

Acadia University

New Student Registration Guide 2015-2016

Welcome from the Office of the Registrar

Welcome from the team in the Office of the Registrar. We have created this guide to assist you in taking the next steps in becoming an Acadia student. Please review it carefully for information related to creating your timetable, registering for courses, and more. We would also encourage you to make contact with your academic advisor if you have any questions about your academic program. They are a great resource and are more than happy to assist you. You will find contact information for them listed in Section 2, Academic Information.

The Office of the Registrar is here to support you with the administrative side of your studies – from your first course selection through to graduation. We are here to assist you with questions such as the registration system, graduation requirements, letters of permission to attend other universities, release of academic transcripts and verification of enrolment letters, university timetabling, and final examination scheduling. We are here to serve you and the university community with any issues pertaining to academic records. We are located on the first floor of University Hall and open from 8:30-4:30, Monday to Friday. For more information, please visit our web page at <http://central.acadiau.ca/registrar> or contact us at registrar@acadiau.ca or 902-585-1222.

This Registration Guide:

- Provides an introduction to Acadia's commonly used terms, academic programs, academic requirements, and information about course registration. These are all things you need to be familiar with throughout your years at Acadia.
- Does not tell you all of the courses you need to take, but rather provides the information and tools necessary to help guide you through building your course schedule, and successfully registering for your first year at Acadia.

Helpful Tips:

- Refer to the Academic Calendar for complete information. The calendar has the complete rules and regulations. All students are expected to be familiar with it. Printed copies are available to new students from the Office of the Registrar or are available online at: <https://central.acadiau.ca/registrar/calendar>.
- Don't wait too long to register. Online registration opens on June 1 at 9:00 a.m. AST. For the best course selection, register as soon as possible. To make registration easier, plan your class schedule on the blank timetables provided at the back of this guide and make sure to have some alternatives ready in case courses are full.
- Don't panic if courses are full. Students drop and add courses throughout the summer until the deadline in September; keep a close eye on Acadia Central to see if spaces open up. As of June 1st, waitlists will be maintained for first-year courses. Contact waitlists@acadiau.ca if you wish to place yourself on a waiting list.

PART 1: GET TO KNOW ACADIA

In this section, you will find:

- Key Terminology
- Important Dates
- Acadia's Support Services and Resources

Key Terminology

Below are some terms you will encounter in this guide that you should be familiar with:

Academic Year

The academic year consists of two four-month terms, typically running between September and April. Students progress through four years of study in a typical degree program. Most degrees require the successful completion of 120 credit hours.

Academic Terms

Fall – September to December. Fall courses have section codes ending in ‘1’.

Winter – January to April. Winter courses have section codes ending in ‘2’.

Fall/Winter – September to April. Fall/Winter courses have section codes ending in ‘0’.

Intersession – Spring and Summer.

Acadia Central

Acadia Central is the online portal where you will register for your courses, make changes to your course selection, view your schedule, view your grades, change your address, order transcripts, etc. Visit Acadia Central at central.acadiau.ca.

Antirequisite:

Courses that are considered to be so similar in content that a student cannot retain credit for more than one of them.

Closed Course

Courses are closed when they reach the classroom space limit or when the enrolment reaches the maximum number that can be supported by a particular course format. If you encounter a closed course when registering, let the department know of your interest as sufficient interest may result in scheduling changes or additional sections being added. On the timetable screen in Acadia Central, closed courses will be shaded in red. Also see ‘Waitlist’ below.

Corequisite

A course or other requirement that must be completed concurrently with the selected course, unless you have passed it previously.

Credit Hours

Courses are assigned a credit weight that varies from 1.5h to 6h or more. A one-term (four-month) course normally carries a weight of 3h. A course with a 6h weight is usually a full-year course taken from September to April.

Key Terminology

Department

Academic departments are approved by the Senate and Board of Governors (e.g., Department of History and Classics, Department of Physics & School of Computer Science). Departments and Schools can also refer to a non-academic area of the university.

Faculty

A faculty is a division of the University. At Acadia, we have the Faculty of Arts, Faculty of Pure and Applied Science, Faculty of Professional Studies, and the Faculty of Theology (Acadia Divinity College). Faculty also refers to members of the teaching community.

Grade Point Average (GPA)

Courses at Acadia are graded according to a letter scale (A, B-, C+ etc.) and a letter grade is assigned a numeric value and converted to a 4-point grading system for average calculation.

Major

A formally recognized area of concentration as part of a degree program for which students must complete specific courses.

Minor

A secondary area of concentration. All BA and BSc students must complete a minor.

Prerequisite

A course or other requirement that must be completed before you're able to register in a particular course. For example, MATH 1013 is a pre-requisite for MATH 1023.

Program

A program of study consists of a group of courses, generally a combination of required and elective courses, which leads to a degree.

Waitlist

Not all courses have a waitlist available, however many do. If a course you wish to register in is full, contact waitlists@acadiau.ca to be placed on a waiting list. The university will contact you if spaces becomes available. Waiting lists go into effect at 9AM on June 1st. Before this time, you are encouraged to check Acadia Central regularly and register if you see spaces available.

Important Dates

2015

May 15	Last day to confirm your offer of admission. Last day to pay tuition deposit.
May 22	Summer Orientation Day. Registration opens for students attending the on-campus orientation event.
June 1	Registration opens online at 11:30AM for new students.
June 1	Waitlists begin for all 1000-level courses
August 26	Residences open for new international students.
August 29	Residences open for all new students. New Student Orientation activities begin.
September 2	Fall and fall/winter courses begin. Fee payment deadline.
September 7	Labour Day. No classes
September 11	Last day to add/change any fall or fall/winter course sections (Please note: as classes that meet only once per week on Monday do not begin until September 14, students who wish to register for a course scheduled on Mondays (i.e. slots 21, 26, or 71) will be permitted to do so until Friday Sept. 18). Fall or Fall/Winter courses dropped after today will appear on the transcript with a 'W'.
September 30	Last day to opt out of ASU health plan or add dependents. Last day to decrease meal plan for fall term.
October 1	Final exam schedule posted for December examinations. Do not book holiday travel before the final exam schedule is posted.
October 12	Thanksgiving Day. No classes.
October 13-16	Fall study break. No classes.
October 30	Last day to drop fall courses and receive a 'W'. Any fall classes dropped after today will receive an 'F' grade.
November 11	Remembrance Day. No classes.

Important Dates

December 4	Last Day of Classes.
December 5-6	Study days
December 7-19	Exams
December 20	Residences close at 12:00 noon.

2016

January 6	Residences open for new students.
January 10	Residences open for returning students.
January 11	Fall/Winter courses resume. Winter courses begin. Fee payment deadline.
January 19	Last day to add/change course sections for any winter course. Winter courses dropped after today will appear on the transcript with a 'W'.
January 29	Last day to drop fall/winter courses and receive a 'W'. Any fall/winter class dropped after today will receive an 'F' grade. Last day for newly eligible winter term students to opt out of the ASU Health Plan or add dependents Last day to decrease meal plan for winter term.
February 1	Final exam schedule posted for April examinations.
February 15-19	Winter study break. No classes.
March 4	Last day to drop winter courses and receive a 'W'. Any winter classes dropped after today will receive an 'F' grade.
March 25	Good Friday – No Classes
April 11	Last Day of Classes.
April 12	Study day.
April 13-26	Exams
April 27	Residences close at 12:00 noon.

Support Services and Resources

Acadia Entrepreneurship Centre

Willet House

Ph: (902) 585-1180

entrepreneurship@acadiau.ca; acadiaentrepreneurshipcentre.com

Every Acadia student has the potential to be entrepreneurial. Entrepreneurship can be discovered in any facet of life, on or off campus - in academics, sports, music, clubs, and employment. Acadia's definition of entrepreneurship is the pursuit of success - personally, intellectually, socially, and in business. At the Acadia Entrepreneurship Centre we believe that an individual's vision is the driving force for attaining personal and entrepreneurial growth. We help students define their vision for the future and work with them to develop their ideas - whether it's a business, a social cause for community betterment, or a new innovation. Through our advisory, training, and innovation and incubation services we aim to assist students in the development of entrepreneurial skills, and create an entrepreneurial culture on campus.

Our vision is that, upon graduation, Acadia students will be educated, self-confident, and innovative with a positive attitude towards future opportunities and the challenges they will face. Visit our website for more information on credit and extra-curricular entrepreneurial opportunities available at Acadia.

Acadia Student Union

<http://www.theasu.ca/>

The Acadia Students' Union is a not-for-profit, student governed organization dedicated to serving its members through effective representation and communication. The ASU was established in 1967 and works to offer innovative and quality services while providing a variety of opportunities which enhance the overall University experience of the students of Acadia. The Students' Centre, in which the ASU operates, focuses primarily on serving the needs of the student community by providing opportunities for non-academic activities and promoting an environment which features other services designed to complement and enhance student life. All students also have the right to access the services of the Vice President Academic of the ASU for any matter concerning their academics including but not limited to academic appeals, complaints, and tutoring services. The Acadia Students' Union believes in and upholds the values of integrity, excellence and respect, while recognizing the importance of fun, community spirit and the tradition upon which the Union was founded. Contact us at:

President: OldSUB 620, Phone: 902.585.2123.

Vice President Finance: OldSUB 621, Phone: 902.585.2124.

Vice President Academic OldSUB 619, Phone: 902.585.2127.

Vice President Programming: OldSUB 618, Phone: 903.585.2126.

Vice President Communications: OldSUB 616, Phone: 902.585.2125.

Support Services and Resources

Accessibility Services

Acadia Students' Union Centre, Old SUB Complex, Lower Level

Ph: (902) 585-1246; disability.access@acadiau.ca

Acadia University is committed to creating and maintaining a learning environment open to all. We work to help students with disabilities to reach their academic potential and integrate into the greater university community.

Students with physical needs or learning disabilities are encouraged to identify any requirements to the Student Resource Centre by September of their first term. Prospective students are urged to contact the office and arrange a campus visit to assess the physical facilities and support services available.

Students who require specific individual accommodation to successfully complete their academic work (eg. extended periods of time for examinations) will be required to provide a recent assessments. (no older than 5 years)

To ensure inclusion of students with special needs into residence life, Acadia residences are accessible. Residence applications should be accompanied by a letter outlining specific accommodation requirements based on a special need. Students are encouraged to contact matthew.guy@acadiau.ca to discuss their needs.

Alumni Affairs

Alumni Hall; Ph: (902) 585-1459

alumni.office@acadiau.ca; www.acadiau.ca/advancement/alumni

It is the University's objective that graduates of Acadia will continue to possess the same sense of commitment to the University, and each other, that they experienced when members of the student body. The Office of Alumni Affairs, part of Acadia's Office of Advancement, engages graduates in the life of the university by coordinating annual class reunions, supporting regional branch activities and communicating about life on campus and the lives of alumni via electronic communication, mailings and the alumni magazine, the "Bulletin." The Office also organizes special events during the year such as the Gala Alumni Dinner, Homecoming and the Annual Alumni Golf Tournament and works closely with the Board of Directors of the Associated Alumni of Acadia University.

Support Services and Resources

Bookstore and Campus Store

Bookstore: Wheelock; Ph: (902) 585-1201; Fax: (902) 585-1064

0921mgr@fhcg.follett.com; www.acadia.bkstr.com

Hours: Monday – Friday 9:00 a.m. – 5:00 p.m.; Saturday 11:00 a.m. – 3:00 p.m.

Campus Store: Athletics Complex; Ph:(902) 585-1903; Fax:(902) 585-1064

Hours: Monday – Friday 10:30 a.m. – 5:00 p.m.; Saturday 11:00 a.m. – 4:00 p.m. Open during most Varsity games.

The goal of the Bookstore and Campus Store is to provide essential books and supplies at the lowest possible prices. An on-line book order service is available as well as books on beds delivery to residential students. A full special book order service is provided along with an extensive stock of Acadia branded merchandise, souvenirs and computer software. Text buybacks are held every day during normal business hours.

Students dropping courses will be permitted to return texts for refund or exchanges for a period not exceeding 7 days from the opening of each semester or 2 days from the date of purchase. In order to obtain full refund, books must be in perfect, unmarked condition. The student must provide proof of the course drop and cash register receipt.

Campus Recreation Programming

The combined efforts of the Campus Programs Department and the Department of Varsity Athletics ensure a year-round continuum of programs. Student growth occurs through participation in programming which ranges from self-directed recreational activities and Intramurals to high performance fitness, competitive and leadership opportunities.

Students enjoy a variety of options for self-directed fitness and recreation opportunities. The campus provides open space that can be used for free-time activities, such as soccer, touch football, and Ultimate. The campus has ready access to outdoor walking, jogging, and hiking trails for personal physical activity. Indoor activities include ice activities such as figure-skating, shinny, and broomball; court sports include basketball, volleyball, Frisbee and indoor soccer. Students may also use the fitness centre, courts and pool. All of these activities can be done individually or as a group.

Support Services and Resources

Career Services

Old SUB, Room 627; Ph: (902) 585-1233

career.services@acadiu.ca; <http://careerservices.acadiu.ca>

Hours: 8:00 a.m. to 4:00 p.m. Monday to Friday

Career Services is open to all students in all disciplines. Employers post positions with the centre for permanent, part time, summer, and casual opportunities on and off campus, in Canada.

Full time staff is on hand to assist with resume and cover letter preparation, interview skill building, job search. We also provide networking sessions and career fairs with all manner of organizations, both large and small; to ensure that you, the students, can fully prepare yourselves for the career you want.

Chaplaincy

Manning Memorial Chapel and Students' Union Building

Ph: (902) 585-1203 or (902) 585-1752

timothy.mcfarland@acadiu.ca; admin.acadiu.ca/chaplain/chapel.htm

The Chaplaincy is provided by the university to enable the academic community to address the spiritual questions and needs which arise. There is a full-time university chaplain with offices on campus in the Manning Memorial Chapel and the Students' Union Building and who is always available for consultation. Worship services are held twice daily in the chapel and on Sunday evenings during term. These are Christian and ecumenical in orientation; arrangements are made for other major faith traditions to be celebrated on a regular basis. Regular student groups and Bible or topical studies are conducted within the chaplaincy program.

Five student chapel assistants are employed to assist in this program and take turns leading the morning service once a week. Local clergy participate in special worship services and, on occasion, when their schedules permit, serve as guest preachers on Sunday evenings, along with a host of professors and other university personnel.

Co-Curricular Transcript

<http://cct.acadiu.ca>

The Co-Curricular Transcript is an official record of verified activities issued by Acadia University that complements, but are not a credited part of, your academic program or coursework. It is a unique and professional means for you to document and highlight extracurricular accomplishments, involvement in extracurricular activities, and additional learning developed outside of the classroom throughout your time at Acadia University. You will use this transcript to complement your academic transcript and resume when applying to employers, grad schools, coop placements, and scholarship programs.

Support Services and Resources

Coordinator of International Education

Wong International Centre

Ph: (902) 585-1690 or 585-1865; Fax: (902) 585-1038; international@acadiu.ca

The Coordinator of International Education is responsible for the management of the Wong International Centre, individual international student advising, study abroad and exchange agreements, and program development. The coordinator provides orientations several times throughout the year to assist new international students on their arrival and is responsible for providing information and advice to all international students to help them adjust to life in Canada. The coordinator also acts as a liaison between international students and the community including domestic students, faculty, staff, the department of immigration and the town of Wolfville.

Exchange and study abroad students also receive assistance from the Coordinator, including pre-departure sessions and re-entry advising.

Library Services

Vaughan Memorial Library; Web: <http://library.acadiu.ca/>

The University's library collections are housed in the Vaughan Memorial Library which provides a central focus for research and study services on campus. The library contains over 800,000 volumes, 2000 paper journals, government documents, microforms, videos, DVDs, audio tapes and over 15,000 e-journals and 120,000 e-books. Students can access the collections and services through their laptops from anywhere on campus, any time of day, and wireless is available throughout the library. There are group study rooms and the library is open seven days a week during the academic year. The library offers extensive training in research skills for all types of print and electronic information, including one-on-one research interviews by appointment and in-class instruction. Special Collections and the University Archives are housed in the Vaughan Memorial Library and they are an integral part of the university's resources. Numerous academic publications have resulted from research done by students and scholars using these collections.

Registrar

1st Floor, University Hall

Ph: (902) 585-1222; Fax: (902) 585-1081

The Registrar's Office can help with many academic and non-academic questions -- registration, degree audits, prerequisites, verification of enrolment, convocation, important dates, courses, exams, academic regulations, etc. We're here to help you on your journey and to keep you on your path. We'll do our best to answer your questions or put you in touch with someone who can.

Support Services and Resources

Residence Life

Old Student Union Building, 2nd Floor, Office 627

Phone: (902) 585-1417; <http://residencelife.acadiau.ca/>; residencelife@acadiau.ca

Residence Life staff is committed to ensuring the comfort and safety of all students living in residence. The mission of Residence Life is to provide students with a well-maintained, comfortable, secure and fun living environment that promotes social inclusiveness, responsibility, self-governance and accountability, academic achievement, community development, and personal fulfillment.

Acadia's residences offer a variety of room choices, including double rooms, single rooms and single rooms in shared suites. Our twelve residences range from small and quaint historic buildings, to large modern ones. Various living environments are offered to meet the needs of our students, including quiet sections, alcohol free, female only and upper year sections.

Student staff, consisting of Resident Assistants (RAs) and Senior Resident Assistants (SRAs), live in residence and act as a resource to all residential students. These are supported by our team of Residence Dons who are professional staff living in residence buildings. Residence Life offer various programs to promote academic success, community building, diversity, health-life skills and community service throughout the school year.

Scholarships and Financial Assistance

1st Floor, University Hall

Ph: (902) 585-1574, (902) 585-1543; Fax: (902) 585-1081

Email: financial.aid@acadiau.ca; <http://financialaid.acadiau.ca>

Hours: 8:30 a.m. to 4:30 p.m. Monday to Friday

The Scholarships and Financial Assistance Office administers the university undergraduate financial assistance programs which include scholarships, prizes, awards, and the university bursary and loan program. The office promotes external scholarships and refers students to various external scholarship, bursary and award opportunities. It acts as liaison between students and the various provincial student assistance offices. If you have student loan difficulties and/or questions, please contact the office.

Student Health Services

Dennis House, West Door

Ph: (902) 585-1238

The health team is available to all Acadia University students for health/medical care. Students can see a physician by appointment or as a walk-in service. A registered nurse is available during

Support Services and Resources

clinic hours. The health centre staff offers a variety of health resources and will facilitate lectures, workshops and special health requests during the academic year.

Please provide your valid provincial health card if you are a Canadian resident or the Acadia Health Insurance (ASU health insurance) card if you are an international student. If you cannot provide either, a fee must be collected for each physician's visit. No other insurances will be accepted.

Student Resource Centre

Old Wing Lower Level Student Union Building

Ph: (902) 585-1246 ; Email: Counselling@acadiau.ca; <http://www.acadiau.ca/counsel/>

Hours: 8:30 a.m. to 12 noon; 1:15 to 4:30 p.m.

The Student Resource Centre provides a wide range of services to enhance the quality of life of all members of the Acadia community. The staff includes professionally trained counsellors whose experience and interest are appropriate to a university setting.

All Acadia University students have the right to learn, work, live and play in an environment free from discrimination, sexual harassment, and personal harassment. The University works hard to make sure that your time at Acadia happens in a respectful environment. If you need to talk to someone about an uncomfortable or even scary situation, the staff in the Student Resource Centre are here to help you. Students who have concerns are able to pursue an informal, mediated or formal complaint process. If you are unsure whether or not you have a legitimate complaint, there is only one way to find out – ASK! We are here to help.

Those who use the service have the opportunity to discuss and receive help with concerns of a personal, vocational, or academic nature. Resources include educational directories, university calendars, registration information packages for professional school admission tests (LSAT, MCAT, GRE, GMAT, etc.) and work/study/travel abroad material. Further resources are online at the Student Resource Centre website.

Clientele are able to clarify their career goals through an interest/skills inventory that is interpreted by a member of staff. Students with disabilities that affect learning requiring support can contact jill.davies@acadiau.ca for help with assistive technology, academic advising, interventions with faculty/staff and alternative exams. They are required to provide the Student Resource Centre with recent documentation of their special need.

The principle of confidentiality is strictly observed at the centre.

Support Services and Resources

Safety and Security

Students' Union Building, Room 519; Phone: (902) 585-1103

Web: <http://security.acadiau.ca>/Email: security@acadiau.ca

The Department of Safety and Security provide telephone, desk and patrol services twenty-four hours a day throughout the calendar year. We work in cooperation with the students, faculty and staff of Acadia University and the community of Wolfville to provide a safe and secure environment in which to live, work and relax on the Acadia University campus. In addition to normal security responsibilities for buildings and property, our services include the walk home service, student campus patrol, parking services, lost and found, production, issuance and control of identification cards for students, faculty and staff, a nightly local shuttle service, locksmith/access control, incident investigations, event security and emergency planning. The Department of Safety and Security also employs approximately forty students on a part time basis throughout the year.

Technology Services

Beveridge Arts Centre and University Hall, Ground Floors

Phone: (902) 585-4357 (HELP) or (888) 609-3330 (toll free); helpdesk@acadiau.ca;

<http://ts.acadiau.ca>

Technology support is provided for students, faculty and staff at the Technology Service Desk on the ground floor of the Beveridge Arts Centre. Service Desk consultants are available by email, phone and walk-in, and there is a comfortable waiting area available with desks and network access for clients needing a temporary work space. Clients are helped in the order requests are received.

The Service Desk assists with academic application software, laptop problems, printing, and accessing the Acadia network. Laptop repair is available for supported models, including warranty service for Windows and Macintosh laptops purchased through the Acadia Technology Store. Other Macintosh laptops matching the Acadia Technology Store offered models may be eligible for warranty service as well. Specialized equipment is available for academic purposes including scanners, colour and black & white laser printing, digital video, and still photo cameras.

Internet access, email and other web services are available through both wired and wireless connections, with wireless hot spots located in most buildings on campus. And, over 75 classrooms are equipped with power and wired network connections at each seat.

Support Services and Resources

Varsity Athletics

Visit www.acadiau.ca/sports

Acadia University is a member of the Canadian Interuniversity Sport (CIS) and Atlantic University Sport (AUS). Acadia's varsity teams compete annually for regional and national championships in women's and men's basketball, men's football, men's hockey, women's and men's soccer, women's volleyball, women's cross-country, women's track and field, women's rugby and women's and men's swimming. The University is proud of its strong athletic tradition, with a number of conference and national championships to its credit.

Varsity and club sports, recreation, intramurals and fitness activities utilize the university's athletic facilities which include: two gymnasiums, an artificial multi-purpose field with a surrounding eight lane rubberized track and lighting; an arena with an Olympic-sized ice surface; a 25m swimming pool; six natural grass practice fields and a fitness centre. Acadia's athletic program dates back to 1875 and has gained national and international recognition as a competitive and successful athletic program.

PART 2: ACADEMIC INFORMATION

In this section, you will find:

- Faculty Information
- Subject Codes
- Grading Scales and GPA information
- Program Options and Requirements

Faculty Information

Faculty of Arts

In the great tradition of a true liberal arts education, the departments, professors, and students in our Faculty have a long history of playing crucial roles in the intellectual and cultural life of our campus. Our faculty members are actively engaged in classroom teaching and mentoring undergraduate and graduate students, as well as in conducting nationally and internationally recognized research.

Programs and courses taken through the Faculty of Arts better inform us of our shared cultural inheritance, and also assist in the shaping of an inquiring and critical mind. At their core, the Arts play a central role in helping us to develop individual and societal senses of moral responsibility, the desire to work for the welfare of others, and the recognition of the need to be open to and respectful of different ways of thinking and cultural traditions. The variety of challenges posed by contemporary society requires that all people be better educated on where they come from, and where they hope to be headed. The programs and courses offered by Acadia's Faculty of Arts prepare students to be engaged and responsible citizens of our increasingly complex world.

Acting Dean

Dr. Jeff Hennessy

Heads and Directors

Economics	Dr. Brian Vanblarcom
English and Theatre	Dr. John Eustace
History and Classics	Dr. Paul Doerr
Languages and Literatures	Dr. Jeff Hennessy (Acting)
Music	Dr. Christianne Rushton
Philosophy	Dr. Ian Wilks
Politics	Dr. Andrew Biro
Sociology	Dr. Jeff Hennessy (Acting)

Program Coordinators

Canadian Studies	Dr. Stephen Henderson
Environmental & Sustainability Studies	Dr. David Duke
Women's and Gender Studies	Dr. Gillian Poulter

Faculty Information

The Arts Core

All Students in a Bachelor of Arts program are required to complete 30 credit hours as follows:

1. 6h in English at the 1000-level.
2. 6h in a single language other than English Students whose first language is not English or who can demonstrate a high level of competence in a language other than English may substitute a second 6h in English
3. 6h in Economics, Politics, Sociology or Women's and Gender Studies*.
4. 6h in Art (not 2013, 2023, 3013, 3023), Classics, Comparative Religion, History, Philosophy, Music (not applied, vocal or instrumental methods, or practical studies) or Women's and Gender Studies*.
5. 6h in the Faculty of Pure and Applied Science

* No more than 6h in WGST can be counted toward the Arts Core.

Arts Minors

All BA students are required to complete a minor of 24h in a single subject or multidisciplinary area. Multidisciplinary minors offer an alternative to completing the minor requirements for a B.A. in a single discipline. Students interested in studying a topic from a variety of disciplinary perspectives should consult the list of Multidisciplinary Minors available through the Faculty of Arts. These include American Studies, Atlantic Canadian Studies, Canadian Studies, Comparative Religion, Cultural Studies, Diaspora Studies, International Development Studies, Environmental and Sustainability Studies, Ethnocultural Diversity Studies, Legal Studies, Women's and Gender Studies, and World Literatures. Full details and course lists may be found on the Faculty of Arts website: <http://arts.acadiau.ca/>

First-Year BA students should plan to use some of their elective credits to meet Arts Core and Minor requirements. The same course can be counted towards both the Arts Core and Minor requirements.

Faculty Information

Faculty of Professional Studies

The Faculty of Professional Studies, grounded in Acadia's liberal education tradition, provides professional preparation through degree programs in Business, Kinesiology, Recreation Management and Community Development, and Education. The Faculty of Professional Studies is focused on providing personalized education in order to meet students' specific educational interests and needs. As a Faculty, we are mindful of a changing society and are committed to exploring important social issues facing us including the environment and globalization. As well, each School is proactive in providing experiential learning opportunities and connecting the university experience to the broader community. We are committed to educational excellence and to providing students the opportunity to study in professional programmes of the highest quality through innovative teaching and scholarship.

Each School has active student associations that participate in numerous professionally related School and student functions throughout the year. The Schools take great pride in providing guidance and assistance to students to ensure students achieve their educational, personal, and career goals.

Dean

Dr. Heather Hemming

Heads and Directors

Fred C. Manning School of Business:
Department of Community Development
School of Kinesiology
School of Education

Dr. Ian Hutchinson
Dr. Glyn Bissix
Dr. Rene Murphy
Dr. Ann Vibert

First-year students in the Faculty of Professional Studies will be preregistered by their department/school in their required courses. Check with your academic advisor about any additional requirements and elective courses.

Faculty Information

Faculty of Pure and Applied Science

The Faculty of Pure and Applied Science at Acadia University offers a broad range of exciting activities in the faculty. We have vibrant research programs in a broad range of disciplines that are tightly integrated with our academic offerings at both the undergraduate and graduate level.

Dean

Dr. Peter Williams

Heads and Directors

Biology	Dr. Steve Mockford
Chemistry	Dr. John Murimboh
Computer Science	Dr. Darcy Benoit
Engineering	Dr. Andrew Mitchell
Earth and Environmental Science	Dr. Ian Spooner
Mathematics and Statistics	Dr. Jeff Hooper
Nutrition and Dietetics	Prof. Barb Anderson
Physics	Dr. Craig Bennett
Psychology	Dr. Sonya Major

Minors

All BSc students are required to complete a minor as part of their degree. Minors in the faculty of Pure and Applied Science range from 12-24 credits. Students are encouraged to plan their minors with the advice of an Academic Advisor.

Multidisciplinary Minors: In place of a minor in a single subject, B.Sc. students may complete an 18h multidisciplinary minor, subject to specific program requirements. Students interested in this option should discuss it with their academic advisor. Multidisciplinary minors include American Studies, Atlantic Canadian Studies, Canadian Studies, Comparative Religion, Cultural Studies, Diaspora Studies, International Development Studies, Environmental Studies, Legal Studies, Women's and Gender Studies, and World Literatures.

Health Sciences Option

Students may complete the Health Sciences option in conjunction with the Bachelor of Science with Honours or Bachelor of Science with Major. Option courses:

1. BIOL 1113/BIOL 1123 or BIOL 1813/BIOL 1823
2. CHEM 1013/CHEM 1023;
3. MATH 1013/MATH 1023,
4. MATH 1213/MATH 1223 or MATH 2213/MATH 2223 or MATH 2233/MATH 2243;
5. PHYS 1013/PHYS 1023 or PHYS 1053/PHYS 1063;

Faculty Information

6. 15h from: HIST 2613, NUTR 1313, NUTR 1323, NUTR 3523, NUTR 3543, NUTR 4513, PSYC 1013, PSYC 1023, PSYC 2113, PSYC 2123, PSYC 2133, PSYC 2153, SOCI 1033, SOCI 3633, CREL 2443, PHIL 1213, PHIL 2713.

Subject Areas

Area of Study	Calendar Code	Credential(s) offered
American Studies	N/A	Minor
Applied Science	APSC	BASc, CAS
Atlantic Canadian Studies	N/A	Minor
Art	ART	Minor
Biology	BIOL	BSc. Minor
Business Administration	BUSI	BBAH, BBA
Canadian Studies	N/A	BAH, BA, Minor
Chemistry	CHEM	BScH, BSc, Minor
Classics	CLAS	BAH, BA, Minor
Community Development	CODE	BCDH, BCD
Communication	COMM	Electives
Computer Science	COMP	BCSH, BCSS, BCS, BSc, Minor
Comparative Religion	CREL	Minor
Cultural Studies	N/A	Minor
Economics	ECON	BAH, BA, Minor
Education	EDUC	BEd
English	ENGL	BAH, BA, Minor
Environmental Geoscience	N/A	BScH, BSc
Environmental Science	ENVS	BScH, BSc
Environmental Studies	N/A	Minor
Environmental & Sustainability Studies	ESST	BAH, BA, Minor

Program Requirements

French	FRAN	BAH, BA, Minor
Geology	GEOL	BScH, BSc, Minor
German	GERM	BAH, BA, Minor
Greek	GREE	Electives
History	HIST	BAH, BA, Minor
Interdisciplinary Studies	IDST	Electives
Kinesiology	KINE	BKINH, BKIN
Latin	LATI	Electives
Legal Studies		Minor
Material and Visual Culture	N/A	Minor
Mathematics and Statistics	MATH	BAH, BA, BScH, BA, Minor
Music	MUSI	BAM, BM, BMT, CMT
Nutrition	NUTR	BSNH, BSN
Philosophy	PHIL	BAH, BA, Minor
Physics	PHYS	BScH, BSc, Minor
Political Science	POLS	BAH, BA, Minor
Psychology	PSYC	BAH, BA, BScH, BSc, Minor
Sociology	SOCI	BAH, BA, Minor
Spanish	SPAN	BAH, BA, Minor
Theatre Studies	THEA	BAH, BA, Minor
Women's and Gender Studies	WGST	BAH, BA, Minor
World Literatures	N/A	Minor

Program Requirements

Grading Scales and Grade Point Average (GPA)

Your grade point average (GPA) is calculated based on the grade point earned in each of your courses. Most term (12-week) courses are 3h but they can have other weights. To calculate the GPA, all grade points are added together and divided by the total weight of the credits. Where letter grades are derived from percentages, conversion follows this chart unless the instructor announces otherwise, in writing, at the start of a course.

Alpha Grade	GPA Value	Percentage Range*	Rating
A+	4	94 – 100	
A	4	87 – 93	Excellent
A-	3.67	80 – 86	
B+	3.33	77 – 79	
B	3	73 – 76	Good
B-	2.67	70 – 72	
C+	2.33	67 – 69	
C	2	63 – 66	Average
C-	1.67	60 – 62	
D+	1.33	57 – 59	
D	1	53 – 56	Pass
D-	0.67	50 – 52	
F	0	0 – 49	Failure
W			Withdrew
S	Incomplete		

Program Requirements

Below is a list of undergraduate programs and their required first-year courses. For full program outlines and details, please see the Academic Calendar.

- You may be preregistered in some core courses by your department before registration begins (check your schedule in Acadia Central). Please note that you may change sections of a particular course, but before doing so, ensure that there is space available in the alternate section and that the alternate section fits into your schedule.
- Students in Double Majors should register for the required first-year courses in each major.
- Where courses have labs, you must register in both the lecture section and the lab section.
- If you have any questions about your course selection, contact your department.

Program	Required First-Year Course(s)	Notes	Contact
Applied Science	APSC 1073 APSC 1113 (APSC 1110L) APSC 1133 (APSC 1130L) APSC 1223 (APSC 1220L) APSC 1413 (APSC 1410L) MATH 1013 (MATH 1010L) MATH 1023 (MATH 1020L) MATH 1323 PHYS 1013 (PHYS 1010L) PHYS 1023 (PHYS 1020L) CHEM 1013 (CHEM 1010L) CHEM 1023 (CHEM 1020L)		Ext. 1206 engineering@ acadiau.ca
Biology	BIOL 1113 (BIOL 1110L) BIOL 1123 (BIOL 1120L) CHEM 1013 (CHEM 1010L) CHEM 1023 (CHEM 1020L) Electives (18h)	For electives, students are strongly encouraged to take at least 6h from the faculty of Arts	Ext. 1334 biology@acadiau.ca
Business Administration	BUSI 1013 BUSI 1703 (BUSI 1700L) ECON 1013 MATH 1613 COMM 1213 ECON 2613 ECON 1023 Electives (9h)	Students interested in the Accounting stream should take BUSI 2033 in the second semester. Please note: credit can be obtained for MATH 1613 or MATH 1013, but not for both; likewise for ECON 2613 and MATH 1213.	Ext. 1140 hope.corkum@ acadiau.ca

Program Requirements

Chemistry	CHEM 1113 (CHEM 1010L) CHEM 1123 (CHEM 1020L) PHYS 1013 (PHYS 1010L) PHYS 1023 (PHYS 1020L) MATH 1013 (MATH 1010L) MATH 1023 (MATH 1020L) Electives (12h)	<p>For elective courses, students are strongly encouraged to take 6h from the Faculty of Arts and 6h from the Faculty of Pure and Applied Science (eg. BIOL 1113/1123, COMP 1113/1123, GEOL 1013/1023, PSYC 1013/1023 OR NUTR 1503/1323.</p> <p>Students interested in a career in the Health Sciences are advised to take BIOL 1113/1123 and ENGL 1413/1423 (or ENGL 1406). The following courses may also complement a career in Chemistry: Busi 1703, Econ 1013/1023.</p>	Ext. 1242 chemistry@acadiau.ca
Classical Studies	CLAS 1113 CLAS 1123 GREE 1103 GREE 1113 Electives (18h)	<p>As part of their degree requirements, Classical Studies majors are required to complete 18h of Greek and Latin courses, with at least 6h in each. The introductory courses are offered on a rotating basis. In 2015-16, the introductory Greek courses are being offered.</p>	Ext. 1504 history@acadiau.ca
Community Development	CODE 1013 CODE 1023 CODE 1033 (CODE 1030L) CODE 1100 COMM 1213 BUSI 1703 (BUSI 1700L) BUSI 1053 Electives (12h)		Ext. 1307 kim.vaughan@acadiau.ca OR Ext. 1457 peggy.weir@acadiau.ca

Program Requirements

<p>Community Development with Environmental and Sustainability Studies</p>	<p>CODE 1023 CODE 1033 (CODE 1030L) CODE 1100 ESST 1003 ESST 1023 COMM 1213 BUSI 1703 (BUSI 1700L) BUSI 2053 Electives (9h)</p>		<p>Ext. 1307 kim.vaughan@acadiau.ca OR Ext. 1457 peggy.weir@acadiau.ca</p>
<p>Computer Science</p>	<p>COMP 1113 (COMP 1110L) COMP 1123 (COMP 1120L) MATH 1013 (MATH 1010L) MATH 1023 (MATH 1020L) MATH 1413 MATH 1323 Electives (12h)</p>	<p>Students who have not completed high school calculus can complete MATH 0120 in the first term and then take MATH 1013 in the winter term. It may also be possible for you to attend a special year-long version of MATH 1013. Please contact the School if you have questions.</p> <p>Students considering a Specialization should contact the School for advising on requirements prior to registration.</p> <p>Please note: Computer science students may not take APSC 1413, ECON 2613, ECON 2623, MATH 1213, MATH 1223, MATH 1613, or any 1800- or 2800-level Computer Science course for credit towards a degree in Computer Science, with the exception of COMP 2853 as an elective course only.</p>	<p>Ext. 1331 cs@acadiau.ca</p>

Program Requirements

Economics	ECON 1013 ECON 1023 MATH 1613 (or MATH 1013) Electives (21h)	Those students who are strong in Math and/or might like to take more advanced courses in Math (e.g. completing a minor or a second major in Math), are advised and encouraged to register for MATH 1013 rather than MATH 1613.	Ext. 1491 leanna.mcdonald@acadiau.ca
English	ENGL 1413/1423 Or ENGL 1406 Electives (24h)	Students taking first-year English have a choice between a full-year course (ENGL 1406) or two half-year courses (ENGL 1413 and ENGL 1423). ENGL 1406 or both ENGL 1413 and 1423 are the prerequisites for upper-year English courses.	Ext. 1502 english.theatre@acadiau.ca
Environmental and Sustainability Studies	ESST 1003 ESST 1023 CODE 1023 Electives (21h)		Ext. 1307 kim.vaughan@acadiau.ca OR Ext.1360 david.duke@acadiau.ca
Environmental Geoscience	GEOL 1013 (GEOL 1010L) GEOL 1023 (GEOL 1020L) CHEM 1013 (CHEM 1010L) CHEM 1023 (CHEM 1020L) BIOL 1113 (BIOL 1010L) BIOL 1123 (BIOL 1020L) ENVS 1013 ENVS 1023 Electives (6h)	New students are strongly encouraged to take a non-science course in their first year. Courses emphasizing writing are recommended, and if you are interested in travelling with your degree, German, Spanish or French are recommended.	Ext. 1208 ees@acadiau.ca

Program Requirements

<p>Environmental Science</p>	<p>GEOL 1013 (GEOL 1010L) GEOL 1023 (GEOL 1020L) CHEM 1013 (CHEM 1010L) CHEM 1023 (CHEM 1020L) BIOL 1113 (BIOL 1010L) BIOL 1123 (BIOL 1020L) ENVS 1013 ENVS 1023 Electives (6h)</p>		<p>Ext. 1208 ees@acadiu.ca</p>
<p>French Studies</p>	<p>FRAN 1213 and FRAN 1223 Or FRAN 1613 and FRAN 1623 Or FRAN 2013 and FRAN 2023 Electives (24h)</p>	<p>All students taking their first French course at Acadia must take the online placement test before registration. You register for the appropriate course specified by your test score. If you score is very high and you do not have the pre-requisite to register for a French course appropriate for your level, please contact the department.</p> <p>Students who have taken NS Grade 11 French or Grade 12 French (or a similar level from another province or country) will normally register in FRAN 1213/1223. Students who have attended French Immersion programs to grade 12 (or who have done considerably more than just Grade 12), will normally register in FRAN 1613/1623 or FRAN 2013/2023</p>	<p>Ext. 1500 elke.willmann@acadiu.ca</p>

Program Requirements

Geology	GEOL 1013 (GEOL 1010L) GEOL 1023 (GEOL 1020L) CHEM 1013 (CHEM 1010L) CHEM 1023 (CHEM 1020L) PHYS 1053 (PHYS 1050L) PHYS 1063 (PHYS 1060L) Electives (12h)	<p>We recommend that students complete MATH 1013/1023, but if you have never done calculus in high school, you should consider registering for a pre-calculus course (MATH 0110/MATH 0120) before you start MATH 1013 or other mathematics courses after consulting with the department.</p> <p>Courses emphasizing writing are recommended, and if you are interested in travelling with your degree, German, Spanish, or French are recommended.</p>	Ext. 1208 ees@acadiu.ca
German	GERM 1013 GERM 1023 Electives (24h)	First-year students with previous knowledge of German should contact the department as soon as possible for course recommendations and determination of standing.	Ext. 1500 elke.willmann@acadiu.ca
History	6h of 1000-level HIST Electives (24h)		Ext. 1504 history@acadiau.ca

Program Requirements

Kinesiology	<p>KINE 1013 KINE 1100 KINE 1113 KINE 1213 (KINE 1210L) KINE 1243 KINE 1413 (KINE 1410L) COMM 1213 MATH 1213 (MATH1210L) BIOL 1853 (BIOL 1850L) BIOL 1863 (BIOL 1860L) Electives (3h)</p>		<p>Ext. 1457 peggy.weir@ac adiau.ca Ext. 1307 kim.vaughan@ acadiau.ca</p>
Mathematics and Statistics	<p>MATH 1013 (MATH 1010L) MATH 1023 (MATH 1020L) MATH 1313 MATH 1333</p> <p>One of: APSC 1413 (APSC 1410L) OR COMP 1113 (COMP 1110L)</p> <p>Electives (15h)</p>	<p>You should register for COMP 1113 instead of APSC 1413 if you wish to take additional computer science courses in the future.</p> <p>Double Majors: BSc Mathematics and Statistics with Business: you should also take Busi 1013, Busi 1703, Econ 1013, and Econ 1023 in your first year. BSc Mathematics and Statistics with Computer Science: you should take both Comp 1113 and Comp 1123. (Note that the alternative course Apsc 1413 cannot be used as credit towards the Math and Stats with Computer Science double major.)</p>	<p>Ext. 1382 mathstats@ acadiau.ca OR jeff.hooper@aca diau.ca</p>

Program Requirements

Music	<p>MUSI 1133 MUSI 1143 MUSI 1253 MUSI 1263 MUSI 1666 MUSI 1693 MUSI 1600</p> <p>One of: MUSI 2701 or MUSI 2800</p> <p>6h from: ENGL 1406 (ENGL 1413/1423) or Any combination of HIST courses at the 1000-level.</p> <p>Electives</p>		Ext. 1512 barbara.jordan @ acadiau.ca
Nutrition	BIOL 1813 CHEM 1013 (CHEM 1010L) CHEM 1023 (CHEM 1020L) NUTR 1313 NUTR 1323 NUTR 1333 (NUTR 1330L) NUTR 1343 (NUTR 1340L) PSYC 1013 PSYC 1023 ENGL (3h)		Ext. 1366 nutr@acadiau.c a
Philosophy	6h of 1000-level PHIL Electives (24h)		Ext. 1070 leanna.mcdonal d@acadiau.ca

Program Requirements

Physics	<p>PHYS 1013 (PHYS 1010L) PHYS 1023 (PHYS 1020L) MATH 1013 (MATH 1010L) MATH 1023 (MATH 1020L)</p> <p>One of: MATH 1323 or MATH 1333</p> <p>6h from: CHEM 1013/1023 CHEM 1113/1123 APSC 1423/2613 COMP 1113/1123</p> <p>Electives (9h)</p>	<p>Please note that only one of PHYS 1013 or PHYS 1053/1063 can be offered for credit. PHYS 1513, PHYS 1523, PHYS 1543 and PHYS 1553 cannot be used to fulfil the required number of Physics credits in the Physics major, but can be counted as science electives.</p>	<p>Ext. 1401 physics@acadiau.ca</p>
Politics	<p>POLS 1303 POLS 1403 Electives (24h)</p>		<p>Ext. 1506 politics@acadiau.ca</p>
Psychology	<p>PSYC 1013 PSYC 1023 MATH 1213 (MATH 1210L) MATH 1223 (MATH 1220L) Electives (18h)</p>		<p>Ext. 1301 heather.turner@acadiau.ca</p>
Sociology	<p>6h of 1000-level SOCI Electives (24h)</p>	<p>For their introductory course requirement, students can take SOCI 1006 or a combination of any two of the following: SOCI 1013/1023/1033/1113 All serve equally as the required prerequisite to higher-level sociology courses.</p>	<p>Ext. 1493 karen.turner@acadiau.ca</p>

Program Requirements

Theatre	<p>THEA 1483 ENGL 1406 (or ENGL 1413/1423)</p> <p>One of: THEA 2823 or THEA 2833</p> <p>Electives (18h)</p>	The courses required	Ext. 1502 english.theatre@acadiau.ca
Spanish	<p>SPAN 1013 SPAN 1023 Electives (24h)</p>	<p>Students with some knowledge of Spanish (e.g., high school courses, extensive time spent in Spanish-speaking countries, etc.) should contact a member of Spanish Studies to assess whether their level, as determined by a placement test written online, is at a high level.</p>	Ext. 1500 elke.willmann@acadiau.ca
Women's and Gender Studies	<p>WGST 1413 Electives (27h)</p>		Ext. 1289 gillian.poulter@acadiau.ca

PART 3: REGISTRATION

In this section, you will find:

- Course Numbering
- Course Load
- Information for Students with Transfer Credit
- Registration Instructions
- Timetable Worksheets

Planning for Registration

Course Selection

To plan your class schedule, start by identifying the required courses for your program. You can then fill in your electives by selecting courses that will fit into your schedule.

You should ensure that the courses you select are appropriate to your area of study and level of ability, and it is recommended that you check with an advisor if you have any questions. Please note that some courses may not be offered in a given session.

Required and Elective courses

A required course is necessary to meet the requirements of your program. An elective is a course that is not a specific program requirement, but which is counted towards the minimum credit hours required for a degree.

The Academic Calendar lists all the courses required for your degree and this booklet lists the required courses that we recommend you take in your first year of study. Most programs provide the flexibility to take a number of courses outside your major area, and electives can be chosen from any department or faculty so long as the course is not restricted to a specific program.

Course Load

You will normally take five courses per term which means 15 credit hours each semester for a total of 30 credit hours for the academic year (5 courses x 3 hours each x 2 terms). Normally, a Bachelor degree requires 120 credit hours and is completed in four years.

Students in the Applied Science and Music programs will take more than 30h per year to complete program requirements. More than 30 credit hours are called an overload. An overload is not allowed in your first year unless required by your program.

Course Credit Weight and Contact Hours

The credit weight is the relative value assigned to a course. The majority of courses at Acadia are weighted at 3 credit hours. Normally, these courses consist of three instructional hours per week for the duration of the 12-week term (labs, tutorials, and studios often require additional hours).

Planning for Registration

Understanding Course Numbering

Acadia's course codes have several components that are important for you to understand when registering.

Here are a few examples of course codes at Acadia:

COMP 1813 X1

BUSI 1700L C1

ENGL 1432 B2

1. Subject Area (COMP, BUSI, ENGL). All course codes begin with a 4-letter prefix that identifies the subject.
2. Course Number (1813, 1700L, 1432).
 - a. The 1st number identifies the level of the course. Unless your program requirements specify otherwise or you have transfer credit, you should plan on taking only 1000-level courses in your first year.
 - b. The 4th number identifies the credit value of the course. (except KINE activity courses, with a value of 1.5 credit hours, represented by a letter. e.g. KINE 185A is a 1.5 credit hour course).
 - c. An 'L' following a course number means it is a lab.
3. Section Code. You will always see a letter and a number.
 - a. The first character identifies the section
 - i. 'X' means there is only one section of the course being offered
 - ii. 'A, B,C, D...' means there are multiple sections available
 - b. The second character identifies the term
 - i. '1' = Fall Term (September to December)
 - ii. '2' = Winter Term (January to April)
 - iii. '0' = Fall/Winter (September to April)

Planning for Registration

Transfer Credits and Registration

Transfer credit refers to Acadia credits granted for post-secondary academic work completed at another institution. As much as possible, credit will be granted for a specific Acadia course; however, if a specific Acadia equivalent course is not available for work completed elsewhere, an elective credit in the appropriate discipline will be granted.

Students with advanced standing or transfer credits from another institution may need specific academic advice for selecting courses before planning their class schedule and registering for courses. If you require assistance with selecting your courses, or in registering for senior courses, contact your academic advisor before you attempt to register.

Progression Requirements

Each program has progression requirements comprised of specific requirements such as GPA, required courses, or conditions (such as a time period) that a student must fulfill in order to proceed to the next year level. Failure to meet program progression requirements may result in a student being placed on academic probation or being removed from the program. The Academic Calendar contains complete progression requirements for each program

Academic Advising

Academic advising is available to all students who have questions about degree planning and course selection. Refer to the chart on pages 23-39 for contact information for your program. You can also contact the Registrar's Office with any questions.

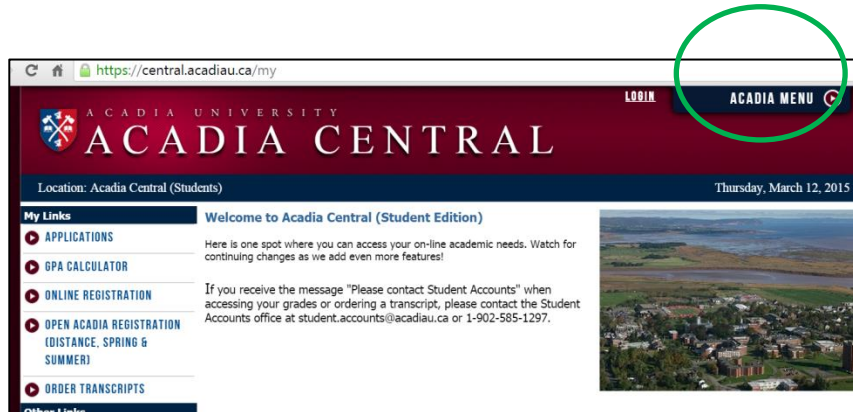
Remember ...

- Most courses fill up quickly, to ensure you have the best possible course selection, make sure you register on your assigned date and time.
- Some courses have more than one required component (i.e. a course with both a lecture and lab). **You must register in all required components.**
- Make sure you have all the prerequisites to avoid being dropped from the course. If you have completed the prerequisite at another institution, be sure to submit your official transcript to the Office of the Registrar.
- If you have questions or concerns about course selection or program planning, please contact the academic advisor for your faculty or program or the Registrar's Office.
- **You are responsible for the completeness and accuracy of your registration.**

How to Register Using Acadia Central

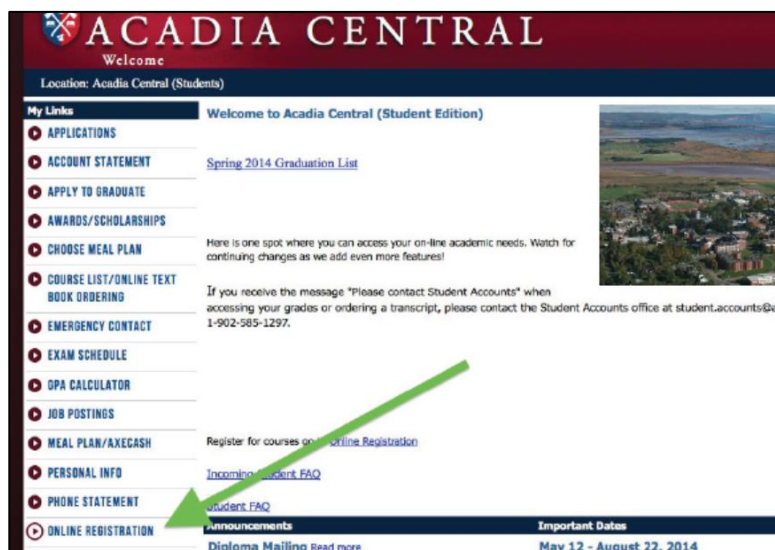
1

In order to register you must first log in. The Login button is at the top of the registration page. If this is your first time logging into your account, you must press the 'forgot password' option to create a password. Once you have received the email with instructions on how to change your password, follow the instructions on the email then proceed to login.



2

Once logged in, click "ONLINE REGISTRATION" on the left-hand menu.



How to Register Using Acadia Central

3

Check your schedule to see whether you have been preregistered in any courses



When you click on “Schedule,” you’ll see a screen similar to this:

Fall Semester
show [WINTER SEMESTER](#)

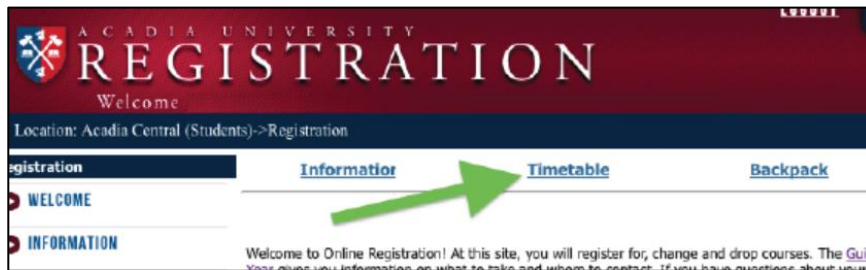
Time	Mon	Tue	Wed	Thu	Fri
8:30am					
9:30					
10:30					
11:30					
12:30pm					
1:30					
2:30					
3:30					
4:30					
5:30					
6:30					
7:30					
8:30					
9:30					
10:30					

If you have been preregistered in any core courses by your department, you must plan your electives around these courses.

How to Register Using Acadia Central

4

Click the “Timetable” link from the menu at the top of the page.



You will be redirected to the course search page where you can begin to search and register for your classes.

5

Search for the course(s) you want. You’ll receive a result similar to the picture below:

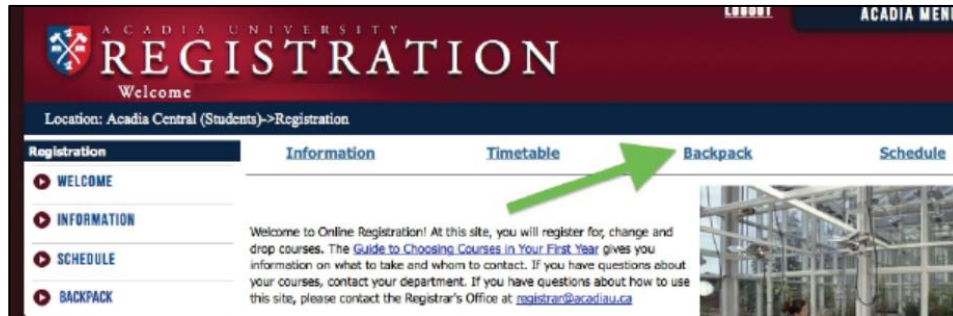
Course	Sec	Title	Slot	Time	Days	Location	Instructor	Type	Class Size	Add
ENVS1010L	X1	ENVS 1013 LABORATORY	27	01:30-04:30PM	-T---	KCIC014	O'Driscoll,Nelson James	AL	30	Add
ENVS1013	X1	INTRODUCTION:ENVIRONMENTAL SCIENCE 1	12	10:00-11:30AM	-T-H-	EMM201	O'Driscoll,Nelson James	LC	30	Add
ENVS1020L	X2	ENVS 1023 LABORATORY	27	01:30-04:30PM	-T---	KCIC014	Lusby,Linda	LB	30	Add

Click the “Add” button to choose your courses.

How to Register Using Acadia Central

6

Clicking the “Add” button adds the course to your backpack. To complete the registration process, you must go to your backpack (click the “Backpack” link at the top of the page).



7

To register, place a check in the checkbox beside the sections you wish to register in and click the “Register” button.

Information		Timetable		Backpack		Schedule	
COURSES SELECTED - Registerable							
Number	Instructor	Slot	Time	Location	Status		
PSYC 1013 A1	Mehta,Rick	03	M-W-F	10:30am-11:30am	HSH 010	OPEN	<input type="checkbox"/>
INTRODUCTORY PSYC: EXPERIMENTAL AREA							
Remove		Register		View in Schedule			
COURSES REGISTERED							
Number	Hrs	Instructor	Slot	Time	Location	Status	
None							

Registered courses appear in the “Courses Registered” box. You should also check your schedule again (Step 3) to confirm that your course has been added.

Class schedule worksheet

Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
8:30	1	11/37	1	82	1
9:30	2/5/0/60	12/47	2/5/0/5/4	11/38	2/55
10:00				12/64	3/20
10:30	3/9/18		3/9/19		
11:30	4/31		4/32	83	4/33
12:00		10/39		10/40	
12:30	5/34	8	5/35	8/67	5/36
1:00	56/58		56/78		
1:30	6/17/ 26 53	13/43	6/17	13/46	6/85
2:30	14/41	15/61	14/77	15	8
3:00					
3:30					
4:00					
4:30	16/59	63	16/76	7/65	
5:30					
7:00	71	72	73	74	75
8:30		42	79	42/80	
10:00					

Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
8:30	1 21	11/37 22	1 23	24 82	1 25
9:30	2/5/0/0	12/47	2/5/0/5 4	11/38 12/84	2/5/5
10:00					
10:30	3/8/1/8		3/9/1/9		3/2/0
11:30	4/3/1	81	4/3/2	83	4/3/3
12:00		10/39		10/40	
12:30	5/34	8	5/35	8/67	5/36
1:00	5/6/2/8		5/6/7/8		
1:30	6/13/7/53 2/6	13/43 27	6/17 2/8 44	13/4/6 29	6/8/5 30
2:30	14/41	15/61	14/77	66	8
3:00	4/9		4/5	15	
3:30	5/2		5/2		
4:00		6/3	7/64		
4:30	16/59 7/62		16/7/6	7/65	
5:30					
7:00	71	72	73	74	42/80
8:30		42	79		
10:00					