

# The University of King's College

## Course Registration Manual



UNIVERSITY OF  
**KING'S**  
COLLEGE • HALIFAX

The Office of the Registrar  
May 2016

## Hello incoming King's Students!

We are very excited to welcome all of our new students this fall! Between now and the first day of class, there are many steps that you'll need to complete. If you have not already done so, please send in your \$200.00 deposit to secure your spot at King's. This must be done well in advance of the first day of classes in order to activate your DalOnline account and NetID. For more information on how to pay your deposit, please visit <http://ukings.ca/fees-how>. Instructions on how to activate your NetID and password can be found on page 15 of this document.

We want to make sure you are well equipped for course registration day (Saturday, June 11<sup>th</sup> at 12:00 p.m.). This document will cover:

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

### The Registrar's Office (King's)

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

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

#### Office Hours:

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

**PLEASE NOTE: The King's Registrar's Office will be open from 12:00 p.m. – 4:00 p.m. on June 11<sup>th</sup> to aid with course registration!**

### First Year Advising Centre (Dalhousie)

Room G28, Killam Memorial Library  
Dalhousie University  
6225 University Avenue  
Halifax, NS  
B3H 4H8

Phone (toll free): 1.866.359.4709  
Phone (local): (902) 494.3203  
Email: [first\\_year.advisor@dal.ca](mailto:first_year.advisor@dal.ca)

#### Office Hours:

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

## 1. IMPORTANT TERMS AND DEFINITIONS

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

**Credit/half-credit:** A full credit is worth 6 credit hours and is almost always a full year (X/Y) course. A half credit is worth 3 credit hours and normally takes place in a single term (Fall or Winter) only.

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

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

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

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

**Faculty:** Departments (such as English, History, and Theatre) are grouped into divisions called Faculties. King's students in BA programmes 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 five full credits (30 credit hours) in each academic year (Fall/Winter terms). A full course load is not quite synonymous with being a "full-time" student.

**Full time/part-time student:** In order to be considered a full-time student you must be registered in at least 9 hours in both the fall and winter terms. In arts, science and journalism, this is three credits for the year (18 credit hours) or three half credit courses in each semester. 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 the Office of Student Accommodations for further details.

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

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

## 2. COURSE SELECTION FOR FYP (ARTS) STUDENTS

As a Foundation Year student, a space is reserved for you in the programme. That said, you still need to go online and register for your Foundation Year Programme lecture and tutorial, as well as an elective. Foundation Year Programme counts as four full

credits (24 credit hours). The elective counts as one full credit (six credit hours). Unless you have transfer credits from AP or IB, most student will take five full credits (30 credit hours) in first year.

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

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

### Choosing an Elective

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

**Note:** Arts students who are considering applying to transfer into journalism in second year or who wish to pursue a minor in journalism studies, should take Foundations of Journalism (JOUR 1001X/Y.06) as their first-year elective. This course is also an excellent elective option for students who wish to develop their writing and storytelling skills using correct English and imaginative narrative. For more information, watch our video: <http://www.youtube.com/watch?v=jnfY1vWQfiU>

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

Introduction to Arabic	ARBC 1020X/Y.06
Introduction to Chinese (Mandarin)	CHIN 1031.03 + CHIN 1032.03
Introductory Ancient Greek	CLAS 2500X/Y.06
Introductory Latin	CLAS 1800X/Y.06
German for Beginners	GERM 1010X/Y.06
Italian for Beginners	ITAL 1010X/Y.06
Elementary Russian	RUSN 1000X/Y.06
Beginning Spanish	SPAN 1021.03 + SPAN1022.03

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

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

The courses listed below are a sampling of ones that satisfy the Life and Physical Science requirement.

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

Principles of Biology I and II	BIOL 1010.03/1011.03
Principles of Microeconomics/Principles of Macroeconomics	ECON 1101.03/1102.03
Concepts in Chemistry I & II	CHEM 1011.03/1012.03
Foundations of Environmental Science	ENVS 1100.03
Environmental Challenges	ENVS 1200.03
Geology I & II	ERTH 1080.03/1090.03
Introduction to Physical Geography	ERTH 1030.03 or GEOG 1030.03
Earthquakes, Volcanoes & Natural Disasters★	ERTH 1060.03 or GEOG 1060.03
Intro to the History of Science and Technology★	HSTC 1200X/Y.06
Physics In & Around You	PHYC 1300X/Y.06
Astronomy: The Evolving Universe★	PHYC 1450X/Y.06
Introduction to Psychology (no lab)★	PSYO 1021/1022.06
Introduction to Psychology (lab)★	PSYO 1011/1012.06

A popular option that meets the science requirement is HSTC 1200X/Y.06, the introductory class in History of Science and Technology at King's. This introductory course follows a timeline similar to the Foundation Year Programme. Students will have the opportunity to delve deeper into scientific texts that are explored in FYP and will develop a better knowledge of the ever-changing world of science and technology. With lectures offered on Mondays and Wednesdays from 2:35 – 3:25, HSTC 1200 X/Y.06 fits perfectly into your first year course schedule. For more information on HSTC 1200X/Y.06, watch our video at: <http://www.youtube.com/watch?v=8jsR0oFQlus>

### 3. COURSE SELECTION FOR FYP (SCIENCE) STUDENTS

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

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

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

#### Choosing Your Electives

We recommend you choose electives you'll enjoy. That said, if you are serious about pursuing a four-year science degree we strongly recommend you consider taking one full credit (six credit hours) in a science subject of your choosing and one full credit (six credit hours) in math.

If you plan to major in Biology or Psychology, you should take one of the following combinations of courses for your math credit:

MATH 1215.03 & STAT 1060.03   **OR**  
 MATH 1000.03 & MATH 1010.03   **OR**  
 STAT 1060.03 & 2080.03

If you plan to major in Chemistry, Economics, Math, Neuroscience, or Physics, you should plan to take either:

MATH 1000.03 & MATH 1010.03   **OR**  
 MATH 1500.06

If you plan to pursue a different major, please contact the **Registrar's Office** or the **First Year Advising Centre** for help choosing a math course for your degree.

**Note:** Science students who are considering applying to transfer to Journalism in second year, or wish to pursue a Minor in Journalism Studies, should take Foundations of Journalism (JOUR 1001X/Y.06) as one of their first-year electives. For more information, watch our video: <http://www.youtube.com/watch?v=jnfY1vWQfiU>

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

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

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

As a Bachelor of Journalism (Honours) student, you must take Introduction to Journalism (JOUR 1001 X/Y.06) as your elective in first year. For more information on JOUR 1000 X/Y.06, watch our video at: <http://www.youtube.com/watch?v=jnfY1vWQfIU>

#### 5. COURSE SELECTION FOR BACHELOR OF MUSIC STUDENTS

##### A- FYP Music students

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

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

Please contact Dalhousie's Department of Music if you require help choosing a music elective. ([dal.ca/academics/programs/undergraduate/music.html](http://dal.ca/academics/programs/undergraduate/music.html)).

##### B- Music students who are not taking FYP

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

Applied Study.06 (Please consult the music department for more information)

Music Theory I Musc 1201.03

Music Theory II Musc 1222.03

Aural Skills I Musc 1270X/Y.03

Keyboard skills I Musc 1271X/Y.03

Intro to Perf. Perf 1000.03

Writing About Music Perf 1001.03

Arts or Sci. Elective

Ensemble I Musc 0122X/Y.00

Please contact Dalhousie's Department of Music if you require more information on your course requirements ([dal.ca/faculty/arts/school-of-performing-arts/music.html](http://dal.ca/faculty/arts/school-of-performing-arts/music.html)).

## 6. COURSE SELECTION FOR UNDECLARED ARTS STUDENTS

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

Course credit hours are shown as the last two digits of each course number (i.e. ENGL1000X/Y.06). Some courses are recorded as X/Y. These courses are usually six credit hour courses which start in September and finish in April. There are some courses worth six credit hours that are completed in only one term, but these are less common. To complete a requirement in each of the subject groupings you will need to take six credit hours in each. To satisfy your writing class, for example, you could take a combination of ENGL 1010.03 + ENGL 1020.03 or you could take ENGL 1000X/Y.06.

### Step 1: Writing Class

Start by selecting a writing course and record it in the course selection box on page 7 as, Writing Class.

- Classics 1010X/Y.06, or 1100X/Y.06
- English ENGL1000X/Y.06 or any two of 1010.03: Writing Requirement, 1020.03: Writing Requirement, 1040.03: Writing Requirement, 1050.03: Writing Requirement, 1100.03
- German GERM1020X/Y.06 or 1080X/Y.06,
- Foundations of Journalism JOUR1001X/Y.06 (For more information, watch our video at: <http://www.youtube.com/watch?v=jnfY1vWQfiU>)
- Oceanography OCEA1000X/Y.06
- Philosophy PHIL1010X/Y.06
- Political Science POLI1103X/Y.06
- Religious Studies RELS1200X/Y.06
- Russian Studies RUSN1020.03 and 1070.03
- Sociology and Social Anthropology SOSA1050X/Y.06
- Sustainability SUST1000X/Y.06
- PERF 1000.03 and one of PERF 1001.03 or PERF 1002.03\*\*

\*\* Theatre majors must take PERF 1000.03 and PERF 1002.03 as their writing class.

### Step 2: Subject Groupings

Your writing course can also satisfy of the subject grouping below. Find the subject you selected as your writing course in box 1, 2 or 3. Circle it and record it on the appropriate line of the course selection box on page 7.

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

\*\*\*For more information on HSTC 1200 XY.06, watch our video at: <http://www.youtube.com/watch?v=8jsR0oFQlus>

### Step 3: Subject Groups (continued)

Between now and graduation, you must select either one X/Y course (six credit hours) or two one term courses (three credit hours each) to fulfill each subject grouping. If you plan to take those courses this year, consult the timetable for ones that fit your schedule and enter the information in the table below.

You may have noticed that some courses appear in more than one box. For example, Psychology can be considered either a Social Science or a Life and Physical Science. If you use Psychology as your Life and Physical Science you will need to select a different subject from the Social Science subject grouping.

### Step 4: Language Class

Select a language course and record it in the course selection box on page 7 as 'Language Class'. If you choose a major in Economics, International Development Studies, Philosophy, Political Science, Psychology, or Sociology/Social Anthropology you may substitute a language course for a full credit in Mathematics or Statistics if you prefer, provided the Math is not 1001.03, 1002.03, 1003.03 1110.03, 1120.03, 1115.03.

- Arabic (ARBC 1020X/Y.06)
- Mandarin (CHIN 1031.03 + 1032.03)
- Greek (Classics 2500X/Y.06)
- Latin (Classics 1800X/Y.06)
- French (any language instruction class)
- German 1001X/Y.06, or 1010X/Y.06
- Italian 1010X/Y.06, or 1012X/Y.06
- Russian 1000X/Y.06
- Spanish 1020X/Y.06

### Step 5: Course Selection Box (Overview)

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

#### Course Selection Box:

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

## 7. COURSE SELECTION FOR UNDECLARED SCIENCE STUDENTS

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

### Subject Specialties within the Faculty of Science

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

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

### Science Courses

For a Major in:	Suggested Classes:
Biochemistry & Molecular Biology (BIOC) Biology (BIOL) Marine Biology (MARI) Microbiology & Immunology	1. BIOL 1010.03 (or 1020.03)/1011.03 (or 1021.03) 2. CHEM 1011.03/1012.03 3. PSYO 1011.03/1012.03 or PHYC 1300.06
Chemistry (CHEM)	1. CHEM 1011.03/1012.03 2. PHYC 1190.03/1290.03 or 1300.06
Earth Science (ERTH)	1. ERTH 1080.03/1090.03 2. CHEM 1011.03/1012.03 3. PHYC 1190.03/1290.03 or 1300.06
Neuroscience (NESC)	1. PSYO1011.03/1012.03 or 1021.03/1022.03 2. BIOL 1010.03 (or 1020.03)/1011.03 (or 1021.03) 3. CHEM 1011.03/1012.03
Ocean Sciences	1. PHYC 1190.03/1290.03 or PHYC 1300.06

	2. Two from CHEM 1011.03/1012.03 or BIOL 1010.03/1011.03 or EARTH 1080.03/1090.03
Psychology (PSYO)	1. PSYO 1011.03/1012.03 or 1021.03/1022.03 2. BIOL 1010.03 (or 1020.03)/1011.03 (or 1021.03)
Physics and Atmospheric Science (PHYC)	1. PHYC1190.03/1290.03 2. CHEM 1011.03/1012.03
Economics (ECON)	1. ECON 1101.03/1102.03 2. STAT 1060.03/2080.03
<b>Environmental Science (ENVS), Mathematics (MATH), Statistics (STAT): Please contact departmental/program advisor or a Student Success Coach at the Dal/King's First Year Advising Centre: <a href="mailto:first.year.advisor@dal.ca">first.year.advisor@dal.ca</a></b>	

### Math and Statistics Courses

BSc students must complete at least a full credit (six credit hours) of MATH/STAT.

<b>For a Major In:</b>	<b>Suggested Classes:</b>
BIOC, EARTH, MICI	MATH 1000.03/1010.03 <b>OR</b> MATH1000.03/STAT1060.03 <b>OR</b> MATH1215.03/STAT1060.03
BIOL, PSYO	MATH1215.03/STAT1060.03 <b>OR</b> MATH 1000.03/1010.03 <b>OR</b> STAT 1060.03/2080.03
CHEM, ECON, MATH, NESC, OCEA, PHYC	MATH 1000.03/1010.03 <b>OR</b> MATH 1500.06

MARI	MATH1000.03/STAT1060.03 <b>OR</b> MATH 1215.03/STAT 1060.03
STAT	MATH 1000.03/1010.03 <b>AND</b> STAT 1060.03/2080.03
ENVS	MATH1000.03/1010.03 <b>OR</b> MATH1000.03/STAT1060.03

### Writing Requirement

Two writing courses are offered by the Faculty of Science: OCEA1000.06 and SCIE1111.03. BSc students may take one of these two courses or select from the options listed below.

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

### Writing Credit Options

- Classics 1010X/Y.06 or 1100X/Y.06
- English 1000X/Y.06 or two of 1010.03, 1020.03, 1040.03, 1050.03 or 1100.03
- German 1020X/Y.06 or 1080X/Y.06
- Journalism 1001X/Y.06\*
- Ocean Sciences 1000X/Y.06
- Philosophy 1010X/Y.06
- Political Science 1103X/Y.06
- Religious Studies 1200X/Y.06
- Russian Studies 1020.03 & 1070.03  
**OR** 2051.03 & 2052.03
- Science SCIE1111.03
- PERF 1000.03 and one of PERF 1001.03 or PERF 1002.03

\* For more information on JOUR 1001XY.06, watch our video at: <http://www.youtube.com/watch?v=jnfY1vWQfiU>

### Other Basic Requirements

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

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

\* For more information on HSTC 1200, watch our video at: <http://www.youtube.com/watch?v=8jsR0oFQlus>

### Course Selection Box

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

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

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

Students transferring to King's from another university should contact the Registrar's Office for academic advice on which courses to take: [terra.bruhm@ukings.ca](mailto:terra.bruhm@ukings.ca); [kate.bray@ukings.ca](mailto:kate.bray@ukings.ca)

## 9. HOW TO USE DAL ONLINE TO REGISTER FOR COURSES

Once you have paid your \$200.00 deposit, you will be able to register for courses. You will need to access the Academic Timetable in order to proceed with registration. Go to: [www.dal.ca/online](http://www.dal.ca/online) and click on "Academic Timetable" in the sidebar on the left-hand side of the page. Below is a section of the academic calendar, with explanations.

Timetable Contents Text-Only Format

2009/2010 Fall and Winter King's Foundation Year Program

Notes	CRN	Section	Days	Times	Location(s)	Enrolment Info								
						Max	Cur	Avail	Waitlist	%Full				
KING 1000X Foundation Yr Program Arts						FALL (X) : 10-SEP-2009 - 07-DEC-2009								
	R	10003	01 Lec	12	T210	12	M	W R F	0935-1125	KING'S NEW ACAD ALUMNI	280	0	280	0.0%
NOTE	PLEASE NOTE: FOUNDATION YEAR PROGRAM TIME BEGINS WEDNESDAY SEPTEMBER 9th.													
		10522	T01 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (2)	0	12	0.0%
		10523	T02 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (2)	0	2	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11132	T04 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (2)	0	2	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11133	T05 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (2)	0	2	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11134	T06 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (11)	0	11	0.0%
											FYRJ (3)	0	3	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11135	T07 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (12)	0	12	0.0%
											FYRJ (2)	0	2	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11136	T08 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (11)	0	11	0.0%
											FYRJ (3)	0	3	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11137	T09 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (12)	0	12	0.0%
											FYRJ (2)	0	2	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11138	T10 Tut	0	T210	0 LD	M	W R F	1135-1225	C/D C/D	FYPA (12)	0	12	0.0%
											FYRJ (2)	0	2	0.0%
NOTE	Please consult department in September as tutorial placement is subject to change.													
		11139	T11 Tut	0	T210	0 LD	M	W R F	1235-1325	C/D C/D	FYPA (12)	0	12	0.0%
											FYRJ (2)	0	2	0.0%

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

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

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

Check the location of your class before heading out onto campus

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

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

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

### Important things to note:

- Foundation Year Programme (FYP) is listed as King's Foundation Year Programme (KING 1000 X/Y.06) in the academic timetable.
- Full-year courses are split into two terms: X for fall term and Y for winter term. If you choose a full-year course, you must register for both terms. Registering for the fall term (X) portion of an X/Y course will automatically register you for the winter term (Y) portion of the X/Y course. This is not the case for half-year courses (see below)
- Courses that do not have X or Y after their number are half-year courses.
- If a class you want has a tutorial and/or lab, you must register for the lecture and the tutorial/lab at the same time or you will get an error message. Lectures are shown in beige on the timetable. Tutorials and labs are blue and green respectively. If you receive a "T0 error," you must add a tutorial. An "L0 error" means that you have to add a lecture.
- **The Dal Online system does not check for timetable conflicts. It is your responsibility to make sure your courses aren't scheduled at overlapping times. Plan your schedule in advance of registration to ensure that your schedule does not contain timetable conflicts.**
- If you receive an error saying 'CRN does not exist' you are likely trying to enter a winter course reference number in the fall term, or vice versa. Fall term CRNs begin with '1' and winter term CRNs begin with '2'.

### Now you are ready to register for your courses!

1. If you haven't already set up your email, you should do so by visiting [my.ukings.ca](http://my.ukings.ca).

**Note:** If you have applied to residence at King's, you may have already set up your email account.

Go to [my.ukings.ca](http://my.ukings.ca).

- a) Click on New Users.
- b) Click on the first option: Activate or look up my NetID
- c) Select the second button: No I do not know my NetID
- d) Type in your Student ID (B00...)
- e) Enter your birthdate in the specified format, then click on Look up NetID.
- f) You will be prompted to set an initial password.
- g) Make a note of your NetID, your email address and your password.
- h) Click on Main. Type your NetID in Username. Enter your new password.

Congratulations! You have activated your email account.

2. Go to [www.ukings.ca](http://www.ukings.ca). Click on Dal Online (in the upper right-hand corner). Login using the same net ID and password you set up through [my.ukings.ca](http://my.ukings.ca). You will use Dal Online to make course changes, access your grades, update your address and so on. If you experience technical difficulty, you can contact the Dal Help Desk at (902) 494-2376 or [helpdesk@dal.ca](mailto:helpdesk@dal.ca).
3. Return to the online registration page, which can be accessed in the future using the Dal Online link on [www.ukings.ca](http://www.ukings.ca). Log in using the same NetID and password you use to log into your Dalhousie email account. Select **Web for Students**, and then select **Academic Timetable** to view the classes available to you. The subjects are listed in alphabetical order [Note: FYP is listed under "King's Foundation Year Programme"]. Choose the appropriate subject to view courses. **Ensure you are looking at courses for the Fall/Winter 2016/2017 year.** Make a note of the Course Reference Number (CRN) for each class and tutorial/lab you select. **Pay attention to which term each class is in.**
4. In the Registration Menu, **select the term** that you wish to register for (start with fall 2016/2017). Return to the Registration Menu and select **Add/Drop Classes**. Enter all of the CRNs you have selected in the boxes on the bottom of the screen. Click on 'Submit changes.' Do this for each course you intend to take for both fall and winter terms (and be aware of the term you are working in and the term for which the CRN you are using corresponds).

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