

This email message is being sent to students in Year 4 BMSc, including students who are doing a fifth year and students who are on co-op for 2025/26.

Please read this email carefully as it contains a lot of important information.

Enrollment dates/times: will be generated by the Office of the Registrar this afternoon and posted in Student Center (and cannot be changed).

4000-level courses: *only register in as many 4000-level basic medical science courses as you need to satisfy your modular requirements.* We anticipate a lot of enrollment pressure on the 4000-level courses in the basic medical sciences due to some course cancellations and capacity adjustments, and we want to ensure students are able to get into the courses that they need to satisfy their modular requirements. Students in Double Majors who require substitute courses must select 2000- and 3000-level courses during the Priority Enrollment Period in July.

Enrollment in 4000-level courses will be monitored and students who register in more than the 4000-levels courses required to satisfy their modular requirements will be contacted and told that they will have to drop the excess courses. Later in the summer, in August, students may register in 4000-level courses that further exceed the number they require for their modules.

Use the [2024 Academic Calendar](#) for modular requirements and then double-check the worksheets for Honours Specialization modules and Double Major posted on the BMSc website. We don't want you to send in your worksheet if you are sure you've met the requirements to graduate. The **worksheets** have been updated for Honours Specialization modules on the [webpage for Graduation Requirements](#). Worksheets for Double Majors in BMSc have been updated and are on the [webpage for Common Course Policy](#).

Double Majors: Ensure you are using the correct Double Major worksheet by referring to the **Double Major worksheets for students in Year 4 in 2025/26** tab on the [Common Course Policy page](#). Don't let google lead you astray by turning up the wrong version of your Double Major requirements. The Academic Year for which the requirements apply are also identified in the **top right-hand corner** of each Double Major worksheet. The links in these worksheets lead to the current (wrong!) version of the Academic Calendar – make sure you use the [2024/25 Academic Calendar](#).

We don't make worksheets for all HSP + Major or Minor combinations. There is one worksheet for Honours Specialization + Major to give students a feel for how the Common Course Policy impacts the completion of an HSP + Major.

Constraints – priorities, restrictions and reserved spaces in courses: the [constraint charts](#) have been updated. Constraints are not waived on basic medical science courses - please do not contact instructors, departments, the BMSUE Office (Kathy and me), and Academic Advising to ask if they will be waived. In many courses, there are a limited number of spaces for students in a particular module. If the course is not full but the spaces available to students in your module have been gobbled up, then you will receive the error message below and not be able to register for the course.

Error message when registering - “available seats are reserved and you do not meet the reserve capacity requirements”: means that you cannot register because you either don't satisfy the constraint (priority or restriction) or the limited spots allotted to students in your module have filled (priority +

reserved spaces). Constraints are not waived so please do not contact departments, the BMSUE Office (Jen and me), and Academic Counselling. Register in alternative courses, join wait lists properly and you might be enrolled in the course later in the summer from the wait list. See the [webpage for Access to Courses](#) for more information.

Biggest tip that we can offer about joining a waitlist: if you try to register for a course that appears to have space in it but you are met with the error message above which indicates that you either don't have priority access to the course or the spaces available to students in your module are full, pause and do the following before joining the waitlist:

- Register in an alternative course that is in the same term as the one that you want
- Submit another transaction to swap this alternative course for the one that you want AND join the waitlist of the one that you want in this transaction

Doing this ensures that (a) you have an alternative course in case space is not available later in the summer in the course that you want, and (b) you will not be in a course overload by swapping the alternative course for the waitlisted course IF a space becomes available for you when the waitlist runs. Keep in mind that it is very unlikely that a basic medical science department will increase the number of spaces in a course, even if they see demand for the course by a significant wait list. It does not make sense to add yourself to the waitlist for a 4000-level Pharmacology course, for example, if the course has 36 spaces which have been filled and there are already 25 students on the wait list.

Special permission to register in courses without prerequisites or with timetable conflicts, or in an increased/imbalanced load: information about the process to request special permission is located on the Academic Advising Office's [webpage for Special Permissions](#). Please note that basic medical science departments usually do not waive prerequisites and that they will not grant special permission to waive constraints.

Graduation Requirements: check our [webpage for graduation requirements](#) for information about the minimum number of senior courses that are required, breadth and essay requirements, etc.

We have done everything that we can to prepare all of us for registration. There will be happy students and unhappy students because some of you will struggle with course registration during the Priority Enrollment Period due to constraints (priorities and reserved spaces in courses). The BMSUE Office (Kathy and I) cannot register you in courses that are full - please don't ask us since only departments that offer courses can grant this permission (and usually do not allow this). The BMSUE Office cannot register you in basic medical science courses for which you don't satisfy the constraint – please don't ask us, and don't ask departments and Academic Counselling since constraints on basic medical science courses are not waived.

Your chances of getting into the courses that you need/want will increase if you (i) register at **exactly** your enrollment date/time, and (ii) join wait lists patiently and properly.

The fall/winter timetable is up-to-date. If you don't see a course listed in the timetable, then it is not offered for the upcoming year. The only exception is Medical Biophysics 4700A which should be added to the timetable late next week.

Notes about a few basic medical science courses:

Anatomy and Cell Biology 4200A and 4201B: sections 201 are restricted to Kinesiology students – don't try to register for sections 201.

Please let us know if you are *not* coming back for the BMSc Program this fall by submitting a ticket to the [BMSUE Question Portal](#). Students who are on internship placements this year: we already know this and you do not have to email me unless you want to be removed from this mailing list.

Kathy Boon and I continue to have Zoom drop-in sessions during which students enter the waiting room in the order of joining the session. We'll bring students into the main room for a one-on-one discussion. Details about our availability for these sessions and individual Zoom appointments (heavily booked) are located on the webpage [Connect with a BMSUE Coordinator](#). Queries should be sent to us via the BMSUE Question Portal – chose the category on the left that identifies you so that your query ends up quickly in either my queue or Jen's queue.

Jen and Kathy