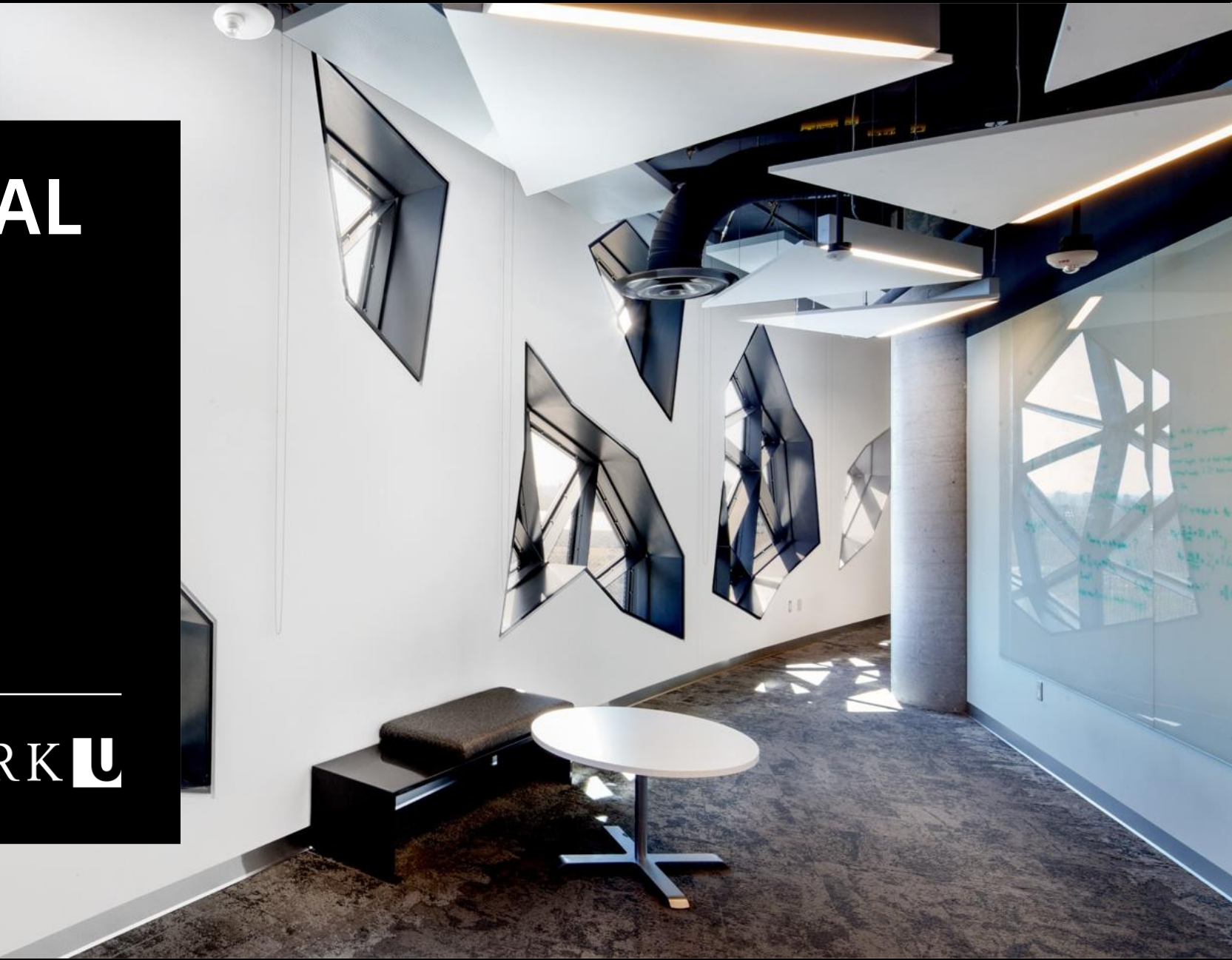


# INTERNATIONAL STUDENT ENROLMENT W24

Lassonde School of Engineering

NAME

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# Agenda

- Booking your enrolment access
- What to expect on your enrolment date
- Money matters
- Important dates
- Other topics:
  - Transfer credits / transfer credit statements
  - Enrolment confirmation letters



**Booking enrolment access day**

# Book your enrolment access

- [Yorku.ca/myfile](https://yorku.ca/myfile)
- Log in with your student number and date of birth
- “Book/Manage enrolment appointment”
- Reserve the earliest available date



## What to expect on your enrolment date:

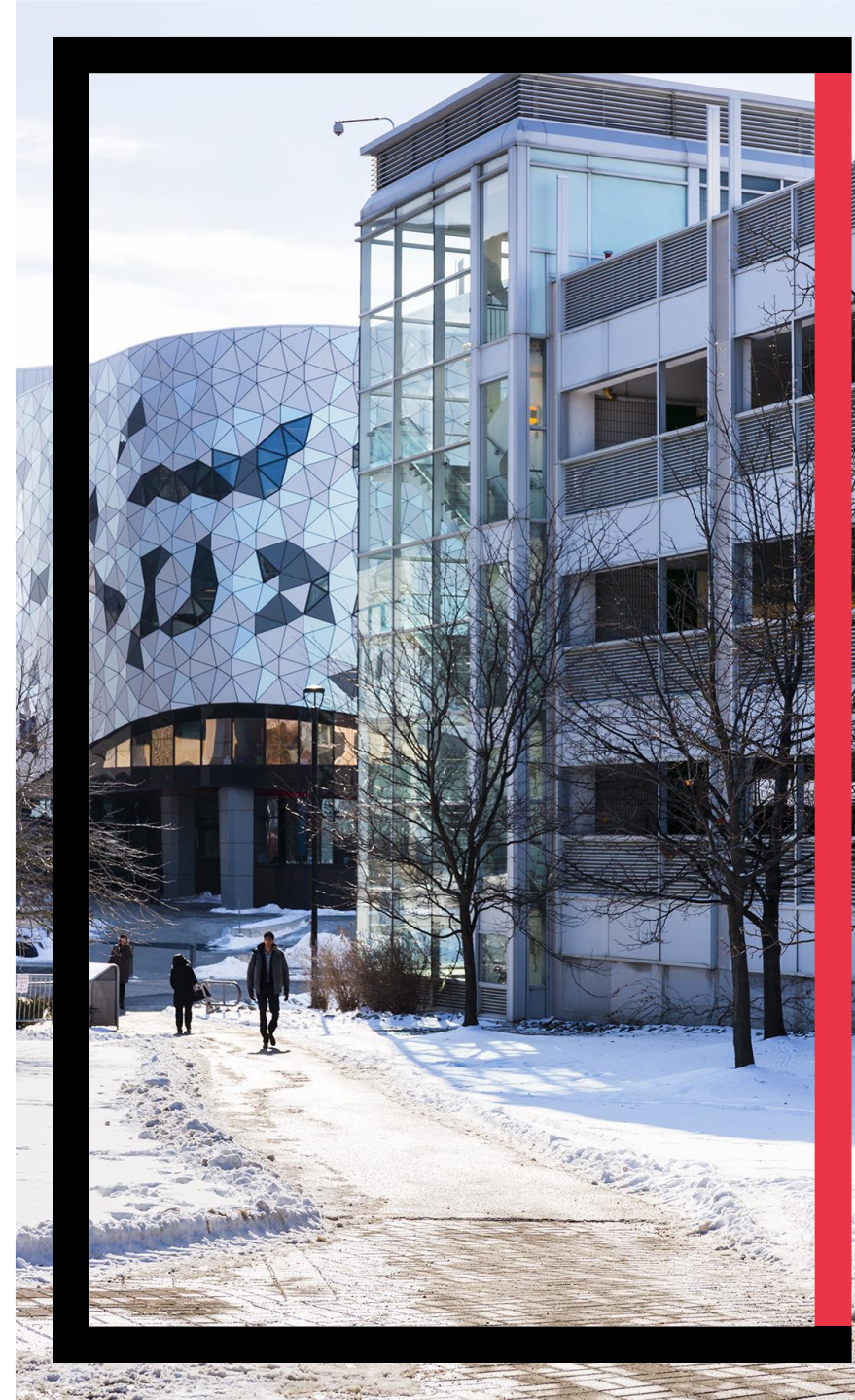
- This is **not** an in-person appointment
- Email with enrolment package at 10am ET
- Follow instructions and suggested course list **independently**.
- Your access **opens** on the day and time booked, but it will remain open until January.

# How to enrol

- Registrar.yorku.ca
- “Search course timetables”
- “Add/drop courses”


## Courses & Enrolment

- Find out when I can enrol
- Search course timetables ←
- Add/Drop Courses ←
- Plot my timetable
- Enrol in classes
- My courses & grades
- My exam schedule
- eClass



# York Courses Website

- Search by subject
- Find desired course and section
- Note Catalog Number




FACULTIES LIBRARIES YORK U ORGANIZATION DIRECTORY SITE INDEX CAMPUS MAPS

York Courses Web Site

SEARCH COURSE TIMETABLES

Welcome to the York Courses Web site

 **LOGOUT**  
[All About Passport York](#)

Search Current Courses By...  
> Subject ←  
> Term  
> Course Title  
> Course Campus  
> Instructor  
> General Education Courses  
> eLearn Courses  
> After 6pm Courses  
> Weekend Courses  
> Advanced Search  
> View Active Course Timetables

The York Courses website is designed to provide a central location where information can be obtained on thousands of courses that are being taught and have been taught in the past at York University.

This site contains information about the current course timetables and the current exam schedules once they have been released. Descriptions for courses offered in the past several years are available from the "Course Search By..." link at the bottom of the grey bar on the left.

**Before enrolling:** you should read through the [Important Dates](#) pages to ensure that you are fully aware of the various course add/drop and start/end dates, and the financial impact of enrolling in and dropping courses. Instructions for using the Registration and Enrolment Module (REM) and troubleshooting help is also available on the [Enrolment and Registration Guide](#) page; you are particularly encouraged to check out the Faculty-Specific Enrolment Reminders section. If you have further questions contact [Registrarial Services](#).

Course permissions are managed by the department offering the course. If you try enrolling in a course and see one of these messages, please use the [Course Contact Directory](#) to determine who to contact.  
*The spaces in this course are reserved.  
The course is restricted from dropping.*

# York Courses Web Site

## SEARCH COURSE TIMETABLES

### Search Current Courses by Subject



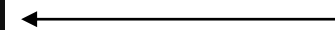
Search Current Courses By...

> **Subject** ←

- > Term
- > Course Title
- > Course Campus
- > Instructor
- > General Education Courses
- > eLearn Courses
- > After 6pm Courses
- > Weekend Courses
- > Advanced Search
- > View Active Course Timetables

Session:

Subject:



My Class Schedule

Course:



Current Courses Search Results



[All About Passport York](#)

Search Current Courses By...

- > Subject
- > Term
- > Course Title
- > Course Campus
- > Instructor
- > General Education Courses
- > eLearn Courses
- > After 6pm Courses
- > Weekend Courses
- > Advanced Search
- > View Active Course Timetables

| Course            | Title   | Course Description and Schedule                       | General Education Details |
|-------------------|---|---|---------------------------|
| LE/EECS 1001 1.00 | Research Directions in Computing                      | <a href="#">Fall/Winter 2023-2024 Course Schedule</a> |                           |
| LE/EECS 1011 3.00 | Computational Thinking through Mechatronics           | <a href="#">Fall/Winter 2023-2024 Course Schedule</a> |                           |
| LE/EECS 1012 3.00 | Introduction to Computing: A Net-centric Approach     | <a href="#">Fall/Winter 2023-2024 Course Schedule</a> | ←                         |
| LE/EECS 1015 3.00 | Introduction to Computer Science and Programming      | <a href="#">Fall/Winter 2023-2024 Course Schedule</a> |                           |
| LE/EECS 1019 3.00 | Discrete Mathematics for Computer Science             | <a href="#">Fall/Winter 2023-2024 Course Schedule</a> |                           |
| LE/EECS 1021 3.00 | Object Oriented Programming from Sensors to Actuators | <a href="#">Fall/Winter 2023-2024 Course Schedule</a> |                           |
| LE/EECS 1022 3.00 | Introduction to Object Oriented Programming           | <a href="#">Fall/Winter 2023-2024 Course Schedule</a> |                           |

Take note of:

- 1 - Term (W or WL)
- 2 - Tutorial/lab and lecture times, duration, and day
- 3 - Catalog number

Copy Catalog number and plug it in to the Registration and Enrolment Module (REM)

**Term W Section M**

Seats Available: Remaining seats may be restricted.  
Section Director: SonyaAllin

| Type   | Day | Start Time | Duration | Location | Campus | Cat #  | Instructor  | Notes/Additional Fees |
|--------|-----|------------|----------|----------|--------|--------|-------------|-----------------------|
| LECT01 | R   | 8:30       | 120      | VH B     | Keele  |        | Sonya Allin |                       |
| LAB 01 | M   | 10:00      | 180      | WSC 106  | Keele  | S46F02 |             |                       |
| LAB 02 | M   | 10:00      | 180      | WSC 108  | Keele  | S46F03 |             |                       |
| LAB 03 | T   | 9:30       | 180      | WSC 106  | Keele  | S46F04 |             |                       |
| LAB 04 | T   | 9:30       | 180      | WSC 108  | Keele  | S46F05 |             |                       |

**Term WL Section N**

Seats Available: Remaining seats may be restricted.  
Section Director: Not Available

| Type   | Day | Start Time | Duration | Location | Campus | Cat #  | Instructor | Notes/Additional Fees |
|--------|-----|------------|----------|----------|--------|--------|------------|-----------------------|
| LECT01 | M   | 11:30      | 60       | LAS B    | Keele  |        |            |                       |
|        | W   | 11:30      | 60       | LAS B    | Keele  |        |            |                       |
| LAB 01 | M   | 13:30      | 180      | WSC 106  | Keele  | Y93Z02 |            |                       |
| LAB 02 | R   | 9:30       | 180      | WSC 106  | Keele  | Y93Z03 |            |                       |
| LAB 03 | M   | 13:30      | 180      | WSC 108  | Keele  | Y93Z04 |            |                       |
| LAB 04 | R   | 9:30       | 180      | WSC 108  | Keele  | Y93Z05 |            |                       |

# Transfer credits

## Finding your Transfer Credit Statement:

- should have been sent by email from the Office of Admission
- find online through [registrar.yorku.ca](http://registrar.yorku.ca) → academic program → transfer credit statement



### Request a reassessment of your Transfer Credits:

- follow instructions above
- click “Request a Transfer Credit Reassessment”
- complete form
- submit all course outlines/syllabi from previous institution to [tcadm@yorku.ca](mailto:tcadm@yorku.ca)

# Need help?

## Enrolment & Advising Q&A:

<https://lassonde.yorku.ca/student-life/frequently-asked-questions>

### Enrolment

When can I enrol in courses for next term? ▼

I am trying to enrol, but REM says I am blocked due to an advising requirement. What do I do? ▼

I am trying to enrol in an EECS course, but seats are full or reserved. What should I do? ▼

I am trying to enrol into a MATH course, but seats are full or reserved. What should I do? ▼

I am trying to enrol into ENG 1101, 1102, but seats are reserved or full. What should I do? ▼

I am trying to enrol into PHYS 1800, 1801, ESSE 1012, and/or CHEM 1100, but seats are reserved or full. What should I do? ▼

I am trying to enrol in ENG, CIVL, MECH, or ESSE courses, but seats are full or reserved. What should I do? ▼

# Money Matters

Registration Deposit, Fees, When/How to pay



# Registration deposit

- \$300 deducted from your total tuition

IF YOU BEGIN TO ENROL FOR  
WINTER TERM COURSES:

...THEN YOU MUST PAY YOUR  
REGISTRATION DEPOSIT NO  
LATER THAN:

between September 1 and  
September 30

October 15

between October 1 and  
October 31

November 15

between November 1 and  
November 30

December 10

on or after December 1

10 days after you enrol in your  
first course

Source: <https://sfs.yorku.ca/fees/deposit>



## How to pay – Canadian Banks

- Add York University as a “payee” with your bank
- Your YorkU Student Number is your “Account Number”
- Make payments online or by phone through your bank



# How to pay – International Banks



Students with international bank accounts can use services like [CIBC International Student Pay](#) or [Convera](#)



CIBC International Student Pay

**convera** Convera



Students requesting a refund for a credit that was paid by International Wire Transfer will have the refund issued to the originating payor and originating country. There may be a few exceptions if the payment was issued by an agent.





# Your tuition fees

Charged by the number of credits taken

Fee per credit [varies by program](#)

Will be reflected on your [Student Account](#)

[Contact Financial Services](#) with any questions

## Course and Program Fees: Fall/Winter 2023-2024

Undergraduate

- Please select a Faculty/Program -

- Glendon College
- Glendon College
- Faculty of Health
- Faculty of Health
- Lassonde School of Engineering
- BA/BSc Computer Security; BA Digital Media; BSc Earth and Atmospheric Science**
- BA/BSc, iBA/iBSc Computer Science
- BASc Digital Technologies (Markham only)
- BEng

Graduate

- Please select a Faculty/Program -

er 2022 term or on or after September 9, 2022 for the

## Payment due dates

Review the "Minimum payment due this month" and "Minimum payment due by" areas of your [Student Account Online Statement](#) to see if there is an amount owing and when you must pay it.

Normally payments are due as follows:

| FEE TYPE   | TERM          | DUE DATE   |
|--|---------------|--|
| new student registration deposit                     |               | depends on date of first course enrolment                |
| undergraduate course enrolment                       | Summer        | May 10   |
| undergraduate course enrolment                       | Fall          | September 10   |
| <b>undergraduate course enrolment</b>                | <b>Winter</b> | <b>January 10</b>  |
| undergraduate course enrolment                       | Year          | *50% due September 10<br>*50% due January 10             |
| undergraduate program-based course fees (e.g., BDes) | Year          | *50% due September 10<br>*50% due January 10             |
| residence and meal plan charges                      | Year          | *50% due September 10<br>*50% due January 10             |
| health plan fees                                     | Year          | 10th of the month following appearance on your statement |

“

The balance of your  
Winter-term tuition is  
due on **January 10<sup>th</sup>,  
2024.**

”

Key Post  
Key Post  
Key Post  
Key Post  
Key Post

# Important Dates



# Winter-term dates

| EVENT  | WINTER<br>(TERM W)   | WINTER LATE<br>(TERM WL) |
|--|--|--------------------------|
| Classes start                                    | January 8  | January 22               |
| Last date to announce components of final grades | January 22   |                          |
| Winter Reading Week <sup>1</sup>                 | February 17-23   |                          |
| Last date to submit Winter term work             | April 8  |                          |
| Winter classes end <sup>4</sup>                  | April 8  | April 19                 |
| Winter Study Days <sup>2</sup>                   | April 9  |                          |
| Winter examinations <sup>3</sup>                 | April 10-26  |                          |
| Notes  | Good Friday: Friday, March 29, 2024; make-up date on Monday April 8, 2024<br>Passover begins at sundown Tuesday, April 22, 2024 and ends at nightfall on Tuesday, April 30, 2024 |                          |

*Quote or key message*

# Add/Drop Deadlines



|   | WINTER<br>(TERM W)    | WINTER<br>LATE<br>(TERM<br>WL) |
|---|-----------------------|--------------------------------|
| Last date to add a course <b>without permission</b> of instructor (also see Financial Deadlines)            | January 22            | February 5                     |
| Last date to add a course <b>with permission</b> of instructor (also see Financial Deadlines)               | January 31            | February 19                    |
| Drop deadline: Last date to drop a course without receiving a grade (also see Financial Deadlines)          | March 11              | March 22                       |
| Course Withdrawal Period (withdraw from a course and receive a grade of “W” on transcript – see note below) | March 12 -<br>April 8 |                                |

# Enrolment confirmation letters



# REGISTRAR.YORKU.CA



Popular Links



## Registrar's Office

- Academic Calendars
- Academic Program
- Enrol in Courses
- Exams and Tests
- Grades and Transcripts
- Graduation
- Manage My Academic Record
- Petitions
- Privacy and Access to Records
- CONTACT

Apply to a Certificate Program

Glossary of Terms

Program Change

Request a Letter

Transfer Credit Statement

REGISTRAR'S OFFICE

DO YOU... REGISTRARIAL

You can... options through

[registrar.yorku.ca](http://registrar.yorku.ca)

▶ Playing



**Transfer credits**



# Need help?

## LASSONDE CONTACTS

Lassonde recruitment and admissions:  
[ask@lassondeschool.com](mailto:ask@lassondeschool.com)

Academic Advising: [ask@lassonde.yorku.ca](mailto:ask@lassonde.yorku.ca)

Enrolment Q&A: <https://lassonde.yorku.ca/student-life/frequently-asked-questions>

Departments for enrolment support:  
<https://registrar.yorku.ca/enrol/course-contacts/>

## YORKU CONTACTS

York International: [iadvisor@yorku.ca](mailto:iadvisor@yorku.ca)

Student Support and Advising (financial services, documentation): <https://students.yorku.ca/ssa-contact>

Transfer Credit Office: [tcadm@yorku.ca](mailto:tcadm@yorku.ca)

# Thank You

