

# ACADEMIC ADVISING

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If you're new to the Desautels Faculty of Management, attending an Orientation and Advising Session in the last week of August is mandatory. During this session, the BCom Student Affairs Office staff will provide information on all aspects of the B.Com. program. If you have had difficulty registering for your courses, and have not contacted the BCom Office to resolve your issues, you will have the opportunity to resolve your problems after this session. For a detailed description of advising and registration procedures, you should refer to Registration; the website for newly admitted undergraduate students; and the BCom website.

To avoid limited course enrolment, it's best not to wait until August to resolve registration issues.

Academic advising for all returning students takes place February to April for the upcoming academic year. Appointments can be made using BCom Insight tool.

Appointments to discuss programs of study with student advisors may be made as soon as the add/drop period ends in September and then again in January. **All new students are required to attend a mandatory appointment with an academic student advisor** in this period of their first semester. In February or March, an Information Session takes place that helps you to select a course of study for specialization. In April, as a student continuing in the B.Com. program, you will plan your studies for the following year using the requirements as listed in the Course Catalogue or in the *myProgress* tool available through Minerva, as a guide to your course selection. Advice is available at the BCom Faculty of Management Undergraduate Student Affairs Office for students having difficulty. Students register for courses online using Minerva.

If you are a **General Management** major choosing to do a minor in another faculty as your second area of study, you should meet with the appropriate department advisor to plan your courses. It should be noted that minors must have a minimum of 18 credits not overlapping with other program requirements.

If you are taking the Minor or Major in **Economics**, you must see an advisor in the BCom Student Affairs Office for approval of your program and course selection after meeting with an Economics advisor.

If you are enrolled in the Major in Mathematics and Statistics for Management, the Major Concentration in Mathematics for Management Students, or the Minor in Mathematics or Statistics, you must first have your program of study authorized by the appropriate department advisor. After this, you can consult with a student advisor in the BCom Faculty of Management Undergraduate Student Affairs Office.

You should contact a student advisor as soon as possible if you are encountering difficulties (academic or personal) or are requesting specific information about the B.Com. program.