

**The University of Western Ontario  
London, Ontario, Canada  
Department of Computer Science**

**CS 2208B - Introduction to Computer Organization and Architecture  
Course Outline - Winter (January--April) 2026**

This course uses the *Online Western's Learning (OWL)* system (<https://westernu.brightspace.com>)

---

Welcome to the CS2208B course outline (a.k.a. syllabus). It is a legally binding document that communicates essential information and subject matter about the course, such as instructor's information, course description and topics, course material and a full schedule, as well as the course expectations and grading structures.

**Table of Contents:**

[A: Instructor](#)

[B: Teaching Assistant\(s\)](#)

[C: Lectures and Tutorials Schedule/Location](#)

[D: Course Description and Learning Outcomes](#)

[E: Course Topics](#)

[F: Prerequisites](#)

[G: Textbook](#)

[H: Course Website](#)

[I: Material Accessibility Statement](#)

[J: Technical Requirements](#)

[K: Email Contact](#)

[L: Quiz Conduct](#)

[M: Lab Conduct](#)

[N: Assignment Conduct](#)

[O: Ethical Conduct](#)

[P: Midterm Tests and Final Exam](#)

[Q: Methods of Evaluation](#)

[R: Course Delivery and Assessment in Case of Any University-Declared Emergency](#)

[S: Accommodation for Students with Disabilities](#)

[T: Academic Consideration for Student Absence](#)

[U: Religious Accommodation](#)

[V: Requests for Relief \(formally known as "appeals"\)](#)

[W: Tutoring](#)

[X: Support Services](#)

**A: Instructor**

- Professor [Mahmoud El-Sakka](#)

Email: [elsakka](mailto:elsakka@csd.uwo.ca) <at> [csd.uwo.ca](mailto:elsakka@csd.uwo.ca) (*preferred communication method*)

Students must use their Western (@uwo.ca) email addresses when contacting the instructor.

Office hours: Tuesday from 2:30 pm to 3:15 pm (in-person)

Office hours: Thursday from 2:30 pm to 3:15 pm (in-person)

## B: Teaching Assistant(s)

TBA

Teaching Assistant(s)' Office hours: *By appointment after marking the programming assignments (assignments 5 and 6)*

## C: Lectures and Tutorials Schedule/Location

- Lectures Time & Place  
Tuesday 12:30 pm - 2:30 pm [REDACTED]  
Thursday 12:30 pm - 1:30 pm [REDACTED]
- Tutorials Time & Place  
Thursday 1:30 pm - 2:30 pm [REDACTED]
- See [Section R: Course Delivery and Assessment in Case of Any University-Declared Emergency](#).

## D: Course Description and Learning Outcomes

The course covers the internal representation of various data types, including characters, integers, and floating-points. It also covers the addition and subtraction operations and how they are internally performed.

The course focuses on the architectural components of digital computers, how these components are interconnected, and the nature of the information flow between them. Assembly language is used to reinforce these issues.

The main purpose of this course is to give students an understanding of *how a computer works (organization)* and *what a computer does (architecture)*.

On successful completion of this course, students will be able to:

- Perform arithmetic operations on binary and two's complement numbers,
- Perform conversions between decimal, binary, hexadecimal, octal and IEEE floating-point numbers without a calculator,
- Understand the limits of the binary representations, including rounding error and overflow conditions,
- Analyze simple combinational circuits at the logic gate level,
- Understand how instructions get executed in a sequential processor system and the concept of pipelined processor architecture,
- Analyze how machine language is executed by a hardware,
- Perform conversions between ARM assembly and machine language instructions,
- Compose and analyze small ARM assembly language programs,
- Implement various stack types using ARM assembly,
- Understand how ARM block-move instructions work,
- Understand how Subroutine call/return mechanization works at the assembly level, and
- Understand the stack frame concept and how parameters pass to subroutines.

## E: Course Topics

The course will address the following topics:

- Introduction to Computer Systems Architecture and Organization
- Computer Arithmetic
- Floating Point Numbers
- Computer Digital Logic
- ARM Instruction Set Architecture
- ARM Assembly Language
- ARM Data Processing

- ARM Flow Control and Branching
- ARM Addressing Modes
- Subroutine Call and Return
- Data Storage and the Stack
- Data Processing and Data Movement

## F: Prerequisites

- Computer Science 1027a/b or 1037a/b with a grade of at least 65%  
AND
- Computer Science 1020a/b with a grade of at least 60%

Unless you have either the stated requisites for this course or written special permission from the Department of Computer Science to enroll in it, you may be removed from this course, and it will be deleted from your record. This decision may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites.

Students are assumed to be familiar with a high-level programming language and data structures such as stacks and queues.

## G: Textbook

- Alan Clements, *Computer Organization & Architecture: Themes and Variations*, Cengage Learning, 2014, ISBN: 978-1-111-98704-6. [https://bookstore.uwo.ca/textbook-search?campus=WUO&term=W2025B&courses%5B0%5D=001\\_UW/CSC2208B](https://bookstore.uwo.ca/textbook-search?campus=WUO&term=W2025B&courses%5B0%5D=001_UW/CSC2208B)

The textbook costs: \$201.95 (printed copy) or \$80.00 (eBook 365 Day Rental). Students are welcome to purchase a second-hand copy of this textbook.

## H: Course Website

The CS 2208B course uses the Online Western's Learning (OWL) system (<https://westernu.brightspace.com>)

Class information and course material will be posted on this website, including lecture notes, tutorial notes, quizzes, assignments, and labs. Students should check OWL (<http://owl.uwo.ca>) on a regular basis for news and updates. This is the primary method by which information will be disseminated to all students in the class. Students are responsible for checking OWL on a regular basis.

**Forums for the CS2208B will be maintained at the course OWL site, where the instructor will reply to these forum posts.**

If students need OWL-related assistance, they can seek support on the OWL Help page. Alternatively, they can contact the Western Technology Services Helpdesk. They can be reached by phone at 519-661-3800 or ext. 83800.

## I: Material Accessibility Statement

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education--formerly SSD--([http://academicsupport.uwo.ca/accessible\\_education/index.html](http://academicsupport.uwo.ca/accessible_education/index.html)) at 661-2111 x82147 for any specific question regarding an accommodation.

## J: Technical Requirements

During this course, students are required to download (from the course website on OWL) and install a Windows-based simulator software.

This software is also available on Western MyVLab ([myvlab.uwo.ca](http://myvlab.uwo.ca)) using VMware Horizon Client to run it on your computer (Windows, MAC, Linux).

## K: Email Contact

In accordance with policy, [https://www.uwo.ca/univsec/pdf/policies\\_procedures/section1/mapp113.pdf](https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp113.pdf), the centrally administered email account provided to students will be considered the individual's official university email address. It is the responsibility of the account holder to ensure that the email received from the University at their official university address is attended to in a timely manner.

Losing emails is not an acceptable excuse for not knowing about the information that was sent.

## L: Quiz Conduct

- There will be 8 equally weighted weekly online quizzes.
- Quizzes schedule

Quiz no.	To be posted on	Due by date/time
1	Thursday, Jan. 08	Saturday, Jan. 10 @ 11:55 pm
2	Thursday, Jan. 15	Saturday, Jan. 17 @ 11:55 pm
3	Thursday, Jan. 22	Saturday, Jan. 24 @ 11:55 pm
4	Thursday, Feb. 05	Saturday, Feb. 07 @ 11:55 pm
5	Thursday, Feb. 26	Saturday, Feb. 28 @ 11:55 pm
6	Thursday, March 12	Saturday, March 14 @ 11:55 pm
7	Thursday, March 19	Saturday, March 21 @ 11:55 pm
8	Thursday, March 26	Saturday, March 28 @ 11:55 pm

- Quizzes will be posted on the course website by the dates listed above.
- Any changes, updates, and clarifications to quizzes will also be posted on the website. It is your responsibility to monitor these pages closely.
- All submissions will be submitted electronically. We reserve the right to use similarity detection software to detect possible cheating cases.
- Late quizzes:
  - Quizzes can be submitted late (without a late penalty) up to 24 hours after the due date/time (**built-in submission deadline flexibility**)
  - After 24 hours from the due date/time, late quizzes will receive a zero grade.
- Quizzes will be marked automatically.
- You can send your related questions directly to the instructor.
- A request for an adjustment in a quiz mark must be made within two weeks following the quiz due date.
- All quiz marks are considered to be final after two weeks following the quiz week.

## M: Lab Conduct

- There will be 7 equally weighted labs.
- Labs schedule

Lab no.	To be posted on	Section 3 on Wednesday 10:30–11:30 am	Section 4 on Wednesday 11:30–12:30 pm	Section 5 on Wednesday 12:30–1:30 pm	Section 6 on Wednesday 2:30–3:30 pm	Section 7 on Wednesday 3:30–4:30 pm	Section 8 on Wednesday 4:30–5:30 pm	Section 9 on Wednesday 5:30–6:30 pm	Section 10 on Wednesday 6:30–7:30 pm

1	Thursday, Feb. 05	Feb. 11	Feb. 11	Feb. 11	Feb. 11	Feb. 11	Feb. 11	Feb. 11	Feb. 11
2	Thursday, Feb. 12	Feb. 25	Feb. 25	Feb. 25	Feb. 25	Feb. 25	Feb. 25	Feb. 25	Feb. 25
3	Thursday, Feb. 26	Mar. 04	Mar. 04	Mar. 04	Mar. 04	Mar. 04	Mar. 04	Mar. 04	Mar. 04
4	Thursday, Mar. 05	Mar. 11	Mar. 11	Mar. 11	Mar. 11	Mar. 11	Mar. 11	Mar. 11	Mar. 11
5	Thursday, Mar. 12	Mar. 18	Mar. 18	Mar. 18	Mar. 18	Mar. 18	Mar. 18	Mar. 18	Mar. 18
6	Thursday, Mar. 19	Mar. 25	Mar. 25	Mar. 25	Mar. 25	Mar. 25	Mar. 25	Mar. 25	Mar. 25
7	Thursday, Mar. 26	Apr. 01	Apr. 01	Apr. 01	Apr. 01	Apr. 01	Apr. 01	Apr. 01	Apr. 01

- Students will submit an online lab report for each lab session.

Lab no.	Due by date/time
1	Thursday, Feb. 12 @ 11:55 pm
2	Thursday, Feb. 26 @ 11:55 pm
3	Thursday, Mar. 05 @ 11:55 pm
4	Thursday, Mar. 12 @ 11:55 pm
5	Thursday, Mar. 19 @ 11:55 pm
6	Thursday, Mar. 26 @ 11:55 pm
7	Thursday, Apr. 02 @ 11:55 pm

- Lab descriptions will be posted on the course website before the dates listed above.
- Any changes, updates, and clarifications to labs will also be posted on the website. It is your responsibility to monitor these pages closely.
- All submissions will be submitted electronically. We reserve the right to use similarity detection software to detect possible cheating cases.
- Late labs:
  - Labs can be submitted late (without a late penalty) up to 24 hours after the due date/time (**built-in submission deadline flexibility**)
  - After 24 hours from the due date/time, late labs will receive a zero grade.
- Labs will be marked automatically.
- A request for an adjustment in a lab mark must be made within two weeks following the lab due date.
- All lab marks are considered to be final after two weeks following the lab week.

## N: Assignment Conduct

- There will be 6 equally weighted assignments.
- Assignment schedule

Assignment no.	To be posted on	Due in	Due by
1	Thursday, Jan. 08	5 days	Tuesday, Jan. 13 @ 11:55 pm
2	Thursday, Jan. 15	5 days	Tuesday, Jan. 20 @ 11:55 pm

3	Thursday, Jan. 22	5 days	Tuesday, Jan. 27 @ 11:55 pm
4	Thursday, Feb. 12	12 days	Tuesday, Feb. 24 @ 11:55 pm
5	Thursday, Feb. 26	12 days	Tuesday, Mar. 10 @ 11:55 pm
6	Thursday, Mar. 19	12 days	Tuesday, Mar. 31 @ 11:55 pm

- Assignment descriptions will be posted on the course website by the dates listed above.
- Any changes, updates, and clarifications to assignments will also be posted on the website. It is your responsibility to monitor these pages closely.
- All submissions will be submitted electronically. We reserve the right to use similarity detection software to detect possible cheating cases.
- Late assignments:
  - Assignments can be submitted late (without a late penalty) up to 24 hours after the due date/time (**built-in submission deadline flexibility**)
  - After 24 hours from the due date/time, late assignments will receive a zero grade.
- Assignments may involve concept questions (non-programming) related to the course material and Assembly programming.
- A program that produces the correct output is not necessarily a *working* program; it must also satisfy the specifications given in the assignment description. Other criteria for which an assignment will be evaluated include coding style, comments, and efficiency.
- Your assignment solutions must be 100% your own individual work, not the products of a group effort.

**Students cannot copy parts or the whole program from any online resources (e.g., generative AI or any online help) or others.**

**Students are not allowed to use any generative AI tools (e.g., ChatGPT, Microsoft Copilot, Google Gemini, or similar platforms) by any means when developing or debugging their programming assignments (specifically, assignments 5 and 6).**

*Using such tools for content generation, code writing, code debugging, problem solving, translation, or summarization will be treated as a scholastic offence and will be prosecuted.* See [Section O: Ethical Conduct](#)

- It is your responsibility to keep up-to-date backups of assignment disk files in case of system crashes or inadvertently erased files. Retain disk copies of all material handed in, as well as the actual graded assignment to guard against the possibility of lost assignments or errors in recording marks. You should keep these materials at least until you are satisfied that your final mark for the course has been appropriately computed.
- Assignments will be marked either automatically or by the Teaching Assistant(s), who follow marking schemes provided by the instructor.
- Every effort will be made to have assignments marked and handed back within three weeks after the hand-in date, preferably sooner.
- When marking an assignment is completed, you will be informed via the course website and/or email.
- For assignments that are marked by the Teaching Assistant(s), you should direct any questions about marking in the first instance to your Teaching Assistant. If your discussion with the Teaching Assistant is not satisfactory, you may want to further discuss the issue with the course instructor.

For assignments that are automatically marked, you can send your related questions directly to the instructor.

- A request for an adjustment in an assignment mark must be made within two weeks following the first handed-back day.

- All assignment marks are considered to be final after two weeks following the first handed-back day.

## O: Ethical Conduct

Scholastic offences are taken seriously, and students are strongly encouraged to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

[https://uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_offences.pdf](https://uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_offences.pdf).

Students must write their essays and assignments in their own words. Whenever students take an idea or a passage from another author, they must acknowledge their debt both by using quotation marks where appropriate and by proper referencing such as footnotes or citations. Plagiarism is a major academic offence.

All assignments are individual and must be 100% your own individual work.

**Students cannot copy parts or the whole program from any online resources (e.g., generative AI or any online help) or others.**

**Students are not allowed to use any generative AI tools (e.g., ChatGPT, Microsoft Copilot, Google Gemini, or similar platforms) by any means when developing or debugging their programming assignments (specifically, assignments 5 and 6).**

***Using such tools for content generation, code writing, code debugging, problem solving, translation, or summarization will be treated as a scholastic offence and will be prosecuted.***

Students may discuss approaches to problems; however, the actual details of the work (assignment coding, answers to concept questions, etc.) must be an individual effort.

Submissions judged to be the result of academic dishonesty may be directed to the department's Integrity Committee. The committee will assess the case and apply an appropriate disciplinary penalty, including reporting the case to the dean's office.

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

Students are responsible for reading and respecting the Computer Science Department's policy on [Scholastic Offences](#) and [Rules of Ethical Conduct](#).

In courses offered by the Faculty of Science, the possession of unauthorized electronic devices during any in-person assessment (such as tests, midterms, and final examinations) is strictly prohibited. This includes, but is not limited to: mobile phones, smart watches, smart glasses, and wireless earbuds or headphones.

Unless explicitly stated otherwise in advance by the instructor, the presence of any such device at your desk, on your person, or within reach during an assessment will be treated as a scholastic offence, even if the device is not in use.

Procedures on Scholastic Offences (Undergraduate):

[https://uwo.ca/univsec/pdf/academic\\_policies/appeals/undergrad\\_scholastic\\_offence\\_procedure.pdf](https://uwo.ca/univsec/pdf/academic_policies/appeals/undergrad_scholastic_offence_procedure.pdf)

## P: Midterm Tests and Final Exam

- First midterm test (**in-person**)
  - Date: Saturday, Jan. 31, 2026
  - Time: from 10:00 am to 11:30 am
- Second midterm test (**in-person**)
  - Date: Saturday, March 07, 2026
  - Time: from 10:00 am to 11:30 am

Every effort will be made to have the marks of midterm tests available within three weeks of the test, preferably sooner.

***If a student misses a midterm test with an approved valid reason, the makeup test (in-person) will be held on **Saturday Feb. 07 (for the first midterm test)** and **Saturday March 14 (for the 2nd midterm test)**.***

*If a student misses a midterm makeup test with an approved valid reason, this student will be given the opportunity to write the test with the next offering of the course. In which case the student will receive a grade of Incomplete (INC) and their maximum course load may be reduced during the term in which they complete their course requirements.*

- Final exam **(in-person)**
  - Date: During April final exam period
  - Time: TBA (tentatively--three hours long)
- Calculators of any kind are **NOT** allowed during tests and examinations.

## Q: Methods of Evaluation

- The overall course grade will be calculated as listed below
  - Weekly quizzes worth a total of 10.5%
  - Assignments worth a total of 7.5%
  - Labs worth a total of 10.5%
  - First midterm test worth 15.5%
  - Second midterm test worth 20% **(or 10% if your performance in the final exam surpasses that of the second midterm)**
  - Final exam worth 36% **(or 46% if your performance in the final exam surpasses that of the second midterm)**
- When calculating a student assignments grade average, the best 5 assignments (out of 6) will only be considered. **(built-in completion flexibility)**
- If an assignment has to be cancelled for any reason, the remaining assignment weights will be prorated (scaled) to add up to the total of assignments worth.
- When calculating a student quizzes grade average, the best 7 quizzes (out of 8) will only be considered. **(built-in completion flexibility)**
- If a quiz has to be cancelled for any reason, the remaining quiz weights will be prorated (scaled) to add up to the total of quizzes worth.
- When calculating a student labs grade average, the best 6 labs (out of 7) will only be considered. **(built-in completion flexibility)**
- If a lab has to be cancelled for any reason, the remaining lab weights will be prorated (scaled) to add up to the total of labs worth.
- **To be eligible to receive a passing grade in the course, your total marks on the two midterm tests and the final exam must be at least 50%, i.e., at least 35.75 out of 71.5.**  
**Failing to satisfy this condition will result in receiving at most 49% in the course overall, even if the sum of your term work is more than 49%.**
- **To be eligible to receive a grade of C (60%) or higher (i.e., to be eligible for Honors Programs), your total marks on the two midterm tests and the final exam must be at least 60%, i.e., at least 42.9 out of 71.5.**  
**Failing to satisfy this condition will result in receiving at most 59% in the course overall, even if the sum of your term work is more than 59%.**

## R: Course Delivery and Assessment in Case of Any University-Declared Emergency

- **Contingency plan for an in-person class pivoting to 100% online learning**  
 Although the intent is for this course to be delivered in person, should any university-declared emergency that necessitates the course delivery moving away from face-to-face interaction,
  - All remaining course content will be delivered entirely online, either:
    - synchronously (i.e., at the times indicated in the timetable) or
    - asynchronously (e.g., posted on OWL for students to view at their convenience).
  - The grading scheme will not change.
  - Any remaining assessments will also be conducted online as determined by the course instructor.

*In the event that online learning is required, a stable internet connection with a working microphone and webcam will be required.*

*As has been the case in the past, the decision to pivot to online learning will be made by Western, and not individual instructors or departments (except temporary online instruction in the event of instructor illness).*

## S: Accommodation for Students with Disabilities

Students with disabilities work with Accessible Education--formerly SSD--([http://academicsupport.uwo.ca/accessible\\_education/index.html](http://academicsupport.uwo.ca/accessible_education/index.html)), which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The accommodation policy can be found here: [https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/Academic%20Accommodation\\_disabilities.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf)

In this course, both midterm tests and the final exam are timed, as shown in [Section P: Midterm Tests and Final Exam](#). If you are a student with a disability and require extra time accommodation, please ensure your accommodations are active on the Accommodated Exams website <https://studentservices.uwo.ca/Accommodatedexamssignup/> for this course **at least 10 working days prior to the assessment** for which you require accommodation. **Recommended accommodations posted there on time will be applied to your assessment.**

## T: Academic Consideration for Student Absence

If you are unable to attend a midterm test or the final exam due to illness, other serious circumstances, or compassionate grounds, you must provide valid medical or other supporting documentation to your Dean's office. All requests for Academic Consideration must be made within 48 hours after the assessment date or submission deadline.

To apply for such a request, please visit: <https://studentservices.uwo.ca/secure/oneexperience/login.cfm>

For procedures on how to submit Academic Consideration requests, please see the information posted on the Office of the Registrar's webpage: [https://registrar.uwo.ca/academics/academic\\_considerations/](https://registrar.uwo.ca/academics/academic_considerations/).

Students should also note that individual instructors are not permitted to receive documentation directly from a student, whether in support of an application for consideration on medical grounds or for other reasons.

All Academic Consideration requests must include supporting documentation; however, recognizing that formal documentation may not be available in some extenuating circumstances, the policy allows students to make one Academic Consideration request without supporting documentation in this course. However, the **following** assessments are excluded from this and, therefore, **always require formal supporting documentation**:

- Final Examination scheduled during official examination periods and its makeup (Defined by policy)
- Both midterm tests and their makeup tests

**The above-mentioned final exam, midterm tests, and their makeup always require documentation when requesting Academic Consideration.**

This course incorporated two forms of flexibility in quizzes, assignments, and labs assessments: **built-in submission deadline flexibility** and **built-in completion flexibility**. As a result of these flexibilities, all academic considerations related to quizzes, assignments, and labs will be denied.

When a student mistakenly submits their one allowed Academic Consideration request without supporting documentation for the assessments listed above (midterm tests, final exam, and their makeup), the request cannot be recalled and reapplied. This privilege is forfeited.

Students must familiarize themselves with the University Policy on Academic Consideration – Undergraduate Students in First Entry Programs posted on the Academic Calendar:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/academic\\_consideration\\_Sep24.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf).

FYI: This policy does not apply to requests for Academic Consideration submitted for attempted or completed work, whether online or in person.

The policy also does not apply to students experiencing longer-term impacts on their academic responsibilities. These students should consult Accessible Education.

## Absences from Final Examinations

If you miss the Final Exam, please contact the Academic Counselling office of your Faculty of Registration as soon as you are able to do so. They will assess your eligibility to write the Special Examination (the name given by the University to a makeup Final Exam).

You may also be eligible to write the Special Exam if you are in a “Multiple Exam Situation” (e.g., more than 2 exams in 23-hour period, more than 3 exams in a 47-hour period).

If a student fails to write a scheduled Special Examination, the date of the next Special Examination (if granted) normally will be the scheduled date for the final exam the next time this course is offered. The maximum course load for that term will be reduced by the credit of the course(s) for which the final examination has been deferred. See the Academic Calendar for details (under Special Examinations).

**Note: missed work can only be excused through the mechanisms above. Being asked not to attend an in-person course requirement due to potential COVID-19 symptoms is not sufficient on its own.**

## U: Religious Accommodation

When conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request an accommodation for their absence in writing to the course instructor and/or the Academic Advising office of their Faculty of Registration. This notice should be made as early as possible but not later than two weeks prior to the writing or the examination (or one week prior to the writing of the test).

Please visit the Diversity Calendars posted on our university's EDID website for the recognized religious holidays:

<https://www.edi.uwo.ca/diversity-calendar/2025-diversity-calendar.pdf>.

For further information, please consult the University's Accommodation for Religious Holidays policy at

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_religious.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_religious.pdf).

## V: Requests for Relief (formally known as “appeals”)

Policy on Request for Relief from Academic Decision:

[https://uwo.ca/univsec/pdf/academic\\_policies/appeals/requests\\_for\\_relief\\_from\\_academic\\_decisions.pdf](https://uwo.ca/univsec/pdf/academic_policies/appeals/requests_for_relief_from_academic_decisions.pdf)

Procedures on Request for Relief from Academic Decision (Undergraduate):

[https://uwo.ca/univsec/pdf/academic\\_policies/appeals/undergrad\\_requests\\_for\\_relief\\_procedure.pdf](https://uwo.ca/univsec/pdf/academic_policies/appeals/undergrad_requests_for_relief_procedure.pdf)

## W: Tutoring

The role of tutoring is to help students understand the course material. Tutors should **not** write assignments or tests for the students who hire them. Submitting an assignment that contains material written by a tutor is an academic offense.

Having employed the same tutor as another student is not a legitimate defense against an accusation of collusion, should two students hand in assignments judged similar beyond the possibility of coincidence.

The Computer Science Department does not have or maintain any tutoring list.

## X: Support Services

Please visit the Science & Basic Medical Sciences Academic Counselling webpage for information on add/drop courses, academic considerations for absences, appeals, exam conflicts, and many other academic-related matters:

<https://www.uwo.ca/sci/counselling/>

Students who are in emotional/mental distress should refer to Mental Health at Western

(<http://www.uwo.ca/uwocom/mentalhealth>) for a complete list of options about how to obtain help.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at [https://www.uwo.ca/health/student\\_support/survivor\\_support/get-help.html](https://www.uwo.ca/health/student_support/survivor_support/get-help.html)  
To connect with a case manager or set up an appointment, please contact [support@uwo.ca](mailto:support@uwo.ca)

Learning-skills counsellors at the Student Development Centre (<https://learning.uwo.ca/>) are ready to help you improve your learning skills. They offer presentations on strategies for improving time management, multiple-choice exam preparation/writing, textbook reading, and more. Individual support is offered throughout the Fall/Winter terms in the drop-in Learning Help Centre, and year-round through individual counselling.

Western University is committed to a thriving campus as we deliver our courses in the mixed model of both virtual and face-to-face formats. We encourage you to check out the Digital Student Experience website to manage your academics and well-being: <https://studentexperience.uwo.ca/>

Students may refer to <http://westernusc.ca/your-services> for services provided by the USC.

Students may refer to <http://www.registrar.uwo.ca> for the Registrarial Services.

---