

FOUNDATION

SPRING REGISTRATION

WHAT WE WILL COVER

- ▶ Registration walk-through (Student Planning)
 - ▶ Includes how many credits to take, and which courses to take.
 - ▶ How to waitlist a class.
 - ▶ Holds
 - ▶ Hybrid classes
 - ▶ Intensive Humanities
 - ▶ Other information
 - ▶ Some information on applying for majors

FOUNDATION REQUIREMENTS

- ▶ To complete all the Foundation year requirements, you must complete all 30 required credits as outlined in My Progress.
 - ▶ 15 credits in the Fall term:
 - ▶ 6 credits HUMN-100 Academic Core I +
 - ▶ 6 credits FNDD-165 Interdisciplinary Core Studio +
 - ▶ 3 credits FNDD-108 Creative Processes
 - ▶ 15 credits in the Spring term:
 - ▶ 6 credits HUMN-101 Academic Core II +
 - ▶ 6 credits Core Studio: FNDD-160 Media **or** FNDD-161 Design **or** FNDD-164 Visual Arts +
 - ▶ 3 credits of one Foundation elective (too many to list here)

B. FNDD Spring Required

Spring Foundation - three required courses, 15 credits total: Foundation Studio Core (FNDD-160 or FNDD-161 or FNDD-164), Academic Core II (HUMN-101), and a Foundation Studio Elective. Complete all of the following items.  **0 of 3 Completed.** [Hide Details](#)

1.

Spring Required Course - 6 credits. Choose one of three Core Studio options: FNDD-160 Core Media, FNDD-161 Core Design, or FNDD-164 Core Visual Arts.  **0 of 1 Courses Completed.** [Hide Details](#)

Status	Course	<input type="button" value="Search"/>	Grade	Term	Credits
 Not Started	FNDD-160 Core Media Studio I				
 Not Started	FNDD-161 Core Design Studio I				
 Not Started	FNDD-164 Core Visual Arts Studio				

2.

Spring Required Course - 6 credits. HUMN-101 Academic Core II.  **0 of 6 Credits Completed.** [Hide Details](#)

Status	Course	<input type="button" value="Search"/>	Grade	Term	Credits
 Not Started	HUMN-101 Academic Core II				

3.

Spring Studio Elective - 3 credits. Choose one Foundation Studio Elective. Foundation Spring Registration Webpage for Studio Elective options.  **0 of 3 Credits Completed.** [Hide Details](#)

Status	Course	<input type="button" value="Search"/>	Grade	Term	Credits
 Not Started					

REGISTRATION PLANNING

- ▶ Decide on what is the most important thing to you for next semester:
 - ▶ The elective?
 - ▶ The Studio Core?
 - ▶ A specific schedule?
 - ▶ A specific instructor?
 - ▶ Whichever it is, that important thing is what you build your schedule around.
- (Time for a demonstration)

WAITLISTING

- ▶ To waitlist a course is to start or to add yourself to a queue for the course.
- ▶ If a registered person drops the class the first person on the waitlist is notified via their Emily Carr email that they have “Permission to Register”, this Permission is valid for 24 hours.
 - ▶ If you do not register before the time limit expires, your name will be removed from the list, and the space will be offered to the next student on the waitlist.
- ▶ Further notes:
 - ▶ Students may not waitlist for more than one section of the same course.
 - ▶ Please give other students an opportunity to register by removing yourself from any waitlist(s) that you are no longer interested in.
 - ▶ It is your responsibility to check your Emily Carr email and/or Student Planning regularly to check your waitlist status.

Waitlisted: 1

(Means how many people are on the waitlist)

Rank: 1

(The position you are in on the waitlist)

"1" means first on the waitlist

Plan your Degree and Schedule your courses

Schedule | Timeline | Advising | Petitions & Waivers

< Spring 2021 - +

Filter Sections Save to iCal

FNDT-112-S091: Foundation Drawing Studio

✓ **Waitlisted**

Credits: 3 Credits
Grading: Graded
Instructor: Stewart, S
2021-01-04 to 2021-04-17
Waitlisted: 1 (Rank: 1)

Meeting Information

⚠ This section has a waitlist

Drop Waitlist

View other sections

8am
9am
10am
11am
12pm
1pm
2pm
3pm
4pm

From noreply@ecuad.ca ☆

Subject Permission to Register

To Me <aadvising@ecuad.ca> ★

The subject title of the email with Permission to Register

*note the sender

It could be filtered as spam if you forward your email

A space has opened up for you in Foundation Drawing Studio
If you are already enrolled in the maximum number of credits
allowed, you must drop any extra credits in order to make room for
it. The section information is as follows:
Section: FNDDT-112-S091 Term: 21/SP

You can register into the course via myEC by selecting Student
Planning from the blue Registration section on your dashboard.

From the Student Planning overview, select "My Plan and Schedule",
find the waitlisted course on the sidebar to the left of your
schedule and click "Register" **If you need any help, please
contact reghelp immediately: reghelp@ecuad.ca

After **1days,** the seat that is reserved for
you expires, it will be offered to the next student on the list, and
your name will be removed from the waitlist.

The last day to ADD or DROP Spring 2021 classes is Tuesday, January
12th, 2021 11:59pm

Plan your Degree and Schedule your courses

Schedule Timeline Advising Petitions & Waivers

< > Spring 2021 - +

Filter Sections Save to iCal

FNDT-112-S091: Foundation Drawing Studio

✓ **Waitlisted** Permission to register until 2020-11-18

Credits: 3 Credits
Grading: Graded
Instructor: Stewart, S
2021-01-04 to 2021-04-17
Waitlisted: 1 (Rank: 1)

Meeting Information

This section has a waitlist

Register

Drop Waitlist

View other sections

8am
9am
10am
11am
12pm
1pm
2pm
3pm
4pm
5pm

BEE TEST NOW HAS PERMISSION TO REGISTER, AND THERE IS NOW A REGISTER BUTTON IN THE SECTION BOX OF THEIR WAITLISTED CLASS.

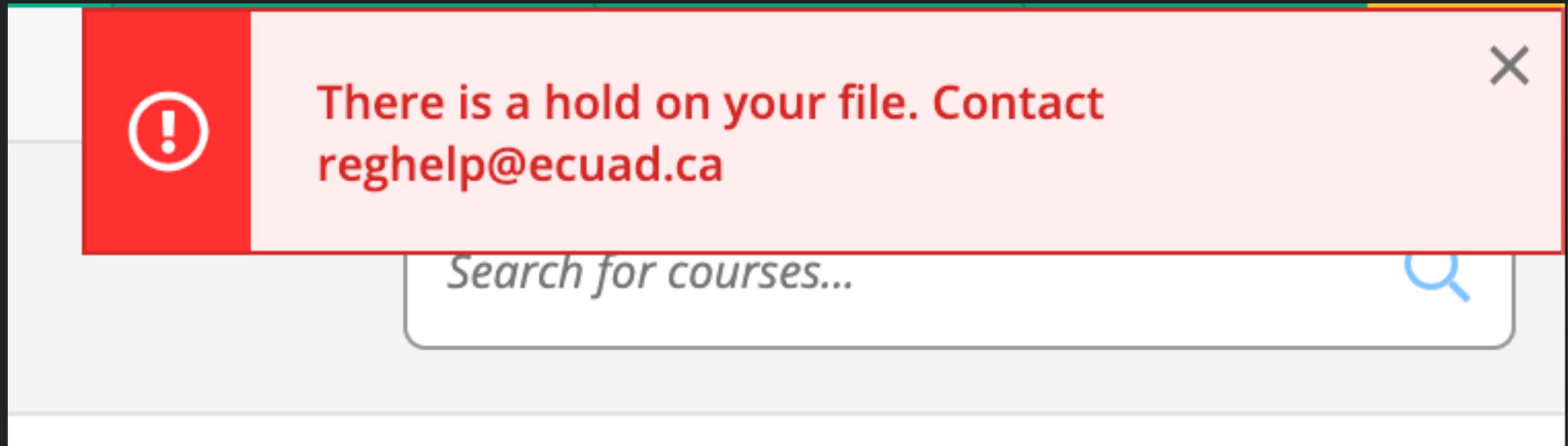
**Note the date -
Permission to Register expires at
11:59pm Pacific time on that day.**

For more information on how waitlists work once the term starts, please see the email sent by advising November 17th, 2020.

HOLDS

- ▶ If you see you a **red** error message in the top right corner, contact reghelp@ecuad.ca to ask what the Hold is for, and therefore who to contact.
 - ▶ Holds are placed on records for:
 - ▶ Overdue tuition (contact finance@ecuad.ca)
 - ▶ Overdue a/v items (contact mediaresources@ecuad.ca)
 - ▶ Registrar concerns (you need to speak with the Registrar - email registrar@ecuad.ca)
 - ▶ ***Only the department that placed the hold can remove the hold.

Example of a Hold:



This red error message means you will not be able to register.

HYBRID CLASSES

- ▶ Classes that are mostly online, but require some attendance on campus.
- ▶ Do not register in a hybrid class if you are not able or comfortable coming to campus
 - ▶ Hybrid classes in Spring 2021:
 - ▶ FNDDT-126-S031 Sculpture
 - ▶ FNDDT-141-S031 Aboriginal Material Practice
 - ▶ FNDDT-144-S031 Designing with Space
 - ▶ FNDDT-152-S031 Video Essentials

INTENSIVE HUMANITIES

- ▶ If you had to take Intensive Humanities this fall, then you will continue in Intensive Humanities for the Spring term.
 - ▶ Fall Intensive sections are numbered:
HUMN 100 F091, HUMN 100 F092,
HUMN 100 F093, HUMN 100 F094,
HUMN 100 F095, HUMN 100 F096,
HUMN 100 F291, HUMN 100 F292
- ▶ How to identify if a section is Intensive (it says Intensive in the section title)

HUMN-101-S091 Academic Core II - Intensive

Seats Available: 22

Instructor: Hilder, J

Instructor: O, D

Time: T 15:40 - 18:30

Dates: 2021-01-04 - 2021-04-17

Location: Online Online VLECT (Lecture)

Time: MW 08:30 - 11:20

Dates: 2021-01-04 - 2021-04-17

Location: Online Online VCHAT (Seminar)

SOME FYI

- ▶ Some handy definitions:
 - ▶ Aboriginal Material Practice (FNDDT-141) – you do not have to be Indigenous to take this elective.
 - ▶ Designing with Space (FNDDT-144) is also known as Industrial Design
 - ▶ Designing with Image and Time (FNDDT-145) is also known as Communications Design
- ▶ Don't take a Core Studio and an Elective with the same instructor.

SOME MORE FYI

- ▶ Phones are not ideal to use for registration because Student Planning is not scaled for the phone screen, and students find themselves having to scroll to various parts of the screen to view the whole thing - and accidentally clicking "DROP".
 - ▶ When registered in a class, a pop-up screen will open to confirm you want to drop which means two actions are required to drop a class. **But** finding that pop-screen will require more scrolling - do you want to risk accidentally clicking that second "Drop" button?
 - ▶ When **waitlisted** in a class, there will not be a **pop-up screen** to confirm you want to drop. You are just dropped from the waitlist if you click "Drop Waitlist".

GETTING INTO A MAJOR

- ▶ The Studio Core you take does not determine nor influence which major you are accepted into.
 - ▶ Example 1: you can take Media Core then get into the Illustration major.
 - ▶ Example 2: you do not need to take a Design Core to get into any of the design majors.
- ▶ The Elective you take does not determine nor influence which major you are accepted into.
 - ▶ Example: you do not need to take FNDDT-145 Designing with Image to get into a design major

A FEW MORE NOTES

- ▶ Registration starts at 7:00am Tuesday November 24th.
- ▶ Have your Fall schedule planned and ready to go for 7:00am.
- ▶ We recommend for web browsers: Firefox or Chrome. Microsoft Edge works too. Safari works, but it occasionally has quirks.
- ▶ Clear you web browser history the night before registration.
- ▶ An email will be sent in January with details on applying for your major.

A couple last things:

The screenshot shows a web interface with a navigation menu at the top containing 'Schedule', 'Timeline', 'Advising', and 'Petitions & Waivers'. The 'Schedule' tab is active. Below the menu is a semester selector with buttons for navigation (left and right arrows), the current semester 'Spring 2021', and buttons for minus and plus. Below this is a light blue information banner with an information icon on the left, the text 'Your registration period for Spring 2021 begins on 2020-11-24 at 07:00', and a 'Refresh' button on the right.

Click that Refresh button until a Register button replaces it.

OUR REGISTRATION SYSTEM

- ▶ The morning of registration, the website will be very busy, and like all websites that slow down when they are very busy (think Black Friday shopping), our registration website will also be slow.
- ▶ If you are having problems with registration please email reghelp@ecuad.ca from your Emily Carr email.
- ▶ In your email you must include your name and student id
 - ▶ Please also include which browser you are using.
 - ▶ If possible, include a screen shot that includes the browser address bar and time.