Intent to Register

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

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

Intent to Register - Step 1

Get set up for Fall/Winter

Your Intent to Register tells Western:

1) that you are planning to return this fall
2) your desired program and module(s)
3) to set you up for course registration.

Intent to Register is available from **February 1st to March 31st**. You can find lots of Faculty specific information at: [http://registrar.uwo.ca/general-information/how_to_guides/intent_to_register_planning_guide.html](http://registrar.uwo.ca/general-information/how_to_guides/intent_to_register_planning_guide.html)

Begin by choosing your intended course load for Fall/Winter

- Full-time course load (3.5 courses or more)

Click **Continue**

![Figure 1.2](image)

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

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

Click **Continue in Current Program**

![Figure 1.3](image)
5) Select your Degree. Click **Continue** (see Figure 1.4)

![Figure 1.4](image)

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

![Figure 1.5](image)

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

![Figure 1.6](image)
8) Review your Choice, Click **Confirm**. To make alterations, click **Back** in your browser

9) Review your Choice, Select **Confirm**. To make changes, select **Back** in your browser

10) Submit a 2\textsuperscript{nd} Choice, begin the process again at step 3. To finish, select **Exit Intent to Register**