APPOINTMENT BOOKING PROCEDURE

Please email ug.psyc@queensu.ca to book an advising appointment.

In the email we ask that you provide: name, student number, and question/reason. We will respond to your email with either a response to your question(s) or an appointment time. If you would like to make an appointment with the Undergraduate Chair, Dr. Meghan Norris, please email ug.psyc@queensu.ca for an appointment. We are always available in the Undergraduate Office for drop-in appointments.

OFFICE HOURS/CLOSURES:
Hours: Monday through Friday 8:30 to 12:00 and 1 to 4:30 pm. Closed for lunch usually from 12 to 1 pm
Closures: Katherine will be away on Friday, September 22nd

UPCOMING EVENTS AND KEY DATES

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>EVENT</th>
<th>STUDENT TARGET YEAR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 22</td>
<td></td>
<td>Last date to add Fall Term and multi-term classes and Last date to Drop Fall and multi-term classes without financial penalty.</td>
<td>All</td>
</tr>
<tr>
<td>Sept 26</td>
<td>10:30 am to 3:30 pm</td>
<td>Career Fair in the ARC</td>
<td>All</td>
</tr>
</tbody>
</table>

REMINDER

When emailing the Psychology Undergraduate Office, please remember to use your Queen’s email address as Queen’s ITS filters non-Queen’s emails. All emails should include: name, student number and your plan (MAJ, MED, GEN or MIN). Help us to tailor our answer to your specific plan and year! Thank you.

KEY WEBSITES

It is important that you use the website with the most up-to-date information. It is best if you bookmark these websites and use them when you are researching information. Sometimes by just using google you end up with out-of-date information.

Psychology Undergraduate Office: http://www.queensu.ca/psychology/undergraduate/current-students/course-information
Faculty of Arts and Sciences: http://www.queensu.ca/artsci/
Faculty of Arts and Science Academic Calendar: http://www.queensu.ca/artsci/students-at-queens/academic-calendar#section-degree-plans-course-lists-and-certificates
2nd Year Students

Participating in psychological research is a unique opportunity for experiential learning. Until now, this opportunity was available only for students in Psychology 100. Starting this year, many 200-level courses will be offering extra credit for research participation to the students enrolled in them. We hope that you will take advantage of this option to enhance your first-hand knowledge of research in our field. If you are enrolled in a 200-level course that offers extra research credit, most of the mechanics of participation will be familiar to you from Psyc 100. Please check out your course syllabi, look out for an invitation to participate in prescreening and for an email about your SONA account. Further information is provided on the Participant Pool webpage: http://www.queensu.ca/psychology/undergraduate/participant-pool-information. Should you have objections to participating in research, you can fulfill an alternative assignment (a walk through a study or a paper project). How to go about requesting an alternative assignment is described in the Instructions for Students in PSYC 200 Level Courses. We can only gradually implement this option and it is currently only available to students in 200-level courses. If you have any questions, comments, or concerns related to the Participant Pool, please contact the Participant Pool Coordinator, Cheryl Hamilton, at participant.pool@queensu.ca or myself at fitneva@queensu.ca. Stanka Fitneva, Participant Pool Officer

2nd or 3rd Year Students

INTERESTED IN GAINING SOME RESEARCH EXPERIENCE? The Queen's Visual Cognition Lab (QVCL) is currently looking for Volunteer Research Assistants who are enthusiastic about Cognitive Psychology and want to learn more about Vision Research. This is a perfect position for a 2nd year student interested in learning more about this field, or a 3rd year student looking to gain some research experience. We have some great people working in our lab this year, and hopefully you're interested in contributing to our field of work. The time commitment is about 10hrs/week and hours are flexible. If you are interested, please email our lab <qvcl.general@gmail.com> by Monday, September 18th with your resume, an unofficial copy of your transcript, computer skills, and the reason why you would make an excellent volunteer. Place ‘Lab Assistant Position’ in the subject line. If you would like more information about our research, feel free to drop by our lab located at Humphrey Hall, Room 311.

Research Volunteer Opportunity in the Language and Cognition Lab http://www.queensu.ca/psychology/Languagecognitionlab/aboutthelab.html

WANTED: Highly motivated students to assist in research on language, cognition, and development.

DUTIES: The students will assist with different aspects of our research, including running children and adults in experiments, coding and analyzing data.

REQUIREMENTS: *Students must have a background in psychology, linguistics, or cognitive science and Applicants must be able to commit at least 8 hours a week. To apply, please contact ug.psvc@queensu.ca for an application form and send it along with a resume, and a transcript to Dr. Stanka Fitneva <fitneva@queensu.ca>. Applications received by the end of the first week of classes will be given a priority. Selected students will be contacted for an interview.

The Adolescent Dynamics Lab is looking for volunteers to assist in all aspects of this year’s projects. We need detail-oriented and motivated students to assist with projects on adolescent emotional interactions among peers, the effect of a video game on anxiety, and understanding the development of emotion regulation. Interested students should complete the volunteer application found on our lab web page. In your email submission please indicate the earliest date that you would be available for an interview and to start.

Dr. Tom Hollenstein, Associate Professor, Dept. of Psychology, Tom.Hollenstein@queensu.ca
**QUIP internship opportunities:** Arts & Science students who complete an internship through QUIP would graduate with a “Bachelor of Science (Honours) with Professional Internship” or “Bachelor of Arts (Honours) with Professional Internship”. All QUIP positions are 12 or 16 months in length, paid, and full-time.

http://careers.queensu.ca/students/looking-job/internships

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**3rd and 4th Year Students**

Telephone Aid Line Kingston (TALK) is a volunteer listening service that is looking to hire new volunteers for Fall 2017. Applications can be found on our website and are due **October 3, 2017**.

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**4th Year Students**

**Degree List Fall 2017**

If you plan to meet your degree requirements in order to be on the Fall 2017 degree list please ensure you **submit your application to graduate in SOLUS by Sunday, October 15**. You will find full details on how & when to apply as well as ceremony information on the web at the link included below. **Please note that compatibility issues with Google Chrome have been identified. When accessing SOLUS to enter your application, we recommend an alternate web browser, such as Internet Explorer, Safari, or Mozilla Firefox**

Information on Applying to Graduate (OUR) Ceremonies for PSYC students will be held on Thursday, November 16th at 10:00 am in Grant Hall.

http://www.queensu.ca/registrar/students/convocation-graduation/ceremonies/fall-2017-convocation

**Have you ever considered an Academic career in Business?** Have you ever thought about pursuing a research-based graduate degree in Business? Or maybe you never even thought this would be right for you? Smith School of Business offers a research based Master’s degree (MSc in Management) and a Doctoral degree for those seeking to pursue an academic and research-based career in business. If you are curious about pursuing research-based graduate work in Business, we invite you to join us for an information webinar where you can get an idea if this is right for you and how the programs at Smith School of Business can help you build a research-based career in Business. We are offering a one hour webinar in each of our Areas of Specialization.

**Recorded webinars will be on our website after each session:**

- Marketing- Monday, October 2, 2017 at 11:00 a.m.
- Management Information Systems -Tuesday, October 3, 2017 at 1:00 p.m.
- Finance - Wednesday, October 4, 2017 at 10:30 a.m.
- Behavioural Accounting- Wednesday, October 11, 2017 at 10:30 a.m.
- Management Science - Mikhail Nediak- Wednesday, October 11, 2017 at 1:00 p.m.
- Organizational Behaviour- Wednesday, October 12, 2017 at 1:00 p.m.
- Strategy- Monday, October 16, 2017 at 11:30 a.m.
- Business Economics- Thursday, October 26, 2017

To register for a webinar please go to:
- [https://smith.queensu.ca/grad_studies/PhD/contact/info_sessions.php](https://smith.queensu.ca/grad_studies/PhD/contact/info_sessions.php) or
- [https://smith.queensu.ca/grad_studies/MSc/contact/infor_sessions.php](https://smith.queensu.ca/grad_studies/MSc/contact/infor_sessions.php)

If you wish further information on our Master of Science in Management Program go to [https://smith.queensu.ca/grad_studies/MSc/index.php](https://smith.queensu.ca/grad_studies/MSc/index.php) and PhD Program in Management [https://smith.queensu.ca/grad_studies/PHD/index.php](https://smith.queensu.ca/grad_studies/PHD/index.php)

If you have questions about the application process please contact Teresa Touchette at tat@queensu.ca

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**All Year Students**
The annual Career Fair is the premiere recruitment event at Queen's University. There are over 120 employer and educator recruiters to connect with from a variety of locations and sectors. Get a professional photo taken at our LinkedIn photo booth (sponsored by the City of Kingston). Stop by our Student Prep Area as you head in, to get help with how to approach/what to ask exhibitors.

NEW this year: Tours at the fair. Not sure what to do at a career fair? Join a tour (running every 30 minutes) as you head in, to help you find your feet. Follow #careerfairqueens on Twitter for updates and info about this event. More info at: http://careers.queensu.ca/events-workshops/career-fair

CAREER SERVICES. Please check Career Services weekly for very important and useful information.

Homecoming 2017 opportunities! In just a few short weeks, alumni from around the world will return to campus for Homecoming 2017 from October 13th through 15th. Alumni Relations is looking for enthusiastic Queen’s students help welcome alumni home, and to make Homecoming a fun, safe and successful event! Don’t miss this opportunity to be a part of a Queen’s tradition, to network with incredible alumni and show your Tricolour spirit! Visit queensu.ca/alumni/homecoming to learn more or register by Sept 29th, or contact the Volunteer Coordinator with questions.

Professor Susan Brodt, is looking for student volunteers to be part of her lab, which researches psychological aspects of work. This year they are studying interpersonal conflict and negotiation (with an emphasis on gender, mindfulness and self-regulation). As always, they use empirical methods in our lab, meaning experiments. Volunteers will be an integral part of the research group and will work on various aspects of research, including running experiments. The projects will be fun and valuable as a learning experience. Because you will be working with a particular research project that lasts all year, Dr. Brodt requires students to commit to working both semesters. If you are interested, email Professor Susan Brodt Email: susan.brodt@queensu.ca to set up an interview. Please include a resume, a copy of the courses you have taken and associated marks (does not need to be an official copy), and a writing sample (i.e., any paper from any course at Queen's). Interviews (and decisions) will take place the week of September 22.

Susan E. Brodt, Ph.D. | Associate Professor | Smith School of Business
Queen’s University | 370 Goodes Hall East | 143 Union Street | Kingston, Ontario Canada K7L 3N6

Queen's Backing Action on Climate Change Hi QBACCers! We hope everyone is settling in and enjoying the term so far! Important announcement: our first meeting will be this Tuesday, Sept. 19th at 7:00pm in JDUC room 352. We’ll give you an introduction to what QBACC is about, and brainstorm ways to make our school and community more sustainable. Bring your friends and stop by to join the conversation! You can stay updated through our website, http://www.qbacc.org, as well as our Facebook page @ QBACC - Queen’s Backing Action on Climate Change. Hope to see you Tuesday! www.qbacc.org queensbacc@gmail.com

Dean’s Honour Lists for 2016-17 Academic Regulation 12 – Dean’s Honour Lists explains that the required GPA of 3.50 for the academic year of 2016-17 includes Summer Term 2017. The Faculty of Arts & Science runs the reports for grades at the end of August and it takes a couple weeks beyond that for the rulings to be confirmed and entered on individual transcripts. The rulings of “Dean’s Honour List” or “Dean’s Honour List with Distinction” (top 3% of all students within their program group – see above regulation) will start appearing on transcripts from mid- to late September, so check your transcript after that date

ON-CAMPUS HIRING FOR NEW GRADS STARTS IN EARLY SEPTEMBER! As students prepare to return this fall, companies from across North America are also preparing to visit our campus, to recruit the talent that Queen’s has to offer. It Starts Earlier than You Might Think. We want to alert students that some of the opportunities to connect with employers begin right as students are returning to campus. Certain industries - such as Management Consulting, Financial Services, Accounting, and Telecommunications - tend to recruit very early in the fall, with some job postings closing in the first two weeks of September. Many Information Sessions are also early.
Central Career Services and the Smith School of Business Career Centre will be hosting company information sessions beginning in Frosh Week (September 5, 6, and 7) and throughout the academic year.

The Smith School of Business will once again be hosting Industry Nights September 11 through 20. Registration. Recruitment events will be posted in the MyCareer Events & Workshops Calendar for signup. Registration will open August 25, and will typically close 24 hours before the event. New sessions will be added on an ongoing basis as they are confirmed.

Other Ways to Connect With Employers:
- Get Help  Career Services is available to support all Queen’s students with services including: 1-1 Resume Review appointments; Resume and Cover Letter workshops; Interview workshops; and more.

Have questions about On-Campus Recruiting or other Career Topics? Come to Drop-in Career Advising Hours (no appointment required): August: Tues-Thurs, 1:30-3:30pm  September through May: Mon-Thurs, 1:30-3:30pm. If you have any questions about campus recruitment or related events, please contact mycareer@queensu.ca

Have you started looking for a way to get involved with the Psychology Department this year? Look no further than the Psychology Peer Mentoring Program. The Psychology Peer Mentoring Program is looking for upper-year mentors for the 2017-2018 school year! As a mentor in this program you will be matched with a first year student who is interested in Psychology, providing guidance and advice as they navigate their first year at Queen's towards a future in Psychology. This program runs for the duration of the year and is comprised of biweekly 1-on-1 meetings with your mentee as well as group events. Access the application at https://www.facebook.com/QueensuPsycDSC/ and send your completed application to Sam and Sara at psyc.mentorship@gmail.com by September 15th at 5:00pm to apply!

Visit SASS online: SASS.QUEENSU.CA
We hope that your fall term is off to a great start! Remember that Student Academic Success Services (SASS) is here to help you with any and all aspects of academic writing and learning, whatever your year, discipline or proficiency level. Explore our website for information about booking 1:1 appointments, using peer writing support, finding a helpful workshop, or accessing free learning and writing resources.

COMMUNITY NOTICES:

Homecoming 2017 opportunities! In just a few short weeks, alumni from around the world will return to campus for Homecoming 2017 from October 13th through 15th. Alumni Relations is looking for enthusiastic Queen’s students help welcome alumni home, and to make Homecoming a fun, safe and successful event! Don’t miss this opportunity to be a part of a Queen’s tradition, to network with incredible alumni and show your Tricolour spirit! Visit queensu.ca/alumni/homecoming to learn more or register by Sept 29th, or contact the Volunteer Coordinator with questions.

National Mock LSAT Day. Are you applying to Law School? Come out and write a FREE Practice LSAT on Saturday, September 23rd, from 9am-1pm! This FREE event will be at Queen's University, Room TBD. This is a great opportunity to get a feel for the LSAT and learn what you’re up against. After the test, you will get free access to a detailed, interactive score report! Register for this event for FREE at: www.tinyurl.com/TPRmocklsat or by calling 1-800-273-8439. Stay updated with our Facebook event!

Volunteering Opportunity with Frontier College: Helen Tufts Child Outreach Program
If you love working with children and are looking to get involved in the community and volunteer this year, The Frontier College Helen Tufts Child Outreach Program is for you! We are currently accepting applications for volunteers interested in joining the program. The Frontier College Helen Tufts Child Outreach
Program pairs a Queen’s student with a child from the local Kingston community. These children often come from broken homes or underprivileged backgrounds, thus our program truly benefits and impacts the lives of these children. We aim to inspire a love of literacy through our literacy-based program activities and to act as supportive mentors and friends! The program runs on either Monday Nights from 6 to 8pm or Thursday Nights from 6 to 8pm. If you are interested in becoming a part of our volunteer team please print and fill out the following application and drop it off at Stauffer Library in **Group Study Room 212** on **Thursday September 21st**.

[application link]

Interviews will be held the following week on Monday September 25th and Thursday September 28th at Sydenham Street United Church. It is important to note that all volunteers must have completed a new police check (completed within the last 6 months) that includes a vulnerable sector check before you can start volunteering with our program this year.

If you have any questions regarding dates/times or the program itself please contact me: **Marina Paron**

14mpp2@queensu.ca

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**The OceanPath Fellowship is an exciting opportunity for 2-3 graduating students from Queen’s** (one of only 4 universities in Canada eligible) to engage in an intensive 12-month leadership program designed to support them in implementing a community development project anywhere in the world. Successful candidates will receive up to $25,000 in funding and receive formal training in Community Change at the Coady International Institute. OceanPath is looking for a diverse set of applicants this year, so we are seeking your support in encouraging students from a wide range of programs to consider this post-graduation option.

As OceanPath has expanded the program to now include communities in Canada the application process is now being administered by Career Services. Please review their website at: [www.OceanPathFellows.com](http://www.OceanPathFellows.com) for more information. Katie Fizzell of Career Services will also be available for 1-1 student advising – appointment requests can be sent to oceanpath@queensu.ca. Finally, the **deadline for applications are NOVEMBER 16, 2017**: [application link]