

This email message is being sent to all students who will be registered in Year 3 BMSc next year and contains a lot of important information. A copy is posted on the [landing page for Year 3 BMSc](#) and students will be referred there if the information below answers their questions.

Find the landing page for Year 3 BMSc: [click on this link](#) to find the hub of links and helpful information that is the landing page for Year 3 BMSc

Enrollment dates/times: will be generated by the Office of the Registrar on Friday afternoon and posted in Student Center (and cannot be changed).

How to prepare for course registration:

Review all the information on the webpage for [Course Selection for Year 3 BMSc](#) – there is a lot of information on this webpage and it will help you prepare for course registration.

- Make sure that you review the Weighted Average Chart if you are interested in an Honours Specialization in Year 4. All courses in the Weighted Average Chart must be completed by the end of the fall/winter of Year 3 - don't leave any of these courses for next summer.
- If you're going to complete Double Majors, it is critical to take the 3000-level courses in Year 3 that are prerequisites for the 4000-level courses required in each Major. Check the prerequisites for 4000-level courses now and plan accordingly.
- **[Use the Academic Calendar](#) to check your modular requirements.** Once you have done that, then use the worksheets for the Double Majors and Honours Specialization. Use the hyperlinks (underlining) in the worksheets to find other resources.
- **Check your [Access to Courses](#)** (basic medical science courses) by reviewing the constraint charts for priorities and restrictions on courses.
 - Due to constraints on courses, it can be challenging for students in Year 3 BMSc to register in courses that do not fall within the modules in which they're registered for Year 3.
 - Constraints are not waived on basic medical science courses - please do not contact instructors, departments, the BMSUE Office (Jen and me), or Academic Advising to ask if they will be waived. Plan for alternative courses and join wait lists, and you might be enrolled in the course later in the summer. We have worked with the basic medical science departments on the constraints and to reserve spaces in courses to do the best job we can to ensure that students who need specific courses for the modules in which they are registered are able to get into their required courses.
 - Constraints for courses outside the basic medical science departments are indicated in the [fall/winter timetable](#) under the heading of Requisites and Constraints
- Special permission requests: review the information on the [Academic Advising Office's website](#) about the various special permission requests.

The fall/winter timetable is up-to-date. If you don't see a course listed in the timetable, then it is not offered for the upcoming year.

Error message when registering - "available seats are reserved and you do not meet the reserve capacity requirements": means that you cannot register because you either don't satisfy the constraint (priority or restriction) or the limited spots allotted to students in your module have filled (priority + reserved spaces). Constraints are not waived so please do not contact departments, the BMSUE Office (Jen and me), and Academic Counselling. Register in alternative courses, join wait lists properly and you

might be enrolled in the course later in the summer from the wait list. See the [webpage for Access to Courses](#) for more information.

Example of a course with constraints and reserved spaces, and strategies to increase chances of getting into such a course:

Phys Pharm 3000E:

- there are three sections of Phys Pharm 3000E and each section has one block of spaces reserved for students in the Honours Specialization modules in Pharmacology, Physiology, and Phys Pharm, and another block reserved for students in the Majors in Pharmacology and Physiology. If a student in the Major Pharmacology tries to register in section 001 of Phys Pharm 3000E and the block of spaces in this section for students in the Majors has filled, then the student will receive the error message “available spaces are reserved ...” and will not be able to register in section 001.
- To maximize the chances of getting into Phys Pharm 3000E, this student should then try to register for section 002 (and then section 003) if the attempt to register in section 002 is met with the error message.
- If the student is met with the error message for all three sections, then the student should join the waitlist for the section that they think they are most likely to get into (and we cannot predict this 😊 so please don't ask anyone for a prediction).
- When joining the waitlist, the student should indicate which full-year course they would “swap” for the waitlisted section of Phys Pharm 3000E. The student will not be swapped out of the full-year course unless a spot is available for enrollment from the waitlist later in the summer. There are two days on which priorities either lift or shift and students might be enrolled from the waitlist (July 31 and August 7)

Use the BMSUE Question Portal (not email) for questions, and then patiently wait for a response. Please do NOT submit questions to both the BMSUE Question Portal and the Academic Advising Portal. We are all very busy in the summer and asking two offices to respond to the same question is neither appropriate nor appreciated. And please do not submit a query through the BMSUE Question Portal **and** then email Jen or me.

Zoom appointments: Jen and I have updated our [booking for Zoom appointment schedule](#) and we're already heavily booked. Please do not book an appointment and then submit a query through the BMSUE Question Portal – please respect how busy we are during the summer months.

Jen and I continue to have Zoom drop-in sessions during which students enter the waiting room in the order of joining the session. We'll bring students into the main room for a one-on-one discussion. Details about our availability for these sessions and individual Zoom appointments (heavily booked) are located on the webpage [Connect with a BMSUE Coordinator](#).

Please let me know if you are not coming back for the BMSc Program this fall. If you receive this email and have accepted admission to Ivey HBA, then let us know.

... Kathy and Jen

Kathy Boon and Jen Chambers

Coordinators

Basic Medical Sciences Undergraduate Education (BMSUE)

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