

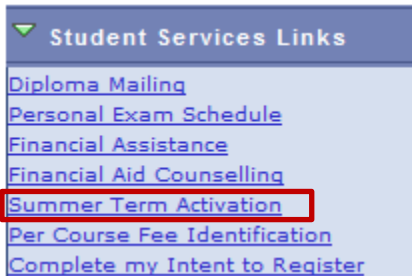
Looking to take a Summer 2017 course at Western?

Step 1: Take a look at the classes being offered at Western this summer by viewing the 2017 Summer Calendar and the Summer 2017 Timetable to determine if there are any classes you want/need to take.

Summer Calendar: <http://www.westerncalendar.uwo.ca/pdfs/Summer2017web.pdf>

Timetable: <http://studentservices.uwo.ca/secure/timetables/SummerTT/ttindex.cfm>

Step 2: Visit Student Center and click Summer Activation to let us know you are planning to take classes this summer. Without this step you will not be given an enrollment appointment to register in classes.



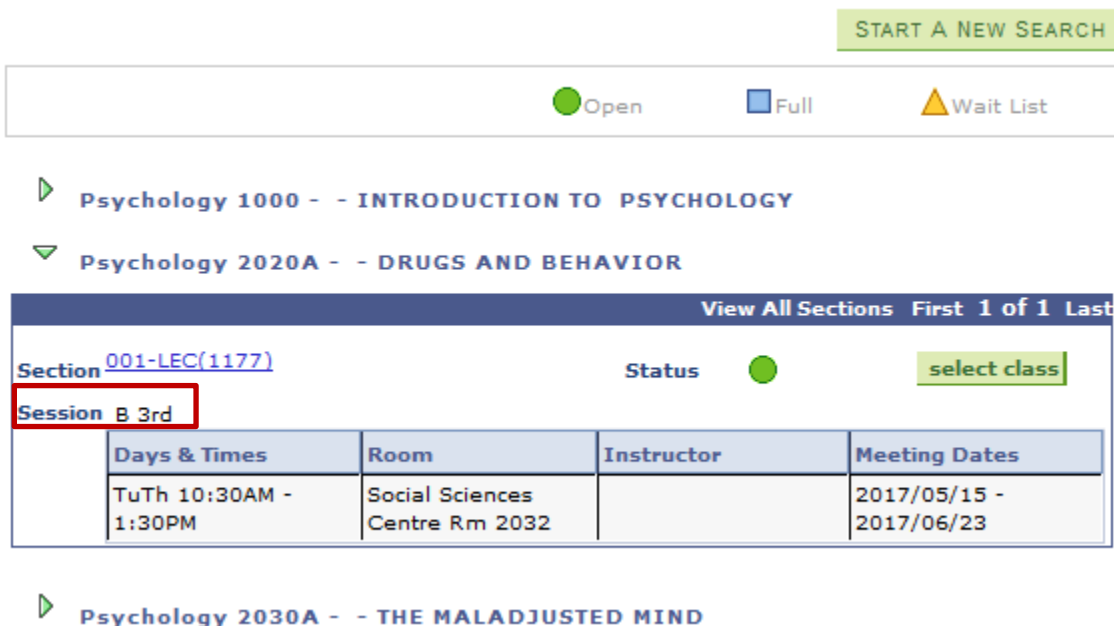
Student Services Links

- [Diploma Mailing](#)
- [Personal Exam Schedule](#)
- [Financial Assistance](#)
- [Financial Aid Counselling](#)
- [Summer Term Activation](#)**
- [Per Course Fee Identification](#)
- [Complete my Intent to Register](#)

Step 3: Registration will begin March 2 starting at 9:30 a.m. (EST)

Step 4: Ensure you have a conflict free timetable before you register. In the summer all students are considered academic part-time and can take a maximum of 2.5 courses during the summer. Only 2.0 courses can be taken at the same time unless they are **ALL** Distance Studies and only 1.0 course can be a lab/tutorial.

To view which Session a class is offered in, navigate to Student Center and click Search for Classes. Ensure the term is set to 1175 for Summer 2017 and then look up the class you would like to take. When you click the arrow next to the class you will see the session. Compare it to the following chart to find out when it runs.



START A NEW SEARCH

● Open ■ Full ▲ Wait List

▶ **Psychology 1000 - - INTRODUCTION TO PSYCHOLOGY**

▼ **Psychology 2020A - - DRUGS AND BEHAVIOR**

View All Sections First 1 of 1 Last

Section [001-LEC\(1177\)](#) Status ● [select class](#)

Session B 3rd

Days & Times	Room	Instructor	Meeting Dates
TuTh 10:30AM - 1:30PM	Social Sciences Centre Rm 2032		2017/05/15 - 2017/06/23

▶ **Psychology 2030A - - THE MALADJUSTED MIND**

		Acceptable Combinations 2017 (1175)	
Sessions	Course Weight		
B	Interession Regular	1.0	May 15 June 23
C	Distance Regular	1.0	May 8 July 28
N	Summer Eve Regular	1.0	May 8 July 28
S	Summer Day Regular	1.0	July 3 Aug 11
B1	Interession 1st half	0.5	May 15 June 2
B2	Interession 2nd half	0.5	June 5 June 23
B3	Interession 0.5 (6wk) reg	0.5	May 15 June 23
C1	Distance 1st half	0.5	May 8 June 16
C2	Distance 2nd half	0.5	June 19 July 28
C3	Distance 0.5 reg	0.5	May 8 July 28
N1	Summer Eve 1st half	0.5	May 8 June 16
N2	Summer Eve 2nd half	0.5	June 19 July 28
N3	Summer Eve 0.5 (12wk) reg	0.5	May 8 July 28
S1	Summer Day 1st half	0.5	July 3 July 21
S2	Summer Day 2nd half	0.5	July 24 Aug 11
S3	Summer Day 0.5 (6wk) reg	0.5	July 3 Aug 11
Rules:			
Summer term maximum is 2.5			
All 2.5 can be taken as Distance Studies			
IF combination of Interession, Distance, Summer Evening, Summer Day THEN only 2.0 can be taken over the same time period (i.e. simultaneously)			

Step 5: Register in Courses

1. Once your enrollment appointment begins, under the 'Academics' click on 'Enroll in Classes'.
2. Enter the class number or use 'Search for class' to find a course by subject and/or course number.
3. Select the appropriate class and lab/tutorial components, if necessary.
4. Select 'Next' to add class to the Course Enrollment Worksheet.
5. Click on 'Proceed to Step 2 of 3' to confirm.
6. Click 'Finish Enrolling'.
7. Review the results for errors or warnings.
8. Select 'My Class Schedule' to view course(s) successfully added.

Visit our How to Guides section for a Step by Step guide to Registration registrar.uwo.ca/general-information/how_to_guides

Step 6: Fees

Make sure fees are paid by the deadline as designated on your Statement of Account available on Student Center. If you are relying on OSAP to pay your tuition, be sure to fill out your supplemental form (if you had full time OSAP in Fall/Winter 2016) or your OSAP application otherwise and submit by **April 1** to ensure deferral of your tuition.