

Elements of Law: Part One

ADMS 2610 SECTION M
WINTER 2026 [UPDATED ON NOVEMBER 20, 2025]

Prerequisite: AP/ADMS 1000 3.00

Course Information

Course Instructor: Tiffany Augustine
E-mail: augustaa@yorku.ca
Office Hours & Location: After Class or
by Appointment via Microsoft Teams or
Zoom

Course Time & Days: 7 PM – 10
PM(Tuesdays)
Class Location: SLH A, Keele Campus
Course eClass site: TBD

Land Acknowledgment

York University recognizes that many Indigenous Nations have longstanding relationships with the territories upon which York University campuses are located that precede the establishment of York University. York University acknowledges its presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, and the Huron-Wendat. It is now home to many First Nation, Inuit, and Métis communities. We acknowledge the current treaty holders, the Mississaugas of the Credit First Nation. This territory is subject of the Dish with One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region ([LA&PS Land Acknowledgement](#)).

Course Overview

Course Description

This course is intended to provide students with an introduction to the basic legal principles and frameworks that are necessary when one is operating within a business context. The course will introduce students to the fundamental building blocks of business law, contracts and torts (e.g., negligence). This will be followed by a discussion of the legal aspects of the different forms of business organization including: sole proprietorships; partnerships; and corporations. Other important areas of business law to be covered include: employment law; consumer law; competition

law; environmental law; bailment; real estate law (including mortgages); as well as intellectual property. The course is not designed to turn students into lawyers, but to provide them with the basic knowledge and understanding of legal principles so that they are more fully aware of the legal implications of their actions in business and can more easily navigate within the Canadian legal system. Students will be asked to think critically about legal principles and their application in contemporary society.

Pre-Requisites: AP/ADMS 1000 3.00

Course Learning Objectives

By the end of this course, students will be able to:

- have a basic understanding of the key legal concepts and principles that relate to business activity, whether as an owner, professional, employee, manager, executive, or director;
- become more aware of the legal implications that can arise while engaged in business activity in order to know when to engage the assistance of a lawyer, as well as how to be a more informed and knowledgeable legal client; and
- develop critical decision-making skills via the application of concepts and legal principles to business cases.

Course Organization

This course includes **both in-person and online** (synchronous and asynchronous) elements. We will always meet as a group on Tuesdays starting at 7:00pm on campus. It is recommended to attend the weekly sessions to help enhance your understanding and have the opportunity to engage, participate, and ask questions.

Additional learning activities will also take place on the course's eClass site. You can complete those learning activities at your own pace, following the schedule of readings and activities.

Meeting / Activity	Day	Time	Description
Lecture (in-person, on campus)	Tuesday	7 p.m. to 10 p.m.	We will always meet in-person unless specified by the instructor. There will be a short break. There will be other learning activities during our meeting time. For example, students may be

Meeting / Activity	Day	Time	Description
			asked to watch a pre-recorded video or break into small groups.
Office hours	Tuesdays	After Class or by Appointment	Appointment via Microsoft Teams or Zoom
Assignments and Learning activities on Connect via the course's eClass site	To be completed asynchronously		Assignments will be completed via Connect. Students may be asked to review pre-recorded lectures and other learning activities. See the course's eClass site. Review course announcements on a regular basis.
Readings	Prior to each lecture		The readings each week for the course will be quite heavy, but it is important that you take the time to do the readings prior to each lecture and not fall behind. This will help with one's understanding of the material presented during the lectures. See "Course Schedule: Weekly Readings and Activities" below.

Instructor Office Hours and Communication Guidelines

Course webpage: eClass

eClass contains all the course material and announcements. The website contains this course outline and the following:

- Announcements on all important matters in the course. You should check these several times a week and especially before class in case there is a class cancellation
- Pre-recorded videos (if any)
- Lecture slides to print as course notes
- Link to Connect
- Exam information.

Access to the course web site is restricted to students enrolled in the course. You will have to register and then log in with your York Passport account in the eClass @York University link.

Email Protocol

- Questions re course admin and grades: email the course instructor (email address listed above)
- Questions re computing issues: email York helpdesk (helpdesk@yorku.ca)
- Questions re textbook access: www.mcgrawhill.ca/support

It is essential that the following e-mail protocol be observed (this course does not check or use eClass messaging or chat):

- E-mail from your York Computing E-mail Account (username@my.yorku.ca) under all circumstances. Email from Hotmail, gmail, yahoo or other sources might be recognized as spam and never reach the course instructor.
- On the subject line, provide the course number, your section number (e.g., Sect. S), student number, last and first names and a brief description of the purpose of your e-mail.
- To RECEIVE a response to your e-mail, you must include your Full Name, Student Number and section at the end of every email.
- If you are emailing for assistance with a mini-case problem or case problem, please provide your attempted answer.
- If your enquiry cannot be addressed via e-mail, the course instructor may ask you to drop by the office hours.

Required Course Materials

The **required** text for the course is *Contemporary Canadian Business Law, Principles and Cases*, (2024) 13th Edition, J.A. Willes & J.H. Willes, McGraw-Hill Ryerson ("Textbook") which is available in the York University Bookstore. Connect is mandatory.

It is unlikely that students will be able to receive a passing grade for this course without reading the textbook.

Course Learning Materials	Cost	Availability
Connect with e-book	\$89	YorkU bookstore

Course Learning Materials	Cost	Availability
	Total \$ 89 (plus applicable taxes)	

Course Expectations

Weekly Routine Suggested for ADMS 2610

Step 1: Preparation (5 to 6 hours)
1) Check the course outline to identify the activities of the week. 2) Read the relevant chapters in the book to familiarize yourself with the topic. Take notes. Highlight terms or concepts that you do not understand. 3) Solve some of the end of chapter mini-case problems (available in the book).
Step 2: Identify the gaps in your knowledge and ask questions (3 to 6 hours)
4) Attend your weekly class. The course instructor will present the highlights of the topics of the week, will do some activities (such as polls) and will take up some questions. Watch pre-recorded videos (if any) or other learning activities on eClass. 5) Solve some end of chapter case problems (available in the book). 6) Participate in the eClass forum discussions (if any). You can consult the textbook and lecture notes in order to provide more meaningful comments. 7) Drop by during the office hours to discuss any questions about the live lecture, readings, or case problems.
Step 3: Consolidate your knowledge (3 to 6 hours)
8) Check the course outline to determine what learning activity is due next. Read the instructions and work on it according to the timelines specified. 9) Attend your weekly class and ask questions. 10) In preparation for in-person exams and asynchronous learning activities make sure you do not violate academic honesty policies. 11) After writing exams or completing learning activities check the answers and

solutions to find out what needs improvement.

Step 4: Use the acquired new knowledge in future courses you will do in the BCom

Technical Requirements

Several platforms will be used in this course (e.g., eClass, Zoom, etc.) where students will interact with the course materials, the course director, as well as with each other.

Here are some useful links for computing information, resources, and help:

- [Student Guide to eClass](#)
- [Zoom@YorkU Best Practices](#)
- [Zoom@YorkU User Reference Guide](#)
- [eLearning Getting Started \(LA&PS eServices\)](#)
- [Student Guide to Remote and Online Learning](#)

To determine Internet connection and speed, there are online tests, such as [Speedtest](#), that can be run. If you need technical assistance, please consult the [University Information Technology \(UIT\) Student Services](#) web page or write to askit@yorku.ca.

Course Evaluations

Course Evaluation Chart

Assessment	Start Date	Due Date	Weight %
Assignment # 1	Jan 6 @ 9 am	Jan 13 @ 7 pm	3
Assignment # 2	Jan 20 @ 9 am	Jan 27 @ 7 pm	3
Assignment # 3	Jan 27 @ 9 am	Feb 3 @ 7 pm	3
Mid-term (in-person, on campus)		Friday, Feb 13	34

It is your responsibility as a student to ensure that you are available to sit for the mid-term.		From 6:00 to 9:00 pm	
Assignment # 4	Feb 24 @ 9 am	March 3 @ 7 pm	3
Assignment # 5	March 3 @ 9 am	March 10 @ 7 pm	3
Assignment # 6	March 10 @ 9am	March 17 @ 7 pm	3
Assignment # 7	March 17 @ 9 am	March 24 @ 7 pm	3.5
Assignment # 8	March 24 @ 9 am	March 31 @ 7 pm	3.5
Final exam (in-person, on campus)		During official exam period	41
			100%

Assessment Descriptions

Assignments (asynchronous via Connect): There will be eight (8) assignments on Connect via eClass. They must be completed according to the specific timelines and instructions. They will be submitted to the course director. Students have one (1) week to complete each assignment. More information will be provided on eClass.

Mid-Term (in-person): The Mid-term Exam will cover materials discussed during Weeks 1 through 5 of the course. The in-person Mid-term exam will take place on campus on Friday, February 13, from 6:00 to 9:00 pm. It will consist of a series of short answers and case analysis questions. More information will be provided.

Students must attend the in-person mid-term on campus. No exception.

Please remember to bring your valid YorkU Student ID to the mid-term.

As noted on the YU-card site, a Driver's License or passport is no longer an acceptable form of identification for assessments. Students must present photo identification at each assessment.

Final Exam (in-person): The final exam is cumulative of all of the material assigned in the course, and will take place during the final exam period. The exam period is from April 8 to 24. It is your responsibility as a student to ensure that you are available to sit for examinations during the entire exam period for the term corresponding to your course. ***We strongly recommend that you do not make any travel arrangements prior to the end of the term's examination schedule.***

Students must attend the in-person final exam on campus. No exception.

Please remember to bring your valid YorkU Student ID to the mid-term and final exam.

As noted on the YU-card site, a Driver's License or Passport is no longer an acceptable form of identification for assessments.

Note 1: There are no deviations from this published grading scheme. The most common request is "If I do better on the final, can I count the midterm less?" The answer is no.... so plan on doing well on all assignments. It is essential that you write out a study plan that dedicates at least six hours a week of study on 2610 (in addition to the 3 hours of lecture).

Note 2: No two exams can ever be of equal difficulty. York requires that second year courses in honours professional programs be submitted with predetermined normal grade distributions. Accordingly, grades in this course will be adjusted up or down to conform to York requirements.

Note 3: Be smart and actually learn the material. Please use all the resources available in this course. You may be bombarded with flyers from outside "tutoring companies" that offer various services and products related to the completion of the assignments. You may or may not be required to pay for such services and products. Accessing or acceptance of such services and products – regardless of payments – may affect your ability in upholding the integrity of the academic experience.

Note 4: No student can miss the final exam and receive a passing grade in the course. Deferred status is available for authorized absence in the final exam. Students missing the final exam must satisfy all requirements of the Deferred Exam policy of the School of Administrative Studies (Deferred Standing Agreement).

How to Submit Assessments

Assignments for this course must be received within the timeframe specified for the assignment and are to be handed in via Connect.

Late Work Policy

Proper academic performance depends on students doing their work not only well, but on time. Accordingly, assignments for this course must be received on the due date specified for the assignment.

Lateness Penalty: Assignments received later than the due date will be penalized (10% per day that assignment is late). Exceptions to the lateness penalty for valid reasons such as illness, compassionate grounds, etc., may be entertained by the Course Instructor but will require supporting documentation. Assignments will not be accepted after four (4) days of the due date unless students have valid reasons.

Missed assignments: If students miss any assignment without documented reasons such as illness, compassionate grounds, etc, they will get 0 for that activity. The weighting of the final or mid-term will not be changed.

Missed Tests and Exams

Missed Mid-Term: Students with an unforeseen legitimate reason for missing the in-person mid-term, such as illness, compassionate grounds (e.g. death in the family, funeral, etc.), which is confirmed by supporting documentation may request accommodation from the Course Instructor. Students must follow the procedures established by the course director to submit their requests within 3 days of the scheduled mid-term. Students will be allowed to write an in-person make-up mid-term at a later date. The date, time and location of the make-up mid-term will be non-negotiable.

If students miss the mid-term without a documented reason such as illness, compassionate grounds (e.g. death in the family, funeral, etc.), etc., the weighting of the grades will be changed. The final will weight 61 %, the mid-term will weight 14 %. In other words, the students will get 0 out of 14% for the mid-term. Students will not be permitted to write the in-person make-up mid-term.

Students will not be allowed to write the make-up midterm unless they follow the process posted on eClass.

In this course, we strive to maintain academic integrity to the highest extent possible. Please familiarize yourself with the meaning of academic integrity by completing SPARK's [Academic Integrity module](#) at the beginning of the course. Breaches of academic integrity range from cheating to plagiarism (i.e., the improper crediting of another's work, the representation of another's ideas as your own, etc.). All instances

of academic dishonesty in this course will be reported to the appropriate university authorities, and can be punishable according to the [Senate Policy on Academic Honesty](#).

Missing the Final Exam

Deferred Exams: Deferred standing may be granted to students who are unable to write their final examination at the scheduled time or to submit their outstanding course work on the last day of classes. In order to apply for deferred standing, students must register at <https://www.yorku.ca/laps/sas/academic-resources/deferred-exam-requests/>

Followed by handing in a completed Deferred Standing Agreement DSA form (if not temporarily suspended due to COVID-19) and supporting documentation directly to the main office of the School of Administrative Studies (282 Atkinson) and add your ticket number to the DSA form. The DSA and supporting documentation must be submitted no later than five (5) business days from the date of the exam. These requests will be considered on their merit and decisions will be made available by logging into the following link <https://www.yorku.ca/laps/sas/academic-resources/deferred-exam-requests/>.

No individualized communication will be sent by the School to the students (no letter or e-mails).

Students with approved DSA will be able to write their deferred examination during the School's deferred examination period(s). No further extensions of deferred exams shall be granted. The format and covered content of the deferred examination may be different from that of the originally scheduled examination. The deferred exam will be cumulative and comprehensive and may include all subjects/topics of the textbook whether they have been covered in class or not.

DSA Form: http://www.registrar.yorku.ca/pdf/deferred_standing_agreement.pdf

Under no circumstances the result of an examination changed once it is written. If you don't feel well, go to the doctor and not to the examination site.

Grading

The grading scheme for this course conforms to the 9-point system used in undergraduate programs at York University. For a full description of the York grading system, visit the York University [Academic Calendar](#).

Grade	Grade Point	Percent Range	Description
A+	9	90-100	Exceptional
A	8	80-89	Excellent
B+	7	75-79	Very Good
B	6	70-74	Good
C+	5	65-69	Competent
C	4	60-64	Fairly Competent
D+	3	55-59	Passing
D	2	50-54	Marginally Passing
E	1	(marginally below 50%)	Marginally Failing
F	0	(below 50%)	Failing

Concerns with Marking

If you have any concern with the marking of your work, contact your course instructor in class or through email to have your concern addressed. Note, as there is a certain amount of judgment in marking, the entire exam or assignment may be re-marked, and the overall mark could go up, stay the same, or fall.

Reappraisals

Students may, with sufficient academic grounds, request that a final grade in a course be reappraised (which may mean the review of specific pieces of tangible work). Non-academic grounds are not relevant for grade reappraisals; in such cases, students are advised to petition to their home Faculty. Students are normally expected to first contact the course instructor to discuss the grade received and to request that their tangible work be reviewed. Tangible work may include written, graphic, digitized, modeled, video recording or audio recording formats, but not oral work. Students need to be aware that a request for a grade reappraisal may result in the original grade being raised, lowered or confirmed. For reappraisal procedures and information, please visit the Office of the Registrar site at: <http://myacademicrecord.students.yorku.ca/grade-reappraisal-policy>

How to Use Citations in this Course

- [SPARK Student Papers & Academic Research Kit](#)
- [Drop-in Research Support](#), YorkU Libraries
- [Writing Centre](#)
- [ESL Open Learning Centre](#)

Resources to help with citations:

- [I need to cite and reference, Learning Commons](#)
- [Drop-in Research Support](#), YorkU Libraries
- [Writing Centre](#)
- [SPARK Student Papers & Academic Research Kit](#)

Course Schedule

Important Dates

Explore the York University [Academic Calendar](#) to find a list of important dates, such as class start/end dates, drop deadlines, holidays and more.

Weekly Course Schedule

Week/Module Dates	Topics	Assessment Due Dates	Readings
Week 1 Jan 6 Introduction	• Overview of course content • Sources of law (Common law, Equity, Statute law) • Constitution • Canadian Charter of Rights and Freedoms • Judicial System • Civil Court Procedure • Administrative Tribunals • Alternative Dispute Resolution (ADR) • Legal Profession	No assignment due this week.	Chapter 1 Chapter 2 Chapter 3 (pp 53-54 “Government Regulation of Business” only)

Week/Module Dates	Topics	Assessment Due Dates	Readings
Week 2 Jan 13 Contract – Part 1	• Legal reasoning • The Elements of a Valid Contract and Intention to Create a Legal Relationship • Offer and Acceptance • The Requirement of Consideration • Quantum Meruit • Debtor-Creditor • The Legal Capacity to Contract and the Requirement of Legality • The Requirement of Form and Writing	Assignment # 1 due <i>before</i> class.	Chapter 7 Chapter 8 Chapter 9 <u>(except pp 178 – 180)</u> Chapter 10
Week 3 Jan 20 Contracts – Part 2	• The Failure to Create an Enforceable Contract; Mistake, Misrepresentation and Undue Influence • The Extent of Contractual Rights; Privity; Assignment • The Performance of Contractual Obligations; Discharge • Breach of Contract and Remedies for Breach; Fundamental Breach; Remedies; Damages; Mitigation; Specific Performance; Enforcement of Judgments	No assignment due this week	Chapter 11 Chapter 12 Chapter 13 Chapter 14
Week 4 Jan 27 Torts	• Intentional Torts • Business and Related Torts & Crimes • Unintentional Torts • Elements of the Tort of Negligence • Tort Defenses • Remedies	Assignment # 2 due <i>before</i> class.	Chapter 4 Chapter 5

Week/Module Dates	Topics	Assessment Due Dates	Readings
Week 5 Feb 3 Torts and Business	Tort: Professional Standards and Professional Obligations, Professional-Client Relationships Note: Part of the lecture will be devoted to review for mid-term	Assignment # 3 due <i>before</i> class.	Chapter 6
Feb 10	Review class	No assignment due this week	
Feb 13	The mid-term (in-person) is scheduled for Friday, Feb 13, from 6 to 9 pm. Students must attend the in-person mid-term on campus.		
Fall Reading Week: Feb 14 -20			
Week 6 Feb 24 Forms of Business Organization	Sole Proprietorship - Partnership - Partnership Liability for Acts of Employees - Rights and Duties of Partners to One Another - Dissolution of Partnership, - Limited Partnership - Limited Liability Partnership Nature of a Corporation - Obtaining a Corporate Name - Methods of Incorporation - The Indoor Management Rule - Articles of Incorporation and the Incorporation Process - Shareholders' Agreements	No assignment due this week	Chapter 16 Chapter 17

Week/Module Dates	Topics	Assessment Due Dates	Readings
	• Corporate Securities • Division of Corporate Powers • The Taxation of Corporations • Duties and Responsibilities of Directors • Director's Liability and Defense of Due Diligence • Shareholders' Rights • Purchase and Sale of a Corporation		
Week 7 March 3 Employment and Agency	Employment Law: • Contract of Employment, Dismissal and Wrongful Dismissal, Employer Misrepresentation, Employer Liability to Third parties, Employer Liability for Employee's Injuries Agency: • Role of an Agent, Agency by Express Agreement, Duties of Parties, Agency by Conduct or Estoppel, Agency by Operation of Law, Ratification of contracts by the Principal, Agency Relationship	Assignment # 4 due <i>before</i> class.	Chapter 19 (except 399 – 406) Chapter 9 (pp 178 – 180) Chapter 15
Week 8 March 10 Government regulation of businesses	Sale of Goods: • Codification of the Law, Nature of a Contract of Sale, Contractual Duties, Remedies, Electronic Sale of Goods Consumer Protection Legislation:	Assignment # 5 due <i>before</i> class	Chapter 21 Chapter 27 (except credit-reporting consumer protection page pp 585-586) Chapter 32

Week/Module Dates	Topics	Assessment Due Dates	Readings
	- Consumer Safety, Consumer Information, Consumer – Product Quality and Performance Protection, Consumer Protection Related to Business Practices, Credit-Granting Consumer Protection Restrictive Trade Practices: - Mergers, Conspiracies and Combinations in Restraint of Trade, Offences Relating to promotion and advertisement of Products		
Week 9 March 17 Real property and mortgage	Real Property Law: - Easements, Restrictive Covenants, Title to Land, Registration of Property Interests Leasehold Interests: - the Creation of a Tenancy, Rights and Duties of the Landlord and the Tenant, Rights of the Landlord for Breach of the Lease, Rights of the Tenant for Breach of the Lease Mortgages: - Priorities, Rights and Duties of the Parties, Special Clauses, Discharge of Mortgage, Assignment, Sale of Mortgaged Property, Default: Foreclosure and Sale, Business Applications of Mortgage Security	Assignment # 6 due <i>before</i> class	Chapter 22 Chapter 23 Chapter 24

Week/Module Dates	Topics	Assessment Due Dates	Readings
Week 10 March 24 Environmental law Security for Debt and Negotiable Instruments	Environmental Law: - Common Law, Environmental Legislation, “The Polluter Pays” Principle, Responsibility for Contamination Security for Debt: - Forms, Statutory Protection for Creditor Security, Priorities Negotiable Instruments: - Bills of Exchange, Cheques, Promissory Notes, Defences, Consumer Protection and Negotiable Instruments	Assignment # 7 due <i>before</i> class	Chapter 34 Chapter 29 Chapter 28
Week 11 March 31 Intellectual Property Law and International Business law	Intellectual Property Law: - Patents, Trademarks, the Trademarks Act, Franchises, Copyright, the Copyright Act International Business Law: - Importing and Exporting Goods to and from Canada, International Trade Regulation, International Trading Relationships and Contracts of Sale Part of the class will be devoted to preparation for the final exam.	Assignment # 8 due <i>before</i> class.	Chapter 26 Chapter 33 (except arbitration of international trade dispute arbitration pp 703-706)

Course Policies

Please review the course policies in this section. All students are expected to familiarize themselves with the following information:

- [Student Rights & Responsibilities](#)
- [Academic Accommodation for Students with Disabilities](#)

Academic Integrity

Academic integrity is a fundamental and important value of York University. To maintain a fair and honest learning environment, you are responsible for understanding and upholding academic integrity in all courses and academic activities. You are encouraged to connect with reliable [on-campus resources](#) that support your coursework and academic honesty. To better understand the serious consequences of breaching academic honesty policies, familiarize yourself with the [Senate Policy on Academic Conduct](#). You can learn more about upholding academic integrity in your courses by exploring [Guiding Principles for LA&PS](#) and [Academic Integrity for Students](#).

Generative Artificial Intelligence (GenAI)

Students are not permitted to use generative artificial intelligence (AI) in this course. Submitting any work created (in whole or part) through the use of generative AI tools will be considered a violation of York University's [Senate Policy on Academic Conduct](#). Using AI apps such as ChatGPT, GPT-3, DALL-E, translation software among others to complete academic work **without your instructor's knowledge or permission**, is considered to be a breach of academic honesty. For more information, please review [AI Technology & Academic Integrity: Information for Students](#).

If you're not sure whether using an AI app for your academic work is acceptable, it is recommended that you:

- Carefully review the guidelines for your assessments
- Check for any messages from your instructor on eClass
- Ask your instructor if they are permitting the use of these tools

Turnitin

To promote academic integrity in this course, students will normally be required to submit their written assignments to Turnitin (via the course's eClass site) for a review of textual similarities and the detection of possible plagiarism. In so doing, students will allow their material to be included as source documents in the Turnitin.com reference database, where they will be used only for the purpose of detecting

plagiarism. The terms that apply to the University's use of the Turnitin service are described on the Turnitin.com website. York students may opt out of using Turnitin. If you wish to opt out, you should contact your instructor as soon as possible.

Accessibility

York University is committed to creating a learning environment which provides equal opportunity to all members of its community. If you anticipate or experience any barriers to learning in this course, please discuss your concerns with your instructor as early as possible. For students with disabilities, contact [Student Accessibility Services](#) to coordinate academic accommodations and services. Accommodations will be communicated to Course Directors through a Letter of Accommodation (LOA). Accommodations for tests/exams normally require three (3) weeks (or 21 days) before the scheduled test/exam to arrange.

Religious Observance Accommodation

York University is committed to respecting the religious beliefs and practices of all members of the community and making reasonable and appropriate [accommodations to adherents for observances of special significance](#). Should any of the dates specified in this syllabus for course examinations, tests, or deadlines conflict with a date of religious significance, please contact the instructor within the first three (3) weeks of class. If the date falls within the formal examination periods, you must complete and submit a [Religious Accommodation for Examination Form](#) at least three (3) weeks before the start of the exam period.

Intellectual Property

Course materials are designed for use as part of this particular course at York University and are the intellectual property of the instructor unless otherwise stated. Third-party copyrighted materials (such as book chapters, journal articles, music, videos, etc.) have either been licensed for use in this course or fall under an exception or limitation in Canadian copyright law. Students may not publish, post on an Internet site, sell, or otherwise distribute any course materials or work without the instructor's express permission. Course materials should only be used by students enrolled in this course.

Copying this material for distribution (e.g., uploading material to a commercial third-party website) may lead to a charge of misconduct according to York's [Code of Student Rights and Responsibilities](#), the [Senate Policy on Academic Conduct](#), and/or legal consequences for copyright violations.

Student Support and Resources

York University offers a wide range of student supports resources and services, including everything from writing workshops and peer mentorship to wellness support and career guidance. Explore the links below to access these on-campus resources:

- [Academic Advising](#) is available to provide students support and guidance in making academic decisions and goals.
- [Student Accessibility Services](#) are available for support and accessibility accommodation when required.
- [Student Counselling, Health & Wellbeing](#) offers workshops, resources, and counselling to support your academic success.
- [Peer-Assisted Study Sessions \(PASS\) Program](#) provides student study sessions for students to collaborate and enhance their understanding of course content in certain courses.
- [Student Numeracy Assistance Centre at Keele \(SNACK\)](#) supports students in courses involving math, stats, and Excel.
- [The Writing Centre](#) provides multiple avenues of writing-based support including drop-in sessions, one-to-one appointments, a Multilingual Studio, and an Accessibility Specialist.
- [Centre for Indigenous Student Services](#) offers a community space with academic, spiritual, cultural, and physical support, including writing and learning skills programs.
- [ESL Open Learning Centre \(OLC\)](#) supports students with building proficiency in reading, writing, and speaking English.
- [Learning Skills Services](#) provides tips for time management, effective study and learning habits, keeping up with coursework, and other learning-related supports.
- [Learning Commons](#) provides links to supports for time management, writing, study skills, preparing for exams, and other learning-related resources.
- [Roadmap to Student Success](#) provides students with timely and targeted resources to help them achieve academic, personal, and professional success.
- [Office of Student Community Relations \(OSCR\)](#) is responsible for administering the [Code of Student Rights & Responsibilities](#) and provides critical incident support.
- [Peer Mentorship](#) helps students transition through their first year by connecting them with upper-year students. The mentors can help find supports and resources. They also lead a community hub on campus.
- [goSAFE](#) is staffed by York students and can accompany York community members to and from any on-campus location, such as the Village Shuttle pick-up hub, parking lots, bus stops, or residences.

For a full list of academic, wellness, and campus resources visit [Student Support & Resources](#).