Creativity is inventing, experimenting, growing, taking risks, breaking rules, making mistakes and having fun.

— MARY LOU COOK
welcome, we’re thrilled you’re joining us

THIS NEW STUDENT HANDBOOK SHOWS YOU HOW TO GET STARTED IN THE FACULTY OF ARTS AND IS A RESOURCE TO KEEP AND REFER TO THROUGHOUT FIRST YEAR.

We have a team of people ready to help you make the most of your university experience. Let’s get started!

What does an academic advisor do?
» partners with you to help you reach your academic goals
» helps you plan a program that matches your abilities and interests
» explains academic requirements and policies
» is knowledgeable about your academic record
» helps you develop realistic educational goals

When do I contact my academic advisor?
» meet with your academic advisor at least once a term
» if you have questions, concerns, or ideas about your studies, contact your academic advisor
» if you’re not doing as well as expected, see your academic advisor

What’s my role in the academic advising process?
» be an active participant in my academic success
» communicate with my advisor at least once a term
» understand my degree and major requirements and use the Undergraduate Calendar
» be open and honest with my advisor
» accept ultimate responsibility for my success at university

What’s the role of my family and supporters?
» be a key partner in assuring your success — listening and encouraging you to be proactive in your studies
» while you’ll be the primary contact with the university, we encourage you to share your experience with those who support you. The more people you have in your corner, the better! The Parent and Family Guide included in this handbook will go a long way in helping your family support you!
EVERY STAR ATHLETE HAS A COACH AND SUPPORT TEAM BACKING THEM UP. THINK OF YOUR ACADEMIC ADVISOR AS YOUR COACH. THEY CAN HELP YOU DEVELOP YOUR INDIVIDUAL PLAN FOR SUCCESS.

In the Faculty of Arts, first-year advising is done in several offices — Arts Undergraduate Office; Renison Registrar’s Office; St. Jerome’s Registrar’s Office; Global Business and Digital Arts Office.

You’ll know what office to use based on your program and where you’re registered.

Your first-year advisor will help you navigate first year and prepare for second year. Once you declare your major or move into second year, you may have a new advisor, but you can still use the resources of the Arts Academic Advising Centres at any time.

DID YOU KNOW...

Students who get advice from their advisor on a regular basis are generally more successful than those who don’t make time to check in!

Be sure to direct all of your questions to one academic advisor and always include your student ID number. Emailing everyone will lead to confusion, duplication of work, and a delay in getting answers!
support resources

ARTS 101 — Faculty of Arts incoming student web resource
This online community is a place for all new Arts students, regardless of program or campus, to begin the transition to university life, participate in several online activities, to become part of the Arts community, and to actively participate in the Arts smARTSpace site. arts101.uwaterloo.ca

- Connect with your academic advisor
- Discover services to support your academic success
- Required online activities — earn points for completing these tasks
- Participate in online discussions and meet other new students
- Be prepared for your first term of study

smARTSpace in LEARN
SmARTSpace in Learn, is your online advisement community. It’s a go-to resource for news and dates, course selection instructions, finding help and advice, and connecting with your advisor and other students. LEARN, your online classroom, is what most professors will use to supplement their in-person lectures, post assignments, build classroom community, and hold group discussions about the materials you’re studying.

Student Success Office (SSO)
The SSO is a critical campus resource offering a wide array of services including success coaching, university transition programs, academic success workshops, and peer-to-peer student support. uwaterloo.ca/student-success

Student Portal
This mobile-friendly, communication tool delivers the UWaterloo information you need, when you need it. You can customize your portal to help make your life at UWaterloo easier. You’ll have access to portal in mid-August. uwportal.uwaterloo.ca

Undergraduate Calendar — a must-use resource
The online Undergraduate Calendar is your guide to your studies at Waterloo. Generally, you follow the rules of the Undergraduate Calendar for the year you were admitted to Arts. It contains essential program, policy, and course information, and explains exactly what you need to do to complete your degree. ugradcalendar.uwaterloo.ca

University Colleges
In partnership with the Faculty of Arts, the four on-campus University Colleges — Conrad Grebel, Renison, St. Jerome’s, St. Paul’s — offer alternate living and learning opportunities. Students are part of a small community while having full access to all that Waterloo offers. You can register at Renison or St. Jerome’s and be part of the residence and/or academic communities, or take some courses “across the creek” while completing your Waterloo degree.
communication from Waterloo

We’ll normally communicate through your University of Waterloo email address, through LEARN (online classroom), and on Quest (student information system). Important dates and announcements are listed on the Registrar’s Office website. uwaterloo.ca/registrar

IT’S CRITICAL YOU CHECK YOUR WATERLOO EMAIL ACCOUNT ON A REGULAR BASIS.

How do I set-up my email account?
You can activate your email account any time after July 2, 2015.
uwaterloo.ca/arts-computing/students#Email

Forwarding your email to another account?
All communication will be sent to your Waterloo email account. You can forward your Waterloo email account to any email address you want BUT you must ALWAYS have a current email address listed on Quest. If you move, change your email address, or your phone number, remember to update your personal information on Quest. quest.uwaterloo.ca

Important Dates — know when classes begin and end, when fees are due, when you can add/drop classes, when to request classes for your next study term, and when University holidays take place.
uwaterloo.ca/quest/undergraduate-students/important-dates

Transportation — Your fees include a fully paid Waterloo Region U-PASS bus pass. Also, the Federation of Students bus, the Go Bus, and Greyhound have regular, daily departures to and from campus, and the VIA train runs from the downtown Kitchener station.

WatCard — It’s the most important piece of student ID you’ll have. You’ll use your WatCard to write exams, participate in Waterloo activities, sign books out of the library, and get student discounts on campus and off campus. The WatCard office is located in the Student Life Centre (SLC).
watcard.uwaterloo.ca
summer to-do list

**First-year course selection**
We walk you through the online course selection process for Fall and Winter. Your academic advisor reviews and approves your selections. You'll be emailed detailed, step-by-step instructions and specific deadlines to meet.

[waterloo.ca/arts/current-undergraduates/course-selection/fall-first-year-students](http://waterloo.ca/arts/current-undergraduates/course-selection/fall-first-year-students)

*Note: this may be the only time we email you at an email account other than your @uwaterloo.ca email account.*

**ARTS 101 — Faculty of Arts incoming student web resource**
Over the summer you'll have plenty of opportunities to connect with your academic advisor and begin new friendships with other new students. Through your active participation you'll learn about the Faculty of Arts, explore important online learning tools such as smARTSpace in Learn and Portal, and will discover the resources needed for your success at Waterloo.

[arts101.uwaterloo.ca](http://arts101.uwaterloo.ca)

**Tuition fees, bills, payments**
Your Fall 2015 tuition fees are due on or before AUGUST 27.

You'll pay your Winter tuition fees in December. The exact amount of your fees will be posted to your Quest account. Fall fees will be known by August 1.

[waterloo.ca/finance/student-accounts/payment-options](http://waterloo.ca/finance/student-accounts/payment-options)

**Orientation**
Fall Orientation is a week of social and academic programming designed to help you meet other new students, get used to campus, and get you off to a great start. We expect you to attend the academic events and highly encourage you to be on campus to participate in all Fall Orientation activities.

[waterloo.ca/orientation](http://waterloo.ca/orientation)

**Classes begin**
Attend classes right from day one. Important course information and your course outline or syllabus are handed out during the first week of class. Faithful attendance is a must if you plan to be successful at university.

» Get in the habit of checking smARTSpace, your online academic community

» [learn.uwaterloo.ca](http://learn.uwaterloo.ca)

**WELLNESS RESOURCES**

**Counselling Services**
Occasionally students deal with unexpected issues and need help coping. Free counselling and workshops are included with full-time tuition fees. After a simple in-take process, you can meet with a counsellor in a confidential setting. Services are offered at several convenient locations right on campus.

[waterloo.ca/counselling-services](http://waterloo.ca/counselling-services)

**Health Services**
The on-campus Student Medical Clinic provides convenient, confidential and comprehensive medical care to all registered students.

[waterloo.ca/health-services](http://waterloo.ca/health-services)

**AccessAbility Services**
Students with short-term and permanent disabilities can access resources, support services, and academic accommodations available through AccessAbility Services.

[waterloo.ca/disability-services](http://waterloo.ca/disability-services)
How long is each term?
Each study term is 16 weeks long, including exams. Thanksgiving weekend is mid-way through the Fall term. Often students are caught off guard by how quickly the term moves. Before Christmas holidays begin, you’ll have completed all of the requirements for first term, including final exams. The Winter term begins in January and includes a week-long study break — Reading Week. The Spring term, beginning in May, is also a full academic term. Many upper-year students and co-op students study during this time.

Work load — How many courses? How many hours?
Normally, students take five classes per term. Depending on your program and life circumstances, you may choose to take a lighter load. In consultation with your academic advisor, you should take the number of courses (maximum of five) that will support your academic success.

» Taking five classes per term generally equals 15 hours of class per week.
» We expect that for every hour of class, you spend approximately two hours studying, preparing for class, and completing assignments.

Keys to success in each class:
» faithful attendance and participation
» keeping up with your readings and assignments
» meeting with your professor during office hours
» asking questions
» getting to know students in each of your classes
» manage your time wisely

Dropping a course or withdrawing from a term
First-year students sometimes assume that all they need to do, in order to drop a course, is to stop attending. This is a serious mistake with serious consequences! The course and subsequent failing grade you’ll receive will remain on your academic record if you don’t meet specific course drop deadlines.

If you need to withdraw from your studies completely (drop all of your classes), speak to your academic advisor. Depending on when you drop a course or withdraw from the term, specific academic and financial penalties may apply. Withdrawing from the term is an important decision that your academic advisor should guide you through.

Exams
The final exam schedule is set approximately six weeks before exams begin and can be found on the Registrar’s website. Travel plans are not an excuse for missing an exam. Be sure that you don’t make any travel plans before you know exactly when your exams are.

PROFESSORS AND OFFICE HOURS
Many students underestimate the value of attending professors’ office hours. Talking with your professor during his or her office hours helps you understand their expectations for assignments, essays, and group work, and lets you ask the specific questions you need answers to! Make your professor’s office a regular stop in your schedule. You may have a large class, but instructors love talking to students and helping them understand course material more effectively. This is an easy way for you to take responsibility for your academic success.
Grades — academic standing
Your grades should not be a shock at the end of the term. You must get into the habit of tracking your assignments and test results as the term progresses. Review course materials throughout the term to prepare for your exams.

» A 65 percent average is the minimum needed to continue studies in Arts. However, many of our programs require higher averages.

Don’t wait! If you’re receiving less than a 65 percent in your course work, speak to your professor and academic advisor to discuss how to improve your grades.

At the end of each term, after grades are finalized, your “academic standing” will be posted on your unofficial transcript on Quest. Your academic standing is determined by your program, your grades, and your average. Excellent, Good or Satisfactory are good things to see. Anything else could affect your studies at Waterloo and you should see your academic advisor.

Repeating courses
Unlike high school, there are strict rules around repeating a course. If absolutely necessary you may be given special permission to repeat a failed course once, BUT both grades are calculated in your average — the failing grade DOES NOT disappear. You CAN NOT repeat or “upgrade” courses you have passed.

Dean’s Honours List
The Dean’s Honours List recognizes outstanding academic achievement. To be eligible, you:

» must be a Faculty of Arts degree student,
» must have successfully completed a minimum of 10 University of Waterloo academic courses which count in your cumulative average, and
» must have a cumulative overall average of 83 percent or higher.

If you’re on the Dean’s Honours List, it’s noted on your transcript. If you graduate with the Dean’s Honours List designation, it will be noted on your diploma.

Books
» Book Store — Visit the Book Store website to find out about your textbooks, store hours, refund policies, author events, the print-on-demand service, and book sale dates.

» Used Bookstore — Save money by buying your textbooks at Feds Used Books, located in the lower level of the Student Life Centre (SLC). When you’ve finished your first term, you can sell back the ones you no longer need!

Libraries
There are many libraries on campus but the 10-storey Dana Porter Library is the main Arts library. Each Arts major has a subject-specific librarian to help you with finding the resources you need. Getting into the Library early to take a tour and attend their workshops is really important.

Email, web space, printing and computers
You’ll have access to various software, email programs, and personal web space. You’ll need to activate your Arts account. This can be done after you request your classes on Quest. arts.uwaterloo.ca/ACO

AVOID ELECTRONIC DISTRACTIONS IN CLASS

“Students who use their mobile phones during class lectures tend to write down less information, recall less information, and perform worse on a multiple-choice test than those students who abstain from using their mobile phones during class.” The Teaching Professor (p. 251).

Make sure your use of electronics (cell phones, laptops, tablets) supports your learning, not detracts from it.
Academic Integrity
Academic expectations at university can be complex and different than what you’ve experienced so far. Understanding what plagiarism is, correctly citing the ideas of others, and recognizing the boundaries and expectations around group work versus independent work may be outlined by your professors, but ultimately, it is up to you to know what’s expected. Different courses and instructors have different expectations. Unless you’re told otherwise by your professor, assume you’re supposed to produce your work independently.

Watch the tutorial at uwaterloo.ca/academic-integrity to familiarize yourself with our policies. If you don’t know how to cite your work and aren’t sure what plagiarism is, the Dana Porter Library offers an online tutorial, workshops throughout the fall and winter, and other resources on when and how to cite your sources.

lib.uwaterloo.ca/user_ed/citingyoursources.html

It’s important you know the rules and guidelines that govern the University. We’d like you to read Policy 19, 70, 71, and 72. They impact you the most.

uwaterloo.ca/secretariat-general-counsel

» Policy 19 — Access to and Release of Student Information protects your privacy and outlines who at the University has access to your personal information and what information can and cannot be shared. Information about your academic record or academic status WILL NOT be shared with anyone outside of our offices without your written permission, including your family.

» Policy 70 — Petitions and Grievances governs how students’ academic and non-academic grievances are handled.

Grievances — If you have concerns about course procedures, grading decisions, or unfair treatment, your first step is to discuss your concerns with the course instructor and perhaps your academic advisor or the department head before more formal steps are taken under Policy 70.

Petitions — Under extenuating circumstances (chronic illness, death in the family,) you can file a petition to request that a particular academic rule not be applied in your case. You must consult your academic advisor to discuss the petition process and to file your documentation.

» Policy 71 — Student Discipline describes different types of academic offences (cheating, plagiarism, unethical behavior, etc.) and the serious consequences for committing these offences. It’s in your best interest to review this policy carefully.

» Policy 72 — Student Appeals describes how you can appeal academic or non-academic decisions made under Policies 70 or 71.

Conflict Management and Human Rights
This office is the on-campus resource for faculty, staff, and students for matters such as harassment and discrimination.

uwaterloo.ca/conflict-management-human-rights
selecting classes: first year and beyond

We walk you through first-year course selection so you can learn the ins and outs of Quest. In upper years, you’ll complete course selection on Quest yourself for each term you want to study. There are specific deadlines to meet with regard to course selection each term. You must get in the habit of checking the Important Dates page on Quest.

FIRST-YEAR COURSE SELECTION

Fall 2015 and Winter 2016
For first year, you’ll request your Fall and Winter courses at the same time. You’ll need to submit your course requests to your academic advisor for approval by mid- to late-June depending on your program.

Where do I find course selection information?
Always check uwaterloo.ca/arts/current-undergraduates for information about course selection, declaring your major, and a link to your advisor.

» Follow the instructions on the course selection web page.
» Use the online Prospective Major Chart when selecting classes.
» Read the degree requirements for all BA students.
» Have your choices approved by your academic advisor.

SECOND-YEAR COURSE SELECTION

AND DECLARING YOUR MAJOR

In February you’ll hear from your academic advisor about Fall course selection and if you need to declare an Arts major for 2nd year. Most Honours Arts and Arts and Business students declare their major for second year at the end of first year. Social Development Studies and Global Business and Digital Arts students are already in their major.

The major departments host major information sessions at this time so you can learn more about the majors and minors that interest you.

Speaking with your academic advisor about course selection for second year is very important.

How do I find my major advisor for second year?
All advisors are listed online at uwaterloo.ca/arts/current-undergraduates/student-support/advisors or come to one of the Academic Advisement Centres for help.

We offer many different majors and minors. Up to 70 percent of students change their mind by the time they declare their final major. It’s a great benefit to decide on your major after you’ve studied a variety of subjects. Global Business and Digital Arts students don’t switch advisors in upper years.

You’re not admitted to your major in first year
For Honours Arts and Honours Arts and Business students this is a huge advantage. You have the time to find the right fit. To declare your major, you’ll need to complete 8 courses — 2 courses need to be in the major you want. Your academic advisor can help you declare your major at the end of first year.

Note: Social Development Studies and Global Business and Digital Arts students, — you’re already admitted to your major, but you can use electives to explore other Arts-related subjects.

ENGLISH LANGUAGE PROFICIENCY REQUIREMENT

As an Arts student, you must complete the English Language Proficiency Requirement (ELPR) as part of your degree. You must complete this requirement by the end of your second year.
How do you complete this?

If you are in first-year Honours Arts, Arts and Business, and Social Development Studies, you take an English course in first year designed to prepare you for university writing.

» This course will be added to your schedule for you and satisfies the ELPR if you achieve a grade of at least 65.

If you are a Global Business and Digital Arts student, an upper-year student or a transfer student, you are strongly encouraged to take a writing intensive course. Achieving a grade of at least 65 in one of the following courses will satisfy the ELPR.

» ARTS 101; ENGL 109, ENGL 129R, ENGL 140R;
   EMLS 102R, EMLS 129R

The ELPE, a diagnostic writing exam, is offered a limited number of times each year. If you choose to attempt it, please email artselp@uwaterloo.ca to discuss your options.

COURSE SELECTION — THE FUNDAMENTALS

Even if you have required courses, first year is meant to be exploratory. Don’t worry if you don’t know exactly what you want to do. It’s more fun that way! There’s an introductory course for almost every subject area we offer. Explore as many different subjects as you can.

You’ll normally take five courses in your Fall term and five different courses in your Winter term. We want you to explore different subjects as a possible major or minor, or for general interest. Besides any required courses, you should choose courses that interest you.

» Social Development Studies and Global Business and Digital Arts students are already admitted to their major and will use their electives to explore different areas of interest.

For your elective courses, take advantage of the diverse offerings available and try something new.

Entry program — The program you were admitted into when you began university (Honours Arts, Honours Arts and Business, Social Development Studies, Global Business and Digital Arts).

Major — The area(s) of primary academic focus you select in either an Honours or a General plan.

» Anthropology; Classical Studies; Drama; Economics; English; Fine Arts; French; German; History; Legal Studies; Medieval Studies; Music; Peace and Conflict Studies; Philosophy; Political Science; Psychology; Religious Studies; Sexuality, Marriage, and Family Studies; Social Development Studies; Sociology; Spanish; Speech Communication; Women’s Studies

Minor — A group of eight courses outside the major with a specific focus.

Elective — A course you choose based on interest that is not specifically required for your major or minor, but counts toward your overall degree.

EXCHANGES

You’re encouraged to consider an academic exchange as part of your experience. The benefits of an exchange are significant. Normally exchanges take place in 3rd year and can be 4, 8, or 12 months in length. Speak to your academic advisor about creating your academic plan and taking any language courses you may need starting in first year.

uwaterloo.ca/arts/current-undergraduates/international-exchange
first-year course requirements

HONOURS ARTS

<table>
<thead>
<tr>
<th>FALL 2015 (1A)</th>
<th>WINTER 2016 (1B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 109 Introduction to Academic Writing</td>
<td>Prospective Major choice 1</td>
</tr>
<tr>
<td>Prospective Major choice 1</td>
<td>Prospective Major choice 2</td>
</tr>
<tr>
<td>Prospective Major choice 2</td>
<td>Prospective Major choice 3</td>
</tr>
<tr>
<td>Elective or Prospective Major choice 3</td>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
</tr>
</tbody>
</table>

HONOURS ARTS AND BUSINESS

<table>
<thead>
<tr>
<th>FALL 2015 (1A)</th>
<th>WINTER 2016 (1B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARBUS 100 Introduction to Arts and Business</td>
<td>ARBUS 102 Accounting Information for Managers</td>
</tr>
<tr>
<td>ARBUS 101 Introduction to Business in North America</td>
<td>ARBUS 202 Professional and Business Ethics</td>
</tr>
<tr>
<td>ECON 101</td>
<td>Prospective Major choice 1</td>
</tr>
<tr>
<td>ENGL 109 Introduction to Academic Writing</td>
<td>Prospective Major choice 2</td>
</tr>
<tr>
<td>Prospective Major choice 1</td>
<td>Elective</td>
</tr>
<tr>
<td>Prospective Major choice 2</td>
<td></td>
</tr>
</tbody>
</table>

GLOBAL BUSINESS AND DIGITAL ARTS (DIRECT ENTRY)

<table>
<thead>
<tr>
<th>FALL 2015 (1A)</th>
<th>WINTER 2016 (1B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>GBDA 101 Digital Media Design and Production</td>
<td>GBDA 102 International Business and Cross-Cultural Management</td>
</tr>
<tr>
<td>GBDA 103 User Experience Design</td>
<td>ECON 101</td>
</tr>
<tr>
<td>ARBUS 200 Entrepreneurship Principles and Practices</td>
<td>FINE 130 Introduction to Digital Imaging</td>
</tr>
<tr>
<td>Elective (or VCULT 100 or VCULT 101)</td>
<td>Language course</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
</tr>
</tbody>
</table>

SOCIAL DEVELOPMENT STUDIES (DIRECT ENTRY)

<table>
<thead>
<tr>
<th>FALL 2015 (1A)</th>
<th>WINTER 2016 (1B)</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSYCH 101R Introductory Psychology</td>
<td>SDS 150R Social Ideas, Social Policy and Political Practice</td>
</tr>
<tr>
<td>SOCWK 120R Introduction to Social Work</td>
<td>SDS 151R Lifespan Process: The Normal Events</td>
</tr>
<tr>
<td>SOC 101R Introduction to Sociology</td>
<td>PSYCH 250R Social Psychology</td>
</tr>
<tr>
<td>ENGL 140R The Use of English 1</td>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
<td>Elective</td>
</tr>
</tbody>
</table>

Note: Courses are accurate as of June 2015. Contact your academic advisor if you have questions.

COURSE SELECTION FAQ

I’ll be away during course selection. What can I do?
Course selection instructions, the course approval form, and Quest are all online and can be accessed anywhere there is an Internet connection. If you won’t have access, appoint, in writing, a trusted family member or friend to complete the course selection process for you.

I’m a transfer student. Is there anything special I need to know?
Yes! Refer to your offer of admission and your transfer credit letter to review the transfer credits you’ve been granted. Take these into consideration when requesting your courses. If you’ve been admitted directly to a major contact that major advisor directly. If you’ve been admitted to Liberal Studies or have AP/IB/A-level transfer credits, contact your academic advisor directly.

What if I want to change my courses?
There’s a 2-week period at the beginning of each term when you can freely add and drop courses. Don’t drop any courses required for your program or your prospective major until you speak to your academic advisor. It’s possible to drop courses later in the term, but certain financial and academic penalties may apply. It’s important to know the deadlines for adding and dropping courses each term.

Can I take courses at the University Colleges?
Yes! The University Colleges offer Faculty of Arts courses. All students have access to courses offered through any of the University Colleges. The classes are the same academically and count toward your Waterloo degree. When selecting classes on Quest, you can see the campus where the class is offered. You can take the course at whatever campus is offering it.
good to know

Student Government and Leadership
An active student community requires an active student government. The Arts Student Union and the Federation of Students are your student voice. They act on your behalf and focus on making your student experience the best it can be. The University Colleges also have student governments to get involved with.

Within the Faculty of Arts there are also many active student societies representing specific majors, or programs. This is a great way to get involved and meet other students in your first-year. feds.ca

Centre for Career Action
The Centre for Career Action provides free career education, motivation, and support to ALL students and alumni via workshops, events, individual appointments, and career resources for summer employment, part-time work, and careers once you graduate. uwaterloo.ca/career-action

Centre for Extended Learning
The Centre for Extended Learning offers online courses so you can take courses toward your degree without attending classes on campus. This is a great option to discuss with your academic advisor for your upper years. cel.uwaterloo.ca

Housing and Residences
University is about broadening your horizons, and where you live plays an important role in the new experiences you’ll have. We offer you support wherever you live — main campus residences, a University College, or off campus. uwaterloo.ca/find-out-more/residence

Parking on campus
A limited number of parking permits is available for all faculty, staff, and students. You can apply for a pass at the beginning of each term from Parking Services. uwaterloo.ca/parking

Registrar’s Office (RO)
The RO, in Needles Hall, is responsible for registration support and the maintenance of your undergraduate student record. Renison and St. Jerome’s have their own dedicated registrar’s offices. uwaterloo.ca/registrar

Student Awards and Financial Aid
This office provides financial support, information and advice, assists with the Ontario Student Assistance Program (OSAP), processes and offers awards, scholarships, academic grants, bursaries, and emergency student aid. uwaterloo.ca/student-awards-financial-aid

Student Success Office (SSO)
The SSO is a critical campus resource offering a wide array of services including success coaching, university transition programs, academic success workshops, and peer-to-peer student support. uwaterloo.ca/student-success

Student Life Centre (SLC)
The SLC is the hub of student activity at Waterloo — student societies and the Federation of Students, study and multi-faith prayer space, food outlets, and the campus pub. feds.ca/slc

Turnkey Desk
Need an answer? Ask the staff at the Turnkey Desk in the SLC. They know just about everything there is to know about what’s going on around campus and in the community. They’re open 24 hours a day, 365 days per year. feds.ca/slc/turnkey-desk
### Prospective Major Chart

Honours Arts and Honours Arts and Business students choose their major at the end of first year. Global Business and Digital Arts and Social Development Studies students are already in their major but select elective courses.

The prospective major chart will help you select the appropriate courses for your major, minor, or electives.

<table>
<thead>
<tr>
<th>Potential Major</th>
<th>Fall 2015</th>
<th>Winter 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Anthropology</strong></td>
<td><strong>ANTH 100</strong> Introduction to Anthropology</td>
<td><strong>ANTH 201</strong> Archaeological Anthropology or <strong>ANTH 202</strong> Social and Cultural Anthropology</td>
</tr>
<tr>
<td><strong>Classical Studies</strong></td>
<td>One or two of: <strong>CLASS 100</strong> An Introduction to Classical Studies, <strong>CLASS 105</strong> An Introduction to Medieval Studies, <strong>LAT 101</strong> Introductory Latin 1 or <strong>GRK 101</strong> Introductory Ancient Greek 1</td>
<td><strong>CLASS 104</strong> Classical Mythology, <strong>LAT 102</strong> Introductory Latin 2 or <strong>GRK 102</strong> Introductory Ancient Greek 2</td>
</tr>
<tr>
<td><strong>Drama</strong></td>
<td><strong>DRAM 100</strong> Introduction to Theatre (Fall or Winter)</td>
<td><strong>DRAM 102</strong> Introduction to Performance</td>
</tr>
<tr>
<td><strong>Economics</strong></td>
<td><strong>ECON 101</strong> Introduction to Microeconomics</td>
<td><strong>ECON 102</strong> Introduction to Macroeconomics and possibly <strong>ECON 211</strong> Introduction to Mathematical Economic</td>
</tr>
<tr>
<td><strong>Mathematical Economics</strong></td>
<td><strong>ECON 101</strong> Introduction to Microeconomics, <strong>MATH 127</strong> Calculus 1 for the Sciences, <strong>2 electives</strong></td>
<td><strong>ECON 102</strong> Introduction to Macroeconomics, <strong>MATH 129</strong> Calculus 2 for the Sciences</td>
</tr>
<tr>
<td><strong>English</strong></td>
<td><strong>ENGL 101A</strong> Introduction to Literary Studies or <strong>ENGL 101B</strong> Introduction to Rhetorical Studies (recommended), or one 100-level English course except ENGL 119 and ENGL 129R</td>
<td><strong>ENGL 101A</strong> Introduction to Literary Studies or <strong>ENGL 101B</strong> Introduction to Rhetorical Studies (recommended), or one 100-level English course except ENGL 119 and ENGL 129R</td>
</tr>
<tr>
<td></td>
<td><strong>Notes:</strong> If you plan to major in English, you may only count two 100-level courses toward your major requirements. We recommend that you only take two 100-level ENGL courses in your first year, one of which will be ENGL 109 Introduction to Academic Writing. ENGL 109 will be added to your fall term schedule automatically, and you will select the other 100-level ENGL course yourself. You may take three ENGL courses in your first year if you choose to; however, all three grades will count towards your English major average (not just the best two grades).</td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
- If you plan to major in English, you may only count two 100-level courses toward your major requirements.
- We recommend that you only take two 100-level ENGL courses in your first year, one of which will be ENGL 109 Introduction to Academic Writing. ENGL 109 will be added to your fall term schedule automatically, and you will select the other 100-level ENGL course yourself.
- You may take three ENGL courses in your first year if you choose to; however, all three grades will count towards your English major average (not just the best two grades).

**Fine Arts Studio**
- **FINE 100** Studio Fundamentals
- **VCULT 101** Art History and Visual Culture/ **FINE 101** Art History and Visual Culture

**Art History & Visual Culture**
- **VCULT 101** Art History and Visual Culture
- **FINE 100** Studio Fundamentals (recommended)

**Film Studies & Visual Culture**
- **VCULT 100**/ **FINE 101** World Cinema and Visual Culture
- **FINE 257** Video, New Media, and the Digital Turn

**French Studies/ French Teaching**
- **FR 151** Basic French 1 (completed Grade 9 or 10 core French)
- **FR 152** Basic French 2 (completed Grade 11 core French)
- **FR 192A** French Language 1: Module 1 (completed Grade 12 core French)
- **FR 192B** French Language 1: Module 2 (completed Grade 12 immersion or extended French)
- **FR 251** French Language 2: Module 1 (graduated école française) and **FR 197** French Culture & Literature: Origins to 1715 or **FR 297** French Culture & Literature: 1715 to the Present
- **FR 152** (after FR 151)
- **FR 192A** (after FR 152)
- **FR 192B** (after FR 192A) and one of **FR 197**, **FR 203** Introduction to Phonetics of French, **FR 297**, **FR 251** (after FR 192B) and one of **FR 197**, **FR 203**, **FR 250A** Intermediate Spoken French, **FR 297**, **FR 252** (after FR 251) and one of **FR 197**, **FR 203**, **FR 250A**, **FR 297**

**German**
- **GER 100** Zeitgeist and Popular Culture
- **GER 101** Elementary German I or **GER 102** Elementary German II or **GER 201** Intermediate German I and/or **GER 211** Integrative Language Seminar I
- **GER 101** or **GER 102** or **GER 201** or **GER 202** Intermediate German II and/or **GER 212** Integrative Language Seminar II
- **GER 250** Performance-German I (or **GER 350** Performance German II if completed **GER 201**)

**Notes:**
- GER 201 and GER 211 are designed to be taken concurrently, as are GER 202 and GER 212.

**Honours Arts and Business students planning to major in Classical Studies must take Latin or Greek in first year.**

**Honours Arts and Business, and Social Development Studies students will take an English course in first year. This course will be added for you.**

[link to webpage](uwaterloo.ca/arts/current-undergraduates/course-selection)

Note: Information is accurate as if June 2015. Refer to the web page for updates.
<table>
<thead>
<tr>
<th>Course</th>
<th>Requirement</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>History</td>
<td>One first year (100 level) History course</td>
<td>Examples include: <strong>HIST 103 Canadian History Through Biography, HIST 106 Canada at War, HIST 110 A History of the Western World</strong></td>
</tr>
<tr>
<td></td>
<td>One first year (100 level) History course</td>
<td>Examples include: <strong>HIST 105 Rock 'n' Roll and US History, HIST 109 Ten Days That Shook the World, HIST 113 Canadian Business History: Innovators and Entrepreneurs</strong></td>
</tr>
<tr>
<td>Legal Studies</td>
<td>LS 101 Introduction to Legal Studies, SOC 101 Introduction to Sociology, and PSCI 100 Introduction to Government</td>
<td>One or two of LS 271 Conflict Resolution, LS 202 Criminal Law, LS 222 Juvenile Delinquency</td>
</tr>
<tr>
<td></td>
<td>Note: PSYCH 101 is not a Legal Studies major course but is a prerequisite that must be completed in order to enrol in upper year courses that count toward the major.</td>
<td></td>
</tr>
<tr>
<td>Medieval Studies</td>
<td>MEDVL 105 Introduction to Medieval Studies</td>
<td>5 electives</td>
</tr>
<tr>
<td></td>
<td>MEDVL 115 Crusading in the Middle Ages</td>
<td>Note: You should consider taking an introductory language course in your first year from one of the following: French, German, Italian, Latin, Russian or Spanish.</td>
</tr>
<tr>
<td>Music</td>
<td>MUSIC 116 Music Ensemble</td>
<td>Two or 3 of MUSIC 100 Understanding Music, MUSIC 226 Music Studio, MUSIC 270 Music Theory 1</td>
</tr>
<tr>
<td></td>
<td>MUSIC 117 Music Ensemble</td>
<td>MUSIC 117 Music Ensemble Two or 3 of MUSIC 100 Understanding Music, MUSIC 226 Music Studio, MUSIC 270 Music Theory 1</td>
</tr>
<tr>
<td></td>
<td>Note: MUSIC 116 and 117 are worth 0.25 unit credit and can be taken as the 6th course in each term. MUSIC 116, 117, and 226 require an audition. Contact the Music department prior to the first day of class.</td>
<td></td>
</tr>
<tr>
<td>Peace and Conflict Studies</td>
<td>One of: PACS 101 Peace is Everybody’s Business, PACS 201 Roots of Conflict, Violence, and Peace, or PACS 202 Conflict Resolution</td>
<td>One of: PACS 101 Peace is Everybody’s Business, PACS 202 Conflict Resolution PACS 203 A History of Peace Movements</td>
</tr>
<tr>
<td></td>
<td>Note: You should also consider taking PSYCH 101, SOC 101, or PSO 150 in first year. They are prerequisites for required upper-year PACS courses.</td>
<td></td>
</tr>
<tr>
<td>Philosophy</td>
<td>One of: PHIL 10A Introduction to Philosophy: Knowledge and Reality, PHIL 110B Introduction to Philosophy: Ethics and Values, PHIL 145 Critical Thinking</td>
<td>One of: PHIL 10A Introduction to Philosophy: Knowledge and Reality, PHIL 110B Introduction to Philosophy: Ethics and Values, PHIL 145 Critical Thinking</td>
</tr>
<tr>
<td>Political Science</td>
<td>PSCI 100 Introduction to Government</td>
<td>PSCI 150 Introduction to Global Politics</td>
</tr>
<tr>
<td>Psychology</td>
<td>PSYCH 101 Introductory Psychology</td>
<td>Only one of: PSYCH 207 Cognitive Processes, PSYCH 211 Developmental Psychology, PSYCH 253 Social Psychology, PSYCH 257 Psychopathology, or PSYCH 261 Physiological Psychology</td>
</tr>
<tr>
<td>Religious Studies</td>
<td>RS 100 Religions of the East or RS 110 Religions of the West (recommended), or one 100-level RS course</td>
<td>RS 100 Religions of the East, or one 100-level RS course or one 200-level RS course</td>
</tr>
<tr>
<td>Sexuality, Marriage, and Family Studies</td>
<td>One of: ENGL 103E Women in Literature; RS 150 Christian Ethics, RS 180 Love and Friendship, WS 101 An Introduction to Women’s Studies</td>
<td>SMF 204 Introduction to Human Sexuality SMF 206 Couples, Marriages, and Families</td>
</tr>
<tr>
<td></td>
<td>Note: Students are encouraged to take one of: PSYCH 101, SOC 101, or a 100-level HIST in first year. These courses are prerequisites for upper-year SMF Approved courses. These courses are not included in a student's SMF major average.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SOC 101R Introduction to Sociology</td>
<td>SDS 131R Social Ideas, Social Policy and Political Practice SDS 150R Lifespan Processes: The Normal Events PSYCH 253R Social Psychology</td>
</tr>
<tr>
<td></td>
<td>SOCWK 120R Introduction to Social Work</td>
<td>SDS 150R Lifespan Processes: The Normal Events or SDS 131R Social Ideas, Social Policy and Political Practice SOCWK 120R Introduction to Social Work</td>
</tr>
<tr>
<td>Social Development Studies</td>
<td>PSYCH 101R Introductory Psychology</td>
<td>SDS 150R Lifespan Processes: The Normal Events or SDS 131R Social Ideas, Social Policy and Political Practice SOCWK 120R Introduction to Social Work</td>
</tr>
<tr>
<td></td>
<td>SOC 101R Introduction to Sociology</td>
<td>SDS 131R Social Ideas, Social Policy and Political Practice SDS 150R Lifespan Processes: The Normal Events PSYCH 253R Social Psychology</td>
</tr>
<tr>
<td></td>
<td>SOCWK 120R Introduction to Social Work</td>
<td>SDS 150R Lifespan Processes: The Normal Events or SDS 131R Social Ideas, Social Policy and Political Practice SOCWK 120R Introduction to Social Work</td>
</tr>
<tr>
<td>Social Development Studies</td>
<td>PSYCH 101R Introductory Psychology</td>
<td>SDS 150R Lifespan Processes: The Normal Events or SDS 131R Social Ideas, Social Policy and Political Practice SOCWK 120R Introduction to Social Work</td>
</tr>
<tr>
<td></td>
<td>SOC 101R Introduction to Sociology</td>
<td>SDS 131R Social Ideas, Social Policy and Political Practice SDS 150R Lifespan Processes: The Normal Events PSYCH 253R Social Psychology</td>
</tr>
<tr>
<td></td>
<td>SOC 101R Introduction to Sociology</td>
<td>SDS 131R Social Ideas, Social Policy and Political Practice SDS 150R Lifespan Processes: The Normal Events PSYCH 253R Social Psychology</td>
</tr>
<tr>
<td></td>
<td>SOCWK 120R Introduction to Social Work</td>
<td>SDS 150R Lifespan Processes: The Normal Events or SDS 131R Social Ideas, Social Policy and Political Practice SOCWK 120R Introduction to Social Work</td>
</tr>
<tr>
<td>Sociology</td>
<td>SOC 101 Introduction to Sociology</td>
<td>One 200 level course in Sociology (except SOC 202, SOC 229, SOC 280) Examples include: SOC 222 Juvenile Delinquency, SOC 229 Selected Topics in Criminology, SOC 248 Health, Illness and Society</td>
</tr>
<tr>
<td>Spanish</td>
<td>One of: SPAN 101 Introduction to Spanish 1, SPAN 102 Introduction to Spanish 2, SPAN 201A Intermediate Spanish 1</td>
<td>One of: SPAN 101 Introduction to Spanish 1, SPAN 102 Introduction to Spanish 2, SPAN 201B Intermediate Spanish 2</td>
</tr>
<tr>
<td>Speech Communication</td>
<td>SPCOM 100 Interpersonal Communication</td>
<td>SPCOM 100 Theories of Communication SPCOM 223 Public Speaking (Fall or Winter)</td>
</tr>
<tr>
<td></td>
<td>SPCOM 223 Public Speaking (Fall or Winter)</td>
<td>SPCOM 100 Theories of Communication SPCOM 223 Public Speaking (if not taken in Fall)</td>
</tr>
<tr>
<td>Women’s Studies</td>
<td>WS 101 An Introduction to Women’s Studies</td>
<td>Two of: WS 102 An Introduction to Women’s Studies, WS 201 Images of Women in Popular Culture, WS 207 Women and Entrepreneurship</td>
</tr>
</tbody>
</table>
I wish I had known...

» that I would meet so many great people on campus.

» how different the homework demand is.

» to take more time to learn about the clubs on campus — there are so many to choose from.

» that help is available to students who are struggling. It’s important to tell new students that if they need help there are all kinds of workshops available.

» to take advantage of the study skills programs and tutoring centres on campus earlier on.

» that my schedule may look “open” but time quickly slips away.

» that keeping up to date on readings is really important.

» that when people say university is what you make it... it’s so true! You get what you put into it. If you involve yourself in your classes, you’ll get more out of them and participating in extra-curricular activities enhances your overall experience.

» to put myself out there in first year. Ask lots of questions and you will be far more confident and independent.

» to research a bit more about my elective courses. There are so many cool subjects I still want to study.

» that the professors are not scary to talk to! Participating in class and talking to them during office hours really helped me. It’s remarkable how much I’ve learned just by dropping by to chat with them!

» to check my course outlines earlier — the first week of class would have been good — to make a schedule of everything I had to get done that term for each course.