

This is a Quick Guide for How to Apply for 38:398 Applied Topics in Geography – Online UAV Ground School

Start Here: Select the category (e.g. 1-4) below that fits your situation and follow the instructions.

1. Current BU Students:

- Register in *Applied Topics in Geography* 38:398 by contacting Dr. Wiseman to have a Prerequisite Waiver Form completed (as the course prerequisite is “permission of Instructor”). Please email me at wiseman@brandonu.ca and we can arrange to meet and complete this form.

2. Former BU Students

- If you are a former BU student (graduated or not), simply send an email to the University (finreg@brandonu.ca) requesting that your BU account be reactivated and indicating that you would like to take a course in the fall term for interest sake.
- When you receive confirmation that your account has been reactivated, from your BU email account, send your name and BU Student ID number to me at wiseman@brandonu.ca. I will manually register you in the course.

3. Visiting Students

- If you are currently enrolled at another college or university and want to transfer this course credit to your home institution, first apply for admission to BU.
- Complete the online admission application (<https://webapp.brandonu.ca/pls/admission/>), noting the following:
 - On the *Application Details* page, select the category “Visiting”
 - On the *Program Details* page, select to begin classes in September 2017, select the degree you wish to pursue that most closely matches your current degree program at your home institution, and select “none of the above” for the option that applies.
 - On the *Program Intent* page, scroll to the very bottom and select “Not planning on completing a degree at BU”.
- Request a Letter of Permission from the Registrar’s Office of your home institution. If required, you can provide them a copy of the course outline, which is available [here](#). The Letter of Permission must be sent directly from your home institution to admissions@brandonu.ca.
- You do not have to provide any other documentation (e.g. transcripts).
- When you receive confirmation that you have been admitted to BU, send your name and BU Student ID number to me at wiseman@brandonu.ca so that I can manually register you in the course. That’s it, you’re done!

4. Mature Students

- If you are over the age of 21, not a former BU student, and not currently enrolled at another college or university, first apply for admission to BU.
- Complete the online admission application (<https://webapp.brandonu.ca/pls/admission/>), noting the following:
 - On the *Application Details* page, select the category “Visiting”
 - On the *Program Details* page, select to begin classes in September 2017, select “Bachelor of Arts” or “Bachelor of Science” as your home degree program, and select “none of the above” for the option that applies.
 - On the *Program Intent* page, scroll to the very bottom and select “Not planning on completing a degree at BU”.
- Send an email to admissions@brandonu.ca that includes:
 - a scanned or photographed copy of your driver’s license;
 - [a statement indicating that you are hoping to register in the UAV Ground School](#)
- You do not have to provide any other documentation (e.g. transcripts).
- When you receive confirmation that you have been admitted to BU, send your name and BU Student ID number to me at wiseman@brandonu.ca so that I can manually register you in the course. That’s it, you’re done!