

The University of Western Ontario Department of Visual Arts

VAS 2252A Intro Contemp Media I (Fall 2018)	Tuesdays & Thursdays 2.30-5.30pm VAC 134/135
Christina Battle	E-mail: cbattle@uwo.ca Office: VAC 117 Office Hours: Tuesdays 12.30-1.30pm
Resources & links discussed in class (continually updated): https://battleresearch.hotglue.me/?Resources	

Prerequisites, etc:

Course Weight: 0.50

Antirequisite(s): [VAS 2250](#).

Prerequisite(s): [VAS 1020](#) or [VAS 1025](#).

6 studio hours. Priority will be given to students registered in a Visual Arts program.

*You can expect at least an additional 6 hours per week to complete assigned readings, homework and assignments.

COURSE DESCRIPTION

From Academic Catalog:

A Studio course introducing the basic technical foundations of contemporary media art production, including digital image, video, animation and online platforms. This lecture/studio course also locates contemporary digital practices within the broader history of cultural production, tracing developments in technology and media arts.

Additional Info:

This course serves as an introduction to media-based art. Within this wide and disparate field, the course is primarily based on the main time-based disciplines: sound, video, web and performance art. Students will be provided with hands on production experience, and will be immersed in the critical, conceptual, theoretical, and historical discourses surrounding media technologies and their related practices.

In addition to focusing on theoretical concerns of *the contemporary*, this course will provide introduction to various media-based technologies as well as best practices for file management, archiving and documentation.

No prior experience with the software or hardware utilized in this course is required, as this course is intended to prepare students for further study of and exploration with digital media.

LEARNING OUTCOMES

1. **Application of Knowledge:** Students will use their capacities with various media as critical, discursive and expressive tools to develop creative works; understand the potential viability of their works, and explore and develop further projects in order to create a body of work.
2. **Communication Skills:** Students will be able to communicate orally and in writing about their projects and relevant art and culture, and place the trajectories of their own artistic practices within the context of the larger artistic field.
3. **Autonomy and Professional Capacity:** Students will develop research skills and strategies for translating complex ideas into critical artworks; have the experience of working both collaboratively and independently on projects; gain a better understanding for the contemporary art field (both Internationally and within Canada); and develop a

critical context for their own overall artistic practice.

COURSE REQUIREMENTS

Requirements:

Projects will be submitted primarily using three digital platforms. You must have both a Vimeo and Hotglue account in order to participate in the class. Additional info and support will be provided on our first day:

- <http://vimeo.com/>
- <http://hotglue.me/> [how: <http://hotglue.me/how>]
- <https://owl.uwo.ca/portal>

Readings:

There is no required textbook for this course – readings will be distributed via OWL. See course outline for specific deadlines - additional readings may also be assigned as the course progresses.

Course Resources:

Access to Resources, links etc discussed in class (continually updated):

<https://battleresearch.hotglue.me/>

Materials:

You will need to have a portable external hard drive that can be brought to class in order to work in the computer lab. While a portable flash drive will also work, keep in mind that they can lag when working with high resolution video, have limited capacity, and are prone to being misplaced. There are a number of inexpensive options for portable hard drives these days and we will further discuss in class.

You will also need an SD card to use with the video cameras & sound gear provided by the sign out office. Further details will be discussed in class.

Expect to need additional materials as required by your individual artistic works.

Equipment access:

As students you have access to technical equipment through the Visual Arts Sign-Out office. Further details will be provided in class. Here are some basic notes and tips from the Visual Arts Department Technical Specialist Manager Julia Beltrano:

- They have to fill out a paper form at the sign-out office the first time they sign-out equipment. Once they've signed up they can make reservations online via our website
- Late fees are 10\$ a day
- The signout office has a BYO SD card policy – it's best practice for them to have at least one, and make sure that they're SDHC (high capacity or better) if they plan on recording video. We sell some at the sign-out office but they can also get them online (amazon, best buy, campus computer store etc.) Here's a good resource that explains the different types of cards: https://www.sdcard.org/developers/overview/speed_class/
- Note: The sign-out office accepts work study positions and is a great way to familiarize yourself with media equipment:
- If you qualify for work study, you can apply to work at the sign-out office, they're always looking for staff. <http://www.uwo.ca/visarts/resources/signout.html> You can apply in the fall via: <http://workstudy.uwo.ca>

Other Relevant Resources:

Lynda.com offers online training and tutorials for a number of software programs. All current students, staff and faculty members have free, unlimited access to high-quality, skills-focused online learning, **from now until Sept. 21, 2020**. Login with your Western ID:
<http://lynda.uwo.ca/>

Creative Cow is a support community for creative digital software – search for solutions to your problems in their user forums and access useful tips and advice. <https://forums.creativecow.net/>

Codecademy offers free online coding classes: <https://www.codecademy.com/>

OWL

All course readings and handouts will be available online through OWL. If you're not familiar with OWL platform please visit these links or see me during office hours:

Training: <https://owl.uwo.ca/portal/site/owldocs>

Owl Course Site: <https://owl.uwo.ca/portal>

Good to Know University Info:

Last day to add a full course, a first-term half course, a first-term full course, or a full-year half course on campus and Distance Studies: September 14, 2018.

The last day to drop a first-term half course or a first-term full course (2018-19 Fall/Winter Term) without academic penalty: Monday, November 12, 2018.

Last day to drop a full course and full-year half course [on campus day and evening and Distance Studies] without academic penalty: November 30, 2018.

See the Academic Calendar for more information:

<http://www.events.westernu.ca/events/academic-dates/>

GRADING

While specific rubrics tailored to individual projects will be handed out in class, three areas of evaluation will be generally observed:

- Professionalism: issues of attendance; deadlines; critique participation; preparedness; personal attitude and articulation - the ability to speak and write clearly about ideas/concepts presented in class; level of engagement with conversations and practice-based learning.
- Process: how thoroughly visual exploration and concept research are pushed through process (for example: creative/thoughtful writing and/or sketching and experimentation); and project development and execution.
- Realization: abilities in written, oral as well as visual realization of concepts; ability to work through ideas and questions toward critical conclusion; degree of conceptualization; technical skill.

Grade Distribution:

Projects:

5% animated gif [due: Tuesday September 18]

10% internet instructional (via hotglue) [due: Tuesday October 2]

15% the gesture [due: Tuesday November 13]

10% group project [due: Thursday November 22]

20% final/primary project [due: Tuesday December 4 & Thursday December 6th]

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60%

Papers:

3% total - Short description papers handed in with each of 3 projects [1% each x3 works]

10% total – Short response papers to two events outside of class [5% each x2]

6% - Short description paper accompanying final primary project

6% - Short response paper for class group project

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25%

Participation:

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15%

Total: 100%

Project Details:

#1: Animated Gif [5% due: Tuesday September 18 - on hotglue – no in-class critique]

Consider the animated GIF as a part of research and experimentation. Make a short GIF that is a contained loop (the ultimate goal is to make a loop where the beginning and end are hardly determinable).

Use the opportunity to explore and discover what you are interested in: what research, concept, or idea grabs you?

Experiment with images, shapes, colour, speed.

Start thinking about what defines your artistic practice: what aesthetic is uniquely yours? How do you tend to express complex ideas in visual form? What is the underlying question that you notice keeps popping up in your work? What interests you?

Think about narrative: what comes first? What comes next? What is it that you're trying to say?

Examples of other artists working with the form of GIF will be discussed in class and technical workshops will help get you started with best practices for developing the work.

*Along with this project you need to submit a short written description of the work of approximately 100-150 words. This description should explain the work and may include your process of making it, how you see it operating, the overall concept you are engaging with, and/or other works of inspiration. To be handed in as a (word) document via OWL. Weighted at 1% of the total 3% allotted for all short project descriptions. Further details will be discussed in class.

#2: Internet Instructional [10% due: Tuesday October 2 – on hotglue and in-class critique]

Think about the computer as procedural, the Internet as series of instructions, and the event score as developed in the Fluxus movement.

Consider how it is that you move through the internet: what paths are followed and why? What is the start? What leads to some other place? What is the end?

Think about how decisions are made.

Consider how the internet has changed the way we exist in and think about the world.

Create an instruction set to be performed by users (us) via the internet. Begin by designing an 'event score' - come up with a set of parameters or rules to follow, a set of instructions to guide us as we navigate the internet.

Perform the score yourself and document as you go [via screen grabs, recordings (video &/or sound), text, links followed, etc]. Post your documentation on its own hotglue page paying attention to aesthetic and spatial layout. Consider how to best organize your documentation in a way that visualizes and reflects your event score and the process of following its instructions. That is, try to make the aesthetics of your documentation make sense for your overall rule set. Your hotglue page must also include your event score/set of instructions (in some clearly visible way).

*Along with this project you need to submit a short written description of the work of approximately 100-150 words. This description should explain the work and may include your process of making it, how you see it operating, the overall concept you are engaging with, and/or other works of inspiration. To be handed in as a (word) document via OWL. Weighted at 1% of the total 3% allotted for all short project descriptions. Further details will be discussed in class.

#3: The Gesture [15% due: Tuesday November 13 – on vimeo (and hotglue) and in-class critique]

gesture noun ges·ture \ 'jes-chər , 'jesh-

Definition of gesture:

1. archaic: carriage, bearing
2. a movement usually of the body or limbs that expresses or emphasizes an idea, sentiment, or attitude
3. the use of motions of the limbs or body as a means of expression
4. something said or done by way of formality or courtesy, as a symbol or token, or for its effect on the attitudes of others

Using the concept of the gesture as a starting point, this performance for camera project can take primary form as either a sound or video work but must be documented via camera as video. Perform and document in a way that makes the most sense for the gesture itself. More details will be discussed in class and a number of other artists' strategies for engaging with the gesture will be considered.

*Along with this project you need to submit a short written description of the work of approximately 100-150 words. This description should explain the work and may include your process of making it, how you see it operating, the overall concept you are engaging with, and/or other works of inspiration. To be handed in as a (word) document via OWL. Weighted at 1% of the total 3% allotted for all short project descriptions. Further details will be discussed in class.

#4: Social Practice [10% performed/happening/ending: Thursday November 22]

So much of contemporary practice engages with participation, performance, situations, events, and publics. As such, we will organize some yet to be determined event/happening/performance/workshop/get together... as a class. The possibilities for the project will be determined as a group and will be however large or small we decide. It might be one thing we do together on a particular day or a number of things we do across the semester. It might be something made to engage the community at Western or beyond. It might be something new, the parameters of which we define together, or it might be something old, like the restaging of some pre-existing performative work.

Across the semester we will have time set aside to organize this event as we consider what it means to make something for and with others and how and why this strategy of *doing* has manifest itself so prominently in contemporary art. We will discuss a number of projects instigated by other artists to help set the context for our own work.

This project will change shape across the semester and as we work together to organize it, the timeline and overall parameters for the project will necessarily change. Organizing is no easy task and the skills needed to develop this project will be learned and presented as we go.

*Along with this group project you need to submit a short written response paper. The paper should be approximately 300-400 words and should discuss the overall context of the project and place it within the larger context of social practice. Describe what worked and what didn't and what you would do differently next time. What did you learn through the process that was unexpected? To be handed in as a (word) document via OWL. Valued at 6% of overall grade.

#5: Individual Project [20% due: Tuesday December 4 – on hotglue/vimeo in-class critiques Tuesday December 4 & Thursday December 6th]

This project is designed for you to be able to work with concepts and techniques discussed in class in your own way and within the scope of your larger practice. The work doesn't need to be of a particular medium per se but does need to be able to fit within the definition of 'media' as we discuss in class (it needs to engage with the concept of 'time' as part of its fundamental form). It might be a sound or video or online or performative work. Although somewhat restriction-less, this project is expected to be more substantial than other projects in the class.

It is recommended that you begin to consider this project early on. Pay attention to the artists works you're excited by from our class discussions. How do they operate? What key questions are the artists engaging with? Keep track of these works and ideas on a separate research page on your hotglue site. A version of this needs to be done by Thursday, October 18 (see Homework [final project]).

Further details will be discussed in class.

*Along with this project you need to submit a short written description of the work of approximately 300-400 words. This description should explain the work and may include your process of making it, how you see it operating, the overall concept you are engaging with, and/or other works of inspiration. To be handed in as a (word) document via OWL. Valued at 6% of overall grade.

Homework assignments:

There are a number of small homework assignments that won't be assigned an official grade but instead will be considered as part of overall participation. These assignments, along with ongoing check ins on your research material (as posted on your hotglue research page) will account for a total of 5% of your participation grade.

Homework Assignment [image search] [due: Tuesday, September 11 on hotglue]

Begin with one of the images provided (see folder on OWL) or an image you find online.

Do a reverse image search via google, follow links as you come to them and document via screen grabs how you moved through the internet following the image along. You must include at least 15 images that document your journey.

Post your documentation on a hotglue page noting the image that begins the journey. Cite any text you include via web link (either as text or as a part of the image).

An example is here: <https://battleresearch.hotglue.me/imagersearch1> [note that when I created this the internet search took about 30mins; the hotglue: 45mins]

Homework Assignment [research] [due: Monday, September 17 on hotglue]

Start a hotglue page solely for your research.

Post 5 research sources that might develop into or inspire later works (links/images/notes/quotes/concepts/interests you might have/colours/textures/etc).

Do not be precious with this. Think about it like a brainstorm for future/potential projects.

Homework [sound] (to do over fall break) [due: Tuesday, October 16 on hotglue]

At some point during fall break take a minute to stop and listen to your surroundings.

Record a 10-15 second document of where you are (use your phone, computer or sign out an audio recorder).

Title your recording.

Post it on a hotglue page along with a record of the: date, time, location and title of your recording.

Homework [final project] [due: Tuesday, October 23 on hotglue]

Even though we're only half way through the semester, start thinking about your final project. What do you think you want it to be? How do you think you want it to go? What might it look like? What won't it look like?

Brainstorm and document on hotglue via text &/or image/sound. Use either the page that you made for the homework [research] assignment or start a new page.

Additional Papers:

Art response paper #1 [5%, due Thursday October 4]

Write a short response paper to an art exhibition or event that you experienced outside of class time. You have two such papers to hand in over the semester and some restrictions apply:

- only one of these papers can detail an event on campus (ie: you need to write about at least one art event that you experience outside of Western)
- neither of these papers can be written about an artist talk or an art now talk

Each week I will provide you with details about events happening both on and off campus.

Art response paper #2 [5%, due Thursday November 8]

Write a short response paper to an art exhibition or event that you experienced outside of class time. You have two such papers to hand in over the semester and some restrictions apply:

- only one of these papers can detail an event on campus (ie: you need to write about at least one art event that you experience outside of Western)
- neither of these papers can be written about an artist talk or an art now talk

Each week I will provide you with details about events happening both on and off campus.

Participation is an important aspect of this studio based course and will be determined based on: attendance; working during open studio time; consistency of preparedness; active engagement

and effective contribution to in-class discussions and activities. Students arriving unreasonably late, or leaving early, will not be considered as having participated in a class. There are a number of small homework assignments that won't be assigned an official grade but instead will be considered as part of overall participation. These assignments, along with ongoing check ins on your research material (as posted on your hotglue research page) will account for a total of 5% of this participation grade.

A number of Open Studios are integrated into our course outline – this is time for you to work on your projects while among your peers. You are expected to be present for these open studios – working within our shared computer lab, sound booth, classroom or shooting studios. Expect to come prepared to work during these allocated timeslots – bring whatever hard drives and materials you might need in order to be able to work.

Attendance will be taken at the end of each class and will follow the following rubric: 1% will be deducted for each absence. Arriving in class late on two occasions will be attributed as one full absence. Students missing more than half of a class on a given day will be considered absent.

Grades break down as follows:

A+	90-100%	Outstanding. The studio work shows significant originality and exhibits a high degree of critical engagement. Sophisticated analysis and synthesis involving complex theoretical and conceptual thinking are demonstrated. Mastery of complex ideas is immediately evident. The studio work has originality, clarity and ambition. The project is treated with sensitivity and subtlety of thought. The quality of the background preparation and research, engagement with process and outcome of the studio production is exemplary.
A	80-89%	Excellent. The studio work shows originality and exhibits a high degree of critical engagement. The work is clearly focused and intelligently presented. Mastery of complex ideas is demonstrated. The studio work has clarity and ambition. The quality of the studio production immediately engages the viewer. The studio work has been sufficiently developed and demonstrates mastery of techniques so that results are compelling. Background preparation and research, engagement with process and outcome of the studio production is impressive.
B+	75-79%	Very Good. The studio work shows above average analysis, critical thinking and independent thought. It demonstrates a clear awareness of the parameters of the assignment and a very good attempt to respond creatively to them. The work demonstrates reasonable depth and/or breadth and engages in a production that is appropriate to the level of the course. The quality of studio work engages the viewer and demonstrates above-average mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is very good.
B	70-74%	Good. The studio work shows a satisfactory attempt at analysis and critical thinking. It shows a good attempt to respond to assignment parameters. The work demonstrates some depth and/or breadth, making references to appropriate course material/art context. The studio production engages the viewer and demonstrates a sufficient mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is satisfactory.

C	60-69%	Competent. The studio work demonstrates adequate engagement with the project. It shows an attempt to respond to assignment parameters but does so at a very basic level that lacks creativity. Engagement with studio production demonstrates basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is competent.
D	50-59%	Marginal. The studio work shows less than adequate engagement with the topic and with the material covered by the course. The studio work waivers in its attempt to respond to assignment parameters and tends to be simplistic. Engagement with studio production demonstrates less than a basic mastery of techniques. Background preparation and research, engagement with process and outcome of the studio production is less than satisfactory.
F	below 50%	Unacceptable. The studio work demonstrates a failure to comprehend/engage the topic. The studio work is incomplete and lacks redeeming creative merit. The work clearly does not meet the minimal requirements of the assignment. Background preparation and research, engagement with process and outcome of the studio production is unacceptable.

CLASS PROTOCOLS

Office Hours/Email:

If you have a question or are unsure of anything related to our class, projects or the topics we are discussing please feel free to contact me. I am available for one-to-one meetings during my office hours on Tuesdays or by appointment when you have course-related questions or concerns and I generally respond to emails within a 24hour period during the week [not always on weekends].

Course Late Assignment Policies:

All assignments must be submitted when due unless there are mitigating circumstances. Arrangements for late assignments must be made before the assignment due date.

Students seeking academic accommodation on medical grounds for any missed tests, exams, participation components and/or assignments worth 10% or more of their final grade must apply to the Academic Counselling office of their home Faculty and provide documentation. Academic accommodation cannot be granted by the instructor or department.

Accommodation for missed assignments, or attendance, totaling less than 10%, due to medical reasons, may be arranged as long as the student contacts the instructor no later than the day after the assignment or attendance is due.

Statement on Use of Electronic Devices:

Electronic devices can be useful tools for artists – especially those engaged with media practices – and serve as everything from video camera to sound recorder to note taker to research device. There will be no shortage of screens present within our classroom – from phones to laptops to computers in the computer lab, we will often find ourselves surrounded. I recognize their benefits but also their ability to distract, and it is important that we remain especially cognizant and respectful of this reality. You are welcome to use your devices within our open studio time, or to take notes during lectures and discussions. I only ask that you be respectful – that you limit your

use to only that which is necessary for the class and your work within it and that you work to make sure your screens aren't a distraction – to you or to others in the class. I expect us all to monitor ourselves individually when it comes to electronic devices in our class but to be clear: don't use social media while in class. One exception: no devices will be tolerated during critiques – it is imperative that our critiques remain considerate, respectful, distraction-free and productive.

Assignment Submissions:

Your assignments will be handed in via a number of online platforms (hotglue, vimeo, and OWL) more information about this process as well as which assignments are to be submitted via which specific platform will be discussed in class.

Accommodations:

All students who require accommodation are required by the University to register with the Student Development Centre and meet with a counselor. All accommodations are conducted in a fully confidential manner. Please let me know in the first two weeks of classes if you will be requesting accommodation. Student Development Centre, WSS Room 4111; Tel: 519-661-3031; www.sdc.uwo.ca

VISUAL ARTS DEPARTMENT POLICIES

Student Conduct:

All students will conduct themselves in a manner that will be consistent with the maturity and academic integrity expected of university students. Student conduct shall be consistent with the general laws of the community and with University regulations. Students shall show regard and respect for the rights, safety, and property of all members of the University community and are expected to act in a responsible manner within the University and the community at large. http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_19

Attendance:

A student who misses more than 15% of the course hours, without written corroboration for health or bereavement, can be debarred from writing final exams, or participation in final studio evaluations. Note that if a student consistently is absent from a 3-hour class for 1 hour, they will exceed the 15% cutoff and can be debarred.

Prerequisites:

You are responsible for ensuring that you have successfully completed all course prerequisites and that you have not taken an antirequisite course. Lack of prerequisites may not be used as basis of appeal. If you are not eligible for a course, you may be removed from it at any time, and you will receive no adjustment to your fees. These decisions cannot be appealed.

Plagiarism:

Plagiarism, which may be defined as “The act or an instance of copying or stealing another’s words or ideas and attributing them as one’s own,” will not be tolerated. (Citation excerpted from Black’s Law Dictionary, 1999, 7th ed., p. 1170). (Refer to http://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#SubHeading_189 with regards to academic penalties for plagiarism.) This includes presenting the visual or aural work of another creator as your own. Visual or Aural Plagiarism may involve both hand-based media such as drawing, painting, printmaking and sculpture, as well as digital media such as photography, video and sound. It includes work subsequently manipulated or transferred between different media, as well as self-plagiarism – work submitted for assignments previously produced and graded for another

course. Similar to textual plagiarism, all student work involving the visual or aural work of others must be appropriately cited/identified whether in print or orally. Failure to do so will lead to similar academic penalties as those identified in Western's Academic Calendar.

Medical Policy:

Students seeking academic accommodation on medical grounds for any missed tests, exams, participation components and/or assignments worth 10% or more of their final grade must apply to the Academic Counselling office of their home Faculty and provide documentation. Academic accommodation cannot be granted by the instructor or department. See course outline for specific arrangements regarding less than 10% of assignments.

Mental Health:

“Students who are in emotional/mental distress should refer to Mental Health@Western https://uwo.ca/health/mental_wellbeing/http://www.health.uwo.ca/mental_health/ for a complete list of options about how to obtain help.”

Building Access (September 1st to April 30th):

The John Labatt Visual Arts Centre will be closed at 10:00pm each night Monday to Friday. There will be no after-hour access for undergraduate students. The Centre is open weekends 12:00pm-5:00pm unless otherwise posted; access by side entrances only. Students should be prepared to vacate the building promptly at 10:00pm and 5:00pm. You must also sign-in with the building monitors when working in the workshop areas outside of regular office hours.

Permission re: Promotion:

You grant permission for Western University to reproduce your name, information describing your artwork, representations of your work and any other information you have provided for the purpose of display, promotion and publicity either now or in the future.

By installing your artwork in the John Labatt Visual Arts Centre, you grant Western University an irrevocable, perpetual, royalty-free world-wide licence to photograph your artwork and use such photograph(s) for the promotion of your artwork and/or Western University, including, without limitation, advertising, display, editorial, packaging, promotion, television, social media, the Department of Visual Arts website, flickr, Twitter, Instagram etc.). Students wishing to not have their work photographed should not exhibit it in the Visual Arts Centre, Artlab Gallery or Cohen Commons. As the area is open to the public, students, faculty, staff and other visitors will not be prohibited from photographing your artwork while on exhibit at the John Labatt Visual Arts Centre.

You otherwise retain all ownership in your artwork.

Artwork Installation Liability Release:

You understand that the area where your artwork will be hanging or displayed is unsupervised and is in a part of the building that may be open to the public, day and evening, whether or not the building is open. Western University accepts no responsibility for damage to, or loss of, artwork at any time while on display or while being transported to or from the John Labatt Visual Arts Centre. By displaying your artwork in the John Labatt Visual Arts Centre, you accept all risk of loss or damage to your artwork. Western University does not provide insurance for the artwork on exhibition. **If you wish to insure artwork, it is your responsibility to do so.**

Removal:

Western University reserves the right to dispose of artwork not picked up by April 15th of each year.

Please remember:

One of the most important resources for course counselling, special permissions, course changes, grade appeals, etc., is the Undergraduate Chair of Visual Arts, Professor C. Barteet (tel. 519-661-3440; vaugc@uwo.ca). Please note, however, that should you encounter any serious difficulties due to illness, family emergency, etc., you should consult the Academic Counselor for your Faculty. Ms. Amanda Green and Mr. Ben Hakala are the academic counselors in the Faculty of Arts and Humanities located in University College Room 2230.

The Student Development Centre (WSS room 4111; tel: 519-661-3031; www.sdc.uwo.ca) offers a wide range of useful services including workshops on learning skills, career and employment services, and an effective writing program, amongst many more.

The D.B. Weldon Library offers orientation tours from the first week of classes until Thanksgiving, where you will get acquainted with the numerous research resources available. As well, the University libraries have an extremely useful website where you can search the library system, the databases, view your circulation record, renew materials, access your UWO e-mail account, and much more. Check it out at: www.lib.uwo.ca.

Financial Aid Services is your main source of information for OSAP, bursaries, loans, scholarships, and the work-study program which offer part-time positions on campus for Western students. Tel: 519-661-2100; e-mail finaid@uwo.ca; or check out their website at http://www.registrar.uwo.ca/student_finances/financial_counselling.html

Academic Sanctions:

In instances of non-payment of prescribed tuition and other fees, the University shall seal the academic record. When an academic record is sealed, the student will not be able to: a) view grades; b) register in future courses; c) receive transcripts or a degree diploma; d) obtain admission or readmission.

The above prohibitions shall be in force until such time as indebtedness to the University, including payment of fee for removal of the seal, has been cleared to the satisfaction of the University
http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&Keywords=academic%20sanctions&SubHeadingID=169&SelectedCalendar=Live&ArchiveID=#SubHeading_169