that due to the structured nature of some Science programmes additional time may be required to fulfill all requirements.

Please contact the **Registrar's Office** or the **First Year Advising Centre** for help choosing a math or science course for your degree.

Note: Science students who are considering applying to transfer to Journalism in second year, or wish to pursue a Minor in Journalism Studies, should take Foundations of Journalism (JOUR 1001X/Y.06) as one of their first-year electives. For more information, click [here](#).

4. COURSE SELECTION FOR BACHELOR OF JOURNALISM (HONOURS) STUDENTS

As a Bachelor of Journalism Honours student, there is a space reserved for you in both the Foundation Year Program and the JOUR 1000 X/Y.06 elective. That said, you still need to go online and register for these courses. Foundation Year Program counts as 24 credit hours (four full credits). JOUR 1000 X/Y.06 counts as six credit hours (one full credit). All Bachelor of Journalism Honours students will complete 30 credit hours (five full credits) in first year.

Foundation Year Program lectures are held on Monday, Wednesday, Thursday and Friday from 9:35 - 11:25 a.m. You must also take a tutorial. A few different time options are available. You can sign up for an 11:35 - 12:25 p.m. tutorial (directly after lecture), a 12:25 - 1:35 p.m. tutorial (one-hour break after lecture), or a 1:25 - 2:35 p.m. tutorial (two-hour break after lecture).

As a Bachelor of Journalism (Honours) student, you must take Introduction to Journalism (JOUR 1001 X/Y.06) as your elective in first year. For more information on JOUR 1000 X/Y.06, click [here](#).

5. COURSE SELECTION FOR BACHELOR OF MUSIC STUDENTS

A) FYP Music students

As a student registered in Foundation Year Music, there is a space reserved for you in the Foundation Year Program. That said, you still need to go online and register for your Foundation Year Program lecture and tutorial, as well as a music elective. The Foundation Year Program counts as 24 credit hours (four full credits). The music elective counts as six credit hours (one full credit).

Foundation Year Program lectures are held on Monday, Wednesday, Thursday and Friday from 9:35 - 11:25 a.m. You must also take a tutorial. A few different time options are available. You can sign up for an 11:35 - 12:25 p.m. tutorial (directly after lecture), a 12:25 - 1:35 p.m. tutorial (one-hour break after lecture), or a 1:25 - 2:35 p.m. tutorial (two-hour break after lecture).

Music students should consult with the Music department to ensure that they are registering for a Music elective that is pertinent to their degree path and aspirations in the program. ([dal.ca/academics/programs/undergraduate/music.html](https://www.dal.ca/academics/programs/undergraduate/music.html)).

B) Music students who are not taking FYP

Students enrolled in the general Bachelor of Music Program (without FYP) will complete the following courses in first year:

| | |
|----------------------------------|--|
| Applied Study (of an instrument) | MUSC 1XXXX/Y.06 (please consult the music department) |
| Music Theory I | MUSC 1201.03 |
| Music Theory II | MUSC 1222.03 |
| Aural Skills I | MUSC 1222.03 |
| Keyboard Skills I | MUSC 1271X/Y.03 |
| Intro to Performance Studies | PERF 1000.03 |
| Writing About Music | PERF 1001.03 |
| Arts or Sci. Elective | Elective 1XXX.06 (Arts or Science course(s) from any department that are worth 6 credit hours) |
| Ensemble I | MUSC 0122X/Y.00 |

Please contact Dalhousie's Department of Music if you require more information on your course requirements (<https://www.dal.ca/faculty/arts/school-of-performing-arts/programs/music-programs.html>).

6. COURSE SELECTION FOR UNDECLARED ARTS STUDENTS

There are general degree requirements (Subject Groupings) that are part of every BA degree. Many students prefer to complete these requirements in their first year of study but this is not required. It is **strongly recommended** that you include an approved writing course in your first year. Enhanced writing skills will help you succeed in your other courses. The writing requirement is also a prerequisite for many upper-year courses. If completing both a science credit and a language credit simultaneously seems challenging, you should consider delaying one or both until 2nd year or later, substituting an elective(s) in first year.

Course credit hours are shown as the last two digits of each course number (i.e. ENGL1000X/Y.06). Some courses are recorded as X/Y. These courses are usually six credit hour courses which start in September and finish in April. There are some courses worth six credit hours that are completed in only one term, but these are less common. To complete a requirement in each of the subject groupings you will need to take six credit hours in each. To satisfy your writing class, for example, you could take a combination of ENGL 1010.03 + ENGL 1020.03.

Step 1: Writing Class

Start by selecting a writing course and record it in the course selection box on page 8 as, Writing Class. This list has courses that cover the writing class requirement but not all courses are offered every year.

- Classics: CLAS 1010X/Y.06 or CLAS 1103.03 and CLAS 1104.03
- English: ENGL1030X/Y.06 or any **two** of ENGL 1005.03, ENGL 1015.03, ENGL 1025.03, ENGL 1050.03, or ENGL 1100.03
- German: GERM1026.03 and 1027.03 or 1080X/Y.06
- History: HIST1022.03 and 1023.03 or HIST1510X/Y.06 or any **two** of HIST1503.03, HIST1504.03, HIST1006.03
- Journalism: JOUR1001X/Y.06 (For more information, click [here](#).)
- Oceanography: OCEA1001.03 and 1002.03
- Philosophy: PHIL 1010X/Y.06
- Political Science: POLI 1103X/Y.06
- Religious Studies: RELS 1201.03 and 1202.03
- Russian Studies: RUSN 1020.03 and 1070.03
- Sociology & Social Anthropology: SOSA 1002.03 and 1003.03
- Sustainability: SUST1000.06
- Performance Studies: PERF 1000.03 and one of PERF 1001.03 or PERF 1002.03**

** Students not taking Foundation Year Program who are planning to graduate from the Theatre Department must take PERF 1000.03 and PERF 1002.03 as their writing class.

Step 2: Subject Groupings

Your writing course can also satisfy one of the subject groupings below. Find the subject you selected as your writing course in box 1, 2 or 3. Circle it and record it on the appropriate line of the course selection box on page 8.

| 1. Social Science Grouping | 2. Language & Humanities Grouping | 3. Life & Physical Science Grouping |
|--|---|--|
| Canadian Studies, Contemporary Studies, Early Modern Studies, European Studies, Economics, Gender and Women's Studies, History, History of Science and Technology, International Development Studies, Law Justice and Society, Political Science, Psychology, Sociology & Social Anthropology, or King's Foundation Year Program. | Arabic, Canadian Studies, Chinese, Cinema and Media Studies, Classics, Contemporary Studies, Creative Writing, Early Modern Studies, English, French, Gender and Women's Studies, German, Greek, History, History of Science and Technology, Italian, Latin, Music, Philosophy, Religious Studies, Russian, Spanish, Theatre, or King's Foundation Year Program. | Biochemistry, Biology, Chemistry, Computer Science, Earth Sciences, Economics, Engineering, Environmental Science, Informatics, Marine Biology, Hist. of Sci. and Tech. 1200X/Y**** or 2200X/Y, Informatics, Marine Biology, Mathematics, Microbiology and Immunology, Neuroscience, Oceanography, Physics, Physiology (BA only), Psychology, Science, Statistics, Sustainability (BA only). |

***For more information on HSTC 1200 XY.06, click [here](#).

Step 3: Subject Groups (continued)

Between now and graduation, you must select either one X/Y course (six credit hours) or two one term courses (three credit hours each) to fulfill each subject grouping. If you plan to take those courses this year, consult the timetable for ones that fit your schedule and enter the information in the table below. You may have noticed that some courses appear in more than one box. For example, Psychology can be considered either a Social Science or a Life and Physical Science. If you use Psychology as your Life and Physical Science you will need to select a different subject from the Social Science subject grouping.

Step 4: Language Class

Select a language course and record it in the course selection box on page 8 as 'Language Class'. If you choose a major in Economics, Law, Justice and Society, Philosophy, Political Science, Psychology, or Sociology/Social Anthropology you may substitute a language course for six credit hours in Mathematics or Statistics if you prefer, provided the class is not MATH 1001.03, MATH 1002.03, MATH 1003.03, MATH 1110.03, MATH 1120.03, MATH 1115.03.

| | |
|------------------------------------|--|
| Introduction to Arabic | ARBC 1021.03 + ARBC 1022.03 |
| Introduction to Chinese (Mandarin) | CHIN 1031.03 + CHIN 1032.03 |
| Introductory Ancient Greek | CLAS 2505.03 + CLAS 2505.03 |
| Introductory Latin | CLAS 2401.03 + CLAS 2402.03 |
| Any Introductory French Course | See Below |
| German for Beginners | GERM 1010X/Y.06 |
| Italian for Beginners | ITAL 1010X/Y.06 |
| Elementary Russian | RUSN 1002.03 + RUSN 1003.03 |
| Beginning Spanish | SPAN 1021.03 + SPAN 1022.03, or SPAN 1035.06 |

Note: There are several introductory French courses, from basic French for students with no prior knowledge to courses for students who have studied French all their lives. **A placement test is required for any student wishing to take a French course at any level (including the introductory level).** Students must register for the level of French indicated by the placement test. The test can be found at www.dal.ca/frenchtest.

Step 5: Course Selection Box (Overview)

To be considered a full-time student you must take at least nine credit hours in each the Fall term and Winter term (three half-year courses). Please note the conditions of some scholarships and student loans may require the maximum 15 credit hours each term (five half-year courses). Remember, you need to complete all subject groupings by graduation, not necessarily in first year, so consider your strengths when registering for your first-year courses. You may want to put off taking a language or science until later. Your 5th course is an elective. You can select a course from any Faculty of Arts or Faculty of Science discipline, or take a course offered by an 'outside' faculty such as, Management, Health Promotion and Anatomy, among others. The maximum number of permissible courses you can take outside the College of Arts and Science is 18 credit hours (or six half-year courses) during your degree.

Course Selection Box:

| | Fall | Winter |
|---|------|--------|
| 15 credit hours in both Fall & Winter = maximum first year load 9 credit hours in both Fall and Winter = minimum for full-time | | |
| Writing Class (record it here and in the box below to which it applies) | | |
| Box 1. Social Science (Must be completed by graduation) | | |
| Box 2. Humanities (Must be completed by graduation) | | |
| Box 3. Life and Physical Science (Must be completed by graduation) | | |
| Spoken Language Class or equivalent (Must be completed in a single subject by graduation) | | |
| Elective (A class of your choice) | | |

7. COURSE SELECTION FOR UNDECLARED SCIENCE STUDENTS

In first year, BSc students generally take 30 credit hours (five credits) over the Fall and Winter terms. That said, you may choose to register in fewer courses depending on your anticipated academic workload and other commitments. Students are encouraged to take 12 credit hours of science courses through a combination of 3 credit hour or 6 credit hour courses. There are also general program requirements that are part of your degree. Many students complete these requirements in their first year of study but this is not required. It *is strongly recommended* that you include an approved writing course (six credit hours) in first year. Enhanced writing skills will help you succeed in your other courses. The writing requirement is also a prerequisite for many upper-year courses.

Subject Specialties within the Faculty of Science

- Actuarial Science (ACSC)
- Biochemistry & Molecular Biology (BIOC)
- Biology (BIOL)
- Chemistry (CHEM)
- Earth Science/Geology (ERTH)
- Economics (ECON)
- Environmental Science (ENVS)
- Environmental, Sustainability and Society (SUST)
- Marine Biology (MARI)
- Mathematics (MATH)
- Microbiology & Immunology (MICI)
- Neuroscience (NESC)
- Ocean Sciences (OCEA)
- Physics & Atmospheric Science (PHYC)
- Psychology (PSYO)
- Statistics (STAT)

Students interested in the Dalhousie Integrated Science Program (DISP) should contact the program director, whose contact information can be found at
<http://www.dal.ca/faculty/science/integrated-science-program/contact-us.html>

You should consult the **Dalhousie Academic Calendar** for the departmental requirements specific to the subject you would like to pursue in the Faculty of Science.

Writing Requirement

Two writing courses are offered by the Faculty of Science: OCEA1001.03 **WITH** OCEA1002.03 and SCIE1111.03. BSc students may take one of these two courses or select from the options listed below.

NOTE: SCIE1111.03 is the only writing course that can be completed in one half-credit (three credit hours). Some courses, recorded as X/Y, are six credit hour courses which start in September and finish in April. When a course is not listed as an X/Y, it means that it starts and finishes in one term and is worth 3 credit hours. To complete a requirement other than SCIE1111.03, you will need to take six credit hours in a single subject.

Writing Credit Options

- Classics: CLAS 1010X/Y.06 or CLAS 1103.03 and CLAS 1104.03
- English: ENGL1030X/Y.06 or any **two** of ENGL 1005.03, ENGL 1015.03, ENGL 1025.03, ENGL 1050.03, or ENGL 1100.03
- German: GERM1026.03 and 1027.03 or 1080X/Y.06
- History: HIST1022.03 and 1023.03 or HIST1510X/Y.06 or any **two** of HIST1503.03, HIST1504.03, HIST1006.03
- Journalism: JOUR1001X/Y.06 (For more information, click [here](#)).
- Oceanography: OCEA1001.03 and 1002.03
- Philosophy: PHIL 1010X/Y.06
- Political Science: POLI 1103X/Y.06
- Religious Studies: RELS 1201.03 and 1202.03
- Russian Studies: RUSN 1020.03 and 1070.03
- Sociology & Social Anthropology: SOSA 1002.03 and 1003.03
- Sustainability: SUST1000.06
- Performance Studies: PERF 1000.03 and one of PERF 1001.03 or PERF 1002.03

* For more information on JOUR 1001XY.06, click [here](#).

Other Basic Requirements

Before graduation, you will also need to complete six credit hour (one credit) in Social Sciences and six credit hours (one credit) of Language/Humanities. Your writing course can also satisfy one of the subject groupings below.

| Social Science Subject Grouping: | Language/Humanities Subject Grouping: |
|--|--|
| Canadian Studies, Contemporary Studies, Early Modern Studies, European Studies, Economics, Gender and Women's Studies, History, History of Science and Technology, International Development Studies, Kings Foundation Year Program, Law Justice and Society, Political Science, Psychology, Sociology & Social Anthropology, Sustainability (BSc only). | Arabic, Canadian Studies, Chinese, Cinema and Media Studies, Classics, Contemporary Studies, Creative Writing, Early Modern Studies, English, French, Gender and Women's Studies, German, Greek, History, History of Science and Technology*, Italian, Kings Foundations Year Program, Latin, Music, Philosophy, Religious Studies, Russian, Spanish, Theatre. |

* For more information on HSTC 1200, click [here](#).

Course Selection Box:

To be a full-time student you need to take at least nine credit hours (three half-year courses) in each of the Fall and Winter Terms, although the conditions of any scholarship or student loan you have may require the maximum of 15 credit hours each term (five half-year courses). Remember, you need to complete all subject groupings by graduation, not necessarily in first year, so consider your strengths when registering for your first year courses.

| | Fall | Winter |
|---|-------------|---------------|
| 15 credit hours in both Fall & Winter = maximum first year load 9 credit hours in both Fall and Winter = minimum for full-time | | |
| Science Courses | | |
| Science Courses | | |
| Math/Stat Course | | |
| Writing Course(s) | | |
| Other Courses | | |

8. INFORMATION FOR STUDENTS TRANSFERRING INTO THEIR SECOND, THIRD, OR FOURTH YEAR OF STUDY

Students transferring to King's from another university should contact the Registrar's Office. On admission, transfer credit assessment should be complete prior to course selection. For questions related to this process, e-mail admissions@ukings.ca. Once you have been notified that your transfer credits have been formally assessed for eligibility, you may contact [Academic and Enrolment Services](#) for academic advice on what courses to take to fulfill the requirements for your degree.

9. HOW TO USE DAL ONLINE TO REGISTER FOR COURSES

Once you have paid your \$200.00 deposit, you will be able to register for courses. You will need to access the Academic Timetable in order to proceed with registration. Go to dalonline.dal.ca, enter your log-in information, then click "Web for Students." Once there, you can click "Academic Timetable" in the sidebar on the left-hand side of the page. Below is a section of the academic calendar, with explanations.

Course Number and Name: Use this to ensure you registered correctly

CRN (Class Reference Number): This is the number you use to register for the class

By clicking this arrow, you can see a description of the class

Check the location of your class before heading out onto campus

Enrolment Info: Tells you the class size, as well as how many students are currently registered in the class, how many seats are still available and whether or not the class is full or has a waitlist.

This code indicates the class format: Lecture (Lec), Tutorial (Tut) or Lab

Check what days the class is held and at what time. (R is used to represent Thursday). Time is shown using a 24-hour clock: 13:25 p.m. is 1:25 p.m.

| Notes | CRN | Section | Days | Times | Location(s) | Enrolment Info | | | | |
|-------|--|-----------|------|-------|-------------------|--------------------------------------|-----------|-------|----------|-------|
| | | | | | | Max | Cur | Avail | Waitlist | %Full |
| | | | | | | FALL (X) : 10-SEP-2009 - 07-DEC-2009 | | | | |
| | R 10003 | 01 Lec 12 | T210 | 12 | M W R F 0935-1125 | KING'S NEW ACAD ALUMNI | 280 | 0 | 280 | 0.0% |
| NOTE | PLEASE NOTE: FOUNDATION YEAR PROGRAMME BEGINS WEDNESDAY SEPTEMBER 9th. | | | | | | | | | |
| | | | | | | | FYPA (2) | 0 | 12 | 0.0% |
| | | | | | | | FYP (2) | 0 | 2 | |
| NOTE | Please consult department in September as tutorial placement is subject to change. | | | | | | | | | |
| | 11132 | T04 Tut 0 | T210 | 0 LD | M W R F 1135-1225 | C/O C/O | | | | |
| NOTE | Please consult department in September as tutorial placement is subject to change. | | | | | | | | | |
| | 11133 | T05 Tut 0 | T210 | 0 LD | M W R F 1135-1225 | C/O C/O | | | | |
| | | | | | | | FYPJ (2) | 0 | 2 | 0.0% |
| NOTE | Please consult department in September as tutorial placement is subject to change. | | | | | | | | | |
| | 11134 | T06 Tut 0 | T210 | 0 LD | M W R F 1135-1225 | C/O C/O | FYPA (11) | 0 | 11 | 0.0% |
| | | | | | | | FYPJ (3) | 0 | 3 | |
| NOTE | Please consult department in September as tutorial placement is subject to change. | | | | | | | | | |
| | 11135 | T07 Tut 0 | T210 | 0 LD | M W R F 1135-1225 | C/O C/O | FYPA (12) | 0 | 12 | 0.0% |
| | | | | | | | FYPJ (2) | 0 | 2 | |
| NOTE | Please consult department in September as tutorial placement is subject to change. | | | | | | | | | |
| | 11138 | T10 Tut 0 | T210 | 0 LD | M W R F 1135-1225 | C/O C/O | FYPA (11) | 0 | 11 | 0.0% |
| | | | | | | | FYPJ (3) | 0 | 3 | |
| NOTE | Please consult department in September as tutorial placement is subject to change. | | | | | | | | | |
| | 11139 | T11 Tut 0 | T210 | 0 LD | M W R F 1235-1325 | C/O C/O | FYPA (12) | 0 | 12 | 0.0% |
| | | | | | | | FYPJ (2) | 0 | 2 | |

Important things to note:

- Foundation Year Program (FYP) is listed as King's Foundation Year Program (KING 1000X/Y.24 for Arts/Music/Journalism students, and KING 1100X/Y.18 for Science Students) in the academic timetable.
- Full-year courses are split into two terms: X for fall term and Y for winter term. If you choose a full-year course, you must register for both terms. Registering for the fall term (X) portion of an X/Y course will automatically register you for the winter term (Y) portion of the X/Y course. This is not the case for half-year courses (see below)
- Courses that do not have X or Y after their number are half-year courses.
- If a class you want has a tutorial and/or lab, **you must register for the lecture and the tutorial/lab at the same time** or you will get an error message. Lectures are shown in beige on the timetable. Tutorials and labs are blue and green respectively. If you receive a "T0 error," you must add a tutorial. An "L0 error" means that you have to add a lecture.
- **The Dal Online system does not check for timetable conflicts. It is your responsibility to make sure your courses aren't scheduled at overlapping times. Plan your schedule in advance of registration to ensure that your schedule does not contain timetable conflicts.**
- If you receive an error saying 'CRN does not exist' you are likely trying to enter a winter course reference number in the fall term, or vice versa. Fall term CRNs begin with '1' and winter term CRNs begin with '2'.

Now you are ready to register for your courses!

1. If you haven't already set up your email, you should do so by visiting my.dal.ca
Note: If you have applied to residence at King's, you may have already set up your email account.
 Go to my.dal.ca
 - a) Click on New Users.
 - b) Click on the first option: Activate or look up my NetID
 - c) Select the second button: No I do not know my NetID
 - d) Type in your Student ID (B00...)
 - e) Enter your birthdate in the specified format, then click on Look up NetID.
 - f) You will be prompted to set an initial password.
 - g) Make a note of your NetID, your email address and your password.
 - h) Click on Main. Type your NetID in Username. Enter your new password.
 Congratulations! You have activated your email account.
2. Go to my.dal.ca Click on Dal Online (in the upper right-hand corner). Login using the same net ID and password you set up through my.dal.ca. You will use Dal Online to make course changes, access your grades, update your address and so on. If you experience technical difficulty, you can contact the Dal Help Desk at (902) 494-2376 or helpdesk@dal.ca.
3. Return to the online registration page, which can be accessed in the future using the Dal Online link on my.dal.ca. Log in using the same NetID and password you use to log into your Dalhousie email account. Select **Web for Students**, and then select **Academic Timetable** to view the classes available to you. The subjects are listed in alphabetical order [Note: FYP is listed under "King's Foundation Year Program"]. Choose the appropriate subject to view courses. **Ensure you are looking at courses for the Fall/Winter 2019/2020 year.** Make a note of the Course Reference Number (CRN) for each class and tutorial/lab you select. **Pay attention to which term each class is in.**
4. In the Registration Menu, **select the term** that you wish to register for (start with Fall 2019/2020). Return to the Registration Menu and select **Add/Drop Classes**. Enter all of the CRNs you have selected in the boxes on the bottom of the screen. Click on 'Submit changes.' Do this for each course you intend to take for both fall and winter terms (and be aware of the term you are working in and the term for which the CRN you are using corresponds).

You're now registered! You can view your schedule by selecting "Student Schedule by Day & Time" under the "Registration" tab. To view instructors and locations, select "Student Detail Schedule."