



# Intent to Register

1) Begin an ITR submission by logging into your [Student Center](#) account using your Western User ID and Password.

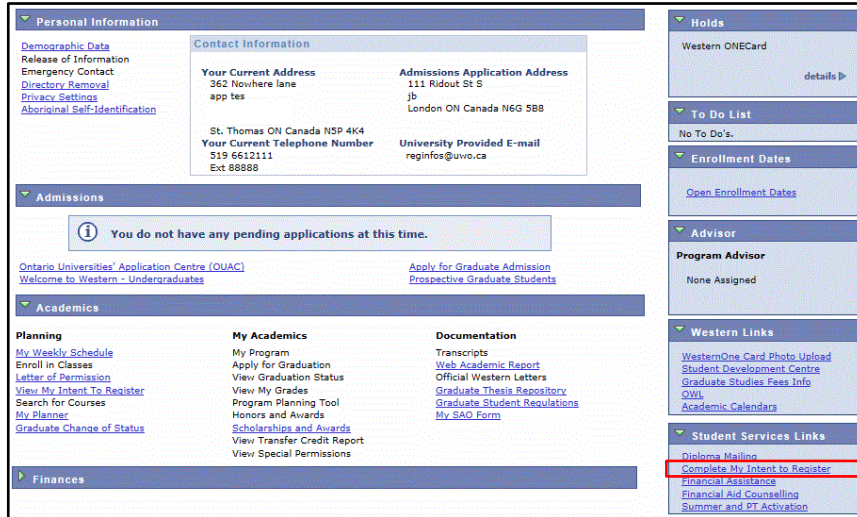


Figure 1.1

2) Click **Complete My Intent to Register** found under Student Services Links along with right side of your Student Centre page (see Figure 1.1)

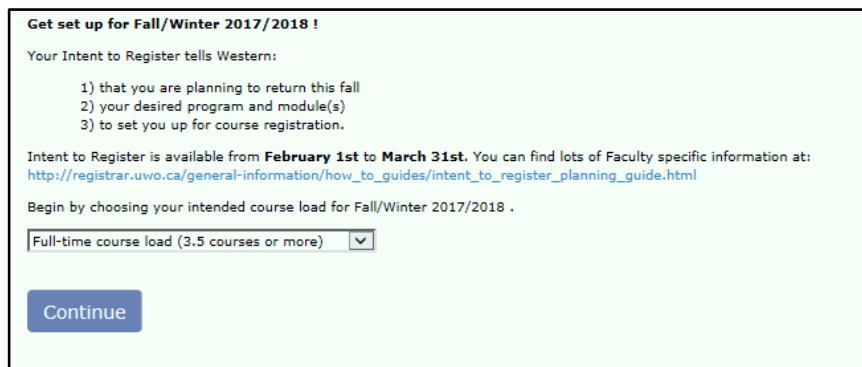


Figure 1.2

3) First select your Academic Status: (Full-time or Part-time). Click **Continue** (see Figure 1.2)

4) Review your current program and indicate whether to **Continue in Current Program** or begin the steps below to select a New Program.  
Select the Faculty. Click **Continue** (see Figure 1.3)

You are currently in:

**Faculty of Social Science**  
**Bachelor of Arts - 4YR**  
**Psychology - MAJ**

If you would like to continue in this program click 'Continue in current program' below

**Continue in Current Program**

Otherwise, please select your **faculty** or affiliated university college below:

- 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

Figure 1.3

5) Select your Degree. Click **Continue** (see Figure 1.4)

Please select your degree below:

- Bachelor of Arts**
- Bachelor of Fine Arts
- Western Scholars - Bachelor of Fine Arts
- Special Student
- Undeclared Student

Figure 1.4

6) Select your Module. Click **Continue** (see Figure 1.5)

Please select your Degree from the drop down below:

**Bachelor of Arts (4 Year)** ▼

- Specialization
- Specialization + Major
- Specialization + Minor
- Major
- Major + Minor**
- Major + Minor + Minor

from the drop down below:

**Continue**

Figure 1.5

7) Specify your Degree/ Module. Specify your Certificate (optional).  
Click **Continue** (see Figure 1.6)

Faculty of Arts and Humanities  
Bachelor of Arts (4 Year)

Major Module  
Major in English Language & Literature

Minor Module  
Minor in French Language and Linguistics

[Click here for Certificates](#)

**Certificates**  
If you wish to pursue a certificate program IN ADDITION TO your degree and module choices, please select from the menu below. Note that not all certificates and diplomas are available through this service. For complete details on available certificates, eligibility and progression requirements, and degree/certificate combinations please consult the Academic Calendar as well as the appropriate Faculty and Departmental websites.

OPTIONAL: Choose a certificate

Figure 1.6

8) Review your Choice, Click **Confirm**. To make alterations, click **Back** in your browser

Confirmation

**Faculty of Arts and Humanities**  
**Bachelor of Arts (4 Year)**

**Major in English Language & Literature**  
**Minor in French Language and Linguistics**

Confirm

9) Submit a 2<sup>nd</sup> Choice, begin the process again at step 3. To finish, select **Exit Intent to Register**

You have completed Intent to Register successfully!

Your selections are:

Faculty of Arts and Humanities  
Bachelor of Arts (4 Year)  
Major in English Language & Literature  
Minor in French Language and Linguistics

You will now be sent an email to your UWO email account for your records, including a summary of your selections.

You may now **select an alternate 2nd choice**:

Select 2nd choice

or **exit this process**, in which case your academic counselling unit will determine your next most eligible degree and module combinations during the **adjudication** period, should you be found not eligible (ineligible) for your 1st choice

Exit Intent to Register

**THE END**