

Intent to Register

Huron Academic Advising

Huron
AT WESTERN



Intent to Register

A photograph of four students sitting on a stone wall outdoors. In the foreground, a young man with glasses and a grey hoodie sits on the left, looking towards a young woman with long dark hair and a grey jacket who is smiling at him. They are both sitting on the wall. Behind them, another young woman is sitting, looking down at her phone. In the background, two more students are visible, sitting on the wall. The setting appears to be a campus with a brick building in the background.

What's the point ...

What if you could ensure that you are considered for the program you are most keen to pursue and have an Advisor walk you through the process in a few easy steps.

So that you are confident you will be adjudicated based on your goals, after you depart for the summer and await your course registration for the next year.

For example, you want a Huron Specialization, but you aren't sure how to be considered for an additional minor offered at Western. Or you are worried you are not eligible for your first-choice program, so you need to make sure you have a viable backup included.

And that's not all, you will be confident that you will be set up with your enrollment appointment in the summer for course registration and declared in the appropriate degree/module(s) to access necessary courses.

Academic Advisors

Betty



betty.camarinha@uwo.ca

MOS

- Year1 last name M-Z
- MOS Major
- Organizational Studies Policy and Ethics (OSPE)
- Marketing and Sustainability
- Business Intelligence

Katie



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MOS

- Year1 last name A-L
- Accounting Major
- Accounting
- Finance and Administration

Sarah



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Domestic FASS

- Year1 last name A-L
- GLE
- Philosophy
- Psychology

Lauren



lkolodzi@huron.uwo.ca

Domestic FASS

- Year1 last name M-Z
- AESL
- English
- French
- CGS
- Chinese and EAS
- Economics
- History
- Political Science
- Theology

Erie



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FASS

- All International FASS students
- All Undeclared



ITR

WHAT?

Intent to Register (ITR) is for current Fall/Winter students to request registration in an academic program and module(s) for the subsequent Fall/Winter term.

ITR is used to indicate your academic intention for:

- Program and Module (i.e., 4-year *Bachelor of Arts, Major in Economics*)
- Academic Course Load:
 - full-time (3.5-5.0 credits)
 - part-time (0.5-3.0 credits)

WHY?

Your ITR preference is considered when decisions relating to your academic progression are being made (in May/June) for the subsequent Fall/Winter term.

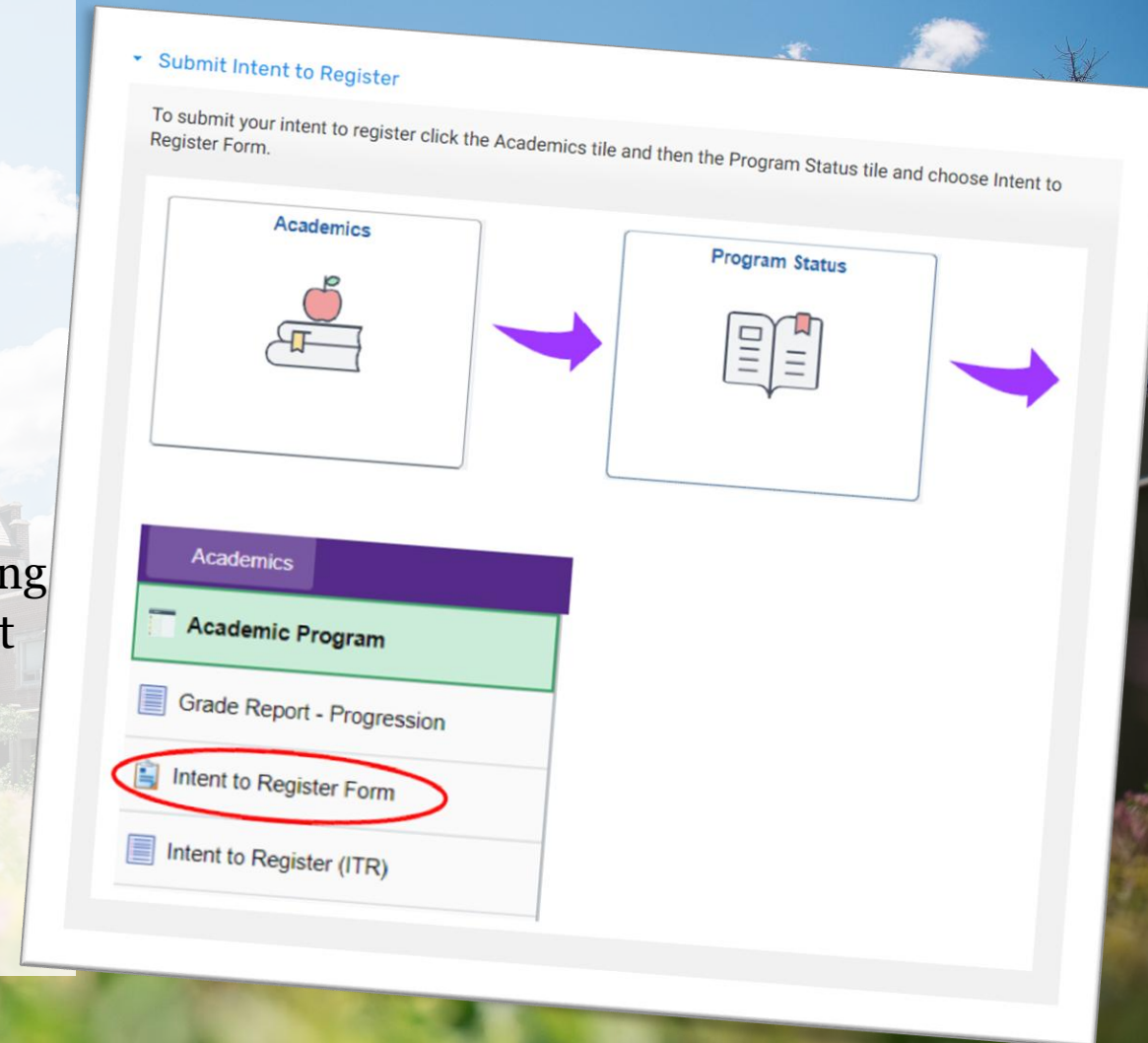
If you do not indicate your academic intention:

- You may be registered as “Undeclared”
- Your eligibility to access courses may be impacted
- You may not receive an enrollment appointment to register in courses, because you did not confirm your return to studies

HOW DO I BEGIN?

Student Center Navigation Guide:

- The ITR form is available in **Student Center**, under the **Academics** section, then **Program Status**.
- Changes can be submitted throughout the ITR period.
- After submitting an ITR, a confirmation will be sent to the student's Western email account with the details of their request.
- After the ITR period has ended, ITR choices for the following year will be listed under the **Academics** section in Student Center.



STEP 1

Declare your
intended
academic
course load

Intent to Register 2023/2024 TEST - Step 1

Intent to Register (ITR) is for current Fall/Winter students to request registration in an academic program and/or module for the next Fall/Winter term.

ITR is used to indicate your academic preference for:

Program and/or Module(s)

For ITR deadlines and additional information refer to the Office of the Registrar website under [Academics > Grades, Progression and Graduation > Intent to Register](#)

After submitting your ITR, a confirmation email will be sent to your Western email account.

Note: Some students will not be eligible to submit an online ITR. Contact your current home [Faculty Academic Counselling Office](#) for further information if you cannot submit an online ITR.

To begin your ITR, select your preferred academic course load for the next Fall/Winter term:

Full-time course load
Part-time course load
Continue

3.5-5.0 credits is considered **Full-time**
0.5-3.0 credits is considered **Part-time**

This will affect how many courses you are permitted to register in, as well as your tuition/fees statement.

STEP 2

Intent to Register 2023/2024 TEST - Step 2

Review your current Program/Module(s). Indicate if you would like to 'Continue in Current Program' OR begin the steps to change your Program/Module(s).

You are currently in:

Huron University College
Bachelor of _____ **- YR1**

If you would like to make a change to the above Program/Module(s) [select your preferred faculty](#) or affiliated university college:

Continue

This is what it will look like for a **Year 1** student

Intent to Register 2023/2024 TEST - Step 2

Review your current Program/Module(s). Indicate if you would like to 'Continue in Current Program' OR begin the steps to change your Program/Module(s).

You are currently in:

Huron University College
Bachelor of Arts - 4YR
Psychology - MAJ

If you would like to continue in the above Program/Modules(s), click the 'Continue in current program' button:

Continue in Current Program

If you would like to make a change to the above Program/Module(s) [select your preferred faculty](#) or affiliated university college:

- Faculty of Arts and Humanities
- Faculty of Health Sciences
- Faculty of Information and Media Studies
- Schulich School of Medicine & Dentistry
- Faculty of Science
- Faculty of Social Science
- Brescia University College
- Huron University College**
- King's University College

Option 1: Stay the same

Option 2: Change program

This is what it will look like for an **Upper Year** student

STEP 3

Intent to Register 2023/2024 TEST - Step 3

Please note carefully:

In completing this on-line Intent to Register you are required to select a viable combination of modules for your proposed degree plan; however, the intent to register you submit here **does not take into account the residency requirements** in effect for students registered at an affiliated college.

It is **your responsibility** to ensure that your module combination (and course selection) will meet your College's residency requirements. Please plan carefully and consult an academic counsellor if your program requirements do not permit you to meet residency requirements.

Select a type of **Degree/Program** offered by your preferred Faculty or Affiliated University College:

▼

Arts - Bachelor of Arts
Social Science - Bachelor of Arts
Bachelor of Management and Organizational Studies
Bachelor of Theology
Arts - Undeclared
Social Science - Undeclared

Declare your degree!
Make sure to pick the one that holds your desired module.



DEGREES

BA - SOCIAL SCIENCE

- Animal Ethics and Sustainability Leadership (AESL)
- Center for Global Studies (CGS)
- Economics
- Governance Leadership and Ethics (GLE)
- History
- Jewish Studies
- Political Science
- Psychology

BA - ARTS

- China Studies
- East Asia Studies (EAS)
- English and Cultural Studies
- French Studies
- Global Great Books (GGB)
- Japanese Studies
- Philosophy
- Religion and Theology

BMOS - BUSINESS

- Accounting
- Accounting Honours Double Major
- Business Intelligence
- Finance and Administration
- Management and Organizational Studies Honours Double Major
- Marketing and Sustainability
- Organizational Studies Policy and Ethics (OSPE)

STEP 4

BMOS

Intent to Register 2023/2024 TEST - Step 4

Specify your preferred Degree/Program and Module.

Select a Degree/Program:

Honours BMOS
BMOS (4 Year)

Select a type of Module or Module combination:

Continue

Intent to Register 2023/2024 TEST - Step 4

Specify your preferred Degree/Program and Module.

Select a Degree/Program:

Select a type of Module or Module combination:

Honours Specialization
Honours Specialization + Minor
Honours Major + Major
Specialization
Specialization + Major
Specialization + Minor
Honours Major + Major + Minor

BA

Intent to Register 2023/2024 TEST - Step 4

Specify your preferred Degree/Program and Module.

Select a Degree/Program:

Honours Bachelor of Arts
Bachelor of Arts (4 Year)
Bachelor of Arts (3 Year)

Select a type of Module or Module combination:

Continue

Intent to Register 2023/2024 TEST - Step 4

Specify your preferred Degree/Program and Module.

Select a Degree/Program:

Select a type of Module or Module combination:

Honours Specialization
Honours Specialization + Major
Honours Specialization + Minor
Honours Major + Major
Specialization
Specialization + Major
Specialization + Minor
Major + Major
Major
Major + Minor
Major + Minor + Minor
Major
Major + Minor
Minor + Minor

What module combinations are you completing in your degree?

Approved Module Combinations



[Academic Calendar](#)

In **Academic Calendar** you can find the chart to tell you what module combinations you can declare based on your degree.

Degree Type	Available Module Combinations
4-Year Honours Bachelor Degree (BA or BMOS) 20.0 total credits, including 5.0-7.0 first year credits, and a minimum of 13.0 2000+ level credits	1. Honours Specialization 2. Honours Specialization + Major 3. Honours Specialization + Minor 4. Major + Major 5. Major + Major + Minor
4-Year Bachelor Degree (BA or BMOS) 20.0 total credits, including 5.0-7.0 first year credits, and a minimum of 13.0 2000+ level credits	6. Specialization 7. Specialization + Major 8. Specialization + Minor 9. Major 10. Major + Major 11. Major + Minor 12. Major + Major + Minor 13. Major + Minor + Minor
3-Year Bachelor Degree (BA only) 15.0 total credits, including 5.0-7.0 first year credits, and a minimum of 8.0 2000+ level credits	14. Major 15. Major + Minor 16. Minor + Minor



STEP 5

This Step will look different depending on what **Degree** and what **Module** combination you chose on the previous step

- If you chose *BMOS Specialization*, only the BMOS Specializations will appear
- If you chose *BA Major*, only the BA Majors will appear

If you do not see your desired Module, you should go back to previous steps to ensure you selected the correct Degree & Module

Make sure you pick the module with the appropriate campus (ex. "Huron College")

Intent to Register 2023/2024 TEST - Step 5

You have selected the following:

Huron University College
Honours Bachelor of Arts

Honours Specialization Module

Specify your preferred Module(s) using the drop-down list.

Major Module

Specify a Certificate (Optional):

1. Enter your name:

2. Describe any problems you've encountered:

3. Submit the page

4. Submit the next page (confirmation page)

Continue

Major Module

Major in Epidemiology and Biostatistics
Major in Family Studies and Human Development
Major in Film Studies
Major in Finance (Huron College)
Major in Finance (for BMOS degree only)
Major in Finance (King's University College)
Major in Financial Economics
Major in Financial Modelling
Major in Food Management and Marketing (for BMOS degree only)
Major in French for Teaching (Brescia University College)
Major in French Language and Literature (Huron College)
Major in French Studies (Huron College)
Major in Gender and Women's Studies
Major in Genetics
Major in Geographic Information Science
Major in Geography and Environment
Major in Geology
Major in Geophysics
Major in German Language and Culture
Major in Global Commerce (for BMOS degree only) (King's College)

3. Submit the page

4. Submit the next page (confirmation page)

Continue

STEP 6

The final
step is to
confirm your
ITR
selection.

Intent to Register 2023/2024 TEST - Step 6

Review your selections and then use the CONFIRM button to submit your ITR.

To make changes use the Back option in your browser.

Huron University College
Honours Bachelor of Arts

Honours Specialization in English and Cultural Studies
Major in Philosophy

Modules Combinations and Overlap

Modules require specific courses, some of which may be common to other modules. Students who wish to combine modules containing the same courses must consult the Department(s) and Faculty concerned to see if such overlap is permitted.

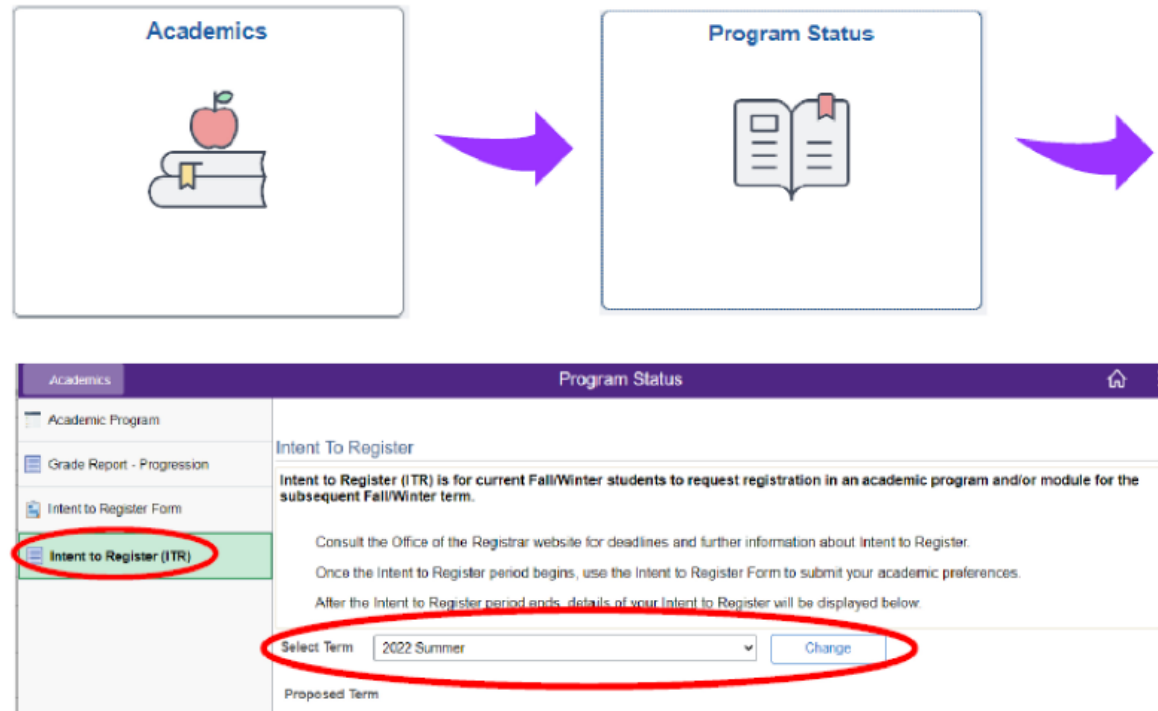
Confirm

You can still go
back in and
make changes
up until the ITR
closes

View your Submitted ITR

▼ View Submitted Intent to Register

To view your submitted intent to register click the Academics tile and then the Program Status tile and choose Intent to Register (ITR). **Note:** Available after April 1st.



The diagram illustrates the navigation path to view submitted ITR. It starts with a box labeled 'Academics' containing an icon of a red apple on top of two books. A purple arrow points from this box to a box labeled 'Program Status' containing an icon of an open book with a red bookmark. Another purple arrow points from the 'Program Status' box to a screenshot of the 'Intent to Register (ITR)' page.

The screenshot shows the 'Academics' and 'Program Status' tabs at the top. The 'Intent to Register (ITR)' option is highlighted in the left sidebar. The main content area displays the 'Intent To Register' section, which includes instructions and a 'Select Term' dropdown menu set to '2022 Summer'. A red circle highlights the 'Intent to Register (ITR)' option in the sidebar and the 'Select Term' dropdown in the main content area.

What if I miss the Deadline?

You should email your Academic Advisor and fill out the manual ITR.

If you fail to do your ITR:

- Students in Year 1 will continue in “Year 1” status
- You will be assigned the latest registration time, giving last priority for courses
- As courses fill up, you will be limited in timetable availability and put yourself at risk of not having necessary courses for your module/progression

It is in your best interest to submit your ITR.



INTENT TO REGISTER

Student Name: _____

Student Number: _____ Western Email: _____

I certify that the information on this form accurately reflects my enrollment intent:

Signature: _____ Date: _____

Proposed Primary Degree/Program - 1st Choice	Second Choice (if not eligible for first choice)																
Faculty or affiliate University: _____	Faculty or affiliate University: _____																
<table border="1"><thead><tr><th>Degree:</th><th>Academic Load</th></tr></thead><tbody><tr><td>☐ BA</td><td>☐ Full time</td></tr><tr><td>☐ BMOS</td><td>☐ Part time</td></tr></tbody></table>	Degree:	Academic Load	☐ BA	☐ Full time	☐ BMOS	☐ Part time	<table border="1"><thead><tr><th>Degree:</th><th>Academic Load</th></tr></thead><tbody><tr><td>☐ BA</td><td>☐ Full time</td></tr><tr><td>☐ BMOS</td><td>☐ Part time</td></tr></tbody></table>	Degree:	Academic Load	☐ BA	☐ Full time	☐ BMOS	☐ Part time				
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	☐ 4th																
Complete ONE of A, B, C, or D	Complete ONE of A, B, C, or D																
A Honours Specialization in _____	A Honours Specialization in _____																
Specialization in _____	Specialization in _____																
with (optional) Major in _____	with (optional) Major in _____																
or (optional) Minor in _____	or (optional) Minor in _____																
B Double Major in _____	B Double Major in _____																
and _____	and _____																
C Major in _____	C Major in _____																
with (optional) Minor in _____	with (optional) Minor in _____																
with (optional) Minor in _____	with (optional) Minor in _____																
D Double minor in _____	D Double minor in _____																
and _____	and _____																

How to Resources



**Submit &
View ITR**



**Step-by-Step
Guide**