

FAQ from Touchstone Q&A Sessions

We strongly recommend that you look at the information for new students, including Orientation information and activities, found at the Student Success Centre:

<http://www.concordia.ca/students/success/new.html>

Additionally, as a new student you must attend a **MANDATORY FAS Touchstone session, which is a virtual general advising session offered in collaboration with the Political Science department. Go to this page below to find out when the Political Science department is next offering a session:**

<https://www.concordia.ca/artsci/students/sas/new-student-advising/touchstone-presentations.html>

Please watch the Department Orientation Videos: <https://www.concordia.ca/artsci/polisci/student-life/current/undergraduate.html#orientation>

How do I contact faculty and staff?

Click on “Contact us” on our [Political Science webpage](#) to see a list of our faculty and staff members. Note that the department is open from 9:00am to 4:00pm from Monday to Friday but it would be best to email a particular Staff member in advance if you wish to meet with them.

How do I plan my career/decide now?

In your first year of the program, you should take the core 200-level courses (two per semester) and you should also be taking electives and testing the waters in other programs that interest you (minors such as Law and Society or Human Rights, or majors such as Sociology, Economics, or Communications). For a POLI course that is full, put your name on the waitlist (you can be on 2 waitlists per Term). After you have had a chance to try some courses, attend Departmental career panels as well as Future Ready webinars offered by the Student Success Centre

https://www.concordia.ca/students/success/future-ready.html?utm_source=vanity&utm_campaign=futureready

How do I make my schedule?

You should register for the whole year now for maximum choice.

There are “how-to” guides for course registration listed [here](#) and [here](#).

How many courses do I take now?

A Full-time student can register for 12 or 15 credits (4 or 5 courses) per term.

A Part-time student can register for 9 credits (3 courses) or less per term.

A course is worth 3 credits unless it is a course that extends over fall and winter. In this case the course would be worth 6 credits. Political Science does not have any 6 credit courses.

The number of courses you choose to take depends on if you are working while studying and other commitments you may have in your life, including extracurricular activities like sports, clubs, and associations. Most students take 8 courses (24 credits) per semester, typically 4 courses in one term and 4 courses in the next. Many students will also take an additional course or two during the

summer, but summer courses are intensive, 6-week classes and there are many fewer courses offered during the summer.

How do I transfer credits?

If you have already requested credits to be transferred with your admission application, please refer to your admission letter for instructions on how to transfer credits. There is more information on the admissions [website](#) as well.

Do I need to attend class?

We strongly encourage you to attend all of your classes to have the opportunity to interact with the professor and your peers and to get the most out of your education.

How come I cannot register for courses that are listed as open?

You may try to enroll into a course that appears to have available seats but receive the error message:

“You are unable to enroll in this class at this time. Available seats are reserved for students in specific programs and according to the rules defined by the department, you do not meet these criteria. For Fine Arts, Arts & Science or Gina Cody School of Engineering & Computer Science courses, please consult the department offering this course to obtain permission to register or select another class.”

This means that all of the seats reserved for students in your program (POLI) are full. If this happens, you will need to enroll on the waitlist and wait until a seat for which you are eligible opens up. This is true even if you are a POLI major.

For example: POLI 388/2/A has 45 seats reserved for POLI students, 10 seats reserved for students with a minor in Human Rights, and 5 seats reserved for students in Law and Society. All 45 seats for POLI students are full. The 5 seats that are left are for Law and Society students; therefore, POLI students would not be able to register at this time. However, you could add yourself to the waitlist if there is still room. In the week or two prior to the start of Term begins, any open seats that were reserved for non-program (non-POLI) students, may be opened and added to the waitlist.

What are electives? Where can I find a list of electives?

As an Arts and Science student you are required to successfully complete a minimum of 24 credits outside of your department and 6 credits outside of the social sciences. These are known as electives.

For a list of electives, click [here](#).

What's the minimum GPA to apply for the Honours program?

You must have a minimum GPA of 3.5 to apply to the Honours program and have completed a minimum of 30 Concordia credits (this does not include transfer credits). For other questions about our Honours Program, please see the [Department website](#)

What is the advisement report? Does it work?

The advisement report in SIS, your online student account, is intended to help you check to make sure you have taken all of the courses necessary to complete your degree. Unfortunately, you cannot rely on the advisement report as it is not always accurate. (We are working to fix this.) Instead, use the [Degree Requirements Form](#) listed on our website.

What can I do with my degree?

There are a large number of career options open to BAs in Political Science and the department runs several workshops each year on just this topic. Many of our students go on to law school, graduate school in public policy or public administration, or even to do PhDs. Many students end up working as consultants or advisors in corporations (regulatory compliance, social corporate responsibility), public offices (at the municipal, provincial, or federal level), for candidates running for office, or working for non-profit organizations. Alums from our department can be found running their own businesses (and helping to run countries) around the world.

Have a look at this list of possible careers after you complete your Major in Political Science:

https://www.concordia.ca/content/dam/concordia/offices/ssc/caps/docs/major/arts-science/political_science.pdf

Can I change my courses? Up until when?

Up until the DNE deadline, the last day to add or drop a course without penalty.

You can discontinue a course up until the DISC deadline. There are no reimbursements for DISC courses and the DISC notation will appear on your transcript.

See <https://www.concordia.ca/events/academic-dates.html> for important academic dates to remember. Term dates and deadlines: <http://www.concordia.ca/students/registration/term-dates-deadlines.html>

Check the Undergraduate Calendar and the website for other important academic dates:

<https://www.concordia.ca/academics/undergraduate/calendar.html>

How do I drop courses? Will it show on my transcript?

There are instructions [here](#) on how to drop a course. If you drop the course before the DNE deadline, it will not appear on your transcript. If you drop within the DISC deadline, a DISC notation will appear on your transcript next to the course.

What about my residence application?

Housing

Please visit the Student Housing Website for more information about housing:

<https://www.concordia.ca/students/housing.html>

<https://www.concordia.ca/campus-life/life-in-montreal/renting-in-montreal.html>

<https://www.concordia.ca/students/international/sessions-workshops/housing-support.html>

Term Dates and Deadlines

<https://www.concordia.ca/students/registration/term-dates-deadlines.html>

Why am I in a 120-credit degree program and not in a 90-credit degree program? How long will it take to complete?

Depending on your academic background, the average undergraduate program at Concordia takes three or four years to complete.

[This table](#) shows an approximate time required to complete an undergraduate program at Concordia.

Students from outside of Quebec are required to take an additional 30 credits, making their program 120 credits long instead of 90 credits. This is because Quebec CEGEP graduates are required to take 13 years of study before starting university while high school graduates outside of Quebec only complete 12 years of study before university.

How do I complete my ESL requirement?

Concordia is now accepting the online Duolingo English Test to meet our proof of [English Language Proficiency](#). Please click the link for more information.

What are exemptions (exempted courses)?

Concordia will grant you an exemption when you successfully complete a specific course and meet an indicated minimum grade for the course. An exemption does not count as credit towards a degree, so it will not decrease the number of courses you need to complete your degree, but it will let you skip ahead to a more advanced course. Courses for which Concordia gives you an exemption may not be taken for credit. If you received an exemption for a course required for your program, you must take another course in the same department to be determined in consultation with a departmental advisor.

How do I change my major? How do I add a minor?

First, you must complete 24 credits at [Concordia](#) and have a GPA of at least 2.0 to request a concentration change (change of major or addition/change of a minor). When you have this, you will fill out the [change of concentration form](#) found on our website and submit it to polisci@concordia.ca

How do I check my fees?

Please contact the [Birks](#) Student Service Centre for additional information.

A Student's Account balance is available under Student's Account in SIS. Payment deadline dates are available under the [Fee Payment Deadlines](#) heading and on the Student's Account.