



Intro to course  
registration  
for CEGEP  
Students

Bachelor of  
Arts &  
Science



# What is SOUSA?

Science

Office for

Undergraduate

Student

Advising



➤ Our office houses the **Degree** Advisor for the B.A. & Sc. **Tania Raggo** ([tania.raggo@mcgill.ca](mailto:tania.raggo@mcgill.ca))

- Speak with Tania for:
- Questions about B.A. & Sc. degree requirements & planning
  - Faculty and University regulations
  - Final exams issues

We are a first line resource for most academic issues.

➤ Note: We **cannot** help with course registration holds or restrictions (go straight to a Program advisor for this).



**Where is SOUSA?**

Dawson Hall, Room 405

Who should I talk to? [www.mcgill.ca/science/undergraduate/academic-advising](http://www.mcgill.ca/science/undergraduate/academic-advising)

# Accepted student website

- ❖ Academic Checklist – steps to preparing for your first year
- ❖ Selecting your first-year courses
- ❖ Declaring your programs
- ❖ Registration tips
- ❖ Events for newly admitted students

[www.mcgill.ca/basc/accepted](http://www.mcgill.ca/basc/accepted)

# The McGill E-Mail Account



Is the official email account that Faculty and Staff use to correspond with students



Can still be your email address after you graduate



Is configured as:  
firstname.lastname@mail.mcgill.ca



Should be checked regularly for important information from the University



Is the main source of contact between you and your advisor



Service Desk: 514 398-3398

# DEGREE STRUCTURE

The background of the slide is a blue gradient with a complex network of white lines and circles. The lines are thin and intersect to form a web-like pattern. The circles are of various sizes and are placed at the intersections of the lines, creating a sense of a network or a molecular structure. The overall aesthetic is modern and technical.

# ADVANCED STANDING

- You have been admitted to a 4-year (120 credit) degree, but, because you graduated with a DEC, you will receive 30 credits (1 year) of advanced standing.
- In other words, you are all in a 3-year degree, with 90 credits to complete
- You may receive exemptions from specific McGill courses due to your CEGEP studies:
  - CHEM 212, 222 (Organic Chemistry 1 and 2)
  - MATH 203, 222 (Statistics, Calculus 3)
- Don't take it if you are exempt from it!
- Sometimes it can take a while for these exemptions to appear on your transcript. If not there by October, talk to Tania.

[www.mcgill.ca/students/transferecredit](http://www.mcgill.ca/students/transferecredit)

## Pre-McGill University / College Studies

- Have you taken or do you plan to take any university courses (at another institution) **before** starting your studies at McGill?
- If the answer is YES, ensure a timely processing of your credit by contacting Marina Saunders ([marina.saunders@mcgill.ca](mailto:marina.saunders@mcgill.ca))

[www.mcgill.ca/basc/accepted/checklist/advanced-standing/pre-admission-university-transfer-credit](http://www.mcgill.ca/basc/accepted/checklist/advanced-standing/pre-admission-university-transfer-credit)



# B.A. & Sc. Degree Structure

## 1. Multi-Track System:

- Two Major Concentrations (one Science + one Arts) or Two Joint Honours (one Science+ one Arts)
- Students in the Multi-Track system **must** also take: **BASC 201 Arts & Science Integrative Topics** or **FSCI 198 Climate Crisis and Climate Actions**.

## 2. Interfaculty Program:

- One Interfaculty Program (or Honours Program) + one Minor/Minor Concentration (Arts or Science)

## What about electives?

- Fill out your degree to reach 120 credits (since you have 30 credits for your DEC, so you only need to do 90 credits). B.A. & Sc. students typically have 15-18 credits of electives

## What if you change your mind?

- Your advisor can help you determine if your current program suits your academic needs based on your interests, abilities, and future goals.
- Your advisor will ask you questions about your experience at McGill and work with you to determine whether or not you have to change your plan.



# B.A. & Sc. Multi- Track

## 36 credit Science Program + 36 credit Arts Program

- Major Concentration Arts + Major Concentration Science (COMP, MATH, PSYC are considered Science programs)
- Joint Honours component Arts + Joint Honours component Science (For Science: only PSYC and MATH Joint Honours are available as Joint Honours components)

**BASC 201** *Arts & Science Integrative Topics or FSCI*  
**198** *Climate Crisis and Climate Actions.*

- **Required** for your degree!
- Recommended that you take this in U1

You may only register for programs listed in the B. A. & Sc. section of the Undergraduate Calendar

# Faculty of Science

The Science major concentrations available to B.A. & Sc. students are listed here.

## Faculty of Science Major Concentrations

★	Biology - <a href="#">Bachelor of Arts and Science (B.A. &amp; Sc.) - Major Concentration Biology (36 credits)</a>
	Chemistry - <a href="#">Bachelor of Arts and Science (B.A. &amp; Sc.) - Major Concentration Chemistry (36 credits)</a>
	Computer Science - <a href="#">Bachelor of Arts (B.A.) - Major Concentration Computer Science (36 credits)</a>
	Geography - Physical Geography Option - <a href="#">Bachelor of Arts and Science (B.A. &amp; Sc.) - Major Concentration Geography - Physical Geography (36 credits)</a>
	Mathematics - <a href="#">Bachelor of Arts (B.A.) - Major Concentration Mathematics (36 credits)</a>
	Physics - <a href="#">Bachelor of Arts and Science (B.A. &amp; Sc.) - Major Concentration Physics (36 credits)</a>
★	Psychology - <a href="#">Bachelor of Arts (B.A.) - Major Concentration Psychology (36 credits)</a>
	Software Engineering - <a href="#">Bachelor of Arts and Science (B.A. &amp; Sc.) - Major Concentration Software Engineering (37 credits)</a>
	Statistics - <a href="#">Bachelor of Arts (B.A.) - Major Concentration Statistics (36 credits)</a>

Please be advised that Minerva is currently experiencing a technical problem that may impact your program declaration. The main issue students have reported is with declaring the Major Concentration in Biology. If you are trying to declare your programs and Minerva is preventing you from doing so, we ask you to take the following steps:

- 1) Declare an alternate Arts/Science Major Concentration (any Science Major Concentration other than Biology) or alternate minor (if you are declaring an interfaculty program)
- 2) Declare your Arts/Science Major Concentration or your Interfaculty program as intended.
- 3) Send an email from your McGill email account to [marina.saunders@mcgill.ca](mailto:marina.saunders@mcgill.ca) with your McGill ID number and both your intended programs. For students in the multi-track, this means your intended Science and Arts Major Concentrations. For students in an interfaculty program, this means your interfaculty program and minor/minor concentration. Please use the subject line: B.A. & Sc. Program selection.

## Interfaculty Programs



Cognitive Science



Environment



Sustainability,  
Science and  
Society (SSS)

- **54 credit program** which combine courses from both Arts and Science
  - 60-credit Honours programs are also available

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- **18 to 24 credit minor** in either Arts or Science (from approved list only)
- You must have **21 credits of Arts courses and 21 credits of Science courses** within the Interfaculty or Honours and Minor programs.

# COURSETYPES

- **Required:** You MUST take this course for your program.
  - C grade required for it to count towards a program
- **Complementary:** Taken from a list (in program):
  - A short list of courses from which you must make a selection (e.g. list of 3 courses from which you must select 1 course)
  - Or a long list of courses that make up an area of study
  - C grade required for it to count towards a program
- **Elective:** Not part of your program, but needed for your degree credit count.
  - D grade required for electives.

## Program Advising

- You will also have a program (or departmental) advisor(s) for each program (major, minor, honours, interfaculty). Program advisors are housed in their respective Departments/Units (e.g. the Biology Department or the Geography Department).
- They are specialists in the requirements of the specific **courses and programs** offered in their Department.
- They can also help with questions related to:
  - Careers in a specific field of study
  - Getting the most out of your program
  - Graduate school in your field
  - Research

[www.mcgill.ca/science/undergraduate/advice/program-advisers](http://www.mcgill.ca/science/undergraduate/advice/program-advisers)

# REGISTRATION ADVICE





## Student Advising Transcript - Unofficial

<sup>2</sup> A diamond appears beside a course number to indicate a multi-term course.

\* An asterisk appears next to the credit value of courses not counted in the total credits earned.

Remarks column:

I - Course is included in credits and included in the GPA.

E - Course is excluded from credits and excluded from the GPA.

A - Course is excluded from credits and included in the GPA.

Please click [help](#) for more transcript information.

Student Name:

McGill ID:

Permanent Code:

Email Address:

Advisor(s):

Raggo, Tanla

This is your Minerva transcript.

It lists your exemptions, courses, grades, programs, credits and academic standing.

The transcript updates every time you make a change on Minerva (add/drop courses or programs), so verify your transcript after you change something

Subject	Number	Title	Cr. / C.E.U.	Gr
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### PREVIOUS EDUCATION

Quebec CEGEP/IB

Credits Required for B Arts and Science - 120 credits

### Fall 2018

Bachelor of Arts and Science

Full-time Year 1

Interfaculty Program Cognitive Science

Minor Environment

### Credits/Exemptions

From: College Jean-de-Brebeuf - 30 credits

MATH 203

BASC 201	001	Arts & Sci Integrative Topics	3	A
COMP 202	001	Foundations of Programming	3	B+
ENVR 200	001	The Global Environment	3	A-
LING 260	001	Meaning in Language	3	B

TERM GPA:	3.50	Advanced Standing & Transfer Credits:	30.00	TERM TOTALS:	12.00	Earned Cr	12.00	GPA Cr	12.00	Points	42.00
CUM GPA:	3.50	TOTAL CREDITS:	42.00	CUM TOTALS:	12.00	12.00	12.00	12.00	12.00	42.00	



## What is a Normal Course Load?

- 1 course = 3-4 credits (with some exceptions)
- Full time = minimum 12 credits per term
- Full course load = Four to five courses or 12 to 15 credits per term.
- Professional programs (medicine, law, dentistry) normally prefer a 30-credit course load for the year (Fall + Winter).
- Important for scholarship eligibility: some scholarships require minimum 27 graded credits in Fall + Winter
- If you work or participate in varsity sports you may need to reduce your load.

# Grading Option (S/U) – Satisfactory/ Unsatisfactory



Neither S nor U affects CGPA

Passing grades (A to C) becomes  
S on transcript (credit earned)  
Failing grades (D to F) become U  
on transcript (no credit earned)



You cannot add the S/U option after the course change period, and you cannot remove the S/U option after the withdrawal without refund deadline



You cannot use a course graded under the S/U option for a program; it can be used only on **elective courses**.



Maximum 10% of your credits completed at McGill can be taken as S/U.

# Courses outside of the Faculties of Arts and of Science



Normally you are allowed to take only 12 credits outside the faculties of Arts and of Science.



Avoid courses from Continuing Education, many are not for credit.



Ask me!

# Registration advice

Register for both terms now (Fall and Winter)

If a course has a lab component, register for a lab as well.

Required courses first, then complementary, then elective courses (if any).

- Science first! Since they tend to be prerequisites for next year!

If a **required** course is full, keep trying for a couple of weeks. If nothing opens up, contact the program advisor by email.

If an elective or complementary course is full, try another course.

MINERVA messages:

- Reserved Closed (Seats are being held for specific programs)
- Course not open to your program
- Course exceeds maximum credit limit (you can register for a maximum of 17 credits)

Just because MINERVA lets you register does not automatically mean you will get credit for a course. If in doubt, ask advisor.

Don't use third party apps to register! Your account can get locked

# Registration advice (continued) - Spanned courses (D1/D2)

- ❑ Mostly offered in the Faculty of Arts
- ❑ Any course that has a D1 or D2 on the course number  
Example: HISP 210D1 or HISP 210D2 - is a **year-long course**.
- ❑ You **MUST** register in the same section (001, 002, etc.) for both terms.
- ❑ Be aware that the schedule can change from Fall to Winter! Check both terms for class schedule conflicts.
- ❑ Think carefully about committing to a full year (two term) course. If you get sick halfway through, you may have a big problem.

## General Academic advice

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Students are sometimes surprised by how challenging the midterm exams can be.

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Keep up with the course work as much as possible; you will find that the independent studying required is much more than in CEGEP.

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Start studying early, as you may have many exams in a short time period.

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If you are having difficulty in a course, see the professor or teaching assistant early - don't wait!

# What if you encounter difficulties?

## See your Degree Advisor if you:

- Are having difficulty managing your time and meeting deadlines
- Have fallen behind in your studies, and are feeling overwhelmed
- Are not getting the grades you expected
- Are unhappy with your course or program choice
- Become ill, or experience difficulties in your personal life that are interfering with your academic performance
- Having financial difficulties

## See the Student Wellness Hub for additional support:

- Book an appointment with a Wellness Advisor (Fanny Elizabeth Gutierrez-Meyers is the Local Wellness Advisor for Science)
- Attend a workshop (time and stress management, etc.)

[www.mcgill.ca/wellness-hub](http://www.mcgill.ca/wellness-hub)



# Enrich your degree:



- ❖ Research
- ❖ Internships (both Science and Arts)
- ❖ Field Studies
- ❖ Exchange and Study Abroad

# Mandatory Online Tutorials

## Academic Integrity

- Academic Integrity online tutorial for all newly admitted students
- Access the tutorial in Minerva: Minerva -> Student Menu -> Academic Integrity Tutorial
- Must be completed by January

[www.mcgill.ca/students/srr/honest](http://www.mcgill.ca/students/srr/honest)

## It Takes All of Us

- Sexual violence education program for the entire McGill community.
- Designed to increase awareness of sexual violence and help shift campus culture to one of respect and consent.
- Access the tutorial in MyCourses. Must be completed by January.

[www.mcgill.ca/sv-education](http://www.mcgill.ca/sv-education)

# Bachelor of Arts & Science

## Contact Information: Tania Raggo

Student Advisor, BA & Sc

[tania.raggo@mcgill.ca](mailto:tania.raggo@mcgill.ca)

For advising  
appointments (online  
and in person), please  
see the instructions here:

<https://www.mcgill.ca/science/undergraduate/advice/sousa>

