BRESCIA REGISTRATION GUIDE



2023-

2024

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Introduction

Welcome to the 2023-2024 Brescia Student Registration
Guide. This guide will provide you with all the information you need to register for your courses for the 2023-2024
Fall/Winter term. We hope that this guide will be a valuable tool in your course selection, timetable creation, and online course registration.

Should you have any questions at any time, please do not hesitate to contact The Hive.





All the best for the academic year!

Fall/Winter Academic Timetable 2023/2024

https://studentservices.uwo.ca/secure/timetables/mastertt/ttindex.cfm

The Fall/Winter Academic Timetable includes the most up-to-date information for course offerings at Western, Brescia, Huron, and King's. In this timetable, you can filter your course searches by subject, course number, course suffix, delivery type, campus, and more. This tool comes in very useful when planning your schedule for the upcoming academic year.

Summer Orientation Days

Summer Orientation Days (for incoming Brescia students)

Brescia looks forward to hosting a hybrid format for Summer Orientation Days this year. Students who have accepted their offer of Admission to Brescia are encouraged to attend a session that works with their scheduling needs. We also encourage students to review all the academic, financial and student life resources on the Summer Orientation 2023 OWL Site.

Registration for SOD Sessions is open and sessions will be held in June and July with the goal of having all of our incoming students enrolled in their courses for the upcoming academic year. Brescia staff look forward to providing you with the tools, resources, and support that you need for a successful and stress-free orientation.

Simply follow the steps outlined on our website to complete your Summer Orientation registration: <u>https://brescia.uwo.ca/admissions/visit_campus/summer_orientation_and_course_registration/index.php</u>



Registration Dates

Course Registration is divided into three periods:

1. Priority Enrolment Period 2. Adjustment Enrolment Period 3. General Enrolment Period

DATE	SESSION INFORMATION
Saturday, June 17	Registration opens for students entering Year 1 (includes athletes Year 1)
Tuesday, June 27	Registration opens for athletes Year 2-4
July 4-7	Registration opens for students entering Year 4
July 11-14	Registration opens for students entering Year 3
July 18- 21	Registration opens for students entering Year 2
July 26	1st Priority Lift Day; course registration suspended
July 27- August 1	Course Registration resumes by start of business day, until 11:59 pm August 1
August 2	2nd Priority Lift Day; course registration suspended
August 3	Course Registration resumes by start of business day and continues until last day to add
September 7	First day of classes
September 15	Last day to add first term and full year courses

Priority Enrolment Period July 4 – July 25

Access to course registration during the priority enrolment period begins with your enrolment appointment.

Enrolment appointments are determined by your academic level/year of study and are assigned in the following order: Year 4 students, Year 3 students, Year 2 students.

Your enrolment appointment time is the earliest date and time you can access course registration. Until this date and time is reached, you will not be able to register in courses in Student Center.

After your enrolment appointment begins, you can continue to register in courses until the end of the Fall/Winter course registration period.

Exception: While your enrolment appointment is valid until the last day to add, your access to course registration will be temporarily suspended while course adjustments occur. See "Adjustment Enrolment Period" section for further information.

Reminder: During the priority enrolment period, students should try to register in a full course load. Some enrolment constraints, such as priority constraints, will be in effect during the priority enrolment period.

Adjustment Enrolment Period July 26 – August 2

After the priority enrolment period, enrolment conditions (i.e. priority constraints) will change to allow more students access to select courses. You can review when a priority constraint will expire by referring to the course registration notes in the Fall/Winter Academic timetable.

Access to course registration will be temporarily suspended before and after the adjustment enrolment period.

Note: You will not need a new enrolment appointment when access to course registration resumes.

July 26: No Access to Course Registration (as of 12:00AM)

- Some priority conditions will expire
- Some priorities will change to allow new enrolment conditions for courses

July 27 – August 1: Access to Course Registration Resumes

- Make adjustments to your schedule
- If you're in a waitlist, check your schedule to see if changes have been made / if you've been enrolled
 August 2: No Access to Course
 Registration (as of 12:00AM)
 - Additional priorities will expire or change to allow new enrolment conditions for courses

General Enrolment Period Begins August 3

After the priority enrolment period, enrolment conditions (i.e. priority constraints) will change to allow more students access to select courses. You can review when a priority constraint will expire by referring to the course registration notes in the Fall/Winter Academic timetable.

Access to course registration will be temporarily suspended before and after the adjustment enrolment period.

Note: You will not need a new enrolment appointment when access to course registration resumes.

July 26: No Access to Course Registration (as of 12:00AM)

- Some priority conditions will expire
- Some priorities will change to allow new enrolment conditions for courses

July 27 – August 1: Access to Course Registration Resumes

- Make adjustments to your schedule
- If you're in a waitlist, check your schedule to see if changes have been made / if you've been enrolled

August 2: No Access to Course Registration (as of 12:00AM)

 Additional priorities will expire or change to allow new enrolment conditions for courses

Academics

Academics Programs and Degree Options

There are three types of undergraduate degrees available:

- 1. 4-year Honours Bachelor Degree (20.0 total credits)
- 2. 4-year Bachelor Degree (20.0 total credits)
- 3. 3-year Bachelor Degree (15.0 total credits)

Types of modules include:

- Honours Specialization (9.0-11.5 credits)
- Specialization (9.0-11.0 credits)
- Major (6.0-7.0 credits)
- Minor (4.0-5.0 credits)

Brescia students may select from a number of modules offered through departments at Brescia. Students may also combine their Brescia modules with programs available at Western, King's, or Huron.

For a complete list of Brescia modules, please visit: <u>https://www.westerncalendar.uwo.ca/Faculties.cfm?FacultyID=2&SelectedCalendar=Live&ArchiveID=</u>

Contact your Academic Advisor for questions regarding module availability and requirements.

Adjudication Process and Decisions

Adjudication is the process by which returning students are assessed for the program(s) they requested during Intent to Register. Adjudication occurs in May after final exams and happens again in August for students who are taking summer courses.

To view your adjudication decision: To view your Academic Record online, log in to your Student Center and click on the "Academics" tile, then the "Program Status" tile, then the "Grade Report-Progression" tab to view your latest grades and report comments. Grade report comments typically become available to students in early-mid June.

New-to-Brescia Students



Returning Students



Accessing Student Center

Instructions for accessing your Student Center account which is used for online course registration.

- 1. Get your Access Code from: <u>https://wts.uwo.ca/identity/identities and access/identities new student.html</u> You will need your Western Student Number, SIN or Ontario University Application Centre (OUAC) Number, and date of birth to obtain your Access Code.
- 2. Obtain your Western Username and Password from: <u>https://identity.uwo.ca/activate-he?1</u> You will require your Western Student Number and your Access Code to obtain your Western username and password.
- 3. Access the Student Center at <u>https://student.uwo.ca</u> by entering your Western username and password from Step 2. Ensure that your computer cookies are enabled and your pop-up box feature is set to allow pop-ups from Student Center.

Password Tips:



- 1. Don't share your password with anyone.
- 2. It is best to memorize your password if you must write your password down, keep it in a safe and secret place.
- 3. If you believe your password has been compromised, reset your password at <u>https://wts.uwo.ca/identity/passwords/index.html</u>

Online Registration

New students who have accepted an offer of admission from Brescia, and returning students who are in good academic standing, can enroll themselves in courses by using Student Center. You will have access to enrolment on or after your scheduled appointment date and time.

Access Your Enrolment Appointment Date/Time

Log into your Student Center account at <u>https://student.uwo.ca</u>. Click the Academics tile > Course Registration > Enrolment Appointments. Your enrolment appointment will not be available until it is assigned.

- First Year Students: begins June 17
- Fourth Year Students: July 4 to 7
- Third Year Students: July 11 to 14
- Second Year Students: July 18 to 21



Web Registration Tip:

We strongly suggest that you access Web Registration at least one hour prior to the closing time (11:59pm EST) to avoid the system shutting down before you finish registering.

Making Changes to Your Registration

Throughout the summer, students may access the web registration panels and adjust their course selections and timetable until September 15, 2023.

Add/Drop: All Years

Web course registration will be open until September 15, 2023 to allow for last minute changes. Go to Student Center to adjust course registration.



Reminder:

Any notices concerning course registration will be sent to students' Western email accounts (__@uwo.ca). It is important to verify timetable information online as changes in course times and locations may occur during the summer.

Residency Requirements

As a Brescia student you must enroll every year in a core number of courses at Brescia. ALL Brescia students must select a minimum of 3.0 Brescia courses.

All students are encouraged to take advantage of as many Brescia courses as possible. Within their degree program, students may only take up to 40% of their courses on other campuses.

Courses must be taken at Brescia if they are offered at Brescia. If you are unable to enroll in a Brescia section of a course, you must obtain permission to take the course at King's, Huron, or Western. To begin the process to request special permission, please contact The Hive.

Courses that are not offered at Brescia may be taken at King's, Huron, or Western and do not require permission. You must consider courses at King's and Huron before adding a course at Main.

Email Tip:



Do you want to forward your Western email to another email account you frequently use?

Go to: <u>https://wts.uwo.ca/office_365/email/office_365_gmail.html</u> and select 'E-mail tools' and then choose Forward your Western E-mail.

Preliminary Year Courses

Successful completion of the Preliminary Year program requires a PASS standing in Interdisciplinary Studies 0015, and a passing grade (50% or higher) in 5.0 credits chosen from the preliminary year courses found here: <u>https://brescia.uwo.ca/preliminary_year/courses_and_enrollment.php</u>.

Tuition Fees and Financial Assistance

Tuition and Fees Payment

Tuition/residence fees are due August 13, 2023. Students can view their Brescia Student Statement online on the <u>Money Matters</u> section of our website. The Student Statement is not mailed or emailed to students. If paying in instalments, second term fees are due by <u>December 1, 2023</u>. Refer to the <u>Brescia</u> <u>Fee Schedule</u> for more information on instalment payments and payment options.

Statement of Account Reminder:



View your online tuition/residence fee bill from the Brescia homepage at <u>www.brescia.uwo.ca</u>, go to 'Campus Life – Money Matters – Tuition & Fees – Statement of Account'. Your statement will be available for the upcoming academic year in mid-to-late July.

Payment Options

Tuition/residence fee payments can be made:

- Online through your bank website or in person at most Canadian banks. Add Brescia University College as a payee and use your student number as your account number
- By cheque or money order payable to Brescia University College
- By debit card through The Hive note your daily cash limit

If paying online through a Canadian bank, please ensure that you pay Brescia University College, not Western University.



Tuition Fee Reminder:

Flat fee charged for students taking an 80% (4.0 credit) course load or higher. Students taking 3.5 credits or less are charged on a per-course basis.

If you decide to cancel your registration, please contact The Hive at Brescia as soon as possible by email at <u>brescia@uwo.ca</u>.

Ontario Student Assistance Program (OSAP)

Students are highly encouraged to apply to OSAP by June 30th, 2023. Apply early to ensure supporting documentation can be processed in due time, for a better reflection of student fees owing for the August installment.

Students whose first installment of OSAP does not fully cover the first installment of fees must pay the difference by the due date.

Brescia's Bursaries and Scholarships

Scholarships for Continuing Students

Students who have received a continuing admission scholarship are eligible to retain this scholarship to a maximum of four years (at the same annual value). In order to retain this scholarship, students must:

- Remain registered at Brescia
- Enroll in and complete 5.0 courses in the previous Fall/Winter session
- Maintain an 80% average on these courses

A complete list of scholarships and awards for upper year students can be found at: <u>https://brescia.uwo.ca/money_matters/scholarships_awards_bursaries/upper_year_scholarships/index.php</u>

Bursary Program for Continuing Students

Bursaries are non-repayable, taxable grants issued to students who demonstrate financial need. Bursaries are generally awarded to Canadian citizens or permanent residents who are registered full-time at Brescia University College, and have shown satisfactory progress in the previous year. There are a limited number of bursaries available for part-time students and international students. Students are encouraged to apply early in order to assist in their academic year costs.

The deadline for the Bursary Program is October 15th, 2023.

Work it Out and Plan it Out

Course Planning

This section gives you all the tools to help you with course selection, conflict free timetabling, and course registration through Student Center. We encourage you to use the worksheets available in this section to properly plan your selection. If you work through these activities in advance of your enrolment appointment, you will be all ready to register when your enrolment opens.

Step 1: Doing a Degree Check

To complete a degree check you will need to access your academic record using Student Center, and a copy of your module from the Western academic calendar on Brescia's website.

- Start by checking your overall degree requirements:
 - Count the number of courses you have completed. (Students completing a 3-Year degree must have 15.0 courses, and students completing a 4-Year degree must have 20.0 courses). This will let you know how many courses you still need to complete.
 - Count the number of first year (1000 level) courses you have. (Students need 5.0 courses from the 1000 level, and can't count more than 7.0 courses from the 1000 level towards their degree).
 - Check the number of Essay courses you have completed (courses labeled E, F or G). Students need to complete 2.0 Essay designated courses (at least 1.0 must be at the 2000 level or above).
 - Check for Category A, B, and C. Students must complete 1.0 course from Social Science (Category A), Arts and Humanities (Category B) and Science (Category C) in order to graduate.
- Check the following:
 - Using the module from the academic calendar, highlight or check off the courses you have already taken that meet the module requirements.
 - Write down the courses you still need for your module. Also make note if you are missing any of the requirements from above
 - After completing this exercise, you will have an idea of what courses you should be taking this year.
 If you are a second or third year student, you may be able to make a preliminary plan for future years as well.

Course Selection Tips

- Courses ending in A/B are 0.5-credit courses.
- Courses ending in E are 1.0-credit essay courses.
- Courses ending in F/G are 0.5-credit essay courses.
- Brescia courses are typically sections 530-539.
 - Sections 230-239 are Brescia Blended courses (online and in-person)
- You can find a list of Category C courses on our website



Step 2: Course Selection

To complete course selection, you will need the following: The Western Calendar (online), and your completed degree check (from above).

- Using the Western Calendar, read course descriptions on the courses you still have to complete for your module.
- Write down courses that you are required to take, and also make selections if your module gives you options (e.g. in the Major in English Language and Literature you might see this: "2.0 full course equivalents from: English 2200F/G, English 2201F/G, English 2202F/G, English 2203F/G, English 2203F/G, English 2401E, English 2501E, English 2601E")
- Choose courses that will also meet your degree requirements ensure you are choosing courses that
 represent all categories, your essay requirements, and ensure you don't have more than 7.0 first year
 courses.
- Select electives this is your chance to take courses outside of your module(s). See the note below regarding electives.

Why do I have to choose electives?

Every student in every program is going to have to do some electives towards their degree – but they can be fun. Here are some reasons why you should take electives:

- Well-rounded education! even if you are in a science degree, there is value to liberal arts education.
- Exploration you will never know if you have a passion for a subject area if you don't try new things!
- Enhancing interests taking courses that compliment your other interests.
- Build your resume maybe taking a French class could help in the long run.

Course Selection Tips:



- Looking for an elective course without a prerequisite? Typically courses that have numbers beginning with '20' and '21' do not have prerequisites check the course descriptions.
- Read the course descriptions carefully and watch for pre-requisites, antirequisites, and co-requisites. Forget what they mean? See Appendix page 27.
- It isn't necessary to take all your module requirements in one year. In Academic Advising, we recommend taking between 2.0 and 3.0 required credits per module and add some electives to balance your course load.

Step 3: Creating a Conflict Free Timetable

- Using the Draft My Schedule, plot the courses you have selected to take under the correct day and time. Remember, a full-time student may take a maximum of 5.0 credits.
- Ensure that you have selected a minimum of 3.0 Brescia credits in your schedule. In building your timetable, you may wish to schedule your Brescia courses and required courses first. See Residency Requirements on page 12 for more information.
- Next, log into your Student Center account click the Academics tile > Course Registration > Search and Add.
 - Pick a course to add using either Search for Class or Enter Class Nbr. If you search for class, you will need to know the subject, course number, and section number. If you enter class number, the course and section you're looking for should populate in the search.
 - Select the course/section you are intending to add. Note that the "Seats" column shows whether or not a section is already full. The system will not let you add a full section.
 - If the course you are choosing has a Lab or Tutorial, you will be prompted to select one of those sections. You cannot enrol in a class without adding all of the required components.
 - Select Enroll and hit Next. Review your choices and select Submit.

Course Selection Tips:



• Ensure you have a balanced course load. This means that you have equal number of courses in the fall and winter terms. Courses ending in 'A' or 'F' are fall term courses. Courses ending in 'B' or 'G' are winter term courses. Ensure that you have an 'A' or 'F' course corresponding to every 'B' or 'G' course.

It may be useful to select a couple of alternate courses in case your first choice(s) are unavailable.

 Class number and course number are not the same thing. The course number is the code found after the subject (e.g., Sociology 1020). The class number is a specific number assigned to each section of every course. There are no two matching class numbers meaning that using them provides a quick way to search for courses when enrolling. You can find the class number listed in Draft My Schedule or the Western Timetable.

Troubleshooting Your Registration

As you use the online system, you will receive a confirmation message if the course enrolment was successful. You will receive an error message if there is an error. Listed below are common errors and how to troubleshoot.

If you can't add any courses to your term...

- If you are searching courses by class numbers taken from the timetable and they aren't coming up, or if you aren't able to enroll in any courses – check to ensure that your Term is right in Student Center. Ensure you have changed your term to Fall/Winter 2023.
- No valid appointment time If you receive this message, you can check to see that you are enrolling on or after your enrolment date, if your term is incorrect, or if you have not submitted an Intent to Register form. If you did not complete an Intent to Register form, you will need to contact The Hive.

If you are having trouble enrolling in one your courses, you may receive one of the following messages:

- Time Scheduling Error this message indicates that the course you are adding conflicts with another class you have already added. The class it conflicts with will be identified in the error message. You will need to check your timetable and select another section or course in order to fix this error.
- Missing Prerequisite this error indicates that you do not have the prerequisite for the course you are trying to add. You will need to select a new course that you are qualified to enrol in. If you do have the prerequisite or if you received the prerequisite as a transfer credit, you will need to call The Hive to be added to this course.
- Restricted/Priority this message indicates that the course you are trying to enroll in is reserved or gives priority to students enrolled in a specific program. Priority courses can be added when priority lifts on July 27th-August 1st, and after August 3rd. Courses that are restricted will not open up to students outside of the intended program. Check your program and select another course.
- Maximum Unit Load Exceeded this message indicates that you have attempted to add too many courses to your schedule – check to ensure you have balanced your courses within terms (A/B and F/G courses).
- Retaking a course the system will warn you if you are retaking a course to ensure that you are aware of Western's repeat policy. If a student wishes to repeat a course, the second attempt grade will stand on your record, even if it is not the higher grade.

If you receive an error message that can't be explained above, or if you've received special permission to enrol in a course, please contact The Hive for assistance. Have your student number, and the course and class number you are trying to add or send <u>brescia@uwo.ca</u> an email with a completed copy of the Course Selection Worksheet.

Troubleshooting Reminders:



- If a Brescia course does not fit with your schedule, see if the same course is offered at King's or Huron.
- If you receive the error message 'Hold on Record', check your Student Center for any Service Indicators. If you have outstanding fees, you will not be able to register for your courses until these are paid.

Special Permissions

If you are unable to add a course through web registration and are not sure why, you may need to request special permission. When requesting special permission, include your student number, the course number and class number with the reason that you need special permission. Read below to see where to request special permission. Typical requests might include:

- Special Permission to take a course without the prerequisite: This will need to be approved by the department that houses the course, and then by your Academic Advisor at Brescia.
- Special Permission to overload: In rare circumstances students may be approved to take more than 5.0 credits in an academic year. This must be approved by your Academic Advisor at Brescia.
- Special Permission to take a course restricted to students at another campus: This will need to be approved by the department that houses the course, and then by your Academic Advisor at Brescia.

Note for Transfer Students

Students with transfer credits may have difficulty using the online system, because web registration will not recognize transferred courses as prerequisites. If you are a transfer student and are having difficulty, please contact The Hive.

Plan with Us While You're Getting Your Degree!

The Student Life Centre (SLC) believes that student development goes well beyond the classroom. Plan with us while you get your degree! Together we can connect the dots and ensure that you make the most of your time here in order to get to where you want to be.

Start by figuring out who you are...

- What are your interests?
- What experiences have you found enriching in the past?
- What courses or extracurricular activities could you join to learn more about your area of interest and if you want to pursue it?

Now let's explore your interests more...

- How do you spend your free time?
- What do you like learning about in school?
- What do you like learning about outside of school?

Let's take a look at what Brescia has to offer you!

- Are there any courses that relate to your interests?
- Is there a course that would help you develop a skill you would like to learn?
- Are there courses that you think might ignite a passion of yours?
 **Make a list of these courses, including the page number, so you can refer back to them when choosing courses and fulfilling requirements.

Create a list of other ways you can explore your interests

• You may want to get involved at Brescia through a club, volunteer opportunity, the Brescia University College Students' Council, or Student Life program; or you may look to the broader community for employment, placements, or local teams.

Write down 3 goals you have for this year and make sure they are SMART

• Specific, Measurable, Attainable, Relevant, and Time Bound

**Whatever you choose, write them down and reflect back on them throughout the year to keep you on track

We look forward to supporting you throughout your time at Brescia, and hope you have a very successful year!

Sincerely,





SLC Opportunities • Wellness Education Peers • Career Peers • Orientation Week Leaders • Mentees



Self- Exploration and Course Planning Tool

Use this tool to map out your responses to the above questions. For more guidance in this process, book an appointment with SLC staff during the academic year!

My Interests		
Courses I could take to learn about my interests	Extracurricular activities that allow me to explore my interests further	
	For example: the Brescia University College Students' Council, Student Life Centre positions, campus clubs, on- campus or community-based volunteering etc.	
My goals for this year		

Wellness at Brescia

Mental health and well-being is a common topic among all universities, with more students raising awareness about the challenges they are facing and the realities that come with life as a student. Wellness is about the full integration of the many dimensions of wellness and mind, body and spirit.

Your wellness is an important priority and is strongly connected to your academic success.

Check out Brescia's Mental Health and Wellness website for more information about how to be well, stay well, and live well in university and always: <u>https://brescia.uwo.ca/student_life/health_and_wellness/index.php</u>

Accessibility and Accommodations at Brescia

Academic accommodation consists of arrangements that allow a student with a disability (mental health, learning disability, sensory, physical, medical disabilities) a fair opportunity to engage in academic activities and fulfill essential course and program requirements. Accommodations can be arranged through Accessible Education at Western University.

If you are a first-year student who had an IEP or IPRC document in high school or at another institution, you are required to provide a statement from the previous school regarding the accommodations previously used.

More information about accommodations can be found here: <u>http://academicsupport.uwo.ca/accessible_education/index.html</u>

If you need help arranging accommodations or you are not sure where to start, feel free to talk with an Academic Advisor, the Student Wellness Educator or one of the Hive staff.

If you require help, please take care of yourself and reach out sooner than later to be preventative.

Please feel free to reach out to The Hive, Student Life Centre, Campus Ministry, and/or Western resources if you have questions or concerns about your wellness or someone else's wellness.

Student Resources

Online Student Resources

Western Email

Your Western email address is very important! It is the primary mode of communication from Brescia We use your Western email address to contact you for a variety of reasons, and as such it is very important that you check it regularly. It is possible to have mail forwarded from that account to another that you use frequently—whatever you do, be sure you are receiving messages sent to your Western account on a frequent and regular basis. You may miss receiving important information if you don't!

Access your Western email through https://myoffice.uwo.ca

If you are having trouble logging on, or don't know how to set up your account, please visit the WTS department. Their website is the best place to start: <u>https://wts.uwo.ca/</u>

Brescia Website

You can view program modules, course outlines, financial information, timetables, Brescia contacts, student services information, hours of operation for various offices, faculty information, and important notices such as class cancellations. The Brescia website is a good place to check first for answers to all of your questions.

www.brescia.uwo.ca

Student Center Website

Use this website to update your address and phone numbers, view your application status, view your class schedule, add or drop classes, view grades and academic summaries, apply to graduate, and view transfer credits. <u>https://student.uwo.ca</u>

Western Registrar's Office Website

Visit this site to order transcripts, view timetables, search for available courses, and other valuable information.<u>www.registrar.uwo.ca</u>

Brescia Resources

The Hive at Brescia St. James Building, Main Floor Tel: 519-432-8353 Email: <u>brescia@uwo.ca</u> <u>www.brescia.uwo.ca</u> Admissions, Liaison, Campus Tours <u>bucbound@uwo.ca</u>

General Inquiries brescia@uwo.ca

Beryl Ivey Library St. James Building 519-432-8353 Ext. 28250 <u>https://brescia.uwo.ca/library/</u> Instagram & Twitter: @brescialibrary

Brescia's Beryl Ivey Library is an attractive and comfortable study space with a conversation friendly-area, individual carrels for quiet study, and technology-equipped study rooms for group project work. As a Brescia student, you have access to physical and electronic collections at Brescia, Western & Affiliates, as well as 18 other Ontario university libraries through our Omni network. That means you have access to over 25 million resources, including books and journal articles! Your Western ID is your key to accessing all our online resources, and your student card is your library card. The library also has an Active Learning Lab with group stations equipped with TV screens for screen-sharing. Borrow technology, including chargers, calculators, and laptops from our service desk. Desktop computers, including a dedicated desktop with accessible software, are also available. The best part? Your friendly Beryl Ivey Librarians are always ready to help!

Residence

Carolyn Temple, Acting Director, Student Experience (ext. 28156) Kate Collingwood-McBane, Residence Life Coordinator (ext. 28019) Tel: 519-432-8353 (front desk ext. 25150) Email: <u>brescia-res@uwo.ca</u>

Brescia's state-of-the-art residence opened in August 2013. Living at Brescia is a memorable experience and the best way to connect to the community. Living among peers who share classes, interests, and experiences helps to ease the transition to university life. It is a living/learning community and a safe place to call home.

The front desk is staffed 24 hours a day and Residence Assistants live on floors and are trained to provide support and resources to all residents. There are many opportunities to get involved in residence life. There are theme floors, building wide programming, and Brescia events throughout the year. There are also leadership positions available on the Brescia University College Residence Council.

The safety, comfort, and convenience that on-campus accommodation provides is what entices most students to live in residence. It is the lasting friendships, picturesque scenery, and upper-year opportunities that keep residents returning each year.

Student Life Centre Email: <u>bucstudent.life@uwo.ca</u> Web: <u>https://brescia.uwo.ca/student_life/index.php</u> Instagram: @bresciastudentlife

The Student Life Centre provides programs and information that support students' academic, career, and leadership aspirations, as well as personal growth and development.

Through the Student Life Centre, students can get involved with programs and events, seek out support and resources, and build their skills in the areas of:

- Career Development
- Learning Enhancement
- Orientation and Transition
- Leadership and Involvement
- Mental Health and Wellness
- Experiential Education

Everyone will graduate university with a degree. What is going to set you apart? Let the Student Life Centre help you stand out from the crowd and make your mark at Brescia!

Brescia Students' Council (BUCSC) St. James Building, Lower Level Email: <u>general@bucsc.ca</u> www.bucsc.ca

The Brescia University College Students' Council is a student organization that is active at Brescia as well as across the Western community and works to represent the students at Brescia and on committees at Western and its Affiliates. The BUCSC organizes many of the social events you will be involved in during your time at Brescia, such as Orientation Week, Brescia Ball, and Student Appreciation Week. The BUCSC also runs various awareness weeks specific for our students' needs. The Students' Council is a link to getting involved at Brescia and Western; various positions will be open for both first year and upper year Brescia students in September.

Chaplaincy Team

Ursuline Hall, Room 135 Catherinanne George 519-432-8353 Ext. 28258

Chaplaincy service recognizes the importance of a healthy spirit to the successful development of values, character, relationships and direction. The chaplaincy department recognizes the enrichment and blessing that our multi-cultural and multi-faith student body brings. Therefore, program development is flexible, inclusive and open to address the real needs of our students. Sacred space for prayer is provided for our Muslim students. Religious services for Roman Catholic students are available on our campus. At the heart of chaplaincy service is the mission and vision of Brescia to assist students to grow in wisdom, compassion and justice for all in an inclusive community which promotes human development, respect, dignity and compassion towards all.

Quick Reference

Important Phone Numbers

- The Hive at Brescia (brescia@uwo.ca) 519-432-8353
- Clare Hall Front Desk 519-432-8353 ext. 25150

Important Websites

- Brescia's Homepage <u>www.brescia.uwo.ca</u>
- Western's Homepage <u>www.uwo.ca</u>
- 2023 Academic Calendar <u>www.westerncalendar.uwo.ca</u>
- 2023-24 Western Timetable <u>https://studentservices.uwo.ca/secure/timetables/mastertt/ttindex.cfm</u>
- Western Technology Services (WTS) <u>https://wts.uwo.ca/get_help/index.html</u>
- Student Center <u>https://student.uwo.ca</u>
- Brescia Tuition Fee Schedule- https://brescia.uwo.ca/money_matters/tuition_fees/fees_refunds/fee_schedule.php
- Western Email <u>https://myoffice.uwo.ca</u>

Appendix

Course Description Course Numbering

0001-0999 1000-1999 2000-4999 Suffixes	Pre-University level introductory courses Year 1 courses Senior-level undergraduate courses; 2200 and higher often require prerequisite courses
No suffix A B A/B E F G F/G	Full course not designated as an essay course A first term half course B second term half course A/B first and/or second term half course E essay FULL course F first term ESSAY half course G second term ESSAY half course F/G first and/or second term essay half course

Anti-requisite

Anti-requisite courses overlap in course content such that both cannot be taken for credit. When you take a course that has an anti-requisite, you will lose credit for the first course attempted

Pre-quisite

A prerequisite is a course you must successfully complete before registering for credit in a desired course. You must satisfy the course prerequisites that appear in course descriptions. There are many courses without prerequisites.

Co-requiste

A course which must be taken concurrently with (or before registration in) the desired course. Your course selection may be deleted without warning if you do not have the requisites and you do not have prior written special permission waiving the requisites.

Blended Course (sec 230-31)

A course that has both online and in class components. This class may not meet weekly.

Essay Courses (E, F, G)

Essay courses require more written assignments than other courses. Full-year introductory essay courses, for example, require the completion of written assignments that total at least 3,000 words, or about twelve typed, double-spaced pages, or 5,000 words for a senior course. See also Graduation requirements for the 3-Year BA in the Academic Calendar.

Abbreviations for Affiliate Buildings

BR - Brescia University College St. James Building
UH - Ursuline Hall (Brescia)
BR-MRW - Merici Wing Ursuline Hall (Brescia
AP - Academic Pavillion (Brescia)
KC - King's University College
HC - Huron University College

Course Sections

230-231 – Brescia Blended Online and In Class 530-539 – Brescia Sections 550-559 – Huron Sections 570-589 – King's Sections

Course Descriptions and Timetable

Students can check course descriptions and other details listed on the <u>Course tab</u> of the Academic Calendar, and see the schedule of course offerings on the <u>Western Timetable</u>.