



## Faculty of Kinesiology, Sport, and Recreation Tip Sheet 2022

### ACCEPTING YOUR OFFER

In order to have access to course registration, you will have to [accept your offer to the University of Alberta](#) and pay your [tuition deposit](#).

### TIPS & TRICKS

1. Know that adding courses to your schedule builder doesn't enroll you in the course, it just helps you build your schedule plan. You will enroll in the courses on/after your course enrollment date which can be found on your Bear Tracks account.
2. Our courses can fill up quickly so make sure you are available to enroll in courses on your course enrollment date.
3. In order to graduate in the traditional 4 years, you will need to take 30 units of coursework per year (typically courses are worth three units, so students take five courses per term). It's worthwhile to note that lots of students take longer than four years to graduate, so don't feel pressured if you want to take a reduced course load for any reason!

### REGISTRATION INSTRUCTIONS

#### Step 1: Plan out the courses you want to enroll in

The best place to start is with your program guide ([click here](#) to see all of the program guides for KSR). We have given suggestions of which courses to enroll in for your first year, however as long as you take prerequisite courses before advanced level courses you can change your schedule around to best fit your situation.

When planning out your courses, familiarize yourself with what the course actually is as well as when it is offered. You can do both of these features using the "Browse Course Catalog" function on [Bear Tracks](#). Some courses are only offered in the Fall Term or Winter Term, while others are offered in both. It's important to know when courses are offered when trying to create a balanced schedule.

#### Step 2: Add a course to your schedule

Once you have a course that you would like to add to your schedule, click on the "Shopping Cart" tab on the left side of your [Bear Tracks](#) screen. Next, select the term you wish to add the course to

(keeping in mind when the course is offered). You will then be able to search by subject and number, and see more information on when the courses are offered. If there are seats available in the class, hit the “Add” button under the specific class you want to add to your schedule. [Click here](#) for a guide on how to set up your schedule in Bear Tracks.

Keep adding courses to your schedule using the steps outlined above until you are happy with what your schedule looks like.

### **Step 3: Enroll in courses on your enrollment date**

On your enrollment date (found in Bear Tracks and emailed to your UAlberta account), you can log in to [Bear Tracks](#) and actually enroll in your courses to reserve your seat in that course. This is done through the *Enroll tab under Academics*. This will bring up your pre-built schedule where you can then select all of the courses in your schedule, and click “Enroll” to officially secure your seat in that course.

Remember to do this for both Fall and Winter term if you plan on taking courses in both! After you’ve done this, go back to your course schedule to double check that the course has officially been added.

## **IMPORTANT DATES**

**May 1st, 2022** - 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 15th, 2022** - Deadline for post-secondary applicants to submit final transcripts and other requirements.

**August 1st, 2022** - Deadline to submit outstanding documents for high school students. For Alberta applicants, high school transcripts are automatically obtained on your behalf and are typically received by the Registrar’s Office in early August.

## **FAQ**

### **What if the course is full when you try to enroll?**

First, don’t panic! Courses can fill quickly, but seats open and switch around quite a bit before the final add/drop deadline in September.

When searching for courses, there is an option to add courses to your watch list. Depending on your watch list preferences, you can receive text or email notifications whenever a seat opens up in a course. If you get that notification, try to log in to Bear Tracks quickly to enroll as that seat will go to the first student who enrolls in the course (it isn't held for you).

In the meantime, we recommend enrolling in a backup course or an alternative section of the course (if multiple sections are available) while you wait for seats to open for your first choice.

### **I planned my courses & enrolled on my enrollment date, now what?**

You are now ready to begin classes in the Fall Term! Keep an eye on your University of Alberta email account for important updates regarding Orientation and other welcome events.

As you get closer to the first day of classes, you might also start to get access to your course material on eClass (the online resource we use at the University of Alberta to host all the documents required for each course). If you change your schedule around on Bear Tracks, it will take 24 hours for the changes to be reflected on your eClass account.

### **Do I have to take KRLS 104 before I take KRLS 105?**

No, KRLS 104 is not a prerequisite for KRLS 105. Both courses are offered both semesters and either can be taken anytime.

### **Should I take KIN 101 in Fall term?**

Yes, KIN 101 is only offered in Fall term and is a prerequisite for KIN 103 which is only offered in Winter term.

## **ADDITIONAL ASSISTANCE**

You can reach out to [ksr.info@ualberta](mailto:ksr.info@ualberta) or book a virtual appointment using our [appointment bookings tool](#) (select prospective student).

You can also visit the U of A [Register in Courses website](#) or [Bear Tracks resources](#) for more helpful information.