

Student Advising Sheet

Diploma in Instructional Technology

Academic Advising Appointment:

After you have accepted the offer of admission through your Student Centre, and confirmed your participation in the program, you must contact the Graduate Program Assistant to discuss registration. This contact is mandatory, and required to enable you to proceed with online course registration.

Please contact: Sean Gordon, at Sgordon@education.concordia.ca, or call 1-514-848-2424 x 2030

Your Academic Program:

Please refer to the curriculum requirements of your program, and become familiar with the program structure in order to plan your courses. This information can found in the [Graduate Studies Calendar](#) and on the program website in the curriculum section:

<https://www.concordia.ca/artsci/education/programs/graduate/instructional-technology-diploma.html>

Departmental Permission is required for:

- Registering for courses without the listed pre-requisites.
- Registering for Courses Outside of the Department.
- Registering in Tutorials.

You will be BLOCKED from registering if you have:

- A **CAQ Block**: Expired Study Permit. Go to the International Students Office, H-653.
- An **Accounts Block**: Outstanding (past due) fees.
- An **Academic Block**: GPA is below 3.00, F grade on record, more than one C grade on record. Permission to Register is required. Contact the Graduate Program Director.

Class Schedule and Important Dates:

The class schedule and registration start dates will be announced annually in the MyStudent Centre. The Important Dates for the academic year are listed on the website of the School of Graduate Studies, and includes the course registration ADD, DNE (Did Not Enter), and DISC (Discontinue) dates, as well as the examination weeks, and holidays. See <http://www.concordia.ca/events/academic-dates.html#grad>

Please consult the following websites for additional information:

The School of Graduate Studies:

The Graduate Calendar, which contains the university policies and regulations, the list of important dates, and other information, as well as funding and professional development resources can be found on the School of Graduate Studies website. <http://graduatestudies.concordia.ca/>

Tuition and Fees:

Access the Tuition and Fees website for a Tuition Fee Calculator, the payment deadlines, and other important information. <http://www.concordia.ca/admissions/tuition-and-fees/>

Program Webpage:

Visit the department website for information on the program, the curriculum, beyond the classroom opportunities, the graduate experience, and to connect on Facebook and Twitter. <https://www.concordia.ca/artsci/education/programs/graduate/instructional-technology-diploma.html>

Questions? Contact:

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