Please email me if you are NOT returning to the BMSc Program in September and let me know what you are doing (if you are willing).

**Enrollment dates/times (will be posted this afternoon in Student Center):**
This afternoon, you can look under Enrollment Dates on the right-hand side of Student Center and click on “Open Enrollment Dates” to find your start date/time. This date/time represents when online registration opens for you and I would strongly encourage you to **register as soon as your date/time arrives**. Please note that the enrollment date/time assigned to you cannot be changed.

You may notice that you have an end date/time to enrollment that is July 19 at 11:59 p.m. Enrollment shuts down for all students on July 19 at 11:59 p.m. and then all students will have new appointment times generated for them for July 20 at 9:30 a.m. On July 20 at 9:30 a.m., priorities and reserved spaces will disappear on basic medical science courses. Please note that courses that have a restriction on registration will always remain restricted (i.e. never lift/disappear).

The Landing Page for Year 3 BMSc is a hub for links to the resources below and make sure you use these resources prior to your enrollment date to prepare for registration:

- Courses for Year 3 BMSc
- Access to Courses
- Academic Calendar - modular requirements
- Academic Calendar - courses
- Course Registration – **make sure you read the Resources and General Tips**
- Minimum Averages for admission to Honors Specialization modules

**Constraints (priorities, reserved spaces in basic medical science courses, restrictions):**
A key thing to know when planning your courses is that most of the basic medical science courses have constraints in place (priorities and restrictions) and many courses have spaces reserved in them for students in certain modules. Check the constraint charts at “Access to Courses” very carefully when planning your course selection.

**Note:** The basic medical science departments do NOT waive constraints and reserved spaces - do not contact departments about getting a spot in a course before priorities lift and reserved spaces disappear on July 20 at 9:30 a.m.

When registering for courses, you might get an error message such as **You are unable to enroll in this class at this time. Available seats are reserved and you do not meet the reserve capacity requirements** even though the course may not be full. This means that you either do not have priority access to the course or the spaces reserved in this course for students in your module (or a group of modules) have already been filled. As an example, when I checked this morning, all spaces in Medical Biophysics 3501A and 3503G that are available to non-Medical Biophysics students have already been filled by Year 4 students (who registered last week). If you are not able to register in a course that you want when registration begins next week, then you should choose an alternative course and try again on July 20th at 9:30 a.m., if spaces are still available, when the reserved spaces and priorities disappear.

**Common Course Policy:**
If you are registered in more than one module, e.g. Double Majors or Honors Specialization + Major, and plan to complete these two modules, then make sure that you check out the **Common Course Policy**. A maximum of 1.0 course that is “common” to two modules can be used toward both modules. The worksheets for Double Majors are very helpful tools – pay particular attention to the bottom section that lists the 11.0 courses (usually 11.0) that are required to complete the two Majors.

**Notes about courses:**
**Pathology 3500:** the evaluation for this course is changing for the upcoming year such that three midterm tests and one final exam will be scheduled, with none of these tests/exam being cumulative.

**Anatomy and Cell Biology 3309 and 3319:** students will not be granted special permission to register in either of these courses with a timetable conflict with another course. Both courses are offered online and students will not be permitted to “switch” from the in-class to the online section at any point during the year. Please note that students in the online section of Anatomy and Cell Biology 3319 may drop into the lab (if they wish) on Fridays from 12:30-1:30 to see lab specimens.

**Spaces are tightly constrained in the 3000-level lab courses** to ensure that, as much as possible, students who must have particular lab courses for the module in which they are registered in Year 3 will get a spot in these courses. The chart of reserved spaces under **Reserved Spaces in 2000 and 3000-level courses** displays the spaces available in the lab courses for students registered in Year 3 of the Honors Specialization in IMS.
The most common question I get right now:
Do I have to take the courses in Year 3 that pertain to the module(s) in which I’m registered in Year 3 BMSc?

My response: No. Students in Year 3 BMSc should ideally take the courses in Year 3 that are required for the module in which they wish to register in Year 4 BMSc, allowing for an alternative plan (e.g. Double Majors, etc.). All students in Year 3 BMSc can apply for any module for Year 4 BMSc (see Modules Offered in BMSc and pay particular attention to the Weighted Average Chart if you are interested in an Honors Specialization module) and note that preference for registration in Honors Specialization modules in Year 4 BMSc is NOT given to students registered in the Honors Specialization module in Year 3. Sometimes, however, students do not have priority access to the courses they want to take in Year 3 BMSc and have to wait until July 20 at 9:30 a.m. to try and register for the course (if spaces remain). You may contact the department offering the course on July 20 if it is full to ask if they might consider special permission to squeeze in one more person (but do not be particularly hopeful that this permission will be granted).

As an example, students in an Honors Specialization in IMS + a Major in either Physiology or Pharmacology have access to Physiology and Pharmacology 3000E when registration opens next week. Students in the Honors Specialization in IMS (only) do not have access to Physiology and Pharmacology 3000E until the reserved spaces and priorities lift on July 20 at 9:30 a.m. Students in the Honors Specialization in IMS (without a Major in either Pharmacology or Physiology) have to wait until July 20 to see if they can register for Physiology and Pharmacology 3000E. If the course is full on July 20, then students may contact the Department of Physiology and Pharmacology on July 20 to ask if they might be squeezed into the course despite it being full (see the process for requesting Special Permission).

Can you revise your modules/add a module at this time?
No. It is now too late to change/add modules for the upcoming year. You will be able to request a different module for Year 4 during the ITR process next year.

Issues with registration in basic medical science courses should be directed to me (Kathy.boon@schulich.uwo.ca).
If, however, you get the error message “You are unable to enroll in this class at this time. Available seats are reserved and you do not meet the reserve capacity requirements” then this means that the issue with registration is a priority/restriction/reserved spaces issue and permission to waive constraints/add you to a course that is currently not accessible to you WILL NOT BE GRANTED.
If you get an error message when you try to register that indicates that you do not have the prerequisite for a course and you are certain that you do (make sure you check the prerequisite for the course in the Academic Calendar), then feel free to contact me so that I can check out the issue behind the scenes.
If you are seeking special permission to register in a course lacking the prerequisite or despite a timetable conflict, then see the information about Special Permission (link is posted on the Landing Page for Year 3 BMSc).
If a course fills completely, then you can contact the department offering the course to see if special permission might be granted to squeeze in an additional student. You should not contact a department until July 20 since enrollment in courses could change when priorities lift and reserved spaces disappear at 9:30 a.m. on July 20.

Permission for an increased load of courses (more than 5.0) must be directed to the Academic Counselling Office in their new location in NCB 280 (see the Special Permission link on the Landing Page for details about requesting this permission).

The university is closed on Monday, July 2, for Canada Day and I will not be in my office on July 2.

If you haven’t already done so, check out the information on the Office of the Registrar’s website NOW for a Step by Step Guide to Course Registration! Use Draft my Schedule to set up your timetable but be prepared for alternative courses. Make sure you then use the Course Enrollment Worksheet in Student Center to register for ALL of your courses at once when your enrollment date/time arrives.

Copies of this email message and my message of June 26 are posted on the Landing Page for Year 3 BMSc and I will refer students to these messages if questions received are answered within these messages.

... Kathy