

Faculty of Arts Tip Sheet 2022

ACCEPTING YOUR OFFER

Congratulations on receiving an admission offer to the University of Alberta! We are so excited to have you join us on campus in the Fall 2022 and are looking forward to supporting your academic success!

To accept your offer of admission:

1. Log in to [UAlberta Launchpad](#).
2. Under Forms, click on "Reply to offer of admission program choice one".
3. Once you click on "Submit", you will be taken to the payment page, where you can pay the \$500 tuition deposit (if applicable).
4. To pay your deposit, click on "Submit Payment", this will take you to our secure payment site.

This will confirm your intention to attend and allow you to build your schedule and register in courses, once course registration opens. **Please note it may take 2-3 business days to process your tuition deposit payment, so ensure you allow enough time prior to attending a workshop or registering in courses.**

BASIC REQUIREMENTS

In order to graduate with a Bachelor degree from the Faculty of Arts, you will need to complete ***120 credits** with a minimum of ***63 being from Arts**.

All Arts BA students must complete these basic requirements to demonstrate a familiarity with the varying disciplines within Arts.

*3 in Junior English	*6 Language other than English (*LOE)	*6 Non Arts
Any ENGL 1XX or WRS 1XX course	2 Courses in the same language that is not English Ex: Arabic, French, Korean, etc.	Any courses not offered by the Faculty of Arts, Native Studies, Interdisciplinary Arts, or Augustana Arts Courses

*LOE: If you have a language at the 30 level, equivalent, higher, or two language courses (same language) at post secondary level you will not need to complete two language courses. You will still need to complete 6

Faculty Name

College Name

Building Address, Street Address, Edmonton AB Canada T6G X0X

T 780.492.2000

F 780.492.2000

email@ualberta.ca

ualberta.ca/faculty

MAJOR & MINOR REQUIREMENTS *(if applicable)*

These will be your primary and secondary focuses, respectively.

- You must select a major to fulfill requirements for convocation (graduation).
- Your Major must be from the Faculty of Arts.

Students may also choose multiple Minors or even a Double Major. .

Major	Minor(s) (optional) Minors from other Faculties outside of Arts (eg. Science, Native Studies or Business)
Min 30 to a Max 48 at the senior level (200 or higher level)*	Min *12 to a Max *42 at the senior level (200 or higher level)* For Minors from other faculties, follow the requirements for that faculty. Ex: Science, Minimum of 24
* See your department or the Calendar for specific Major requirements. Some Majors have higher requirements	

OPTIONS

Courses outside of Basic, Major, Minor, or Faculty Requirements.

May use courses outside of Arts. (You may take a **max of *18 outside** of Arts or Science.)

JUNIOR COURSES

You may complete up to a maximum *48 at the 100 level.

CERTIFICATES

Consider enhancing your degree with one of our certificates at uab.ca/artscerts.

TIPS & TRICKS

1. **Create a balanced timetable:** Avoid registering for more than three courses with attached labs; you will have lab assignments and exams in addition to regular coursework.
2. **Time management:** ensure you build your schedule in a way that works for you. Give yourself breaks to eat, relax and study,, and shape it around the times when you learn best.
3. **A full course load is *15 credits per term** (normally 5 classes); however, students will still be considered full-time if they are registered in at least *9 credits (normally 3-5 classes) per term in Fall/Winter.

present certain prerequisite courses prior to taking them. This information can be found in the course descriptions on **Bear Tracks** or in the [Calendar](#).

5. **If the class you want is full:** Put the class on your “Watch List” (found on Bear Tracks). You will be notified via email or text message if a spot becomes available in the class.
*Note: this is NOT a Wait List. You will need to manually register in a course when a spot becomes available and the Watch List will notify you when that happens.
6. **GPA Boosters:** The best way to be successful in courses is to choose ones that interest or excite you! This makes classes and studying enjoyable, rather than a chore. Students tend to do best in the subjects that they are passionate about, so keep that in mind when you are choosing courses to boost your GPA!

AP / IB CREDIT

Advanced Placement Standing

If you achieve a **final AP grade of 4** or higher, or **final IB grade of 6 or higher**, you can receive advanced standing and bypass certain courses by one of the following means:

- [Transfer credit](#) - university-level credit for AP work completed in high school, meaning you will have the option not to take that course in university.
- Advanced placement - allows you to register in a senior-level course without taking the junior-level course first.
- Credit by Special Assessment (CSA) - enables you to challenge a university course for credit by writing a special exam. This is administered directly through the faculties; please contact your faculty for more information.

For more information, visit the [AP Students](#) or [IB Students](#) webpage, or email our AP or IB coordinators: IBstudent@ualberta.ca or APstudent@ualberta.ca

Note: The [Calendar](#) is the official reference for academic programs.

If this or any other handout conflicts with the Calendar, the Calendar will be taken as correct.

HAVING ISSUES ENROLLING IN A REQUIRED COURSE?

If you find that you are getting the message “restrictions not met” or some variation of this, please read the error message notes, as well as the notes on Bear Tracks. You may need to contact the department that is running the course.

Send your inquiry using the format below to arts.undergrad@ualberta.ca. Ensure you email from your @ualberta.ca account with the following information:

First and Last name

ID #

Section #

Term (Fall/Winter)

*Please attach a copy of your program sheet

IMPORTANT DATES

April 4 Register in Courses.

April 30 Deadline to self-report final high school marks in application.

April 30 Apply for a Guaranteed Spot in Residence at uab.ca/residence

May 1 Deadline to accept admission offers made before April 1. However, admission evaluations are done on a rolling basis. If you receive an offer after April 1, view this [page](#) for deadline information. Your offer acceptance deadline can be found on your Launchpad.

June 15 Deadline for post-secondary applicants to submit final transcripts and other requirements.

August 1 Outstanding Documents Deadline (High School Students only).

August 31 Orientation.

September 1 First Day of Classes.

September 15 Fall Add/Drop Deadline.

FAQ

What is the Non Arts *6 Residency requirement and how do I know which courses meet it?

All students in the BA must complete at least *6 in courses taught outside the Faculty of Arts or Faculty of Native Studies. Check in the Course Listings section in the Calendar to confirm which

How do I know if I am on the right track for my program?

In order to confirm that you have met the requirements for your basic requirements, your major, minor or double major, and that you have not exceeded your junior course weights, you must check your Academic Requirements tool on BearTracks. If you have not declared a major/minor or double major, we will only check your basic requirements. We will e-mail the completed form to you when the check has been completed. On average, this takes approximately three weeks to complete, BUT keep in mind that during busy times of the school year (end of the Winter term, beginning of Fall term), these requests will take longer than three weeks to process. Contact the [USS office](#) for more information.

What is the tuition deposit?

New-to-the-UofA students who are offered admission must pay a non-refundable [Tuition Deposit](#) in order to become eligible to register in courses. Students can pay this deposit on Bear Tracks, and it will be credited towards their final tuition amount. See [Student Tuition Payment Options](#) for details on how to pay tuition and fees.

When do I have to declare my major, minor or double major?

We strongly suggest you declare your major, minor or double major by the end of your second year. However, you are free to change these as often as you wish as long as you submit another form each time and the major you are changing to is within the same Faculty. There is no fee. To change Faculties, students must submit a new application to the University.

How do I declare or change my major, minor or double major?

Once you have accepted your offer, paid your tuition deposit and have confirmed your attendance to the University of Alberta, fill out a [Declaration or Change of Major/Minor form online](#) and submit it to the [USS office](#).

I'm not sure what I want my major/minor to be; where can I find help to figure it out?

If you are unsure of your career path, [HUB Career Centre](#) has resources to assist in career planning as well as your employment search before and after graduation. They also offer other services such as career planning, work searches, employer information sessions and more! You can also explore your interests using the [Arts 101 Videogame!](#)