

Elements of Law: Part One

ADMS 2610 SECTION E
FALL 2026 [UPDATED ON AUGUST 7, 2026]

Prerequisite: AP/ADMS 1000 3.00

Course Information

Course Instructor: Rudi Lof
E-mail: rlof@yorku.ca
Office Hours & Location: SLH A
(immediately following class)

Course Time & Days: Friday, from 11:30 am
to 2:20 p.m.
Class Location: SLA H
Course eClass site:

Land Acknowledgment

First Nations peoples have lived on this part of Turtle Island for millennia, stewarding the land, the water and all that contributes to life in this region. Today, the culture and presence of First Nations, Inuit and Métis peoples enrich the lands and people of this territory.

More than two centuries ago, the Mississauga people welcomed settlers to this territory, providing sustenance and engaging in trade and commerce. Between 1781 and 1820, eight treaties were signed between the Crown and the Mississaugas of the Credit First Nation, who opened their territory to settlement. Today, York University's Keele Campus is located on Toronto Purchase Treaty, No. 13 lands and is situated on the traditional territory of the Huron-Wendat and Haudenosaunee.

Treaty history is foundational, and it is our collective responsibility to honour the land, as we honour and respect those who have gone before us, those who are here and those who have yet to come. We are grateful for the opportunity to be learning, working and thriving on this land, and we commit to learn the truth and be active in the process of reconciliation. ([York University's Keele Campus Land Acknowledgment](#))

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 Friday starting at 11:30 a.m. 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)	Friday	11:30 am to 2:20 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 asked to watch a pre-recorded video or break into small groups.

Meeting / Activity	Day	Time	Description
Office hours	Friday	After class or by appointment when regular office hours are not possible	
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 may be used in this course (e.g., eClass, Zoom, etc.) to access course materials, submit assignments, contact the course director and/or teaching assistant (TA) and engage in learning activities.

Need technical help? Check out the following links for information, resources and support:

- [Student Guide to eClass, Zoom and AI Tools](#)
- [Online and Zoom Meeting Etiquette](#)
- [eLearning Getting Started](#) (LA&PS eServices)
- [Student Guide to Remote and Online Learning](#)

If you need technical assistance, please consult the [University Information Technology \(UIT\) Student Services](#) webpage or email askit@yorku.ca.

Course Evaluations

Course Evaluation Chart

Assessment	Start Date	Due Date	Weight %
Assignment # 1	Sept 11 @ 9 am	Sept 18 @ 11:30 am	3
Assignment # 2	Sept 18 @ 9 am	Sept 25 @ 11:30 am	3
Assignment # 3	Sept 25 @ 9 am	Oct 2 @ 11:30 am	3
Mid-term (in-person, on campus) It is your responsibility as a student to ensure that you are available to sit for the mid-term.		Friday, Oct 23 From 6:00 to 9:00 pm	34

Assessment	Start Date	Due Date	Weight %
Assignment # 4	Oct 23 @ 9 am	Oct 30 @ 11:30 am	3
Assignment # 5	Oct 30 @ 9 am	Nov 6 @ 11:30 am	3
Assignment # 6	Nov 13 @ 9am	Nov 20 @ 11:30 am	3
Assignment # 7	Nov 20 @ 9 am	Nov 27 @ 11:30 am	3.5
Assignment # 8	Nov 27 @ 9 am	Dec 4 @ 11:30 am	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 4 of the course. The in-person Mid-term exam will take place on campus on Friday, October 23, 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 December 10 to 23. 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.

Please also see “Academic Consideration for Missed Course Work” below.

Missed Assessments, 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.

How to Use Citations in this Course

Resources to help with citations:

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

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

Grade	Grade Point	Percent Range	Description
C	4	60–64	Fairly Competent
D+	3	55–59	Passing
D	2	50–54	Marginally Passing
E	1	40–49	Marginally Failing
F	0	0–39	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>

Course Schedule

Important Dates

Explore York University's [Registrar's Office](#) to find a list of important dates, including class start and end dates, drop deadlines, holidays and more.

Weekly Course Schedule

Week/Module Dates	Topics	Assessment Due Dates	Readings
Week 1 Sept 11 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 2 Sept 18 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 class</i> .	Chapter 7 Chapter 8 Chapter 9 (except pp 178 – 180) Chapter 10
Week 3 Sept 25 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;	Assignment # 2 due <i>before class</i> .	Chapter 11 Chapter 12 Chapter 13 Chapter 14

Week/Module Dates	Topics	Assessment Due Dates	Readings
	Mitigation; Specific Performance; Enforcement of Judgments		
Week 4 October 2 Torts	• Intentional Torts • Business and Related Torts & Crimes • Unintentional Torts • Elements of the Tort of Negligence • Tort Defenses • Remedies	Assignment # 3 due <i>before class</i> .	Chapter 4 Chapter 5
Week 5 Oct 9 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	No assignment due this week	Chapter 6
Fall Reading Week: Oct 10 – 16, 2026			
October 23	Review class		
Oct 23	The mid-term (in-person) is scheduled for Friday, October 23, from 6 to 9 pm. Students must attend the in-person mid-term on campus.		
Week 6 October 30 Forms of Business Organization	Sole Proprietorship • Partnership • Partnership Liability for Acts of Employees • Rights and Duties of Partners to One Another • Dissolution of Partnership,	Assignment # 4 due <i>before class</i> .	Chapter 16 Chapter 17

Week/Module Dates	Topics	Assessment Due Dates	Readings
	- 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 - 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 Nov 6 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 # 5 due <i>before</i> <i>class</i>.	Chapter 19 (except 399 – 406) Chapter 9 (pp 178 – 180) Chapter 15

Week/Module Dates	Topics	Assessment Due Dates	Readings
Week 8 Nov 13 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: - 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	No assignment due this week.	Chapter 21 Chapter 27 (except credit-reporting consumer protection page pp 585-586) Chapter 32
Week 9 Nov 20 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 class</i>.	Chapter 22 Chapter 23 Chapter 24

Week/Module Dates	Topics	Assessment Due Dates	Readings
Week 10 Nov 27 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 class</i>.	Chapter 34 Chapter 29 Chapter 28
Week 11 Dec 4 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 class</i>.	Chapter 26 Chapter 33 (except arbitration of international trade dispute arbitration pp 703-706)
Final Exam	Cumulative	During official exam period	

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 and Conduct

Academic integrity is a fundamental and important value of York University. To maintain a fair and honest learning environment, students are responsible for understanding and upholding standards of academic integrity in all courses and academic activities. Students are encouraged to use reliable [on-campus resources](#) that support coursework and academic honesty. To better understand the serious consequences of academic misconduct, review the [Senate Policy on Academic Conduct](#).

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, using generative AI tools will be considered a violation of York University's [Senate Policy on Academic Conduct](#). The use of AI tools, such as Microsoft Copilot, ChatGPT, DALL-E, translation software or similar applications, to complete academic work **without the knowledge or permission of the instructor** is considered a breach under York's Academic Conduct Policy. For more information, review [AI Technology & Academic Integrity: Information for Students](#).

If you are unsure whether the use of an AI tool for your academic work is permitted:

- Carefully review the assessment guidelines
- Check for any messages from the course instructor on eClass
- Consult with the instructor or TA before using these tools

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). Requests for test and/or exam accommodations normally require three (3) weeks or 21 days before the scheduled test or exam to allow for appropriate arrangements. To learn more, visit [Accommodated Exam/Test Scheduling](#).

Academic Consideration for Missed Course Work

This policy applies to course assessments worth 20% or less of your overall course grade and does not apply to exams held during the final examination period. Students may self-declare

two (2) 7-day consideration periods each 12-week term and one (1) 7-day consideration period per six (6)-week term. An Attending Physician's Statement (APS) is not required for these self-declared absences. However, an instructor may request a signed APS for the final examination period, coursework worth more than 20% of the course grade and missed work outside of the self-declared academic consideration period(s).

Students can submit their self-declaration(s) for academic consideration [using eClass](#). Students are then responsible for contacting the instructor no later than two (2) business days after the end of the consideration period(s) to arrange details of any accommodation for missed coursework. If you do not do this, you may get a zero (0) on the missed work. Where courses have built-in accommodations already established, the instructor may decline providing additional accommodations under this policy. For further details, please review the [*Policy on Academic Consideration for Missed Course Work*](#).

Religious Observance Accommodation

York University is committed to respecting the religious beliefs and practices of all members of the community and to making reasonable and appropriate [accommodations for days of religious significance](#). If any of the dates listed in this course outline for assignments, tests or deadlines conflict with a day of religious significance, students should contact the instructor at least two (2) weeks, or 14 days, before the relevant deadline.

If the accommodation request relates to an exam or falls within the formal examination period, students must complete and submit the [Religious Accommodation Agreement \(PDF\)](#) at least three (3) weeks, or 21 days, before the start of the exam period.

Intellectual Property

Course materials are designed for use as part of this specific course at York University and are the intellectual property of the instructor, unless otherwise stated. Third-party copyrighted materials, including book chapters, journal articles, music and videos, have either been licensed for use in this course or are used under an exception or limitation permitted by Canadian copyright law.

Students may not publish, post to 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 or distributing this material, such as uploading content to a commercial third-party website, may result in a charge of misconduct under York's [Code of Student Rights and Responsibilities](#), the [Senate Policy on Academic Conduct](#), and/or legal consequences for copyright violations.

Final Examination Identification Policy

For final exams in this course, students must present a valid York University official photo identification card ([YU-card](#)) to verify their identity and sign the examination attendance roster. Students are encouraged to prepare for exams by reviewing York's Policies on the [Conduct of Examinations](#) and the Registrar's Office [Examination Tip Sheet](#).

Turnitin

To promote academic integrity in this course, students will normally be required to submit written assignments to Turnitin through the course's eClass site for a review of textual similarity and the detection of possible plagiarism. In doing so, students consent to their material being included as source documents in the Turnitin reference database, where it will be used solely for the purpose of detecting plagiarism. The terms that apply to the University's use of the Turnitin service are available on the [Turnitin website](#). Students may opt out of using Turnitin. Those who wish to opt out, should contact the instructor as soon as possible.

Student Support and Resources

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

- [Academic Advising](#) provides support and guidance to students in making academic decisions and goals.
- [Student Accessibility Services](#) offers support and accessibility accommodations, as required.
- [Student Counselling, Health & Wellbeing](#) provides resources and counselling to support personal wellness and academic success.
- [Peer-Assisted Study Sessions \(PASS\) Program](#) and [Student Numeracy Assistance Centre at Keele \(SNACK\)](#) offer free study sessions and academic supports that enable students to collaborate and enhance their understanding of course content in select courses.
- [The Writing Centre](#) offers drop-in sessions, one-to-one appointments, a Multilingual Studio and access to an accessibility specialist.
- [Centre for Indigenous Student Services](#) provides a community space with academic, spiritual, cultural and physical support, including writing and learning skills programs.
- [ESL Open Learning Centre \(OLC\)](#) supports students in developing English language skills, including reading, writing and speaking.
- [Roadmap to Student Success](#) is a collection of timely and targeted resources to help students achieve academic, personal and professional success at different stages of their university journey.
- [Office of Student Community Relations \(OSCR\)](#) administers the [Code of Student Rights & Responsibilities](#) and provides critical incident and conflict resolution support.

- [goSAFE](#) is staffed by York students and provides escorted accompaniment for members of the York community to and from any on-campus locations, including the parking lots, bus stops or residences.

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