ESP
Registration
Info Session
Agenda

Program
Choosing classes
Registration process
Summer prep courses
Orientation
Q&A
Enriched Support Program

Qualifying
Building a basis for degree admission

Learning environment
Support from workshops, coaches

Registration
Done by ESP office

First-year studies
Full-time program, first-year courses
3 First-year Courses:

- First Year Seminar (1.0 credit)
- Elective course (1.0 credit)
- Elective course (1.0 credit)

Supported by:

- Mentors
- Workshop
- Workshop

Plus:

- Student Advising
- Academic Advantage Coaching
Attendance works

- 80-90% of students with strong attendance earn admission to a degree
## ESP to Degree

<table>
<thead>
<tr>
<th>Letter grade</th>
<th>A+</th>
<th>A</th>
<th>A-</th>
<th>B+</th>
<th>B</th>
<th>B-</th>
<th>C+</th>
<th>C</th>
<th>C-</th>
<th>D+</th>
<th>D</th>
<th>D-</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>% grade</td>
<td>90-100</td>
<td>85-90</td>
<td>80-84</td>
<td>77-79</td>
<td>73-76</td>
<td>70-72</td>
<td>67-69</td>
<td>63-66</td>
<td>60-62</td>
<td>57-59</td>
<td>53-56</td>
<td>50-52</td>
<td>0-49</td>
</tr>
<tr>
<td>Grade point*</td>
<td>12</td>
<td>11</td>
<td>10</td>
<td>9</td>
<td>8</td>
<td>7</td>
<td>6</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

Details can be found in your offer of admission and online at [carleton.ca/esp/program](http://carleton.ca/esp/program)
Registration overview

1. Research choices
2. Rank choices online
3. Submit course selection form
4. Wait for ESP to process form
5. Login to confirm timetable
6. Pay your fees
Choosing “Elective” Courses

Arts & Social Science Stream
✓ Choose the intro course for your major, if applicable.
✓ In most BA programs, half your courses are electives.
✓ Approach this year as an opportunity to explore.

Business, Computer Science, Engineering & Science Streams
✓ Your electives are chosen for you based on program requirements and transferability.
Choosing “Elective” courses

<table>
<thead>
<tr>
<th>Possible Major</th>
<th>Course(s) recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Social Sciences (majors listed below)</td>
<td></td>
</tr>
<tr>
<td>African Studies</td>
<td>Courses we offer count as electives</td>
</tr>
<tr>
<td>Anthropology</td>
<td>ANTH 1001/1002 SOCI 1001</td>
</tr>
<tr>
<td>Canadian Studies</td>
<td>Courses we offer count as electives</td>
</tr>
<tr>
<td>Childhood and Youth Studies</td>
<td>CHST 1003</td>
</tr>
<tr>
<td>Cognitive Science</td>
<td>CGSC 1001/PHIL 1301, PSYC 1001/1002</td>
</tr>
<tr>
<td>Communication &amp; Media Studies</td>
<td>COMS 1001/1002</td>
</tr>
<tr>
<td>Criminology/Criminal Justice Choose from this list:</td>
<td>CRCJ 1000/PSYC 1001, SOCI 1001/1002, PSYC 1001/1002, LAWS 1001/1002</td>
</tr>
<tr>
<td>Economics</td>
<td>ECON 1001/1002</td>
</tr>
<tr>
<td>English</td>
<td>Courses we offer count as electives</td>
</tr>
<tr>
<td>Environmental Studies</td>
<td>ENST 1000/GEOG 1010</td>
</tr>
<tr>
<td>European &amp; Russian Studies</td>
<td>ECON 1001/1002</td>
</tr>
<tr>
<td>Film Studies</td>
<td>FILM 1101</td>
</tr>
</tbody>
</table>

Course Selection: recommended courses (see [Student Guide](#))
Most elective courses we are supporting are in person. Please consult the Course and Workshop Schedule as some are online.

ESP workshops and FYSM courses will be in person.

Arts & Social Sciences stream:
- One online-only option for those who wish to study fully online this year
- First Year Seminar, LAWS 1001/1002 and PSYC 1001/1002
Course schedule: for online courses

- **Synchronous**
  - Meet at set time
  - Live class
  - Workshops and some courses

- **Asynchronous**
  - Pre-recorded and uploaded to Brightspace
  - Can watch anytime during week
  - Watch prior to workshop

- **Blended**
  - Some pre-recorded lecture
  - Some live
  - Courses with discussion groups
  - FYSMs

Professors will share details in Brightspace when classes begin
Course schedule

Courses may be offered:

**Lecture**
- One 3-hour block
- Two 1.5 hour blocks
- Three 1.0-hour blocks

**Lecture and tutorial/discussion group/lab**
- Lecture, 2-3 hours, plus group, usually 1-2 hours.
  - CHEM also has lab (additional 3 hours)
  - *Tutorial/disc.grp/lab is not the same as a workshop.*

**Schedule**
- M = Monday
- T = Tuesday
- W = Wednesday
- R = Thursday
- F = Friday

A course offered TR means Tuesday and Thursday.
• **Step 1:** Rank top 6 Elective Course Choices. We’ll register you in two.

Elective Choice #1

<table>
<thead>
<tr>
<th>Course</th>
<th>Course/Semester</th>
<th>Day/Time</th>
<th>Instructor</th>
<th>ESP Workshop</th>
<th>Facilitator</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANTH 1001A/1002B: Intro to Anthropology/Issues in Anthropology plus ESP</td>
<td>CGSC 1001 A</td>
<td>Fall</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CPM 1001B/1002B: Found. in Communication &amp; Media St./Issues in Comm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CRCJ 1000E/PSYC 1001K: Intro to Criminology/Intro to PSYC plus ESPW w</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENST 1000A/GEOG 1010B: Intro to Environmental Studies/Global Environment</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FILM 1101A/JOUR 1103 A Intro to Film Studies/Discovering Journalism plus</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HIST 1001A: The Making of Europe plus ESPW workshop</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HUMB 1001A: Intro to Human Rights plus ESPW workshop</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAWS 1001C/1002B: Intro to Legal Studies I/Intro to Legal Studies II plus ES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSCI 1000A/1100B: World Politics/Democracy in Theory and Practice plus ES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYC 1001D/1002F: Intro to Psychology I/Intro to Psychology II plus ESPW</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SSCI 1001A/1002B: Intro to Sociology I/Intro to Sociology II plus ESPW</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SSCI 1001D/1002C: Intro to Sociology I/Intro to Sociology II plus ESPW w</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOWK 1001A/1002A: Intro to Social Welfare/Intro to Social Work plus ESP</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Try to make sure your top **two choices** work together. *Keep in mind the course & the workshop schedule too.*
Step 1: Rank top First Year Seminar choices. We’ll register you in one. Keep in mind the times they’re offered.

Does your top choice work with your top two elective course choices?

Section A. First Year Seminars

<table>
<thead>
<tr>
<th>Course:</th>
<th>Power of Persuasion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course/Semester:</td>
<td>FYSM 1900 A Fall/Winter</td>
</tr>
<tr>
<td>Day/Time:</td>
<td>M 14:35-17:25</td>
</tr>
<tr>
<td>Instructor:</td>
<td>Jennifer Gilbert</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course:</th>
<th>The ultimate “how to succeed at university (not without trying)” psychology course</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course/Semester:</td>
<td>FYSM 1900 B Fall/Winter</td>
</tr>
<tr>
<td>Day/Time:</td>
<td>T 11:35-14:23</td>
</tr>
<tr>
<td>Instructor:</td>
<td>Allan Blunt</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course:</th>
<th>Privilege, Power, Difference and Communication: Creating Social Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course/Semester:</td>
<td>FYSM 1900 C Fall/Winter</td>
</tr>
<tr>
<td>Day/Time:</td>
<td>T 10:05-11:25</td>
</tr>
<tr>
<td>Instructor:</td>
<td>Beth Hughes</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course:</th>
<th>Access to Legal Justice</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course/Semester:</td>
<td>FYSM 1900 D Fall/Winter</td>
</tr>
<tr>
<td>Day/Time:</td>
<td>W 18:00-20:35</td>
</tr>
<tr>
<td>Instructor:</td>
<td>Kory Smith</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course:</th>
<th>Communication and Cognition in Animals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course/Semester:</td>
<td>FYSM 1900 E Fall/Winter</td>
</tr>
<tr>
<td>Day/Time:</td>
<td>T 13:35-15:25</td>
</tr>
<tr>
<td>Instructor:</td>
<td>Petra Wachtel-Li</td>
</tr>
</tbody>
</table>
Some courses are half credits (Sep-Dec or Jan-Apr) & some are full credits (Sep-Apr)
Each choice on the form adds up to 1.0 credit

Elective Choice #1
PSYC 1001D/1002F: Intro to Psychology I/intro to PS

Elective Choice #2
HUMR 1001A: Intro to Human Rights plus ESPW w/ re

Elective Choice #3
CGSC 1001A/PHIL 1301B: Cognitive Science: Mysteries

Elective Choice #4
CGSC 1001A/PHIL 1301B: Cognitive Science: Mysteries

Elective Choice #5
LAWS 1001C/1002B: Intro to Legal Studies I/intro to

Elective Choice #6
HIST 1001A: The Making of Europe plus ESPW work

HUMR = Full credit F/W course
CGSC = Fall 0.5 credit paired with PHIL = Win 0.5 credit

Returning students: you can request unpair things – add a note to your registration form
We start with your electives then add a FYSM that works with your schedule.

Notes box you can add comments/preferences, eg:

- Please give me CHEM Tutorial T3 in the fall and T2 in the winter and lab A7 in the winter, if possible
- I’d prefer the in person tutorial A1 for ENST
- My practice schedule is Mon-Fri 8:00-10:00 please avoid classes at these times
✓ Check your top 3 choices for conflicts

Arts & Social Science Stream only

✓ other streams (eng, sci, comp sci, bus) have pre-selected electives and option of FYSM courses that don’t conflict

Your top two elective choices and your top FYSM choice.

✓ Submit “Course Selection Form”

& then...

It will take approx. 5 - 7 working days for our office to register you in classes
Confirm Schedule & Fees

About 5-7 days after you submit your form, logon to Carleton Central: [students.carleton.ca](https://students.carleton.ca).

Once you have logged in:

- view your course selections
- view your schedule
- view your fees owed

For more information, refer to the Student Guide:

[https://carleton.ca/esp/esp-student-guide/](https://carleton.ca/esp/esp-student-guide/)
Week Starting: September 11, 2022

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>8am</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9am</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10am</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11am</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6pm</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ESPW 1000 M = Workshop for PSYC 1001 D

ESPW 1000 K = Workshop for CGSC 1001 A

Course discussion groups/tut. are different from workshops

See Registration page “Class & Workshop Schedule” to see which course the workshop is assigned to.

Scan ahead to mid-September
Fees

Carleton Central will list your fees per term.

Be sure to pay your fees by **August 25**

*(OSAP? You’ll likely get an extension till it arrives. See the [Student Guide](#))*

- Pay in 1 or 2 installments.

Reminder: Pay once you are registered so you have the exact amount.

*If you don’t pay by Sept 30, you will be deregistered.*
Fees

ESP students have 3 major types of fees.

1) Tuition Fees
   plus

2) Workshop Fees
   plus

3) U-Pass

Total: $6,617.91 for domestic students*

$6,824.94 for domestic students out of province*

$23,393.84 for international students*

*Does not include books/supplies.
Payment
Student payments may be made:
✓ online via internet banking
✓ mail: cheque or money order

See carleton.ca/fees or your Student Guide for details

Student Loans
✓ Get forms in on time: payment deadline is automatically extended.
✓ Check your CU email: Awards office will email you payment instructions.
Funding

Student Loans
ESP is OSAP-eligible (ON residents):
✓ Apply now
✓ Your course load is 100% and your program is “ESP”
✓ ?s: awards@carleton.ca

Bursaries
✓ Award based on financial need
✓ Returning student’s bursary application will be available in September, details to come ($500-$1500)
✓ See Awards office website: carleton.ca/awards
Refund Policy

Withdrawal before September 30th
✓ refund of all tuition fees

Withdraw between Sept. 30th - Jan 30th
✓ refund of winter term fees only

Withdraw after January 31st
➢ no refund

Withdrawals have to be made by an ESP advisor.
Once you have set up your MyCarleton account, activate your Carleton email.
See your Student Guide.

When you login you’ll be prompted to set up...

✓ Your Carleton email address
✓ How the university communicates with you
✓ ESP Advising bulletins
What’s next

✓ **Campus (student) Cards**: visit [carleton.ca/campuscard](http://carleton.ca/campuscard)
  Unicentre: 4th floor Information Carleton. They use an online line-up management system, and don’t accept walk-ins. *You can order once you’re registered*

✓ **Lockers**: visit [carleton.ca/parking](http://carleton.ca/parking)

✓ **Parking permits**: visit [carleton.ca/parking](http://carleton.ca/parking)

✓ **U-passes**: [carleton.ca/upass](http://carleton.ca/upass)
  Unicentre: 4th floor Information Carleton

✓ **Books**: Visit: [bkstr.com/carletonstore/home](http://bkstr.com/carletonstore/home) Order from Carleton Central

- **Registration**: Getting Started, Build Your Timetable/Registration, Student TI
- **Other**: Add/Drop Classes, French Placement Test, Purchase Books
- **Student Accounts**: Calculate Amount To Pay, Refund or Scholarship Balance

- **These links are in the Student Guide**
Contacts

**Awards office:** loans (OSAP) & bursaries  
[carleton.ca/awards](http://carleton.ca/awards)

**Student Accounts:** tuition & fee payment ?s  
[carleton.ca/fees](http://carleton.ca/fees)

**Housing Office:** residence & off-campus housing  
[carleton.ca/housing](http://carleton.ca/housing)

**Paul Menton Centre:** accommodations for students with disabilities, note takers, technology  
[carleton.ca/pmc](http://carleton.ca/pmc)
Summer prep courses

Optional summer prep course for math-intensive streams

- Academic Prep – CIED 0999 – Aug 22-26 - $250
- CHEM Matters – CHEM 0999 – Aug 29 – Sept 2 - $150
- COMP Matters – COMP 0999 – Aug 15 – 19 - $ 150 only 2 spots left
- MATH Matters – MATH 0999 – Aug 22- 26 - $ 250

Spaces are filling up fast – for more information or to register go to: https://carleton.ca/esp/registration/ and choose the stream you are admitted to see what prep courses you qualify to take.
Carleton’s orientation programs: [carleton.ca/orientation](http://carleton.ca/orientation)

- CU 1001 Student life @ CU, PMC orientation for students with LD or other disabilities

**ESP Summer Welcome program**

- One of our ESP academic coach will contact you to book a [Essential Summer Welcome Visit](http://carleton.ca/orientation).
- Answer questions, introduce essential Carleton tools
  - Carleton email, navigating the online learning system, and accessing lecture videos, and how to use ESP resources, among other important stuff.
Academic Orientation Day – Tuesday, September 6

*Most likely to be online or small in-person groups. Check your email as details will be sent shortly

✓ Meet your instructors, facilitators, mentors, coaches, and classmates
✓ Meet other first-year students starting at Carleton
✓ Details on our Registration site, check your email for updates.
✓ It’s mandatory, so be there 😊!
First day of class

- Wednesday, September 7 = classes start
- Check Carleton Central and get the app! carleton.ca/cumobile
Welcome to the Brightspace Support Site!

Brightspace became [Carleton's learning management system (LMS)](https://carleton.ca/brightspace/) on May 06, 2021. Brightspace is an online collaborative learning space where

- This is where you’ll access course content and the syllabus/course outline
- Course will appear as the prof makes it visible (normally first day of the class)
Carleton has paused its mandatory mask mandate as of June 25, 2022.

Even though masks will no longer be mandatory, we continue to strongly recommend masking when indoors, particularly if physical distancing cannot be maintained.
Registration help

- Email esp@carleton.ca to request help
- Pose your questions now 😊