

Faculty of Arts and Humanities, Associate Dean's Newsletter for February 2016

In this month's edition of the Associate Dean's Newsletter, I'll be covering:

Intent to Register

Applying to Graduate

Reading Week

Important Dates

New Deadline: Marguerite R. Dow Canadian Heritage Writing Award in Creative Writing

INTENT TO REGISTER

The Intent to Register (ITR) period started February 1 and runs until March 31. If you are planning to return in September, you must complete your Intent to Register online through the Student Center. By completing your ITR online, you are letting Western know that you are returning, and the program that you plan to take next year. It only takes a couple of minutes to do, so there's no need to let the task overwhelm you! It's an easy checkmark on your to-do list. If you do not complete your on-line ITR on time, you will not be able to register for courses. Here's some good information about ITR, from the Arts and Humanities Counselling website: http://www.uwo.ca/arts/counselling/registration/intent_to_register/index.html

The Arts and Humanities Students Council will be having an ITR Fair in the upper atrium of the International and Graduate Affairs Building, March 15th in the afternoon. Stop by for ITR information and refreshments. Stay tuned for more details.

ITR is a very useful opportunity to review the courses you've taken so far and what you plan to take next, and is best done, if possible, in consultation with one of our Academic Counsellors.

APPLYING TO GRADUATE

For all students who are eligible to graduate, please visit the Convocation information page (http://www.convocation.uwo.ca/preparing_to_graduate/student_checklist.html), which outlines what you need to do to ensure that you receive your diploma and are eligible to walk across the Convocation stage.

READING WEEK

Reading Week is happening from February 15 to February 19. I'm sure you'll be working hard on those essays and assignments over the break. Please be aware that the Academic Counselling Office does not grant accommodations for students who miss classes, assignment due dates, tests, or anything else missed as a result of taking an extended Reading Week. If you decide to extend your break by leaving early or returning late, you are responsible for any academic penalties you may incur.

IMPORTANT DATES

March 7, 2016, is the last day you can withdraw from a second-term half course without academic penalty; in other words, if you withdraw from the course past this date you'll receive

an "F", so don't forget this important deadline. Please drop in to see an Academic Counselor if you are planning to drop a second-term half course.

February 8-July 8, 2016 is the period for activating yourself for enrolling in summer courses. The Registrar's website says: Students wishing to enroll in courses for the Spring/Summer term are required to term activate themselves at least 72 hours prior to adding courses. This is done through the Summer Activation service on [Student Center](#) (right side under Student Services Links > Summer and PT Activation). Here's the link:
http://registrar.uwo.ca/course_enrollment/activation_services.html

NEW DEADLINE: MARGUERITE R. DOW CANADIAN HERITAGE WRITING AWARD IN CREATIVE WRITING

The deadline for the Marguerite R. Dow Canadian Heritage Writing Award in Creative Writing, valued at \$1,000, has been extended to March 1st, 2016. The eligibility and application details are as follow:

Awarded to a Canadian citizen or permanent resident registered in any undergraduate or graduate program at Western who submits, in English or French, any personal and recent work of creative writing, in any genre or length, on a theme of Canadian Heritage, that has not so far been published or entered in any other competition. The treatment of this theme may focus on any subject (such as place, relationships, history, circumstances, etc.). One of the following would be a suitable submission:

- a poem, or a brief series of linked poems
- a one-act play, or scenes from a longer work
- a short story or novella, or selections from a longer work of fiction

Established through the generosity of Marguerite R. Dow, Professor Emerita, The University of Western Ontario, who taught English and Drama in the Faculty of Education from 1965 to 1985. Value: Up to \$1,000.

Please make your submissions to (hard copies only): The Faculty of Arts and Humanities Academic Counselling Office, International and Graduate Affairs Building (IGAB) Room 1N20
Please include your name, student number, email address and telephone number. Deadline: March 1st.

Announcement of the winning entry will be made in March of 2016. The winner will be notified by telephone or email.

Wishing you continued success this academic term.

Yours sincerely,

Tracy Isaacs
Associate Dean (Academic)
Arts and Humanities