# What's Next?

A guide to academic success



# UNIVERSITY OF KILL STATES OF COLLEGE • HALIFAX

Advising Handbook 2023/2024

# Mark your calendars!

# **Events & Important Dates**

Keep track of all events taking place on King's and Dal campuses by checking out **ukings.ca/events and events.dal.ca**.

For information about Academic Course Add/Drop Dates, please see our Important Dates page at

**ukings.ca/current-students/important-dates**, or view the Academic Calendar at academiccalendar.ukings.ca.

For details on tuition fee implications related to add and drop dates, please see the Refunds/Withdrawals section of our Payments Guide at **ukings.ca/admissions/finances/payments-guide**.

# Stay in the know!

# Follow King's on social media

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# **Degree Types**

#### Credit hours

King's and Dalhousie use credit hours to weigh courses and degrees. Typically, credit hours correspond to the amount of in-class time that a student spends in the course per week. Below is a helpful chart to help you understand how credit hours are weighted:

3 Credit Hours = Normally a half year, single semester course

6 Credit Hours = Normally a full year course, or two single semester courses Sometimes 6 credit hour courses are offered in one semester.

15 Credit Hours = Normal maximum course load for one semester of 3-credit hour courses

30 Credit Hours = Normal maximum course load for the full academic year (fall and winter semesters) – ten 3-credit hour courses

90 credit hour degree = 30 single semester courses 120 credit hour degree = 40 single semester courses

#### 90 credit hour degree with a minor

A 90-credit hour degree with a minor is considered a standard Bachelor level education. It can be a good choice for students wishing to move quickly into the workforce, or who wish to do a professional program that requires some prior university work (e.g., Architecture, Pharmacy and Social Work, among others).

#### **Honours**

An honours degree is commonly required for admission to graduate programs (e.g., master's and doctoral degrees) because of the depth of study, the minimum GPA, and the fourth-year research project or seminar (thesis). This 120-credit hour degree provides a general education and allows students to develop extensive knowledge in the honours subject. You must apply through the department and meet the academic eligibility requirements set by the faculty and the department.

#### Major

The 120-credit hour major option provides a general education in a particular field of study. It is often required for admission to further educational pursuits such as Education, Medicine, Dentistry and Law.

#### Double major

You may be interested in the double major option if you have an equal or comparable interest in two disciplines. A double major is a 120-credit hour degree that provides a general education in two major subjects.

#### Combined honours

You may be interested in the combined honours degree if you have an equal or comparable interest in two disciplines. This 120-credit hour degree provides a general education and allows students to develop extensive knowledge in two honours subjects. If you are interested in pursuing graduate studies, check the graduate programs to ensure a combined honours degree will give you sufficient background. You must apply through the department and meet the academic eligibility requirements set by the faculty and the department.

#### **Minors**

Over 75 minor programs are available to students in the Faculty of Arts and Social Sciences, the Faculty of Science and the School of Journalism, Writing & Publishing. You may be interested in adding a minor to your degree if you prefer a greater academic focus than simply taking a wide range of electives. The minor allows you to explore a subject area without committing yourself to a full major.

#### Certificates

Students can choose the option to build skills in a specialized area by completing a certificate. Although in most cases a student will complete a certificate alongside their regular degree requirements, some certificates do not require concurrent enrolment in an undergraduate program. Certificates can vary in their requirements, and some are exclusive to students in certain programs. They are recorded on your academic record and are conferred separately than your degree.

The chart below summarizes the key differences between honours and major degrees. Remember that King's honours programs (Contemporary Studies, Early Modern Studies and History of Science & Technology) are only available as Combined Honours degrees or as minors. Many programs in FASS and FoS are available as major, double major, honours or combined honours degrees. Journalism is offered as an honours or combined honours degree. Students in Arts degrees can also take a Minor in Journalism.

	parison
Major	Honours
egree Types	Degree Types
Major	<ul> <li>Concentrated Honours</li> </ul>
Double Major	Combined Honours
GPA Requirement	GPA Requirement
• 2.00 for Arts and	• 2.70 for Arts and
Science	Journalism
	• 3.00 for Science
Credit Hours	Credit Hours
Major: 30-42	Concentrated: 54-68
Double Major: 60-84	Combined: 66-84
No thesis requirement	Thesis requirement in
to diposit adonominant	final year

#### **Co-operative Education**

Some degree programs offer co-operative education, combining classroom learning with on-the-job training experiences. Co-op programs can help you make connections with employers and will allow you to earn money while you learn. For King's students, co-operative programs are available in some Faculty of Science disciplines.

### Section 1: Arm Yourself With Information

As you make your way through university, it's time to start thinking about what's next. What type of degree would you like to pursue? What are you interested in? What is an honours degree and why might you pursue one? Considering these questions may be daunting at first, but rest assured there are many helpful resources available to help you with these decisions.

## **Definitions**

Auditing a course: Auditing a course means you can attend it but are not responsible for any of the work completed. You do not receive any credit or a grade for the course, which is indicated on your transcript with the notation 'AUD'. Normally you pay half the standard tuition amount to audit a course.

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

**CRN:** This stands for Course Registration Number and is the ID number for the course in the DalOnline system. You use CRNs to register for courses.

Cross-listed courses: A cross-listed course can count for credit in one of two or more departments. Cross-listings are listed online in the Academic Calendar and the Academic Timetable. Your degree audit will count the course as whatever is most advantageous to you. Cross-listed courses can only count as one subject at a time and one specific degree requirement at a time.

**Degree requirement:** Each degree has general and program-specific degree requirements. A general degree requirement is something that applies to all students within a faculty, such as the Faculty of Arts, Science or School of Journalism, Writing & Publishing. A program-specific degree requirement is one that would only apply to students pursuing study (Major, Minor, etc.) in a particular discipline. For example, a student pursuing a Bachelor of Arts in History would have general degree requirements for a Bachelor of Arts as well as program-specific degree requirements for History.

Elective: An elective is a course outside of your main department or program requirements that you get to choose that will form part of the credits towards your degree as a whole. Classes from your department that count towards your program are called program electives. Additionally, almost all degrees have space for electives outside your program that you can take simply because you're interested in the subject.

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, MATH 1000 Differential and Integral Calculus I has an exclusion with MATH 1215 Life Sciences Calculus and MATH 1280 Engineering Mathematics I. Exclusions can be found in the course description.

Faculty: Departments (such as English, History and Theatre) 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 15 credit hours in a single term (fall or winter terms). A full course load is not quite synonymous with being a "full-time" student.

**Prerequisite:** A prerequisite is a course you must take in order to take another (often higher level) course. The prerequisite course gives you the background you need to pursue further study in that area. You can find any prerequisites in the course description.

Full-time/part-time student: To be a full-time student you must be registered in at least 9 credit hours in both the fall and winter terms (18 credit hours for the year). Some external organizations have different requirements for full-time status; please be aware of your 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 Advising and Accessibility Services for further details.

Thesis: A thesis normally takes the form of a long paper. It can fulfill the honours component of a concentrated honours or combined honours degree. Some departments offer a senior level research-oriented course in lieu of a thesis.

Transfer credits: If you have IB or AP credits from high school or have completed any credits at another post-secondary institution, you may be eligible for transfer credits. AP courses with a grade of 4 or 5 or Higher Level IB courses with a grade of 5, 6 or 7 can be considered. Transfer credits are typically granted when you are admitted which means they may already be on your academic record. If you did not receive transfer credits and think you should have, please contact the Assistant Registrar of Admissions for assistance at admissions@ukings.ca.

# **FYP Explained:**What does FYP mean after first year?

# As a Bachelor of Arts, Bachelor of Journalism (Honours) or Bachelor of Music student:

Students in these degree programs who take FYP earn 24 credit hours. FYP meets the introductory requirements for many departments and programs at Dalhousie and King's, allowing for a smooth transition into upper year studies. See "FYP and Degree Requirements" in the **King's Academic Calendar** for further details.

There are a few programs that require the completion of the first-year content in that subject before second year courses can be taken, such as Sustainability and Psychology. Please consult the **King's** or **Dalhousie** Academic Calendar for the complete list of first-year degree requirements by program.

#### As a Bachelor of Science student:

Students in BSc degree programs who take FYP earn 18 credit hours. FYP meets the introductory requirements for many departments and programs at Dalhousie and King's, allowing for a smooth transition into upper year studies. See "FYP and Degree Requirements" in the **King's Academic Calendar** for further details.

Most Bachelor of Science programs will require the completion of the first-year content before second year courses can be taken. Please consult the **Dalhousie Academic Calendar** for the complete list of first-year degree requirements by program.

# **General Degree Requirements**

Within every degree program, you must complete **general degree requirements** and **program specific requirements**. If you are pursuing a BA or a BSc and are taking Foundation Year Program (FYP), it has satisfied three of your five general degree requirements.

NOTE: Students may take a maximum of 48 credit hours at the 1000-level.

#### For a BA, the general degree requirements are:

#### Six Credit Hours in:

- Language/humanities
- Social science
- Writing course(s)
- For Undeclared students, EITHER ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours
- Life/Physical Sciences
- Language Course(s) (other than English) OR 6 credit hours in MATH/STAT for certain majors

For FYP students, the first four requirements are satisfied by FYP. FYP students will need six credit hours in a language other than English and in Life/Physical Sciences. Non-FYP students will need to complete six credit hours in each of these areas and take one of the above ASSC courses. The writing course may also satisfy the Language/Humanities or Social Sciences requirements.

#### For a BSc, the general degree requirements are:

#### Six Credit Hours in:

- Language/humanities
- Social science
- Writing course(s)
- -Math course(s)
- Life/physical science

For FYP Students, the first three requirements are satisfied by FYP. FYP students will need six credit hours in math and life/physical science. Non-FYP students will need six credit hours in each of these areas. The writing course may also satisfy the language/humanities or social science requirements.

#### For students in the BJH program, there is only one general degree requirement:

3 Credit Hours (one single semester course) selected from:
Canadian History, Canadian Political
Science or Canadian Studies. See the
King's Academic Calendar at academiccalendar.ukings.ca for a list of approved courses.

The BJH is a 123-credit hour degree, meaning that you need to take an extra 3 credit hour course in a semester or over the summer to graduate.

\*See the **King's** or **Dalhousie** Academic Calendar – College of Arts & Science – General Degree Requirements section for further details on general requirements.

# **Choosing a Subject**

You might be thinking, 'There are so many options! How can I choose?' It's okay to feel a little overwhelmed by the degree choices and combinations available to you. Think about your academic strengths and interests, browse the course listings, talk to professors and tutors and seek out students in the programs you are interested in.

As a King's student you can carry your degree in any one (1) (unless otherwise mentioned) or two (2) of the following Arts or Science subjects. If you are a BJH student, you can do a combined honours degree in Journalism and most of these subjects. You should always check the Academic Calendar (available at **academiccalendar.ukings.ca**) to confirm degree field of study combinations.

## Faculty of Arts & Social Sciences subjects:

- Canadian Studies (combined degrees only)
- Cinema and Media Studies
- Classics
- Contemporary Studies (combined honours or minor)
- Creative Writing (combined degrees as secondary subject)
- Early Modern Studies (combined honours or minor)
- English
- Environment, Sustainability and Society
- European Studies (single major or honours)
- French
- Gender and Women's Studies
- German
- History
- History of Science & Technology (combined honours or minor)
- International Development Studies
- Law, Justice and Society
- Music
- Philosophy
- Political Science
- Religious Studies
- Russian Studies
- Sociology and Social Anthropology
- Spanish
- Theatre

#### Faculty of Sciences subjects:

- Actuarial Science\*
- Biochemistry & Molecular Biology\*
- Biology
- Chemistry
- Earth Sciences
- Economics
- Environmental Science
- Environment, Sustainability and Society
- Marine Biology
- Mathematics\*
- Microbiology & Immunology\*
- Neuroscience\*
- Ocean Sciences\*
- Physics & Atmospheric Science
- Psychology
- Statistics
- \*May only be available as part of a BSc or only available in a BA if combined with another subject. Consult the **Academic Calendar** for specific requirements and program options.

Bachelor of Journalism (Honours) students may also opt to include a secondary area of study as part of either a combined honours or single honours with minor degree stream. See the **King's Academic Calendar**, School of Journalism, Writing & Publishing section for further details.

## **Minors and Certificates**

A minor can be completed with all degree types and is required for the 90-credit hour degree option. For students completing a combined honours degree, they may need to complete over 120 credit hours to fit in a minor alongside both combined honours subjects.

Minor programs must have a minimum of 18 credit hours beyond the 1000-level. Minors within the Faculty of Arts & Social Sciences may contain up to 27 credit hours while minors within the Faculty of Science may contain up to 36 credit hours, as determined by the minor's faculty.

For a breakdown of the specific requirements needed to complete a specific minor, please consult the degree requirements section of the **Academic Calendar** or consult the Registrar's Office. The requirements for minoring in King's subjects are as follows:

#### **Contemporary Studies**

1. Any one (1) of the following core course doublets: CTMP 2001.03 & 2002.03 (OR CTMP 2000.06), CTMP 3001.03 & 3002.03 (OR CTMP 3000.06), CTMP 4001.03 & 4002.03 (OR CTMP 4000.06).

#### **AND**

2. 12 credit hours selected from CTMP courses. Of these, at least 6 credit hours must be taken at the 3000 level or above. (CTMP 3001.03 & 3002.03 OR CTMP 3000.06 OR CTMP 4001.03 & 4002.03 OR CTMP 4000.06 can satisfy this requirement).

#### **Early Modern Studies**

1. Any one (1) of the following core course doublets: EMSP 2001.03 & 2002.03 (OR EMSP 2000.06), EMSP 3001.03 & 3002.03 (OR EMSP 3000.06), EMSP 4001.03 & 4002.03 (OR EMSP 4000.06).

#### **AND**

2. 12 credit hours selected from EMSP courses. Of these, at least 6 credit hours must be taken at the 3000 level or above. (EMSP 3001.03 & 3002.03 OR EMSP 3000.06 OR EMSP 4001.03 & 4002.03 OR EMSP 4000.06 can satisfy this requirement).

#### **History of Science and Technology**

1. Any one (1) of the following core courses: HSTC 2001.03, HSTC 3001.03 & HSTC 4001.03.

#### AND

2. 18 credit hours selected from HSTC courses. Of these, at least 6 credit hours must be taken at the 3000 level or above. (Taking HSTC 3001.03 and HSTC 4001.03 will also satisfy this requirement but a full 12 more credit hours in addition to the core courses is required).

#### Journalism Studies

#### Faculty of Arts and Social Sciences

1. Students must complete three core courses (JOUR 1002.03 Foundations of Journalism I, JOUR 1003.03 Foundations of Journalism II and JOUR 2700.03 Introduction to Reporting).

#### **AND**

2. Students must complete 15 credit hours of Journalism electives.

#### Faculty of Science

1. Students must complete four core courses (JOUR 1002.03 Foundations of Journalism I, JOUR 1003.03 Foundations of Journalism II, JOUR 2700.03 Introduction to Reporting, and JOUR 2400.03 Science and the Media).

#### **AND**

2. Students must complete 12 credit hours of Journalism electives.

#### Certificates

A certificate is for courses taken in a specific subject area. Each certificate has specific requirements. Please consult the **Academic Calendar** for a full list of available certificates. The following is a list of some of the certificates available:

- Information Technology (some BSc degrees)
- Applied and Computational Mathematics (Math students only)
- Intercultural Communication
- Art History and Visual Culture
- Dance and Movement
- Medical Humanities
- Science Leadership and Communication
- Animal Behaviour
- Environmental Impact Assessment (EIA)

# Section 2: Academic Regulations To Keep in Mind

A common misconception is if you pass all of your courses, you are in good academic standing. This is not quite true. Here are some important things to know about academic standing:

What does GPA mean?	Grade	Grade Point Value
GPA stands for Grade Point Average. It is the numeric representation	A+ A A-	4.30 4.00 3.70
of the letter grades you earn in your courses. Your Term GPA is an	B+ B B-	3.30 3.00 2.70
average of your grades from a single term's courses. Your cumula- tive GPA is an average	C+ C C-	2.30 2.00 1.70
of all the courses you've	D	1.00
taken in your level of	F	0.00
study.	INC (Incomplete)	0.00
	W (Withdrawal)	Neutral
	ILL (Did not complete due to illness)	Neutral
	Р	Pass, neutral
	TR	Transfer credit on admission, neutral
	Pending	Grade not reported
	MT	Not graded, part of multi-term course
	CR	Credit obtained; neutral grading option due to extenuating circumstances
	NCR	No credit obtained; neutral grading option due to extenuating circumstances

#### **Good Academic Standing**

Bachelor of Arts and Bachelor of Science students need to maintain a 2.00 GPA (C) average to be in good academic standing. Bachelor of Journalism (Honours) students must maintain a 2.70 (B-) average. This requirement is higher because it is an honours degree. Standing is first assessed after you have completed 24 credit hours and is assessed every academic term.

#### **Academic Probation for Arts and Science Students**

Students with a cumulative GPA lower than 2.00 GPA (C), but greater than or equal to 1.70 GPA (C-), who have completed at least 24 credit hours will be placed on academic probation. Students on probation may continue to register for courses if their term GPA is at least 2.00 (C).

A student on probation who does not achieve a term GPA of at least 2.00 will be academically dismissed. A student on probation must achieve a cumulative GPA of 2.00 to return to "good standing."

#### **Academic Probation for Journalism Students**

Since the BJH program is an honours degree, students who have completed at least 24 credit hours will be placed on probation if their cumulative GPA drops below B- (2.70), but is greater than or equal to 2.30 (C+). Students on probation may continue to register if their term GPA is at least 2.50.

A student on probation who does not achieve a term GPA of at least 2.50 will be academically dismissed.

A student on probation must achieve a cumulative GPA of 2.70 to return to "good standing."

#### Academic Dismissal for Arts and Science Students

Students with a cumulative GPA lower than 1.70 (C-) who have completed at least 24 credit hours will be academically dismissed for a 12-month period.

Students who are academically dismissed for the first time may apply for readmission after an absence of 12 months. They will be permitted to register on probation.

Students who are academically dismissed for the second time are not usually permitted to reapply for three years.

#### Academic Dismissal for Journalism Students

Students with a cumulative GPA lower than 2.30 (C+) who have completed at least 24 credit hours will be academically dismissed for a 12-month period.

Students who are academically dismissed for the first time may apply for readmission after an absence of 12 months. They will be permitted to register on probation.

If your GPA is 2.0 or higher you may apply to the Bachelor of Arts Program. Students who are academically dismissed for the second time are not usually permitted to reapply for three years.

#### **Degree Requirement by Year:**

It is important to know that your degree requirements are tied to the year you started your degree. If you began a Bachelor of Arts at King's in the 2023/2024 academic year, you should refer to that year's academic calendar when researching your degree requirements. This is so you don't have to adjust your degree if a department changes their degree requirements. That said, if it is to your advantage, you can request to follow a newer set of requirements, by emailing **degreeau-dit@dal.ca**.

In the School of Journalism, Writing & Publishing, degree changes may take effect in the calendar year they were introduced. Students who experience undue hardship because of this may apply to the Journalism Committee on Studies for relief.

#### Credit Hours at the 1000-level

The maximum number of credit hours a student may take at the 1000-level is 48. You can register for more but they will not count toward the 120 credit hours you need to graduate.

#### **Distribution Requirements**

Bachelor of Arts degrees have a little-known requirement that we refer to as the Distribution Requirement. This means that after your first year, you need to take a certain number of courses in a subject(s) outside your area(s) of concentration.

**90 Credit Hour Minor** – In the last 60 credit hours, complete 6 credit hours in each of two (2) subjects other than the minor.

**Major** – In the last 90 credit hours, complete 6 credit hours in each of two (2) subjects other than the major.

**Double Major** – In the last 90 credit hours, complete 6 credit hours in a subject other than the two major subjects.

**Single Honours** – In the last 90 credit hours, complete 6 credit hours in each of two (2) subjects other than the major.

**Combined Honours** – No distribution requirement.

Bachelor of Journalism (Honours) and Bachelor of Science degrees do not have a distribution requirement.

#### **Outside Electives**

Another little-known but important piece of information for Bachelor of Arts and Bachelor of Science degrees is there is a limit on how many elective courses you can take from outside the Faculty of Arts & Social Science, Faculty of Science, College of Sustainability, Faculty of Computer Science or Faculty of Agriculture (unless you are completing a minor in the subject). For outside electives, students may take:

1. 18 credit hours from courses offered in other faculties

#### **OR**

2. 18 credit hours from courses offered in other faculties and 12 credit hours in Commerce

#### **OR (Bachelor of Science students only)**

3. 30 credit hours in Engineering or Food Science courses and 18 credit hours from courses offered in other faculties

#### Repeating a Course

You are permitted to repeat a course if you fail or if you pass but would like to earn a higher grade. When you repeat a course, the first grade does not disappear from your record but only the highest grade will count toward your GPA. You can only receive credit for the course once. If the course is failed twice, only the first instance counts in the student's GPA.

#### **Understanding Plagiarism**

Plagiarism, defined as "the submission or presentation of the work of another as if it were one's own," is a serious academic offence that can result in a failing grade, suspension or expulsion from the university.

Please visit Dalhousie's page on academic integrity (academicintegrity.dal.ca) to learn more about plagiarism, paraphrasing, citing, discipline, penalties and services available to students to help them avoid accidentally plagiarizing someone else's work.

#### **Dropping Courses vs. Non-Attendance**

Failing to attend a course does not constitute withdrawal. If you intend to drop a course, make sure you withdraw through your Dal Online account or by contacting the Registrar's Office. If you intend to withdraw from FYP, you must contact the Registrar's Office or the FYP Office to initiate the FYP withdrawal process.

If you do not officially drop a course, you will be charged tuition fees and will also receive a grade for the course.

#### Grades of W

At a certain point in the year, withdrawing from a course means you will receive a grade of W (Withdraw) on your record. The W indicates you withdrew from the course. It has no impact on your GPA as it is a neutral grade.

The last day to drop a single semester course with a grade of W is usually at the end of October / start of November (for fall courses) and March (for winter courses). The last day to drop a multi-term course with a W is usually in early February. After the cutoff dates, it is no longer possible to withdraw and you will have to carry a grade in the course. For exact dates, please consult the **Academic Calendar** or the Registrar's Office.

#### Grades of ILL

Grades of ILL can be granted for medical reasons or on compassionate grounds. If the course is still in session, and it is past the last day to withdraw, the professor for the course can grant a grade of ILL with the appropriate documentation (i.e. a note from a doctor). If the course is over, you can provide the documentation to the Assistant Dean, Student Matters/Affairs for your faculty or to the Journalism Committee on Studies. Don't hesitate to stop by the Registrar's Office for assistance if you have questions concerning ILL grades.

#### Grades of CR/NCR

A Credit/No Credit (CR/NCR) grade change provides a GPA-neutral grading option in place of a letter grade for students experiencing exceptional extenuating circumstances when other solutions (such as retroactive withdrawal) are not appropriate. The grade of CR requires a minimum passing grade and credit is obtained. The grade of NCR is used when a passing grade has not been achieved and no credit is obtained.

To be considered an extenuating circumstance, the situation must be unforeseen or unpredictable, and result in a significant personal crisis for the student, demonstrably impacting their academic performance.

Credit/No Credit grade change requests are made after initial final grades are received for all course in that term and are submitted as an apply through the 'Apply for an Academic Waiver' process in Dal Online. Requests are submitted to the Assistant Dean/Delegate for your Faculty/School.

# Section 3: Time Away From King's

#### **Courses at Another University**

Students in good academic standing following their first year of study can apply to take courses at other universities and have them count toward their degree at King's. This process can be lengthy and some universities have early application deadlines for visiting students, so make sure you start early to avoid disappointment. There are a number of important steps to complete before taking a course at another school:

- 1. Figure out which university you'd like to attend. It could be a university in Halifax, a university in your hometown, a distance education course or an independent term abroad.
- 2. Browse the course calendar and timetable at the university you'd like to attend to find a course to take.
- 3. Obtain a Letter of Permission (LOP) form from the website or request one from the Registrar's Office.
- 4. Review the eligibility requirements on the form to ensure you are eligible to take courses on LOP. If you have any questions, please contact the Registrar's Office.
- 5. If a course has been approved for transfer in the past, it will appear on the Transfer Credit Equivalency Table (accessed through Dal Online). If your course is on the table, complete the Letter of Permission and submit it to the King's Registrar's Office for processing.

- 6. If your course doesn't appear on the table, you will need to provide a copy of the course description and/or syllabus and the course information will be sent to the appropriate department for consideration for transfer credit.

  Submit your form to the Registrar's Office (RO) at registrar@ukings.ca and the RO will send this to the appropriate department head/undergraduate advisor to assess the course. If appropriate, the assessor will sign the LOP.
- 7. Once the transfer credits are approved and your LOP processed, you will receive a copy of your approved letter of permission back.
- 8. Apply to be a 'visiting student' at the institution in question. Check the school's website for application deadlines and registration information.

  Once your course has been approved, send the institution a copy of your LOP.
- 9. Register for your course(s); check the university website or contact their Registrar's Office to find out how.

10. Once the course is complete, request an official transcript from the institution and have it sent to the King's Registrar's Office, so the grade can be listed on your record. This is an important step to ensure your grade is recorded on your official academic record at King's and to complete the transfer of credit.

#### Going on Exchange

Are you interested in studying abroad? Each year, a number of King's students participate in study abroad or exchange programs spanning from the South Pacific to Spain to East Africa. Our students can participate in exchange programs available through our association with Dalhousie University. There are both university wide and departmental exchanges available.

Visit Dalhousie's International Centre (dal.ca/campus\_life/ile.html) for more information and for support in planning your study abroad or exchange. For department-specific exchanges, you can contact the appropriate department for guidance.

Additionally, two of King's upper year honours programs, Contemporary Studies and Early Modern Studies, offer summer study abroad field courses. These courses include an Early Modern Studies course based in Florence and a Contemporary Studies course based in Berlin. Check out ukings.ca/area-of-study/study-abroad to learn more!

If you haven't quite found what you're looking for in the exchange offerings through Dal/King's, it is possible to plan your own exchange, by following the steps for Letter of Permission courses outlined above. Essentially, the world is open to you if you're willing to do a little bit of the footwork.

#### **Explore Program**

Explore (myexplore.ca/en) is a government-sponsored program that allows students to attend a five-week French immersion camp. Some streams will earn you a university credit (make sure you check in advance!). It is available to Canadian citizens or permanent residents in Grade 11 or higher who are attending an educational institution full-time.

If you are dreading completing your language credit, or just want to get some coursework out of the way in the summer while having lots of fun, the Explore program could be great for you. Visit the Explore website to find out more.

#### Things to Note

We encourage you to book an advising appointment and to speak to a Student Advisor (International Experiences) before you embark on your semester or year abroad to ensure your planned coursework fits into your degree.

- If you take a course at another Canadian institution, the grade you receive at the other institution will be recorded on your academic record at King's and the course will count towards your GPA.
- If you choose to study at an international institution, you will receive a pass or fail grade. Pass grades will not affect your GPA. Fail grades will carry 0.00 grade points which will negatively affect your GPA.
- While you're selecting your exchange or letter of permission courses, be aware of both general and specific requirements for your degree.
- The best way to fit an exchange into your degree is to go in your third year. This may mean doubling up on certain course requirements in your second or fourth year. It's important to plan ahead so you aren't playing catch-up when you return to King's.
- Certain exchange programs have application procedures and early deadlines. Check with the Dalhousie International Centre or the department offering the exchange for specific information.

#### King's Experiential Learning

Grounded in the conviction that experiential learning, work-integrated learning, and entrepreneurship are compatible with the humanities, the King's Experiential Learning Program (KELP) will give students the opportunity to reflect on their own values, skills and aptitudes developed through their education in the humanities or journalism. This process helps students understand how their skills can benefit a range of fields and gain insight into the career path that is right for them. We offer an on-campus employment program, external internships and career development opportunities specially tailored for humanities and journalism students. King's is also a member of the Spark Zone Innovation Sandbox, an entrepreneurial resource centre located within walking distance, which offers paid opportunities to learn and network.

King's is also offering a free non-credit course at King's to help you understand the possibilities, dig deeper into your values and interests and frame your abilities for potential employers called the Liberal Arts Passport to Innovation.

See **ukings.ca/programs/experiential-learning** for further information on the opportunities above!

#### **Taking Time Off**

Want to take a year off (or more) to work or travel? Need time for self-discovery? Taking time off is easy. Just make sure you aren't registered in any courses. You wouldn't want to get charged tuition fees for courses you aren't taking!

Coming back isn't difficult either. If you sit out no more than 2 consecutive terms, you are able to re-register for courses without needing to re-apply.

After that period, if and/or when you decide to come back to King's, you will need to reapply and submit a letter outlining what you did during your time away and what you plan to do upon your return to King's. If you are reapplying to the same program, and you have not taken courses at any other colleges or universities, the application fee is waived.

Not sure whether taking time off is the right decision? Contact the Registrar's Office for an appointment and we will try to help put things in perspective. University is a different experience for everyone and we are here to help make the process as painless and enjoyable as possible.

#### **Transferring to Another Institution**

While most students can find a program that fits their interests at King's and Dalhousie, we realize there can be many reasons, personal and academic, for transferring to another institution. Although we'll miss you here at King's, we'd like to provide you with a few tips to make your transition as easy as possible:

- 1. Check the website of the school you wish to attend for admission deadlines for transfer students.
- 2. Figure out what documentation you need to submit. If you are in first year, some institutions require a high school transcript as well as a university transcript.
- 3. Request documentation from the appropriate sources:
- Transcripts for Arts and Science and graduate-level students are generated by the Dalhousie Registrar's Office
- Undergraduate Journalism transcripts are generated by the King's Registrar's Office. Regular processing time for digital transcripts is 1-2 business days and 5-7 business days for hard copy transcripts. Either transcript format has a \$10 fee per transcript.
- All current students can request transcripts through Dal Online, by navigating to Web for Students > Student Records > Request Official Transcripts.
- Journalism students without access to Dal Online need to complete the Journalism transcript request form and email this to the King's Registrar's Office (registrar@ukings.ca) to request a transcript. Arts and Science students should contact enrolment.services@dal.ca or go to dal.ca/transcripts for more information. Search 'Academic Forms and Transcripts' on the King's Website for further details.

#### 4. FYP Students:

- Current FYP students: Since FYP is a full-year program, official grades will not be generated until April. You can send an email to the FYP Office (fypoffice@ukings.ca) to request a letter that explains FYP and includes your interim grade. This letter will be issued to you via MyCreds, our secure digital credential platform. You can then share the letter to any third party you'd like.
- Past FYP students: FYP is a fairly challenging first-year program that may require some explanation for transfer credits to be assessed properly. On the King's website (under Academic Forms & Transcripts), you'll find a letter explaining the nature of the Foundation Year Program that you can forward along to the university you are applying to. If you have trouble receiving transfer credits for FYP, please contact the Registrar's Office for assistance.

If you decide to leave King's, make sure you aren't registered in any courses so that you don't get charged for them!

# Section 4: Frequently Asked Questions and Common Misconceptions

#### Do I have to switch to Dalhousie if I am not completing a King's program?

You **do not** have to do a degree in Contemporary Studies, Early Modern Studies, History of Science & Technology or Journalism to be considered a King's student. You are able to access any of the degree programs offered through the Faculty of Arts and Social Sciences and the Faculty of Science at Dalhousie as a King's student.

#### I should know what I want to do at the end of my first year, but I don't!

You aren't alone: most students don't know what they want to do following first year. This is normal. Students are encouraged to book an advising appointment with the Registrar's Office to identify areas of interest and to develop a degree plan. It is also important to leverage other resources like departmental advisors, peers, professors, Career Services at the Bissett Student Success Centre and others to help inform your choice(s) and degree plan.

#### Once I choose my major, I won't have any room to explore my other interests.

The degree options available at King's/Dalhousie allow you to focus your studies in one specific area or to explore multiple areas of interest. Students are often surprised by how much flexibility exists within degree options. Review your general and specific degree requirements in the **King's** or **Dal** Academic Calendar and do not hesitate to book an advising appointment with the King's Registrar's Office if you have any questions.

#### Can I change my major once I declare it?

You can change your major at any time during your program. However, if you delay or change too frequently, it may take longer to complete your degree. Students normally declare their major at the end of their second year or the beginning of their third. Thoughtful planning is the key!

#### How do I declare a major and/or minor?

You can declare your major and/or minor through your Dal Online account. If you are planning to pursue an honours degree, you won't be able to declare this online. You need to fill out an honours application and have it signed by your departmental advisors. It is a good idea to declare a major or minor so you will be included in any communications that the department(s) send to students and to allow for use of the Degree Audit System to track your progress towards degree requirements. Bachelor of Journalism (Honours) students are an exception and must contact the Registrar's Office to add a second Honours subject or to add a minor.

#### When should I apply for honours?

Departments want to see some coursework in your honours subject(s), so we usually recommend submitting your honours application after your second year of study. The set deadline for honours applications is the September add/drop date of the year you intend to graduate. Some departments have specific deadlines for honours applications, so it is a good idea to check with the appropriate department for guidance or the Registrar's Office.

#### As long as I pass all my courses, I will graduate?

Beyond passing your courses, you must fulfil degree requirements, declare your major, be in good academic standing, submit the appropriate paperwork and, of course, apply to graduate!

#### How do I obtain a confirmation of enrolment?

Most agencies such as providers of RESPs, bank education loans, lines of credit or external scholarships, will gladly accept the online confirmation of enrolment letter, which is available as a PDF through Dal Online under 'Web for Students' and then 'Confirmation of Enrolment, Degree Awarded and Post Graduate Work Permit Letters'. You can print and save this as needed. Some agencies or institutions provide a specific form which requires the Registrar's signature. These include government student loan documents such as Schedule 2s and CPP forms. Please bring or send these to the Registrar's Office and we will prepare the documents for you.

#### How do I obtain my official transcript?

Current students can submit an official transcript request by logging onto Dal Online, navigating to 'Web for Students', then 'Student Records and then 'Request Official Transcripts'.

If you are a Journalism student your official transcript is generated in the King's Registrar's Office.

If you are a Bachelor of Arts, Bachelor of Science or Bachelor of Music student your transcript is generated by the Dalhousie Registrar's Office.

Transcripts can be issued digitally or via hard copy (mail or pickup). Digital transcripts are issued via MyCreds, our secure digital credential platform. Through MyCreds, students can share their transcript directly to third parties for a cost of \$10 per share paid directly through the platform.

Physical transcripts cost \$10 per transcript. Arts and Science students pay this fee to the Dalhousie Registrar's Office, while undergraduate Journalism students pay to King's. For more information about transcripts, go to ukings.ca/campus-community/student-services/academic-services/academic-forms-transcripts.

# Section 5: Your DalOnline Account

**Dal Online** is the essential tool you will use as a student that allows you to access many services from the comfort of your own home. Here is a breakdown of common uses of your Dal Online account (under Web for Students):

Admissions	Start/ Complete an Application	If you want to switch to a different faculty, you can apply online here.
N	Declare your Major/Mi- nor/Certificate	This will take you to a form on the Dal website where you can select your major(s) and minor from a drop-down menu. Certificates can also be declared here.
	View holds	See if you have any holds on your account which could prevent you from registering for courses.
	View grades	View your final grades by term.
Academic record  Student Records Request official transcripts	View your entire academic record, including what courses you've taken and final grades, in a PDF that you can print or save.	
	official	Fill out a quick form with the number of transcripts you'd like and where you want them sent.
	Account detail by term Check your account balance and see what tuition and fees are for the semester.	Check your account balance and see what your tuition and fees are for the semester.
Awarded and Post-graduate	Enrolment, Degree Awarded and	See details on page 23.
	Apply to Graduate	Apply to graduate.

## Your DalOnline Account (continued)

	Prepare for Registration	Check what day and time you are permitted to register for courses. Check for any holds or overrides/permissions.		
Registration	Register for Classes	Choose courses by recording their CRN numbers (and CRNs for tutorials, if applicable) and putting them into this form. Make sure you have the right term selected and that you have completed the prerequisites for the course.		
View Registration Information		View a weekly schedule of your courses.		
Canada Ta	ax Forms	View and print your T2202A tax form.		
Degree Audi System		See which degree requirements you've met, and which ones are still outstanding by running an audit on your degree. Contact the Registrar's Office if you need help deciphering your audit.		
Transfer Credits		Check to see if a course you want to take at another institution or a course you've already taken has been previously assessed for transfer credit.		
Academic 1	Γimetable	Browse which courses are being offered in current and future terms.		

# Section 6: Resources and Finding Help

There are so many resources available to help you through a variety of situations. University is a big transition and we're here to help. For a comprehensive list of resources available at King's, check out the Resources & Services section of the King's Academic Calendar at academiccalendar.ukings.ca.

#### Registrar's Office

The King's Registrar's Office has an open-door policy—we are here to help you through many kinds of difficulties. Depending on the time of year, you can drop in or you can book an appointment in advance.

Sometimes we may refer you to another service, such as a student support member in the Deane Little Community Support Centre, Student Health & Wellness, Student Accessibility Centre, Career Services, a departmental advisor, a study skills coach or one of your professors.

#### The Registrar's Office can assist you with:

- Course selection, scheduling and registration and degree planning
- Understanding degree requirements and where to go for departmental advising
- Guidance and support with academic processes such as waivers/appeals, grading policies, confirmation of enrolment letters, academic dates, withdrawal, academic standing, letters of permission, transcripts, honours applications and parchments
- Questions related to Matriculation and Encaenia
- Direction to other student life and health/wellness supports

If you know you need to speak to someone but aren't sure who that someone should be, drop by our office. We are here to ensure your university experience is a good one.

#### Before an Advising Appointment...

The Academic Calendar: This is a great resource to research degree options and course offerings. Read up on the different departments and see what classes are offered. Patterns will start to emerge—you may find you are interested in 20 history courses, but only two Political Science courses. You may even discover you are interested in many different subjects. That's okay! We can help you choose a degree path that will allow you to explore your interests.

**Self-reflection:** The more thought you put into your own academic interests, the easier it will be to help you find a degree that's right for you. Although you may not know the answers to these questions yet, it helps to think about them before you come in for an appointment.

# Before your academic advising appointment, consider:

What are my areas of academic strength? What are my areas of academic interest? Do these coincide with each other? What are my interests outside the classroom?

What are my career goals at this stage?

Talk to other students: It's important to talk to other students who are currently studying in the degree programs you are considering. Ask around to find out who is studying in departments you are curious about. Upper-year students are often more than willing to talk about their experiences in their chosen departments and are often present at departmental information sessions.

#### **Additional Supports and Resources**

Here in the Registrar's Office, we get it: sometimes university isn't as straightforward as you think it will be. We all have roadblocks and obstacles that prevent us from getting where we want to go. That's why there are resources in place to help when you want or need more support.

#### Student Support Advisor (SSA)

The Student Support Advisor (SSA) is the on-campus social worker and resource navigator for King's students.

The SSA can support students who are experiencing non-academic concerns impacting their wellness and ability to engage in their studies. Students can book appointments with the SSA for a nonjudgmental, holistic space to discuss concerns and find solutions. Staff and faculty members can also meet with the SSA to discuss student support and identify appropriate referrals.

#### **Equity Officer (EO)**

The Equity Officer provides support through consultation, facilitation and training, advisement and the provision of care by selecting resources and avenues that best fit individuals and communities within the University. The EO acts as a resource and a leader in developing a respectful, equitable, diverse and inclusive campus community. Students, faculty, and staff can contact the EO for support and resources without engaging in reporting. This is regardless of if you are directly or indirectly involved in submitting an informal or formal complaint.

#### Sexual Health and Safety Officer (SHSO)

The goal of the SHSO is to make any interaction with them and the King's Sexualized Violence Policy as comfortable and tailored to your needs as possible. You can connect with the SHSO to talk about things like gender identity, sexual orientation, healthy relationships, boundaries, experiences of sexualized violence and supporting friends. Conversations don't have to go anywhere, and you will not be asked invasive questions or be required to share any details you don't want to. If you're not sure if what you want to talk to the SHSO about is the "right thing" the answer is, it is.

Workshops on topics like consent, bystander intervention, active listening, and supporting survivors are regularly offered with new workshops being developed each year.

#### **Accessibility Officer**

The Accessibility Officer at King's supports the implementation and ongoing evolution of the University's accessibility plan in accordance with the Accessibility Act. The Officer also provides support, guidance and advocacy to students, faculty, staff and visitors in the accommodations process while working to integrate accessibility into all aspects of the College.

# Student support staff in the Deane Little Community Support Centre (in the Link, across from the KSU office)

#### **Student Support Advisor**

Isaac Wright (they/he)
isaac.wright@ukings.ca
To make an appointment:
https://calendly.com/studentsupportadvisor

#### **Sexual Health and Safety Officer**

Jordan Roberts (she/her) jordan.roberts@ukings.ca 902-229-6123

#### **Accessibility Officer**

Michelle Mahoney (she/her) michelle.mahoney@ukings.ca

#### **Equity Officer (Interim)\***

Pethrona Russell (she/her) pethrona.russell@ukings.ca 902.422.1271 x 246

\*Pethrona Russell is the interim Equity Officer, and is located in the Bursar's Office. The future full-time Equity Officer will be located in the Deane Little Community Support Centre.

#### Indigenous Support & Outreach Coordinator

The Indigenous Support and Outreach Coordinator provides cultural, emotional and spiritual support for Indigenous students at King's. They serve as a mentor to students and ensures the application of Indigenous perspectives, knowledge and approaches in support of student wellness and community building. Through individualized and group programming, they also share knowledge about Indigenous ceremony and culture.

# Indigenous Support & Outreach Coordinator

Emily Pictou-Roberts (she/her)
emily.roberts@ukings.ca
Find Emily in the Mawio'Mio'Kuom
—King's Indigenous Students
Centre on the first floor of Alex Hall.

#### Student Health and Wellness Centre

The Student Health and Wellness Centre offers counselling services which can help you cope with the challenges you are facing in university. The staff of professionally trained counsellors are experienced in providing confidential counselling to students from many different backgrounds and cultures.

Counsellors can help you discuss your concerns or examine a situation that is making you feel anxious, depressed, unhappy, or 'stuck'. By talking through your concerns with a counsellor, you may deepen your understanding of what is happening and develop alternate ways of dealing with the situation.

Student Health and Wellness Centre

2nd floor, LeMarchant Place (902) 494-2171

#### **Bissett Student Success Centre**

The Bissett Student Success Centre covers career services and academic advising for students. It exists to help you move forward in your educational and career planning. Visit them to find ideas on what you can do with your major, for information on advanced studies or just to browse the extensive library. The centre is staffed by a full-time career librarian who is there to answer your questions and help you navigate through the resources at your fingertips.

You can book an appointment with a career counsellor, take a test to see where your interests lie, or just drop by and look through the information on your own. A well-stocked and continually expanding inventory of print and electronic resources is available to provide you with information that is relevant and up-to-date.

Bissett Student Success Centre
4th Floor, Dalhousie Student Union
Building
Behind the large glass doors
Open Monday - Friday,
8:30 a.m. - 4:30 p.m.

#### **Study Skills and Tutoring**

Students at King's have access to personalized coaching and tutoring through Dalhousie's Bissett Student Success Centre. Students can meet with a Study Skills Coach by appointment or during scheduled drop-in times. Study coaches are Masters and PhD students who bring expertise in a wide range of subject areas. Coaching is free, confidential, and will be tailored to individual student needs. It can also include help in understanding course materials and assist in enhancing skills, study habits and time management.

#### **Departmental Advisors**

Each department has at least one undergraduate advisor who specializes in that department's course offerings and degree requirements. You can find a list of all Arts & Social Sciences advisors at fass.dal.ca and a list of all Science advisors at science.dal.ca. Brian Daly (brian.daly@ukings.ca) is the Undergraduate Coordinator for Journalism and is the undergraduate advisor for Bachelor of Journalism (Honours) students.

We encourage you to participate in advising events at King's and Dalhousie and to meet with advisors in departments of interest. There will be several events offered at King's and Dalhousie in the winter term ahead of registration to help you transition to upper-year studies, no matter what program(s) you choose!

Expect info sessions, fairs, department meet and greets and various advising opportunities. Details will be shared with students via email, social media, in the student newsletter and on the King's website, so be sure to keep your eye out!

We strongly encourage you to make an academic appointment to discuss your degree options. Contact the Registrar's Office any time to schedule a degree consultation. If you are pursuing an honours degree, you will also need to meet with the honours coordinator of the department(s) that interests you.

#### Study Skills and Tutoring (continued)

Additionally, Study Skills offers a wide range of free workshops to help students develop problem solving, exam writing, critical reading and a variety of other skills. Visit the Student Services website for information about upcoming workshops.

#### **Student Accessibility Centre**

The Student Accessibility Centre provides support on student access, inclusion and accommodations. They work collaboratively with King's and Dal students, faculty and staff to create an inclusive educational environment for students and can support you in several ways:

- Facilitate access to academic courses and programs, facilities, services and activities
- Identify classroom, exam and other accommodations to reduce barriers to your learning
- Advocate on behalf of, and alongside you to ensure reasonable accommodations are available and implemented
- Assist you in accessing disability-related funding
- Connect you with on- and off-campus resources to enhance your success

Student Accessibility Centre Killam Library Atrium Room G28 (before you get to Second Cup!) 902-494-2836 access@dal.ca

#### **Academic Calendars**

The King's Academic Calendar is accessible on the King's website at **academiccalendar.ukings.ca**. It contains similar information to the Dalhousie calendar, except it is limited to King's programs. It also includes important information that governs the relationship between the student and the University, such as policies on code of conduct, discrimination, accessibility, academic discipline and appeal procedures.

Dalhousie's Academic Calendar is available online at academiccalendar.dal.ca.

#### DARS (Degree Audit Reporting System)

DARS is a handy tool you can access through your Dal Online account to run reports and track the progress of your degree. You can even enter courses you are thinking of taking to see how they will affect your degree. It is particularly helpful to use as an aid in selecting your courses prior to registration in March.

DARS also allows you to run a 'What if' degree audit using the 'Select a different program' option. This enables you to view the requirements and what your progress would look like for any program option. This is especially helpful if you are planning on doing an honours degree, as you won't be able to run your declared DARS report as an Honours until you have been admitted to the Honours program and your academic record has been updated. More information about DARS, including instructions and short how-to videos on how to access and read your degree audit, can be found at dal.ca/degreeaudit.

#### The King's Website

For more information on current student services, you can check out the King's website at **ukings.ca/current-students**. Here you can find information on academic advising, registration, academic difficulty and electronic versions of the most common academic forms and transcripts.

#### Academic Calendars (continued)

Here you can find degree requirements, university regulations, course descriptions and more for the Faculty of Arts and Social Sciences and the Faculty of Science. Make sure to click on the 'PDF Versions' tab to find the academic calendar from the year you began your studies.

## Section 7: Forms and Worksheets

Sometimes it's hard to keep track of all the paperwork you might need. Below is a list of common forms. Don't worry; if you contact our office, we can direct you to the appropriate piece of paperwork. Just know if you experience a problem, there might be a form that can help you fix it!

#### Application for a Waiver of an Academic Regulation

This form can be used to request a retroactive withdrawal from a course or to request a waiver of a degree requirement. You'll often need to submit supplementary documentation with your request, such as a medical note. Once complete, the form can be forwarded to the Assistant Dean of Arts, the Assistant Dean of Science or to the Journalism Committee on Studies for review. This form can be submitted through Dal Online ('Apply for Academic Waivers') for Arts or Science students and is available in PDF format for Journalism students on the 'Academic Forms and Transcripts' page of ukings.-ca.

#### Course add/drop form

You can use this form when you need special permission to register for a course following the normal registration period, if the course is wait-listed, if the professor is overriding a prerequisite or if you are switching to a different section of a full-year course.

#### **Honours Application**

This form is required for all students who intend to complete an honours degree. List your previous, current and planned coursework chronologically, have your departmental honours advisor(s) sign off on the form, and return it to the Registrar's Office for processing.

#### **Intent to Graduate Form**

The most efficient way to apply to graduate is through your Dal Online account. A \$50 fee is charged to those who do not apply by the deadline. The deadline for a Spring graduation is December 1st each year and the deadline for a Fall graduation is July 2 each year.

#### **Letter of Permission**

You can fill this out when you want to take courses at another institution. To check if courses have been previously assessed, you can visit the Transfer Credit Equivalency Table through your Dal Online account

#### Reassessment of a Final Grade

If you feel that you received an unfair grade on a final exam or assignment, you can submit this form to have the work reassessed. There is a \$50 fee, which will be refunded to you if the grade is adjusted.

#### Request to Exceed the Normal Workload

The maximum workload for Arts and Science students is 15 credit hours per term (i.e. 5 courses). If you have a term GPA of 3.0 or higher in the previous term, you can contact the Registrar's Office and we will increase your maximum credit hours to 18 per term. If your GPA is below 3.0, you will need to fill out this form and submit it to your faculty for approval.

#### **Transcript Request Form**

Students can request transcripts through their Dal Online account. Arts and Science students' transcripts are processed at the Dalhousie Registrar's Office. For Journalism transcripts, you may email the King's Registrar's Office with any questions or if you encounter difficulty with the Dal Online request portal. See 'Academic Forms & Transcripts' page on the King's website for further details.

FYP students who are requesting transcripts mid-year can request a Predicted Grade Letter by contacting the **fypoffice@ukings.ca**. The FYP Office will prepare a predicted grade type letter which is uploaded to MyCreds, our secure digital credential platform, for sharing with third parties.

#### Worksheets

The worksheets on the following pages have been designed to help you plan your degree. They do not replace the **Academic Calendar** or your Degree Audit and should be used in consultation with a degree advisor.

On the worksheets courses are denoted in this format: XXXX.00. The XXXX represents the course code for the course you will take (i.e. ENGL 1040 fills the place of ENGL XXXX). The .00 represents the credit hours for the course. Courses ending in .03 are three credit hour (single-semester courses) and courses ending in .06 are six credit hour (full-year courses).

When a course denoted with an XXX has a level code at the front (2XXX) the course can always be taken at that level or higher. So any course that is denoted as 2XXX can be a 2000, 3000 or 4000 level course.

#### BA with CSP as the Primary Subject in a Combined Honours

General Degree Requireme	nts:	
KING (FYP) Language	1001.12 and 1002.12 XXXX.03 and XXXX.03	
Science	XXXX.03 and XXXX.03	
OR		
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 and XXXX.03 and XXXX.03 and XXXXX.03 and XXXXX.03 And XXXX.03 and XXXXX.03 AXXXX.03 and XXXXX.03 and XXXXX.03	
CSP Minimum Requiremen	nts	
	and 2002.03 and 3002.03 and 4002.03  or CTMP 0456.00 and 4456.03	
2nd honours subject minim	num requirements:***	
2XXX.03 2XXX.03 2XXX.03 3XXX.03	and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03	
Required courses to comple	ete 120 credit hour degree:	
Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03	and XXXX.03 and XXXX.03 and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup>Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

#### BA with CSP as the Secondary Subject in a Combined Honours

General Degree Requirements:					
KING (FYP)	1001.12	and 1002.12			
Language	XXXX.03	and XXXX.03			
0 .	37373737 00	1 37373737 00	Е		

XXXX.03 XXXX.03	and XXXX.03	
111111100		
XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
imum require	ments***:	
	and 2XXXX.03 and 2XXXX.03 and 2XXXX.03 and 2XXXX.03 and 3XXXX.03 and 3XXXX.03	
	and 2002.03 and 3002.03 and 4002.03	
120 credit hou	ar degree:	
	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	XXXX.03

Elective XXXX.03 and XXXX.03

Elective XXXX.03 and XXXX.03

Elective 2XXX.03 and 2XXX.03

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

#### BA with EMSP as the Primary Subject in a Combined Honours

#### **General Degree Requirements:**

KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1002.12 and XXXX.03 and XXXX.03	
OR			
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
EMSP Minimum Require	ments		
EMSP 2001.03 EMSP 3001.03 EMSP 4001.03 EMSP XXXX.03 EMSP XXXX.03 EMSP XXXX.03		and 2002.03 and 3002.03 and 4002.03	
EMSP 4551.03 and EMSP	4552.03 (Honours s	seminar or thesis)	
2nd honours subject mini	mum requirement	ts:***	
2XXX.03 2XXX.03 2XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03	
Required courses to comp	lete 120 credit ho	ur degree:	
Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

#### BA with EMSP as the Secondary Subject in a Combined Honours

General Degree Requiremen	its:		
KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1002.12 and XXXX.03 and XXXX.03	
OR			
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
Primary honours subject min	nimum require	ments***:	
2XXXX.03 2XXXX.03 2XXXX.03 2XXXX.03 3XXXX.03 3XXXX.03	nte•	and 2XXXX.03 and 2XXXX.03 and 2XXXX.03 and 2XXXX.03 and 3XXXX.03 and 3XXXXX.03	
EMSP 2001.03 EMSP 3001.03 EMSP 4001.03 EMSP XXXX.03 EMSP XXXX.03 EMSP XXXX.03 EMSP XXXX.03	its.	and 2002.03 and 3002.03 and 4002.03	
Required courses to complet	e 120 credit hou	ur degree:	
Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

### BA with HSTC as the Primary Subject in a Combined Honours

#### **General Degree Requirements:** KING (FYP) 1001.12 and 1002.12 and XXXX.03 Language XXXX.03 Science and XXXX.03 XXXX.03 OR and XXXX.03 Language XXXX.03 Science XXXX.03 and XXXX.03 Humanities XXXX.03 and XXXX.03 and XXXX.03 Social Sciences XXXX.03 and XXXX.03 Writing Req.\* XXXX.03 Elective XXXX.03

### **HSTC Minimum Requirements\*\*\*:**

ASSC 1300.03 or 1400.03\*\*

HSTC 2001.03	and HSTC 3001.03	
HSTC 4001.03	and HSTC 4600.03	
HSTC XXXX.03		
HSTC 4650.03 (Honours thesis)		

#### 2nd honours subject minimum requirements:\*\*

2XXX.03 2XXX.03 2XXX.03 3XXX.03	and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03	
3XXX.03	and 3XXX.03	

#### Required courses to complete 120 credit hour degree:

Elective XXXX.03	and XXXX.03	
Elective XXXX.03	and XXXX.03	
Elective 2XXX.03	and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

# BA with HSTC as the Secondary Subject in a Combined Honours

General Degree Requirements	<b>:</b> :		
KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1002.12 and XXXX.03 and XXXXX.03	
OR			
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
Primary honours subject mini	mum require	ments:	
2XXXX.03 2XXXX.03 2XXXX.03 2XXXX.03 3XXXX.03		and 2XXXX.03 and 2XXXX.03 and 2XXXX.03 and 2XXXX.03 and 3XXXX.03 and 3XXXX.03	
HSTC minimum requirements	s:		
HSTC 2001.03 HSTC 4001.03 HSTC XXXX.03 HSTC XXXX.03 HSTC XXXX.03 HSTC XXXX.03 HSTC XXXX.03 HSTC XXXX.03		and HSTC 3001.03 and HSTC 4600.03	
Required courses to complete	120 credit ho	ur degree:	
Elective XXXX.03 Elective XXXX.03		and XXXX.03	

Elective 2XXX.03

and 2XXX.03

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

### BSc with CSP or EMSP as the Secondary Subject in a Combined Honours

**General Degree Requirements:** 

KING (FYP) Math Life/Physical Science	1101.09 XXXX.03 XXXX.03	and 1102.09 and XXXX.03 and XXXX.03	
OR			
Math Humanities Social Sciences Writing Req.* Life/Physical Science	XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
Primary honours subject minin	num require	ments**:	
2XXX.03 2XXX.03 2XXX.03 3XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
CSP or EMSP minimum require	ements:		
2001.03 3001.03 4001.03 XXXX.03 XXXX.03 3XXX.03		and 2002.03 and 3002.03 and 4002.03	
Required courses to complete 1	20 credit ho	ır degree:	
Elective XXXX.03 Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and XXXXX.03 and 2XXXX.03	

Students may take a maximum of 48 credit hours at the 1000-level.

Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements.

## BSc with HSTC as the Secondary Subject in a Combined Honours

General Degree Requirements:			
KING (FYP) Math Life/Physical Science	1101.09 XXXX.03 XXXX.03	☐ and 1102.09 ☐ and XXXX.03 ☐ and XXXX.03	
OR			
Math Humanities Social Sciences Writing Req.* Life/Physical Science	XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
Primary honours subject minin	num require	ments**:	
2XXX.03 2XXX.03 2XXX.03 3XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
HSTC minimum requirements:			
HSTC 2001.03 HSTC 4001.03 HSTC XXXX.03		and HSTC 3001.03 and HSTC 4600.03	

### Required courses to complete the minimum number of honours credits:

Primary honours subject or HSTC elective 2XXX.03	
Primary honours subject or HSTC elective 2XXX.03	

### Required courses to complete 120 credit hour degree:

HSTC 3XXX.03 HSTC 3XXX.03 HSTC 3XXX.03

Elective XXXX.03	and XXXX.03	$\Box$
Elective XXXX.03	and XXXX.03	$\Box$
Elective XXXX.03	and XXXX.03	
Elective 2XXX.03	and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements.

# BJH as a Single Honours Degree

KING 1001.12 (FYP) KING 1002.12 (FYP) JOUR 1002.03 (Foundations of Journalism I) JOUR 1003.03 (Foundations of Journalism II)	
Journalism Requirements:	
JOUR 2700.03 (Introduction to Reporting) JOUR 2701.03 (Intermediate Reporting) JOUR 2702.03 (Introduction to Visual Storytelling) JOUR 2704.03 (Indigenous Peoples and Media)	
JOUR 3004.03 (Advanced Reporting I) JOUR 3005.03 (Advanced Reporting II) JOUR 3339.03 (Ethics and Law for Journalists) JOUR XXXX.03 (three credit hour Journalism elective)* JOUR XXXXX.03 (three credit hour Journalism elective)*	
JOUR 0477.00 (Journalism internship) JOUR 4002.03 (Honours Seminar) JOUR 4XXX.09 (Journalism workshop) JOUR 4XXX.09 (Journalism workshop) JOUR 4XXX.09 (Journalism workshop)	
Required Canadian content course to complete honours requirements:**	
XXXX.03	
Required courses to complete 123 credit hour degree:***	
Elective XXXX.03  Elective XXXX.03  Elective XXXX.03  Elective XXXX.03  Elective 2XXX.03  Elective 2XXX.03  Elective 2XXX.03  Elective 2XXX.03  Elective 2XXX.03	

<sup>\*</sup>Students may take a maximum of TWO Journalism electives.

<sup>\*\*</sup>Please consult the academic calendar for the list of approved courses.

<sup>\*\*\*</sup>The BJH is a 123 credit hour degree, which means students must take an overload at some point in their degrees.

## BJH as a Combined Honours Degree

KING 1001.12 (FYP) KING 1002.12 (FYP) JOUR 1002.03 (Foundations of Journalism I) JOUR 1003.03 (Foundations of Journalism II)		
Journalism Requirements:*		
JOUR 2700.03 (Introduction to Reporting) JOUR 2701.03 (Intermediate Reporting) JOUR 2702.03 (Introduction to Visual Storytel JOUR 2704.03 (Indigenous Peoples and Media		
JOUR 3004.03 (Advanced Reporting I) JOUR 3005.03 (Advanced Reporting II) JOUR 3339.03 (Ethics and Law for Journalists) JOUR XXXX.03 (three credit hour Journalism JOUR XXXX.03 (three credit hour Journalism	elective)**	
JOUR 0477.00 (Journalism internship) JOUR 4002.03 (Honours Seminar) JOUR 4XXX.09 (Journalism workshop) JOUR 4XXX.09 (Journalism workshop) JOUR 4XXX.09 (Journalism workshop)		
Required Canadian content course to compl	ete honours requirements:***	
XXXX.03		
Secondary honours subject minimum requir	ements	
Elective 2XXX.03 Elective 2XXX.03 Elective 2XXX.03 Elective 3XXX.03 Elective 3XXX.03	Elective 2XXX.03 Elective 2XXX.03 Elective 2XXX.03 Elective 3XXX.03 Elective 3XXX.03	
Required courses to complete 123 credit ho	ur degree****:	
Elective 2XXX.03		

<sup>\*</sup> Please consult the 2024/25 Academic Calendar for information about degree requirements.

<sup>\*\*</sup> Students may take a maximum of TWO Journalism electives.

<sup>\*\*\*</sup> Please consult the Academic Calendar for a list of approved courses.

<sup>\*\*\*\*</sup> The BJH degree is a 123 credit hour degree, which means students must take an overload at some point in their degrees.

### **BA Combined Honours**

KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1002.12 and XXXX.03 and XXXX.03	
OR			
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
Primary honours subject min	imum require	ments**:	
2XXX.03 2XXX.03 2XXX.03 2XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03	
Secondary honours subject m	inimum requi	rements:***	
2XXX.03 2XXX.03 2XXX.03 3XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03	
Required courses to complete	120 credit ho	ur degree:	
Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

## **BSc Combined Honours**

KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1102.12 and XXXX.03 and XXXX.03	
OR			
Language Science Humanities Social Sciences Writing Req.* Life/Physical Science	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03	
Primary honours subject	minimum require	ments**:	
2XXX.03 2XXX.03 2XXX.03 3XXX.03 3XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
Secondary honours subject	ct minimum requi	rements:**	
2XXX.03 2XXX.03 3XXX.03 3XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
Required courses to comp	lete 120 credit ho	ur degree:	
Elective XXXX.03 Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and XXXX.03 and ZXXX.03 and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level.

Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

# **BA Single Honours**

KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1002.12 and XXXX.03 and XXXX.03	
OR			
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
Honours subject minimum re	equirements**	<b>*:</b>	
2XXX.03 2XXX.03 2XXX.03 2XXX.03 2XXX.03 2XXX.03 2XXX.03 3XXX.03		and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
Distribution Requirement:			
2XXX.03 2XXX.03		and 2XXX.03 and 2XXX.03	
Required courses to complete 120 credit hour degree:			
Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

## **BSc Single Honours**

#### **General Degree Requirements:**

1101.09	and 1102.09	
	<b>=</b>	
XXXX.03	and XXXX.03	
XXXX.03	and XXXX.03	
XXXX.03	and XXXX.03	Ħ
XXXX.03	and XXXX.03	一
XXXX.03	and XXXX.03	Ħ
XXXX.03	and XXXX.03	
requirements**:	:	
	and 2XXX.03	
	and 3XXX.03	
	and 3XXX.03	
ete 120 credit ho	ur degree:	
	and XXXX.03	П
	and XXXX.03	Ħ
	and XXXX.03	Π
	and 2XXX.03	Π
	and 2XXX.03	Π
	and 2XXX.03	
	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	XXXX.03

Students may take a maximum of 48 credit hours at the 1000-level.

Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements.

# **BA** Double Major

KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1002.12 and XXXX.03 and XXXX.03	
OR			
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03	
Primary major subject minimum requirements***:			
2XXXX.03 2XXXX.03 3XXXX.03 3XXXX.03	um raquiran	and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
Secondary major subject minimu	ım requiren		
2XXXX.03 2XXXX.03 3XXXX.03 3XXXX.03		and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
Distribution Requirement:			
2XXX.03		and 2XXX.03	
Required courses to complete 12	0 credit hou	r degree:	
Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and 2XXX.03	

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

<sup>\*\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements. Students may take a maximum of 48 credit hours at the 1000-level. Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

# **BSc Double Major**

#### **General Degree Requirements:**

KING (FYP) Math Life/Physical Science	1101.09 XXXX.03 XXXX.03	and 1102.09 and XXXX.03 and XXXX.03	
OR			
Math Humanities Social Sciences Writing Req.* Life/Physical Science	XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXXX.03	
Primary major subject minimum	requireme	nts**:	
2XXX.03 2XXX.03 3XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
Secondary major subject minimum requirements**:			
2001.03 3001.03 4001.03 XXXX.03 XXXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03	
Required courses to complete 12	0 credit hou	ır degree:	
Elective XXXX.03 Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and XXXX.03 and 2XXX.03 and 2XXX.03	

Students may take a maximum of 48 credit hours at the 1000-level.

Students may take a minimum of 66 and a maximum of 84 credit hours in the two honours subjects with no grades lower than C.

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements.

# **BA Single Major**

KING (FYP) Language Science	1001.12 XXXX.03 XXXX.03	and 1002.12 and XXXX.03 and XXXX.03		
OR				
Language Science Humanities Social Sciences Writing Req.* Elective ASSC 1300.03 or 1400.03**	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXXX.03 and XXXXX.03		
Major subject minimum requires	ments***:			
2XXX.03 2XXX.03 3XXX.03 3XXX.03 3XXX.03		and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03		
Distribution Requirement				
2XXX.03 2XXX.03		and 2XXX.03 and 2XXX.03		
Required courses to complete 120 credit hour degree:				
Elective XXXX.03 Elective XXXX.03 Elective 2XXX.03 Elective 2XXX.03 Elective 2XXX.03 Elective 2XXX.03 Elective 2XXX.03		and XXXX.03 and XXXX.03 and 2XXX.03 and 2XXX.03 and 2XXX.03 and 2XXX.03 and 2XXX.03 and 2XXX.03		

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Non-FYP students: either ASSC 1300.03 (Intro to the Humanities) OR ASSC 1400.03 (Intro to the Social Sciences), to be taken during the first 30 credit hours of the degree.

\*\*\* Students may take a minimum of 30 and a maximum of 54 credit hours in major subject

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# **BSc Single Major**

#### **General Degree Requirements:**

KING (FYP) Math Life/Physical Science	1101.09 XXXX.03 XXXX.03	and 1102.09 and XXXX.03 and XXXX.03		
OR				
Math Humanities Social Sciences Writing Req.* Life/Physical Science	XXXX.03 XXXX.03 XXXX.03 XXXX.03 XXXX.03	and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03 and XXXX.03		
Major subject minimum requirements**:				
2XXX.03 2XXX.03 3XXX.03 3XXX.03	0 1:4 h	and 2XXX.03 and 2XXX.03 and 3XXX.03 and 3XXX.03 and 3XXX.03		
Required courses to complete 120 credit hour degree:				
Elective XXXX.03		and XXXX.03		
Elective XXXX.03		and XXXX.03	Ц	
Elective XXXX.03 Elective XXXX.03		and XXXX.03	H	
Elective 2XXX.03		and 2XXX.03	Ħ	
Elective 2XXX.03		and 2XXX.03		
Elective 2XXX.03		and 2XXX.03		
Elective 2XXX.03		and 2XXX.03		
Elective 2XXX.03		and 2XXX.03		
Elective 2XXX.03		and 2XXX.03		
Elective 2XXX.03		and 2XXX.03		

Students may take a maximum of 48 credit hours at the 1000-level.

<sup>\*</sup> The Writing Requirement may also be used to satisfy the humanities or social sciences requirement.

<sup>\*\*</sup> Students MUST visit an advisor or consult the university calendar for specific requirements.

<sup>\*\*\*</sup> Students may take a minimum of 30 and a maximum of 60 credit hours in major subject.

# Notes