

This bulletin is the guideline for your Sport Management major course requirements, electives, context credits and the registration process. **It is your responsibility to review this document in conjunction with the online 2012-13 RETURNING STUDENTS registration/timetable guide in order to plan your schedule.**

<http://www.brocku.ca/registrar/guides/returning/>

If in doing this planning you have questions/concerns about your courses/program requirements, status as a major, registration, schedule, etc... please email me your questions ahead of your registration access date since it may take several days to send a reply due to volume at this time of year. **SPMA Advisor** Stephanie Brooks sbrooks@brocku.ca

For assistance with possible non-academic issues – such as password problems, technical/IT problems with your mybrocku.ca or registration, student ID, questions about student finance, loans, scholarships, etc. - you will need to contact the Registration HELP centre, 905-688-5550, ext. 3099; records@brocku.ca or contact the specific office connected to your issue (egg. student finance office, student awards office, library fines, parking, IT help, etc.). I have no access to your records on these types of items in my office. I can re-direct you to the appropriate source if you are not sure who to contact.

YEAR 2 BSM PROGRAM REQUIREMENTS = 5 CREDITS

MAJOR/CORE REQUIREMENTS = 3.5 CREDITS

SPMA 2P05, 2P07, 2P27 (D2) = 1.5 CREDITS

SPMA 2P06, 2P21, 2P96 (D3) = 1.5 CREDITS

ENTR 2P51 (D2 or D3) = .5 CREDIT

All core courses above are open only to SPMA majors through July 30, so you will have no problem getting into these courses as long as you register on your access date.

PLEASE NOTE: WRIT 1P93 is no longer required for the BSM. Anyone who has already completed this course, it fills an elective space towards your degree and does not impact your major average; anyone who did not complete 1P93, is not now required to do so. **If you achieved a low grade on this (or on any other course during your degree) that you would like to “get rid of”, the only option, is to repeat the same course and get a higher grade.**

ELECTIVES = 1.5 CREDITS

This can include other SPMA courses, any other subjects, and/or context courses which still need to be taken.

There are no specific recommendations for electives.

To find possible electives and see if you are eligible to take a course you are interested in, you need to review the courses on the **Returning Students Timetable** <http://www.brocku.ca/registrar/guides/returning/timetable/index.php> and click on the **course number** along with the **CODES and NOTES columns** for details such as restrictions and pre-requisites.

SPMA majors' electives may often include some courses from the following: TREN, SOCI, CLAS, HIST, POLI, CANA, ASTR, BIOL, ERSC, COMM, CHSc, LABR, APCO, MUSI, SCIE, ECON, OEVI, PHIL, INTC, WISE, etc.

This is not a comprehensive set of electives – you may choose from any subjects/courses that are suitable to your background and interests – these are suggested areas to look at if you are not sure where to find general electives.

ADDITIONAL USEFUL ITEMS FOR PLANNING YOUR COURSES

1. **WHEN YOU CAN REGISTER** is based on the number of credits you have accumulated overall as of the end of the previous term/officially on your student record as of June 30, 2012. Check your individual "When to Register" date on the registration site: <http://www.brocku.ca/registrar/guides/returning/whentoregister.php>

You may see how many credits you have by checking your **Program Status folder** through your mybrocku.ca and reviewing the summary of your credits completed up to June 30. (courses in progress now won't factor in)

2. **WHEN YOU NEED TO REGISTER : AS SOON AS POSSIBLE** on the date you get your individual access, to allow for the best possible schedule (*i.e. if your access date is July 18, be online July 17 at midnight if possible to register as soon as it turns to the 18th*). If you do not register into your SPMA core and elective courses on or near your access date, there is no guarantee of getting into all the core courses you need and/or electives you want later on.

Space in most 1st and 2nd year courses across the university gets will be completely filled by the last week of July. August and September are for making changes if needed, not for starting to register.

3. **CONTEXT CREDITS:** Most of you will have completed some of these already. The remainder of this requirement is supposed to be done by the end of year 3 so if you cannot get into a specific context course you want this year, then you can take it in 3rd year and choose a different elective this year.

REMINDER: the context requirement can only be met by completing at least one credit (2X P or 1X F) from each of **the lists of specified context courses:** <http://brocku.ca/registrar/guides/returning/context.php> (Science, Social Science, Humanities). These courses are also classified as electives.

4. **IMPORTANT - REGARDING REGISTERING FOR ELECTIVES (including context courses):**

Due to competing students in all years having access to elective courses both with and ahead of you, you will find it challenging in 2nd year to get your first choice of electives and you **must have alternate choices already planned** for ahead of time. *In particular many year one courses (that you may have planned to take to fulfill context or as electives) will be full.*

NEW FEATURE: You will be able to check available space in all courses progressively during the registration period through your mybrocku.ca - Student Access Folder under "Course Planning".

If a subject dept keeps a wait list for a course, it will be indicated on the registration system - to get on the list you need to contact that subject directly.

SPMA 2Po8 (elective/D3/Facilities) will have a wait list – if the course gets full and you want to be on the wait list, on your registration access date, you may email me with the subject as "wait list SPMA 2Po8"; and include your name and ID # to: sbrooks@brocku.ca. The wait list will exist until the 3rd week in JAN when the registration system closes for D3 – you may not find out about it a possible space until JAN. So have an alternate course in its place until then.

COMM /SPMA 2p22 (home subject dept COMM); LABR/SPMA 2Po9 (home subject dept LABR) are shared with SPMA from the alternate subject depts. as indicated above. **SPMA dept has no access to provide overrides or put students on wait lists** for either course. You would contact those depts. directly. **COMM** – Advisor penni.lafleur@brocku.ca **LABR** – Professor jbutkovsky@brocku.ca

5. **YEAR ONE CREDITS MAXIMUM:** While students are encouraged to expand beyond year one level courses for electives, you are allowed to take up to a maximum of 8 year one credits as electives throughout your degree (reminder: 1 credit = 1XF or 2XP).

The summary of how many year one courses you have already completed is available to you through your mybrocku.ca in your **Student Access, "Program Status" folder**. Typically, by the end of year one, most students would have completed between 3 to 5 year one credits.

6. **DOING A MINOR:** If you wish to do a MINOR, please consult the Undergraduate Calendar for the list of departments that offer a Minor, and then refer to that Department listing in the Calendar for the Minor course requirements. Not all departments offer a Minor.

<http://www.brocku.ca/webcal/2012/undergrad/areg.html#sec39>

If you are unclear about the requirements of a particular MINOR, please CONSULT DIRECTLY WITH THE DEPARTMENT OFFERING THE MINOR –only they can clarify their own requirements. All academic departments contact information is in the Calendar and the Brock website: <http://brocku.ca/academics/departments>

Sport Management majors MAY take some elective courses in Business BUT MAY NOT do a minor in Business, due to several courses which overlap in content areas with SPMA core courses. This is a policy of the university and is non-negotiable. There are a very limited number of Business courses which are open to SPMA students to take as electives. (FNCE 2P50, FNCE 2P51, ENTR 3P92, 3P93, 3P94, ITIS 2P51, OPER 2P51, ACTG 1P91, ACTG 2P12). SPMA Majors may NOT take MKTG 2P51, 2P51 and/or OBHR 2P51,2P52

7. **YOUR QUESTIONS AND/OR ASSISTANCE WITH PROBLEM SOLVING**

ADVISING IN JULY I am generally available to answer questions throughout the prime registration period in June/July - but I will be out of the office for a few days periodically, and since there is a large volume of email at this time year it may take several days for me to reply to your email. ***Please send your question early and ensure you include your student ID number in email.***

COMMUNICATION: The University permits me to discuss individual student records (grades, problems, issues) only with the student, not other family members/friends, unless the written consent of the student has been given or if the student is jointly involved in the discussion.

ALTERNATE REGISTERING PERSON: The registration process is the student's complete responsibility. If someone other than yourself (friend, sibling, parent) is performing your course registration, ***it is up to you to ensure they know how to do it, when you are eligible to register and what courses you plan to register into – and what your alternate choices are if an elective course you want is full.***

Continue to have a safe and enjoyable summer – (not forgetting of course to include early planning of your schedule and registering as soon as you get access to do so!)

Stephanie

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