

## Checklist electives

- Choose your electives/minor.
  - Visit [What is a minor](#) and [What to choose: separate electives or a minor?](#) for more information on choosing electives/a minor.
  - Note that your preferred electives/minors might be offered in the first semester of the year. If this is the case, you can switch the electives space with your internship or graduation project in your planning. If you need help with planning, you can contact the study advisers at [studyadviser-cs@uva.nl](mailto:studyadviser-cs@uva.nl).
  - **Deadline:** start thinking about your electives already in year 1. Make your choice before the start of the course registration for the semester in which you want to take electives. Mind that course registration dates can differ per programme and university!
  
- Check whether your preferred electives have overlapping classes and/or exams. You are responsible for organising your own schedule without overlap.
  
- Meet the requirements of the elective space.
  - Your electives should cover a total of 30 ECTS credits.
  - Your electives should be composed of a **minimum** of 18 ECTS credits at advanced level ...
  - and a **maximum** of 12 ECTS credits at introduction level. Visit [How to determine the level of an elective course?](#) for more information.
  - You should meet the entry requirements of your specific electives/minor.
  
- Apply for your electives/minor following the registration procedures of the study programme that offers the electives/minor.
  - Are you doing your electives/minor abroad? Visit [studyabroad.uva.nl](http://studyabroad.uva.nl) for more information on the specific application procedure. Keep in mind that after you have been selected for an exchange you have to hand in a Learning Agreement which has to be approved by the study advisers as an extra step. Instruction can be found at the [Study Abroad Application page](#).
  
- Submit a petition in SIS before attending your electives/minor to ask permission to add your elective/minor programme to your academic plan. Submitting a petition is a **mandatory** part of your application procedure.
  - Visit [Submitting a petition in SIS – CS](#) for specific instructions.
  - Important note: getting your petition approved by the Examinations Board of Communication Science does not mean you are automatically admitted to the courses you registered for. This depends on the entry requirements and application rules of the study programme that offers the electives/minor.
  - **Deadline:** you can submit a petition in SIS as soon as you have chosen your electives/minor. Submit your petition 4 – 6 weeks before starting your electives/minor, at the latest.

- **If you follow electives outside of UvA (at another university in the Netherlands or abroad),** submit a transcript of records. You yourself are responsible for requesting this transcript at your host university and submitting it at UvA in order to get your credits allocated to you.
  - **Deadline:** right after you have obtained all your grades for your electives/minor.

#### **What are courses at introduction level?**

Courses at introduction level are so-called skills and/or first-year courses. These courses entail the apprehension of practical skills or first-year theory courses. Examples of skill/first-year courses are creative writing, virtual storytelling, language courses and courses taught in the first year of a study. Furthermore, **second year courses are not automatically approved as courses at advanced level**, as these courses may also be skills courses. For example, Creative Writing II could be taught in the second year of a study programme but still falls under courses at introduction level as it is a skills course. Lastly, courses that overlap too much with Communication Science courses will not be approved. Every elective will be **separately** assessed on its level and its overlap with Communication Science.