

Associate Dean's November Newsletter

Greetings,

In this month's newsletter I'll be covering the following topics:

- a) full and half-course drop date reminder
- b) first-year entrance scholarships
- c) mid-term and final exams
- d) accommodations
- e) graduate school applications
- f) CEO for a Day and the Arts Bulletin page

a) Please remember that the last day to drop a first term half-course without academic penalty is November 5, 2014, and to drop a full-year course without academic penalty is November 30, 2014 both can only be done on paper, in other words, you'll have to drop by the Academic Counselling Office at IGAB-0N05 to drop your course before the drop date. The Office is open Monday to Thursday, 9:30-12:00 and 13:00-16:00, and Friday 9:30-12:00.

b) Another reminder, addressed specifically to first-year students, if you are the recipient of one of the two new Arts and Humanities entrance scholarships, payments will be made shortly. One of the conditions of the scholarship is that you were still registered as part of the Faculty by November 1 which is why there has yet to be a payment of this scholarship. So if you are still with us and you met the eligibility requirements, which includes being registered in 2.0 Arts and Humanities courses, you should be receiving your payment shortly.

c) The December exam period will soon be upon us and many of you will be writing either mid-term exams or finals during this time. The exam schedule that is currently posted is only a preliminary schedule. Please DO NOT stop by the academic counselling offices until the final schedule has been posted to resolve potential conflicts. Also, DO NOT make any travel plans until the final exam schedule has been posted.

d) Continuing on the topic of exams, once the final exam schedule has been posted, please contact the Academic Counselling Office (IGAB-0N05) should you have any exams that overlap or if you have 3 exams in a 23 hour time frame, 4 in 47 hours, or 5 in 71 hours. If you happen to fall ill on the day of an exam or during an exam, please see a physician asap and get the proper medical documentation (download the Western University Student Medical Certificate on the Arts and Humanities website). Don't wait until you're feeling better to see a doctor for a note since most will not issue one if you are not displaying symptoms. This applies for accommodations generally, whether missing an essay deadline or a class presentation, for example. If you do require any form of accommodation, please drop by the Academic Counselling Office first. Dealing with your professors directly is sometimes not the best idea -- let the professionals handle it, namely the Academic Counsellors for the Faculty.

e) If you are graduating soon and are planning to attend graduate school, then you should have already applied for some of the major grants and scholarships (or are in the process of applying), and you should already be looking at potential graduate programs. The deadline for most graduate schools is January and February so it is wise to start looking and seeking advice now as to the best schools and programs to apply to. An excellent resource for this information are your profs, your own department's Graduate Chair, and the Internet. Don't be shy about asking, it's your future. Also, the end of February, beginning of March will be the time to apply to graduate and you'll be able to do so online at <http://student.uwo.ca>. I will send a reminder in the February newsletter.

f) Please bookmark "The Arts Bulletin" page on the Arts & Humanities website for any further Faculty information pertinent to your studies and future, where we will continue to announce a host of various events, initiatives, calls for help, i.e., volunteer opportunities, etc. Of note this month is the "CEO for a Day!" initiative (the deadline is Nov. 7). The Arts Bulletin page address is http://www.uwo.ca/arts/current_students/undergraduate/bulletin.html. If you happen to lose the link, it can be found on the main Arts and Humanities webpage under "current students", "undergraduate".

That about covers it for this month. Good luck completing your assignments, essays, etc., and hope the last full month of the Fall term is a good one for you all.

Yours truly,

dr. john hatch
associate dean (academic)