



(Faculties of Humanities, Science and Social Sciences)

Please note that if you visit CAPPY Hour you must take an up-to-date, printed copy of your CAPP report with you; the Advisers do not have access to a printer in the Library and cannot be responsible for information presented on your mobile devices.

The last box on the CAPP report ("The following courses may have been applied to the University/Faculty requirements and/or Electives . . .") contains courses which haven't been used towards any of the specific program requirements, so they are already counting as electives towards the 60-unit total. See Question #12 for more information on how to calculate remaining electives.

As mentioned in 1) above, the last box contains courses which haven't been applied to program requirements; however, CAPP doesn't have every acceptable course coded into those requirements, as long lists are hard to accurately maintain. So, if you have taken a course you believe can be used to satisfy a requirement, talk to one of our Academic Advisers. If you have already declared your program, you can drop in to CAPPY hour instead (or send us an e-mail at advising@uvic.ca).

Records Services to check on the delay.

CAPP isn't able to formulate all the possible adjustments that the Academic Advisers might see, so it can't give you an accurate reading on electives. When you declare your program, or change your program, the Academic Adviser will factor in electives (upper-level and any-level) in the e-mail sent to you.

Here's how to do it yourself (the way an Academic Adviser does it!). First, look at the 60-unit requirement box, which will tell you how many units you still need, and then check the 21-unit requirement box, which will tell you how many of them must be at the upper-level (300- and 400-level). Don't forget that CAPP is counting all in-progress courses even though they may not be graded yet. Then look at your program requirements. If your remaining upper-level program requirements don't meet the minimum number of upper-level units required over-all, you will need to add upper-level electives. Then add any remaining lower-level courses you still have left. If the total of the upper-level requirements, upper-level electives and lower-level program requirements don't meet the minimum number of units you need to reach 60, you will need to add any-level electives.

For example, a student doing a BA Major in Economics might calculate the following:

60-unit requirement: needs 16.5	ECON 345 or 365	1.5
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