

Dalhousie University - School of Architecture

Information for Incoming Undergraduate Students

General Information

Contact: Susanna Morash-Kent
(Undergraduate Secretary, School of Architecture)
Phone: 902-494-3971
Email: arch.office@dal.ca
Hours: 7:30-3:30 Monday to Friday

Registration

All courses for architecture students in the Bachelor of Environmental Design Studies program are required; there are no electives to choose. When registration opens during the summer you can register for all five courses for the fall term (September - December) and all six courses for the winter term (January - April). Registration for the summer term (May - July) will be available later.

Student Loans

Please contact Sexton Enrolment Services if you need student loan documents to be signed. It is located in Room 103 of B Building, just inside the main entrance. E-mail sexton.studentservices@dal.ca or phone 902-494-6047.

Communication within the School: Emails, Websites, and Listserv

Please remember to regularly check your **email, school mailbox (in Resource Centre), bulletin board (halfway up the stairs to the studios), Architecture website and Brightspace**. The School uses only your Dalhousie email for official communication with you, so if you prefer another email provider, please forward your incoming Dal email to that address. If you are not getting any email from us, come and see Susanna to make sure we have the right information. You will also be placed on a listserv for outside information such as professional things, local events and competitions. You can control how much you receive from the listserv by setting it up so as to receive it once in a day. You can also be choosy about the categories. For details, go to: <https://tinyurl.com/dal-arch-communicating>

Academic Dates

To check the beginning and end dates of terms, for booking travel, holidays, etc., please see the following web page: <https://tinyurl.com/dal-arch-dates>

Fees and Expenses

Your fees will be indicated when you login to Dal Online and access your student account. Check out the link below for details. <https://tinyurl.com/dal-arch-fees>

Health Insurance

All students must have health insurance while in university. Full-time Canadian students are covered automatically under the Dalhousie Student Union's Health and Dental Plan. Check your fee statement to see if it includes the health plan. If you are already covered by a different health plan, you may apply to opt out of the DSU plan and receive a credit. The deadline to apply to opt in or opt out is September 19, 2023 For details, go to:

https://www.dal.ca/campus_life/health-and-wellness/my-insurance-plan/dsu-health-and-dental-plan.html

Full-time international students are covered automatically under the International Student Health Plan but can opt out and receive a credit (approx. \$605) by showing proof of adequate coverage by a different health plan. The deadline to apply to opt in or opt out is September 19, 2023 For details, go to <http://internationalstudentservices.dal.ca/healthissues.htm>

Please note that students on a co-op work term (in B4 and M3-M4) are not automatically covered for health insurance. You must opt in by the deadline for that term.

Health

If you need to be absent from the university for up to three days, you can submit a "Student Declaration of Absence" form two times per course to qualify for a due date extension. For more than three days, you would need to submit a medical note to the School office. There are forms in the office, or you can download it from the website at: <https://tinyurl.com/dal-sda-form>.

For Dalhousie's health clinic, go to https://www.dal.ca/campus_life/health-and-wellness.html. There is also a Family Focus clinic at 5991 Spring Garden Road at Robie Street. Hours may vary due to staff availability.

Academic Accommodation

The university acknowledges that some individuals have recognized barriers to learning. If this applies to you, you must set up an accommodation plan with the Student Accessibility Centre at the beginning of each term. Go to:

https://www.dal.ca/campus_life/academic-support/accessibility/accommodations-/requesting-accommodation.html. We will do our best to work with you on all accommodations.

Online Confirmation of Enrolment

Students can print their own Confirmation of Enrolment through Dal Online. This can be done for any term for which you are or have been registered. Go to Dal Online > Web for Students > Student Records > Confirmation of Enrolment.

This letter can be used for financial institutions (i.e., lines of credit, RESPs), health insurance plans, employers, etc. It will not be accepted for Government Student Loan purposes, study/work permits, or entry visas.

For student loans, students will still need the required Schedule 2, signed at one of the following locations:

- Registrar's Office - Level 1, Henry Hicks Building, Studley Campus
- Student Accounts - Level 0, Henry Hicks Building, Studley Campus
- Student Service Centre - Building B, Sexton Campus

For study/work permits and entry visas, students should contact the Registrar's Office or the Student Service Centre for a personalized letter with the university seal.

For a more detailed confirmation letter, or if the online confirmation is inaccurate, please go to the Registrar's Office or the Student Service Centre. Phone 902-494-2450, e-mail studentonline@dal.ca, or stop by their office.

Scholarships and Bursaries

Incoming students with a grade-point average of 3.7 or higher may apply for several entry scholarships. The School of Architecture sends an application form to all eligible students in April.

Students who have been studying at Dalhousie University will be considered automatically for an in-course scholarship after being accepted to the BEDS program. Students from other universities may be eligible for an in-course scholarship after a year in the BEDS program.

A list of scholarships and bursaries available from the School of Architecture can be found at:
<https://tinyurl.com/dal-arch-scholarships>

Students who encounter financial hardship after starting the program may apply for a bursary. For details and deadlines go to:
https://www.dal.ca/admissions/money_matters/awards-financial-aid/bursaries.html.

For a complete list of all scholarships and bursaries offered by the university, go to:
https://www.dal.ca/admissions/money_matters.html.

August 2023