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Welcome

Welcome to Athabasca University, Canada's leading distance learning and online university. Join more than 40,000 students worldwide who are acquiring their university education without attending a traditional campus.

Athabasca University is committed to excellence. The University offers 90 graduate and undergraduate degrees, diplomas, and certificate programs, and more than 850 university courses in the sciences, social sciences, humanities, interdisciplinary studies, business and administrative studies, nursing, and commerce.

This online Calendar is your official resource when referencing undergraduate program and academic regulations throughout your stay at Athabasca University. If you are a graduate student, please consult the graduate program calendar.

Mission Statement

Athabasca University, Canada's Open University, is dedicated to the removal of barriers that restrict access to, and success in, university-level studies and to increasing equality of educational opportunity for adult learners worldwide. We are committed to excellence in teaching, research and scholarship, and to being of service to the general public.

Admission

Anyone 16 years of age or older is eligible for admission to Athabasca University, regardless of previous educational experience, with or without a high school diploma.

Watch the video

Where do you want to be?

Watch the video and see how Athabasca University can help. The Athabasca University student experience is different from the student experience at traditional universities. As an AU student, you will probably take courses by distance education. Learn why students choose AU and learn how AU can help you accomplish your goals.

About Athabasca University

We're here to help. If you experience any difficulty accessing information, please email the Calendar Coordinator.

Contacting AU

The University's IntelliResponse system will reply quickly to your questions.

Ask AU

Athabasca University, Central
Canada/US: 1.800.788.9041
Others: 1.780.675.6111

Athabasca University, Edmonton
1.780.421.8700

Athabasca, University, Calgary
1.403.263.6465

Maps

Legal Note

By the act of applying to Athabasca University and registering in a course or a course of study, each student at Athabasca University agrees to observe and be bound by the terms of this notice, and the terms, conditions, academic standards, rules, regulations, policies, and codes of behaviour contained or referenced in this Calendar. Therefore, it is the student's responsibility to be aware of the contents of the Calendar.

The Calendar sets forth the intention of the University at the time the Calendar was prepared. While Athabasca University makes reasonable efforts to ensure that the content in the Calendar is

accurate, Athabasca University reserves the right to make additions, deletions, changes, or modifications to its policies, practice, procedures, tuition fees, course availability, delivery mode, schedules, or program requirements at any time without prior notice.

Athabasca University no longer produces a print Calendar, but does produce PDF versions of the online Calendar. In the event of any discrepancies between the PDF version and this official online version, the online version will apply.

The publication of information in the Calendar does not bind the University to the provision of courses, programs, services, or facilities as listed herein. Students are responsible for informing themselves of the University's procedures and policies and the specific requirements associated with the degree, diploma, or certificate sought.

Every student accepted for registration with Athabasca University shall be deemed to have agreed to be bound by the regulations and policies of the University and of the program in which that student is enrolled. Athabasca University specifically reserves the right to exercise its sole, absolute, and unfettered discretion in admitting individuals to the University, its programs, or courses.

Athabasca University shall incur no liability for loss or damage suffered or incurred by any student or third party as a result of delay, alteration, or termination of services, courses, programs, tuition, or fees by reason of: acts of nature, fire, strikes, lock–outs, damage to University property, inability to procure or produce materials, civil unrest or disobedience, financial exigency, or any other cause of any kind.

Athabasca University is not responsible for content found on external websites.

PDF Calendar

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The 2020-2021 Athabasca University Calendar was prepared by the Office of the Registrar.

Updated July 29 2020 by laurab

The content on these pages was captured on January 20, 2021, and is effective September 1, 2020 to August 31, 2021.
The online Calendar is the official version. If there are any discrepancies between this PDF version
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Athabasca University offers students high quality, post-secondary education using online and print-based course materials. Course instruction centers on resources developed by a team of subject matter experts and enhanced by qualified tutors in a supportive distance learning environment.

At the heart of the University's philosophy is excellence, openness, flexibility, and innovation. Flexible learning means our students can start courses throughout the year, and study at home, work, or wherever they find themselves. Most of our students study year round. Athabasca University also has transfer arrangements with universities across Canada. This enables visiting students to transfer courses from Athabasca University to their home institution.

Discover Athabasca University

We encourage you to achieve your personal learning goals. Many of our undergraduate students go on to compete successfully with others for graduate level education at Athabasca University and other institutions across North America.

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Updated June 23 2020 by laurab

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1.1 Contact Information

For more information about specific programs, courses, admission, and registration requirements, please call the Information Centre, 1.800.788.9041.

You may also find answers to your questions at the following URLs:

Information Centre

Website

Office of the Registrar

Website

Departments and Centres

Website

Athabasca University Central

1 University Drive
Athabasca, AB
Canada
T9S 3A3
Online map

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Hours of Operation

Monday to Friday 8:30 a.m. to 4:30 p.m. MT
Closed Saturday, Sunday, and holiday Mondays.

Services

Please call for details of services available.
800.788.9041 or direct dial
Phone: 780.675.6100
Fax: 780.675.6437

Athabasca University, Edmonton

Peace Hills Trust Tower
1200, 10011 –109 Street
Edmonton, AB T5J 3S8
Serving the area north of Red Deer and the rest of Canada not served by the other learning centres.
Online map

Hours of Operation

Monday to Friday 8:30 a.m. to 4:30 p.m. MT
Closed for most services on Saturday, Sunday, and holiday Mondays.

Services

Please call for details of services available
800.788.9041 or direct dial
Phone: 780.421.8700
Fax: 780.497.3411

Athabasca University, Calgary

6th floor
345 – 6 Avenue S.E.
Calgary, AB T2G 4V1

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Serving the area in or south of Red Deer, British Columbia, and Saskatchewan.
Online map

Hours of Operation

Monday to Friday 8:30 a.m. to 4:30 p.m. MT
Closed Saturday, Sunday, and holiday Mondays.

Services

Please call for details of services available.
800.788.9041 or direct dial
Phone: 403.263.6465
Fax: 403.298.2922

Athabasca University, North

Athabasca University
201 13220 St. Albert Trail, Edmonton, AB T5L 4W1
Telephone: 800.561.4650 or 780.459.1144
Fax: 800.561.4660 or 780.459.2093
Email: business@fb.athabascau.ca

Hours of Operation

Monday to Friday: 8:30 a.m. to 4:30 p.m. MT
Closed Saturday, Sunday, and holiday Mondays.
Online map

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated June 23 2020 by laurab

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1.2 Legal Version of the Calendar

Athabasca University's online Calendar is the official Calendar, and is effective September 1, 2020 to August 31, 2021, unless the specific regulation page says otherwise. Athabasca University no longer produces the print version of the Calendar—2014/2015 was the last year. If you require a PDF of the current Calendar or would like to see any past years' versions, they are stored in our archives.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated January 20 2021 by laurab

The content on these pages was captured on January 20, 2021, and is effective September 1, 2020 to August 31, 2021.
The online Calendar is the official version. If there are any discrepancies between this PDF version
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1.3 Recognition and Accreditation

1.3.1 Recognition

Athabasca University has achieved the highest possible award each year for the Province of Alberta Performance Funding. Recently, the University received the Commonwealth of Learning Award of Excellence for Institutional Achievement.

Most recently, the International Council for Open and Distance Education recognized Athabasca University as one of the world's outstanding distance and open learning institutions.

AU is also recognized by the Government of British Columbia.

AU was awarded the 2010 Canadian Recognizing Learning Award by the Canadian Association for Prior Learning Assessment (CAPLA) in Ottawa on November 8, 2010.

1.3.2 Accreditation

Athabasca University is a publicly funded institution of the Province of Alberta that reports to the government through the Minister of Advanced Education. Pursuant to the Post-secondary Learning Act, SA 2003, Chapter P-19.5, and the Athabasca University Regulation, AR 50/2004, the government authorizes the Governors of Athabasca University (the Board) to govern its own affairs. Public members of the Board are appointed under orders-in-council of the Lieutenant Governor of Alberta.

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Athabasca University is the first Canadian university to be accredited by the Middle States Commission on Higher Education (3624 Market Street, 2nd Floor West, Philadelphia, PA, 19104, 267.284.5000). The Commission is one of six regional accrediting agencies in the U.S. recognized by the Council for Higher Education Accreditation.

Membership

Athabasca University is also a full member of the following organizations:

Alberta Council on Admissions and Transfer
Association of Commonwealth Universities
Association of Universities and Colleges of Canada
BC Council on Admissions and Transfer*
Canadian Association for Distance Education
Canadian Association for Graduate Studies
Canadian Virtual University
Circumpolar Universities Association
Inter-American Distance Education Consortium
International Council for Open and Distance Education

* The term "University" is used under the written consent of the Minister of Advanced Education effective April 4, 2011 having undergone a quality assessment process and been found to meet the criteria established by the minister. (Reconfirmed March 27, 2014)

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Updated June 23 2020 by laurab

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1.4 Protection of Privacy

Athabasca University collects and maintains personal information for the purposes of admissions, registrations, and other activities related to being a member of the Athabasca University community and attending a public post-secondary institution of the Province of Alberta.

You are advised that the information you provide, and any other information placed into your student record, will be protected and used in compliance with Alberta's Freedom of Information and Protection of Privacy Act. For more information, please refer to our website.

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Updated June 23 2020 by laurab

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1.5 Undergraduate Student Orientation

The Undergraduate Student Orientation provides you with an overview of the services and resources available to you as an undergraduate student at Athabasca University.

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Updated June 23 2020 by laurab

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1.6 Student Code of Conduct

Once you have completed and submitted the Undergraduate General Application Form, you have agreed to abide by the rules and regulations of Athabasca University. Your knowledge and acceptance of Athabasca University's academic regulations, policies, and procedures is your contract with the University, particularly the Student Code of Conduct and Right to Appeal Regulations.

Just as we expect your acceptance of our regulations, you may expect Athabasca University to provide you with a successful university experience. The "Expect the Best" brochure, issued when you are admitted, identifies the service standards to which you are entitled.

We're here to help. If you have difficulty accessing information or if you require clarification on any subject or regulation, please contact the University and your query will be forwarded to the appropriate department.

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Updated June 23 2020 by laurab

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1.7 myAU

To communicate with its students, Athabasca University uses a web portal known as myAU, which offers quick access to information, forms, e-Letters, and services that are relevant to you.

Once you are admitted to the University, you will use myAU to access your course(s) and view personal information such as your AU Library account, assignment marks, and course grades. You may also take care of administrative matters, such as booking examinations, requesting course extensions, registering for courses, requesting course withdrawals, and ordering transcripts.

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Updated June 23 2020 by laurab

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1.8 Ask AU

Have questions? Start with our online service, Ask AU. It provides quick answers to most general questions about Athabasca University. If the answer cannot be provided, your query will be forwarded to the appropriate department.

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Updated June 23 2020 by laurab

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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1.9 Information Centre

Athabasca University's Information Centre provides one point of contact for all your telephone inquiries. If the Information Centre attendant can't answer your question, they will forward your call to the appropriate person.

Phone: 800.788.9041 toll-free in Canada and the US.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated June 23 2020 by laurab

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1.10 Student Identification Cards

1.10.1 Active Students

If you are an active Athabasca University student, currently registered in a course, you can request a photo Student Identification (SID) card that will confirm your name, identification number, and the academic year in which the card was produced.

Student Identification cards are the property of Athabasca University. You will be issued one card only. It is valid for the academic year displayed on the front of the card. To update the card annually, you must be active in a course, and request a date sticker from the Office of the Registrar, AU Edmonton, or AU Calgary.

Request for Photo ID Card

1.10.2 Nursing Students

Nursing students are now able to request a wearable ID card for identification purposes in healthcare facilities. It is available for Bachelor of Nursing students and Advanced Nursing Practice students.

The Nursing Student cards are valid for one year. It is valid for the academic year displayed on the front of the card. To update the card annually, you must be active in a course, and request a date sticker from the Office of the Registrar, AU Edmonton, or AU Calgary.

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1.10.3 Photo Requirements

Student Identification (SID) cards are issued using a photograph taken by an Athabasca University staff member whenever possible. If this is not possible, you can supply your own digital photo accompanied by a copy of your driver's licence, or a passport photo. The back of either photo submitted must be signed by a guarantor who can attest to your identity. Examples of a guarantor are listed on the print and online SID forms.

Photos can be taken by staff at the Office of the Registrar in Athabasca, AU Edmonton, or AU Calgary. All ID cards will be mailed to the current address the student has on file with the University.

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Updated June 23 2020 by laurab

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1.11 e-Letters

As of September 2011, AU converted all print letters that were accessible via the e-Letter delivery method to the e-Letter format. If you would still prefer to receive these letters in a print format delivered via Canada Post, you will be able to choose that method of delivery and you will be assessed a one-time $10 fee for this service. Additional information can be found on the Office of the Registrar website.

Examples of documents that are available as e-Letters are: admission confirmation, course registration, course extensions, course withdrawals, tutor assignments, final grades, etc.

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Updated June 23 2020 by laurab

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1.12 Moodle

The name Moodle is an acronym that stands for Modular Object-oriented Dynamic Learning Environment—an open source software package for producing Internet-based courses and websites. Moodle is both a Learning Management System and a Virtual Learning Environment designed to support a social constructionist framework of education. It is an online place where you, as a learner, can have access to your tutor, to other learners, and to a variety of tools, features, and interactions that will enhance your learning experience at Athabasca University.

AU Moodle Orientation

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Updated June 23 2020 by laurab

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1.13 Postal Service Interruption

In the event that Canada Post mail service is disrupted due to a strike or work slowdown, Athabasca University posts daily instructions on its website.

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Updated June 23 2020 by laurab

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1.14 Important Dates

2020		
Aug.3	Civic holiday	University closed
Sept.7	Labour Day	University closed
Oct. 12	Thanksgiving Day	University closed
Nov. 11	Remembrance Day	University closed
Dec. 24/20 – Jan. 1/21	The University will close at 4:30 p.m. Wednesday, December 23, 2020 and will reopen at 8:30 a.m. Monday, January 4, 2021.	
2021		
Feb. 15	Family Day	University closed
April 2 – 5	(inclusive) Easter break.	University closed
April 30	Last day for students to apply to graduate at the June 2021 Convocation	
May 24	Victoria Day	University closed

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June 11	Virtual Convocation 2021	
July 1	Canada Day	University closed
Aug.2	Civic holiday; Heritage Day	University closed
Sept.6	Labour Day	University closed
Oct. 11	Thanksgiving Day	University closed
Nov. 11	Remembrance Day	University closed
Dec. 25/21 – Jan. 3/22	The University will close at 4:30 p.m. Friday, December 24, 2021 and will reopen at 8:30 a.m. Tuesday, January 4, 2022.	

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated December 14 2020 by laurab

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3. Admission, Registration and Evaluation

Due to Covid-19, Athabasca University has temporarily changed some student processes. Please refer to the Covid Q&A page for any updates and current steps that may be different from our regular practices.

In order to take courses at Athabasca University, a student must be admitted to AU. Once the student is admitted, they can either enrol in a program and then register in courses, or register in courses as an unclassified student.

The following section contains information related to admissions, enrolling in a program, registering in courses, evaluations and transfer credit and university regulations.

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Updated January 19 2021 by laurab

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3.1 Admission

As an open university, Athabasca University admits students 16 years of age or older. Students may be of any nationality and reside anywhere in the world.

Students under 16 years of age may be admitted with special consideration by petitioning the Coordinator of Enrolment, Records, and Examination Services. An underage student's admission application form must be accompanied by the course registration form, an up-to-date high school transcript (or equivalent), letters of support from the student's high school principal or designate, and from a parent or guardian. Permission from the Course Coordinator responsible for the course must also be obtained. An interview will be

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arranged with the Course Coordinator at the time the course registration form is received.

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Due to Covid-19, Athabasca University has temporarily changed some student processes. Please refer to the Covid Q&A page for any updates and current steps that may be different from our regular practices.

3.1.1 Past Academic Performance

While past academic performance at other post-secondary institutions does not prevent you from being admitted to AU, it may be considered if you are enrolling in a particular program (e.g., Bachelor of Nursing). If you were suspended or dismissed from another post-secondary institution for reasons of academic misconduct, you may be refused admission or enrolment at AU until the period of suspension or dismissal has elapsed.

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3.1.2 Non-Canadian Students

Athabasca University welcomes non-Canadian students.

You need a study permit if:

- you are a non-Canadian with a work permit and are living temporarily in Canada while enrolled in the Bachelor of Nursing degree program.
- you are a non-Canadian student enrolled in an AU program at an institution with which the University has a collaboration agreement.

You do not need a study permit if you are a non-Canadian AU student living outside Canada.

For more detailed information, visit the International Student Guidelines page.

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In the case of a dispute over an individual's status within Canada, Citizenship and Immigration Canada (CIC) regulations will apply.

Citizenship and Immigration Canada
1.888.242.2100

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3.1.3 Returning Students

To remain an active AU student you must be registered in an AU course, or you must have completed an AU course in the last 12 months. The 12-month period is based on the most recent course contract date, course completion date, or the date of withdrawal from an AU course.

Students who complete courses on a Letter of Permission from AU also retain their active status. If you complete courses at other institutions without first obtaining a Letter of Permission from AU, you may be designated inactive and forfeit your enrolment status and risk not receiving credit for the course.

If you are a returning student and you have never accessed the myAU portal, you will need to log into the portal using your AU Student ID number.

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If you are a returning student with an active AU account, you can proceed to course registrations.

If you are a returning student with an inactive AU account, you need to reactivate your active status by selecting 'Change Your Program' found under the 'Manage Your Program' header under the 'Student Record' section of the myAU portal.

Reactivation Form
myAU portal

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3.1.4 New Students

All new AU students require a student identification number. To obtain a student ID number, you must apply for admission to AU.

Complete and submit the online Undergraduate General Application Form and pay the one-time, non-refundable application fee. Before you apply online, you will need to determine if you are applying as a program student or as an unclassified (non-program/visiting) student.

3.1.4.1 Unclassified (Non-Program/Visiting) Students

Unclassified students are not enrolled in an AU credential program, but are either planning to take or are currently

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registered in AU courses only. There is no limit to the total number of courses that can be taken; however, the maximum active course load at any one time is six.

The AU unclassified category includes visiting students from other post secondary institutions who are taking AU courses for admission or transfer purposes to another institution. Visiting students are encouraged to obtain a Letter of Permission from their home institution before registering in an AU course. This will ensure the home university will accept the AU course in the visiting student's program.

NOTE: It is important to note that AU does not evaluate previous post-secondary education or award transfer credit for students in the unclassified category. If a student wishes to change from the unclassified category to a program student category, a request for evaluation of any previously completed post secondary courses can be made any time after declaring an AU program.

Visiting students must request a transcript to be sent to their home institution once they have completed the course(s). This can be done online through myAU.

3.1.4.2 Procedure

If you are applying to become an unclassified student (a non-program or visiting student) from the "Undergraduate General Application" page, choose, "No, I only want to take some courses right now". Follow the prompts to complete/submit and pay for the application.

After being admitted online to AU, you will be immediately assigned an AU student ID number to confirm your admission.

Confirmation of your enrolment as an unclassified student will be available in your myAU portal the next day. To access your confirmation e-Letter, log into your myAU portal using your ID number.

You can immediately register in courses once you are enrolled as an AU unclassified student.

3.1.4.3 Program Students

Program students are enrolled in any of the undergraduate degrees, diplomas, or certificates offered by AU. Students who change from the unclassified (non-program/visiting) to a program category may use credits earned while in the unclassified (non-program/visiting) category provided the course(s) meets the requirements of the program, including any restrictions on the age of a course, if applicable. There is no application deadline for enrolling in an undergraduate degree program. Applications are accepted year round.

Because program regulations can change, students are required to complete the program regulations in effect at the time of their enrolment. Students who are admitted to a program that has any entrance requirements for admission will follow the degree regulations in effect upon completion of the transfer credit evaluation.

Pre-Enrolment Category

Although most of the undergraduate credentials have open admission, there are some that require documentation be provided and assessed prior to admission (refer to the specific program regulations). In these cases, students will be admitted to a pre-enrolment category until documentation is assessed. Once this process is complete, students will be advised of their admission status. See Procedure below for assessment process.

3.1.4.4 Procedure

If you are applying to become an undergraduate program student (you wish to complete a credential such as a degree, diploma, or certificate at AU) you need to apply using the ApplyAlberta form that has been designed for this purpose.

ApplyAlberta is a secure online application and transcript exchange system that students will use to:

- apply to one or more of Alberta's public post-secondary institutions through one portal, and
- authorize institution(s) to request the transfer of their Alberta high school and post-secondary transcripts.

Student personal and academic information is entered only once—it is filled in automatically on each application submitted to a post-secondary institution.

Once you have completed and submitted your personal information via the ApplyAlberta site, you will be forwarded to AU's Office of the Registrar Online System (OROS) to finalize your application of admission with AU. Be prepared to indicate the program you are interested prior to submitting your application and

paying the one-time non-refundable application fee. If you need help selecting a program, contact Counselling Services prior to submitting an Undergraduate General Application Form.

After being admitted online to AU, you will be immediately assigned an AU student ID number to confirm your admission.

Confirmation of your enrolment as a program student with no evaluation of previous course work will be available in your myAU portal the day after your application is processed. To access your confirmation e-Letter, log into your myAU portal using your ID number.

Confirmation of your enrolment as a program student with a request for an evaluation of previous course work will be mailed to you after your application is processed (typically within 10 business days).

If you enrol in a program at AU, you are responsible for selecting courses that meet the program regulations and requirements in effect on the date you enrol.
If you need help selecting courses for the program you have selected, contact Advising Services.

3.1.4.5 Concurrent Enrolment

Students cannot be enrolled in two Athabasca University programs at the same time. They also cannot enrol in an AU undergraduate degree program while they are enrolled in another undergraduate degree program at another post-secondary institution. Those students may take courses as unclassified (non-

program/visiting) students until they have either completed or withdrawn from the other program.

3.1.4.6 Concurrent Enrolment Procedure

Your application to an Athabasca University program will be processed and a transfer credit evaluation will be completed. You will be given 45 days to either complete or withdraw from the external institution's program and a declaration letter will be sent to you for this purpose from the Evaluations Unit, Office of the Registrar. Failure to respond in that time will result in you being removed from your program and put into the unclassified category.

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3.1.5 Admission Classifications

3.1.5.1 Active Students

Active students are those who are currently registered in an AU course or who have completed or withdrawn from an AU course within the last 12 months. The 12-month period is based on the most recent course contract date, course completion date, or the date of withdrawal from an AU course.

Students who complete courses on a Letter of Permission from AU also retain their active status.

Active students are able to log in to myAU where they have access to personal information such as their library account, assignment marks, and course grades, or

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take care of administrative matters such as registering for courses, booking examinations, or applying for extensions.

3.1.5.2 Inactive Students

Inactive students are those who have not registered in an AU course within 12 months of the most recent course contract end date or the date of withdrawal from their last AU course.

Returning students with an inactive AU account, will need to log into myAU and reactivate their active status by completing a new Undergraduate General Application Form before they can register in courses.

3.1.5.3 Changing Programs/Status

Changing Programs: Active students who want to change their enrolment from unclassified (non-program/visiting) to program, or change from one undergraduate program to another undergraduate program; or inactive students who would like to reactivate their account, must log in to myAU and in the Student Record section, under “Manage Your Program”, select “Change Your Program”.

Changing Concentrations, Majors, or Designations in the Same Program: Active program students who are changing their concentration, major, or designation, but stay in the same credential, are governed by the credential regulations in effect at the time this change is made. Students who wish to remain under the regulations that were in effect at the time of their initial enrolment in the credential

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may remain under the original enrolment date by making the request in writing to enrol@athabascau.ca.

A change from one credential to another constitutes a change of program. For example, a change from a three-year to a four-year credential, or a change from one university certificate to another university certificate are changes to program.

Inactive students will be asked if they require an evaluation of previous post-secondary studies. Previously-completed course work, including transfer credit, will be reassessed and applied to the student's program in accordance with the degree regulations and procedures in effect at the time of re-enrolment. A fee is required for this service if it wasn't submitted previously.

Effective November 5, 2018, students requesting a transfer credit evaluation are responsible for providing recently issued official transcript(s) to the Enrolment Services Unit. These documents will be retained for 3 years.

International Assessment Services (e.g. IQAS, WES, etc.) documents are requested as required and will be retained indefinitely.

All students are required to fulfill the program regulations in effect at the time of their enrolment. Course work completed previously will be assessed toward the new credential.

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3.1.6 Enrolment Status

3.1.6.1 Part-Time Students

Those who are registered in less than 60 per cent of a full course load with AU. For taxation or Government Student Loan purposes, students who register in less than four, three-credit courses over six months are considered part-time.

3.1.6.2 Full-Time Students

Full-time students are enrolled in a minimum of 60 per cent of a full course load. At the undergraduate level a full course load is defined as 3.75 credits per month at AU. The minimum requirement for full-time status is 2 credits per month.

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Example: If you are on student financial aid, full time enrolment is 9 credits over 4 months with the same start date. If you are taking courses via individualized study over 6 months, you require 12 credits to be full time with the same start date.

For more detailed information on SFA and non-SFA students, visit the AU Student Financial Aid Information page.

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3.2 Evaluations and Transfer Credit

In general, Athabasca University will review your previous post-secondary education toward your credential. A one-time Evaluation Fee will be charged for this service. Please note this fee is non-refundable once an evaluation has been completed. For detailed information regarding the awarding of transfer credit please refer to the Undergraduate Transfer Credit Policy.

AU has articulated courses and programs from more than 240 institutions and organizations. These decisions can be searched on our online database.

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Non-Canadian students who will be presenting international credentials for possible transfer credit to an AU program must refer to Foreign Transcript Evaluation.

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3.2.1 Block Transfer Credit/College Diploma

AU accepts many college diplomas and other credentials as blocks of transfer credit toward AU programs. In these cases, the student's transcript is reviewed, and transfer credit is awarded as a block of credit rather than on a course-by-course basis.

Block transfer arrangements are most often associated with specific programs and may not be applicable to all AU credentials. If a decision has not been previously made, your prior education will be assessed on an individual basis.

Transfer Credit Search website:

Transfer Credit Search

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3.2.2 Procedure

If you are a new student and wish to apply to an AU program, you must enrol in a specific program by completing the online Undergraduate General Application Form, and submit the one time, non-refundable application fee.

Undergraduate General Application Form

Students with International Credentials

Unclassified/visiting students

If you are an unclassified/visiting or inactive student and you would like to enrol in an AU program, log into your myAU account and complete and submit the online Change of Program form. You

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will be required to submit the evaluation fee if you have not done so previously, but as a previously admitted student you are not required to resubmit the general application fee again.

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Transcripts

Arrange to have official transcripts of your previous education—from each institution that you formerly attended—sent directly to AU, Enrolment Services, Office of the Registrar. AU will evaluate all post-secondary course work completed within Canada and the United States. In some cases, additional supporting documentation may also be required in order to begin the evaluation.

Documents received in support of an application for admission become the property of AU. Copies of your foreign documents submitted may be sent to you upon request (please notify Enrolment Services).

Effective November 5, 2018, students requesting a transfer credit evaluation are responsible for providing recently issued official transcript(s) to the Enrolment Services Unit. These documents will be retained for 3 years.

International Assessment Services (e.g. IQAS, WES, etc.) documents are requested as required and will be retained indefinitely.

Questions regarding sending AU transcripts can be forwarded to: enrol@athabascau.ca.

Mailing Address:

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Office of the Registrar
1 University Drive
Athabasca, AB T9S 3A3

Course Outlines/Syllabi

This information will be of use to students who want to have unassigned credit changed to direct equivalency credit, as well as to students who wish to have courses evaluated which have not been granted transfer credit.

For either of the above type cases, the student must present detailed course outlines (syllabi)* to Transfer Credit Services, Office of the Registrar. Calendar descriptions will not suffice.

The information in the detailed course outlines should include:

- Institution name
- Course name, number, and year completed
- A statement of the course objectives
- A detailed outline for the course
- The number of weeks of duration
- Hours per week of lecture (laboratory/tutorial/seminar/studio work)
- The method of evaluation and grading
- The textbooks used
- Content of assignments and assignment weighing
- Credential of instructor(s)
- Course title of prerequisite or corequisite courses (if any)
- Credit value

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Some departments or faculties may require students to provide copies of examinations and/or assignments. When this information is received, it will be reviewed by the appropriate department. You will be notified of the results in writing.

* Course outlines for courses other than language courses must be presented in English. If the course was taken in a language other than English, the original outline must be presented with the translated version.

Questions regarding detailed course outlines can be directed to: eval@athabascau.ca.

Mailing Address:

Athabasca University
Transfer Credit Services
Office of the Registrar
1 University Drive
Athabasca, AB T9S 3A3

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3.2.3 Foreign Transcript Evaluations

Students presenting non-Canadian/non-United States credentials for possible transfer credit to an AU program must obtain an evaluation of post-secondary course work from an international assessment agency, for example, the International Qualifications Assessment Service (IQAS). The credential assessment agency will assess each student's international educational documents and compare them to educational credentials in Canada.

All assessments, regardless of the agency used, must be completed using original documents or certified copies—official documents issued directly from the

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sending institution are preferred. AU only accepts detailed course-by-course assessments. Students must also submit copies of all foreign transcripts used in the assessment to AU. Please note AU reserves the right to request that official documents be sent directly from the institution to AU.

If you elect not to use an assessment agency, you may not obtain any transfer credit for your course work towards an AU program.

There are a number of other foreign credential evaluating services whose assessments may be accepted. In Canada, refer to the Alliance of Credential Evaluation Services of Canada.

AU can also accept assessments from the U.S. from members of the National Association of Credential Evaluation Services (NACES) or the American Association of Collegiate Registrars and Admissions Officers Foreign Education Credential Service (AACRAO).

Alliance of Credential Evaluation Services of Canada

National Association of Credential Evaluation Services

American Association of Collegiate Registrars and Admissions Officers Foreign Education Credential Service

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3.2.4 Timeline for Evaluation Completion

Evaluations take time. When Transfer Credit Services receives all the transcripts, supporting documents, and required fees, your evaluation request enters a queue. It can take from six (6) to eight (8) weeks to complete your evaluation. If additional information is required, or AU is experiencing high volumes of requests, it may take longer. In addition to official transcripts, supporting documentation, such as course and program descriptions, may be required from the sending institution.

Failure to provide this information when it is requested will impede the evaluation process. When the evaluation is complete,

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you will be notified what transfer credit has been awarded and how it applies to your program of study.

Current processing time: **8 weeks**

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3.2.5 Course Registration While Waiting for Evaluation Completion

While you wait for your evaluation of previous education to be completed, you may register in courses. If your course duplicates course work already completed, you can only receive credit for one of the courses. AU cannot confirm any course will meet your credential regulations until your evaluation is complete.

If you register in a course and are subsequently given transfer credit for a similar course completed previously, you have the option of withdrawing from the course. Refer to Course Withdrawal – Individualized Study and Course Withdrawal – Grouped Study.

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Course selection assistance may be obtained from an AU student advisor by submitting an Information Request Form.

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3.2.6 Notification of Evaluation

Once your evaluation is complete, Transfer Credit Services will notify you that your assessment is completed and tell you where you can access the results. Examine the transfer credit awarded closely and see how it has been applied to your program of study.

If you have questions resulting from the evaluation or as to why a course did not receive transfer credit, contact Transfer Credit Services immediately.

If you require assistance with program planning and choosing courses, please contact a student advisor.

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3.2.7 Transfer Credit Time Limits

Usually, courses will be considered for transfer credit regardless of when they were completed. There are some exceptions.

Depending on the program, AU will not award transfer credit for some administrative studies courses (e.g., law, senior-level accounting, management science, marketing or finance courses), information systems courses, or science courses that were completed more than 10 years ago.

Athabasca University will not award transfer credit in the following programs for nursing courses that were completed

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more than seven (7) years ago, or for non-nursing courses that were completed more than 10 years ago:

- Post-RN Bachelor of Nursing Degree Program
- Post-LPN Bachelor of Nursing Degree Program

In addition, AU will not grant transfer credit in the following programs for computer science courses that were completed more than five (5) years ago:

- Bachelor of Science in Computing Information Systems
- Bachelor of Science in Computing Information Systems (Post Diploma)
- University Certificate in Computing and Information Systems

Students transferring credit completed within a Canadian Information Processing Society (CIPS) accredited diploma or who have completed a science-related diploma program from a college or technical institute, and who are enrolling in the Bachelor of Science Program, may not be eligible for a block transfer of credit if the diploma is more than five (5) years old.

Consequently, if student diplomas are more than five (5) years old and students are currently active in their field of study, they should arrange to provide evidence of this activity to Transfer Credit Services (e.g., a letter from their employer, a copy of professional membership etc.).

Students who choose to change programs may ask a student advisor for help in determining whether courses they have completed through AU will be accepted into the new program.

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3.2.8 Appeal Process Concerning Transfer Credit

Students can appeal a transfer credit decision by following details in the Student Code of Conduct and Right to Appeal Regulations.

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3.2.9 Transferring AU Courses to Another Institution

Generally, AU courses are transferable to other Canadian degree-granting institutions.

AU is unable to advise you on which of its courses would transfer into a program at another institution. The decision to accept courses for transferability lies exclusively with the home institution.

If you are in a program at another post-secondary institution and wish to take an AU course, you are advised to obtain a Letter of Permission from your home institution before taking the AU course. If you do not obtain permission you may not receive credit for the course at your home institution.

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Students wishing to transfer courses or programs to another institution should refer to the Alberta Transfer Guide, which lists all courses and program transfer agreements between post-secondary institutions in Alberta, the Northwest Territories, and Nunavut. Students wishing to transfer credit for courses or programs to British Columbia post-secondary institutions should refer to the British Columbia Transfer Guide. These guides and other transfer information are available online or by contacting:

Alberta Council on Admission and Transfer
11th Floor, Commerce Place
10155 - 102 Street
Edmonton, AB
T5J 4L5
Phone: 780.422.9021 or 310.0000 toll-free
Email: acat@gov.ab.ca

Alberta Transfer Guide

British Columbia Council on Admission and Transfer
709 – 555 Seymour Street
Vancouver, BC
V6B 3H6
Phone: 604.412.7700
Fax: 604.683.0576
Email: bctransferguide@bccat.ca

British Columbia Transfer Guide

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3.3 Letter of Permission

A Letter of Permission (LOP) is a document that states that a post secondary institution will allow the course be transfered in. It is issued by the post-secondary institution the student is enrolled in a program at. The Letter of Permission is a means of tracking the courses you take at other institutions. The letter also indicates to the external institution that you are a visiting student and provides you information regarding the transfer credit that will be awarded for external courses. While most students who submit a LOP would like the requested course(s) fit as a substitution into their program regulations, receiving the letter does not guarantee the course will fit.

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There are two types of Letter of Permission: Outgoing and Incoming.

Outgoing Letter of Permission: Athabasca University students request an LOP from Athabasca University asking permission to use an external course as transfer credit by filling out this form: Letter of Permission Request Form.

Incoming Letter of Permission: visiting students can request an LOP from their institution asking permission to take an Athabasca University course towards their program.

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3.3.1 Outgoing Letter of Permission: Before You Register

Before you register in courses for credit at another post-secondary institution towards your Athabasca University (AU) credential, you must request a Letter of Permission (LOP) from Transfer Credit Services, Office of the Registrar. Once a decision has been made on your LOP request, a letter will be sent to the external institution noted in your request and one to you indicating the transfer credit awarded. Please check your program carefully to ensure the proposed transfer credit fits into your credential. The transfer credit awarded on your LOP is for the course indicated and does not take into consideration the program you are enrolled in, it may or may not fit within

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your credential regulations. If you need assistance in determining if the credit will fit, contact a student advisor.

The Letter of Permission is valid for one year and maintains your active program status if you are not registered in any AU courses at the same time.

Request the Letter of Permission a minimum of six weeks before the course registration date. This will allow AU time to process, approve, and forward the letter. There is no fee for this service.

Credit will not be applied to your program if you do not first obtain a Letter of Permission and after course completion make arrangements for an official transcript to be submitted to AU that indicates successful completion of the course(s). This is not an automatic process. You must request transcripts be sent to AU.

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3.3.2 Incoming Letter of Permission: Visiting Students

Visiting students can take courses at Athabasca University (AU) for transfer credit to other post-secondary institutions. Before you register in a course at AU, you are advised to obtain a Letter of Permission from your home institution that indicates it will accept the AU course in your program. This is not a requirement of AU, but may be a requirement of your home institution.

Make sure you are aware of any special considerations that your home institution has related to course completion, course withdrawal, course extensions, supplemental exams, and delivery mode. For example, some institutions require that their students complete the course within specified timelines, will not accept a

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grade if a supplemental exam has been written, or will not accept a grade if it was taken by Challenge for Credit.

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3.4 Prior Learning Assessment and Recognition

Prior Learning Assessment and Recognition (PLAR) allows you to demonstrate the university-level knowledge that you have gained informally through work or life experiences. By preparing a detailed portfolio or e-portfolio for assessment, you may receive up to a maximum amount of credit within your AU program.

You will be asked to submit your PLAR application and PLAR fee after you have been assigned to a mentor.

Contact the Centre for Learning Accreditation for information or visit the Prior Learning Assessment and Recognition website.

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3.5 Graduation

AU approves and awards credentials every month. For consideration to graduate, all students must submit an Application for Graduation form to the Office of the Registrar. All requirements for the credential (final grades; including grades for courses on Letter of Permission) must be received and processed by the Office of the Registrar by the 15th of the month in order to be submitted for approval the following month. For example, students who complete all requirements by September 15th will have their names forwarded at the October meeting.

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3.5.1 Procedure

In order to be considered for graduation please note the following:

- Students must be active in a credential at AU.
- Students are required to return a completed Application for Graduation form to the Office of the Registrar. All requirements for the credential must be in progress or completed before submitting the form.
- Upon receipt of an Application for Graduation form, the Office of the Registrar will monitor your progress in AU courses until all final grades are received and advise you by letter that you are eligible to graduate. It is the student's responsibility to submit transcripts for course work completed at other institutions.

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In order to be considered for graduation awards and to be included in the Convocation ceremony program, all final grades, including transcripts for courses completed on Letter of Permission must be received by the deadline.

Your name, as it is recorded on your student academic record, will be displayed on the parchment. If you have recently changed your name, or would like to make changes to what we have recorded on your student file, you must officially notify the Office of the Registrar by completing and submitting the Student Change of Information form.

Parchments will be mailed to the student after the graduation date using the address appearing on the Application for Graduation. If a change of address has been submitted after applying, please contact the Office of the Registrar at 1-800-788-9041, ext. 6382, to update the address on your application.

Students will be required to reapply to graduate if at any time they become inactive or are not in enough courses to complete the requirements of the credential.

Students must arrange to settle all outstanding accounts with AU (monies owing, return of library materials, etc.).

All students who receive graduate or undergraduate degrees are invited to attend the in-person convocation ceremonies held by AU every year. Graduates of university certificate or university diploma programs are listed in the convocation program, but do not participate in the ceremonies. Additional

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information about the convocation ceremonies may be found on the convocation website.

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3.5.2 Parchment Replacement

AU reissues parchments that are lost or stolen, have been damaged, which reflect a change of name, or for professional display purposes. You are required to complete and submit a Parchment Replacement/Duplication Request Form and fee.

Students requesting to replace a parchment that has been lost, stolen, or damaged, or who wish a second parchment for display purposes, are required to sign and date a declaration.

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After being admitted to Athabasca University and enrolled as either an unclassified (non-program/visiting) or program student, you will be able to register in courses.

If you enrol in a program, you are responsible for selecting courses that meet the program regulations and requirements in effect on the day you enrolled. If you enrol in a program that has entrance requirements for admission, you will follow the degree regulations in effect upon completion of the transfer credit evaluation.

This section will give you information on the registration process.

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3.6.1 Prerequisites

Prerequisites ensure that you have the required background to successfully complete your course. Before you register, you should ensure that you have met all course prerequisite and corequisite requirements in accordance with the Prerequisite Declaration Form and the registration process.

3.6.1.1 Professor Approval

If you feel a prerequisite should be waived for non-academic reasons (e.g., work experience), you must contact the course professor with the authority to waive the prerequisite before you register in the course. If you did not complete the prerequisite through AU, you must ensure that the Prerequisite Waiver Declaration Form has been completed. Next, submit

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this form and the Course Registration Form, to Enrolment Services, Office of the Registrar.

Students who register in a course that is a prerequisite to a second course, must obtain professor approval before their registration in the second course can be processed.

Before registering in Reading Courses, you must contact the course professor to obtain registration approval.

Some courses require professor approval and other course-related prerequisites. Failure to obtain these pre-registration requirements will result in your registration being delayed or refused.

Undergraduate Course Registration Form (HTML)
Undergraduate Course Registration Form (PDF)

3.6.1.1 Junior-Level Course Requirements Superseded by a Senior-Level Course

When a junior-level course is a prerequisite to a senior-level course in the same subject and both courses are required in a student's program of study, the student may be exempt from completing the junior-level course upon the successful completion of the more advanced, senior-level course. In the case of an exception, the student must complete a replacement course at the same or higher level of an equal credit weight in the same area or discipline, in lieu of the prerequisite course.

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Exemptions must receive approval by the Course Coordinator, and may be granted at the time of the transfer credit evaluation or upon written request to enrol@athabascau.ca.

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3.6.2 Requests for Exception

All written requests for exception to course registration policies and associated procedures should be submitted via the online student appeals form. To lessen delays associated with appeals, student should submit any supporting documentation to regappeal@athabascau.ca once the online appeal has been submitted.

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3.6.3 Auditing a Course

Audit students register in a course for interest but do not wish to receive credit. As an audit student, you will receive the same tutorial support, have access to all other services provided to AU students, and pay the same fees. Audit students are ineligible to request and write examinations, and a final grade is not provided.

When you register, indicate whether it is your intention to audit the course.

3.6.3.1 Changing Status

If you are auditing a course and wish to change to credit status, you must apply in writing to the Office of the Registrar before the mid-point of the original course contract period.

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If you are taking a course for credit and you have not yet written any examinations, you may change from credit to audit status. You must do so before the mid-point of your original course contract period, and you must apply in writing to the Office of the Registrar.

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3.6.4 Zero-Credit Courses

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Zero-credit courses (for example, ENGL 144 and ENGL 149) do not fulfill any requirement towards a credential.

Students in zero-credit courses receive the same academic support and have access to all other services provided to AU students. They pay the same fees as they would for a three-credit course (minus the Students' Union and Alumni fees). Other academic-related fees and regulations also apply to zero-credit courses.

Course extension regulations also apply to zero-credit individualized study courses.

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3.6.5 Individualized Study Courses

Individualized study is the most common method of teaching and learning at Athabasca University.

At AU, courses begin the first day of each month provided you register by the 10th day of the previous month. You will have six months to complete zero-, one-, three-, or four-credit courses and 12 months to complete six-credit courses.

Course fees include all course materials needed for the course. See Course Materials below for more information.

You may be required to purchase additional items such as stationery, binders, calculators, etc. Most courses

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have required computer components (refer to Computer Requirements in the Glossary).

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3.6.5.1 Maximum Course Load

Students may be actively registered in one to six courses at a time, including: courses with an In-Progress Status, those taken via the Challenge for Credit process, and wait-listed or pre-registered courses that overlap current registrations. To ensure that you do not overburden yourself, AU limits your course load to a maximum of six active registrations. If you have a full-time job or are new to distance learning, we suggest you start with one course.

A course overload (registration in more than six courses) is only allowed when a student is at the maximum course load and has finished all of their coursework and requested exams (if applicable) for one or more course(s). Students must request permission for a course overload by emailing Enrolment Services at enrol@athabascau.ca.

3.6.5.2 Pre-Registration – Individualized Study

You may pre-register in an individualized study course up to five months before the course start date. Pre-registration guarantees you that tutorial support will be available for a specific start date. When you pre-register, you will be paying the fee that is effective the date your course begins. Should you alter your pre-registration, you will be charged a fee.

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You will receive your course materials shortly after your pre-registration. Tutorial support will not begin until your official course start date. Your tutor introductory letter will arrive approximately one week before your course start date.

3.6.5.3 Registration Process – Individualized Study

Once you are admitted to AU and you have received your student ID number, you may register in courses. When you have selected a course, ensure that it is available by viewing the online course syllabus and the Course Availability List. Also ensure that you have the required prerequisites.

Log in to myAU to complete and submit the Undergraduate Course Registration Form along with the appropriate payment. If you are an inactive student, you will still have access to myAU. Follow the instructions to reactive your status. Confirmation of course registration by e-Letter will be available within 48 hours of the course registration in your myAU portal (use your student ID number to log in).

The request for a course materials package will be sent as soon as your course registration is processed. A tutor will also be assigned after you register in a course; however, the tutor's support will not be in effect until the course contract start date.

- myAU
- Course syllabi (available courses)
- Course fees
- Undergraduate General Application Form

Undergraduate Course Registration Form

3.6.5.4 Registration Deadlines

AU's individualized study courses begin the first day of the month, and are offered year-round. You can register online via the online registration system. You must request and pay for courses by the 10th day of the month prior to the requested course start date. For example, if you wish to start your course on November 1, you must register for the course by requesting and paying for it by no later than October 10.

For students without access to the online registration system, the Office of the Registrar will process paper course registration requests and payments that are received by the 10th day of the month before your requested start dates.

Remember to consider postal, courier, and processing times when a particular start date is desired. Students living overseas are generally assigned course start dates one month later that students living in North America.

Courier Recovery Fees

3.6.5.5 Overseas Students' Course Start Dates

Course start dates for students living overseas (those living outside Canada and the continental United States) depend on the arrival of the course package. To reduce postal delays, AU will courier your course package but you must provide a street address (not a Post Office box address) and telephone number. Overseas

students are required to register for their courses two months prior to the intended course contract start dates.

3.6.5.6 Course Contract Period/Dates

Each individualized study course has a specific course contract start date and end date. You will have six months to complete a zero-, one-, three-, or four-credit course, and 12 months to complete a six-credit course. Your course contract end date is the last day of your individualized study course. Course contract end dates fall on the last day of a month.

Course extensions are available, if required.

You are considered actively registered in your course until you have completed the course, the course contract date expires, or you withdraw. Your course materials package will be sent as soon as your registration or pre-registration request is processed, however, tutor support, submission of coursework, and the writing of examinations cannot begin until the official course contract start date. See Early Access to Courses below.

Course Extensions
Financial Assistance

3.6.5.7 Early Access to Courses

Early access to individualized study courses in the Moodle learning management system varies based on individual course design. Prior to the course contract start date, student access may not be provided to some assignments and will not be provided to quizzes or

exams. (Note: In some courses, early access is not provided at all.) Students cannot submit assignments and quizzes, nor write exams until their course contract period commences. Tutorial and faculty access will not be provided until the course contract period begins.

3.6.5.8 Studying Courses While Residing Outside Canada

All students studying outside of Canada must comply with the regulations governing the normal course contract period. Extensions beyond the normal course contract period in individualized study courses are available to all students. Refer to Course Extensions – Individualized Study below.

3.6.5.9 Course Materials

The payment of course registration fees entitles you to receive most of your individualized study course materials. Course materials include, but are not limited to, textbooks, student manuals, study guides, tutorial assistance where provided, access to online materials and other instructional materials required to complete the course for the period of active registration. Additional lab fees may be required for some Faculty of Science courses. You may be required to pay for additional small items such as binders, calculators, home lab materials, and so on.

Some AU courses introduce students to a more specialized course in the same field. These courses often reference the same textbook. Please retain the textbook from the previous course as a duplicate textbook will not be distributed.

Your course package will include various course materials that are identified in the online course syllabus. In some courses, the course materials are available entirely online. In others, the resources may be a combination of offline materials such as a hard copy textbook(s), CDs, and/or DVDs, and the balance of course materials is accessed online. And in others, the entire course materials package is print-based and is mailed or couriered.

Your course materials will arrive before your official start date. If for some reason the materials don't arrive on time, contact Materials Management at AU as soon as possible (1.780.675.6366).

3.6.5.10 Shipping/Receiving Your Print Course Materials

In many courses, the course materials are available either online or in print, or a combination of both formats. If a course has print course materials, they will be sent shortly after your course registration has been processed.

Shipping Within North America

Students living in Canada will receive their print course materials through Canada Post. Students who live in the U.S. or Mexico will receive their print course materials by courier. Please allow two weeks or longer to receive the material.

Shipping Overseas

Various methods are used to ship print course materials overseas. AU's Materials Management department determines the most efficient and appropriate method. If you live overseas, please allow up to one month to receive your course materials.

Overseas Students' Course Start Dates

Materials Management

1.800.788.9041 ext. 6366
cmat@athabascau.ca

3.6.5.11 Your Tutor

After you register in an individualized study course, an e-Letter containing your tutor's name, address, email address, phone number, and tutor hours will be posted in your student myAU portal approximately ten days before your course contract start date. The default method of student information delivery is e-Letter. (Print letters are still available by filling out the Print Letter Request form and paying the associated fee.) If you have not received your tutor letter one week before your course start date, or if you have misplaced your letter, contact Learning Services Tutorial as soon as possible.

Your tutor will assist you throughout your course either by phone or email. Tutors offer subject-matter assistance, engage in scholarly discussion, mark assignments, provide feedback, and help prepare you for your examinations. Never feel reluctant to contact your tutor. He or she is your main link with AU.

You may contact your tutor on the course start date, but not before. You may phone your tutor toll-free from anywhere in Canada or the US during established tutor hours, or you can leave a voicemail or email message at any time.

Most of the AU Faculty of Business and Faculty of Science and Technology courses provide access to a Student Success

Centre and academic experts. Before your course starts, you will receive a letter with the centre's toll-free telephone number.

Because of vacation time, normally during the summer months, your tutor may not be available for up to ten business days. In case of absences of longer than 10 business days, other arrangements will be made for you.

Learning Services Tutorial

3.6.5.12 Course Extensions – Individualized Study

If you are unable to complete your individualized study course during the course contract period, you may apply for and purchase up to three, two-month extensions at Athabasca University. Course extensions apply to individualized study courses only. See exceptions and omissions below.

A course extension must be requested and purchased online (via your myAU portal using your student ID number to log in) a minimum of one month before your course contract end date. Requests for second and third extensions must be received a minimum of one month before the expiry of the previous extension. (e.g. Course contract end date: December 31, 2020. Course extension request and purchase deadline: November 30, 2020, 23:59:59 MST.) Course Extension Fees are non-refundable.

The extension begins on the first day of the month following your course contract end date. Course extensions do not extend full- or part-time status past the original course contract period. For example, if a student initially took four

courses starting in the same month and applied for extensions for all four courses, the full-time status would still only be for the original four-month (or six-month for non-funded students) course contract period.

If you fail to complete your course and you do not apply for an extension by the required deadline, you will receive a grade of F (Failure) for the course. If you wish to obtain credit for the course, you may re-register and pay a fee. Both the original registration and the re-registration will appear on your transcript.

Student Financial Aid (SFA) Students

Students receiving financial assistance may be restricted by shorter time limits. These students should contact the Student Awards and Financial Aid Unit in the Office of the Registrar to discuss implications of their funding and full-time status. Extensions to full-time SFA funded students' courses will affect the student's full-time eligibility for funding for current and future funding terms. If they are granted an extension, their full-time status will not be extended and their current or future funding eligibility will not be guaranteed.

Students in Grouped Study, Pilot Courses, or Challenge for Credit Process

Students who are registered in grouped study courses or the Challenge for Credit process are not eligible to extend their original course contract period.

Students registered in a pilot course must refer to the course syllabus to determine whether course extensions are available for that course.

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Students in Practicum Courses

Nursing Practicums: Course extensions are not allowed.

Psychology Practicums: Course extensions are allowed in Psychology practicums, but must be negotiated with the Course Coordinator and the practicum site.

Heritage Resources Management Practicums: Course extensions are allowed and follow the same process as any other six-credit course extension.

- Course contract period
- Extension Request Form
- Extension fee
- Financial Assistance
- myAU

3.6.5.13 Course Withdrawal – Individualized Study

You may withdraw from an individualized study course at any time within the course contract period. In order to meet specific academic record and refund criteria, you must adhere to the following timelines. You cannot withdraw from a course:

- after your course contract end date,
- once the final examination has been written (or if all course work has been submitted for marking, for courses that do not have a final exam requirement), or
- during disciplinary proceedings. If at the conclusion of the proceedings, it has been decided not to proceed with a charge of Student Academic Misconduct or Non-Academic Misconduct and the student wishes to withdraw from a course or program,

the withdrawal may be backdated to the date the proceedings were initiated, at the request of the student.

Withdrawal procedures do not apply to courses being challenged for credit.

Impact of Course Withdrawal

Withdrawal timeframes have an impact on your academic record. If you withdraw:

1. **prior to and up to 30 days after the course contract start date:** The course will not appear on your transcript and you are eligible for a refund of course fees paid, less the Course Withdrawal Processing Fee and the Course Materials Fee (unless the materials are returned as per the Course Materials Returns and Refund Policy).
2. **after 30 days and on or before the course contract end date:** Your transcript will indicate a "W" (Withdrawal) and credit will not be awarded for the course. No refunds will be given.
3. **after the course contract end date:** You cannot withdraw after the course contract end date. If no course work has been completed, a grade of "F" (Failure) will be assigned and recorded on the transcript. No refunds will be given.

Impact of Course Withdrawal on Nursing Students

Students in a nursing practicum course are allowed to withdraw during the theory component of their professional practice course provided they have not started their clinical placement. Normally, no refunds will be given after students have

registered in a nursing practicum course. Withdrawal requests during the clinical placement are not allowed unless approved by the Faculty of Health Disciplines, Program Director, Undergraduate Programs. If students in a nursing practicum course withdraw:

1. **prior to the first scheduled clinical day:** Your transcript will indicate "W" (Withdrawal) and credit will not be awarded for the course. No refunds will be given.
2. **on or after the first clinical day:** You must first discuss your withdrawal request with the Program Director, Undergraduate Programs. If the withdrawal request is accepted,typically a grade of "U" (Fail in a pass/fail grade mode) will be assigned and noted on the transcript and no credit will be awarded for the course. No refunds will be given.

Impact of Course Withdrawal on Health Administration Students

Students in University Diploma in Health Administration or Bachelor of Health Administration practicum courses are allowed to withdraw during the placement proposal component of their course provided they have not started their field placement. Normally, no refunds will be given after students have registered in a health administration practicum course. Withdrawal requests during the field placement are not allowed unless approved by the Program Director, Health Administration. If students in a health administration practicum course withdraw:

1. **prior to the first scheduled field placement day:** Your transcript will

indicate "W" (Withdrawal) and no credit will be awarded for the course. No refunds will be given.

2. **on or after the first field placement day:** You must first discuss your withdrawal request with the Program Director, Health Administration. If the withdrawal is accepted, typically a grade of "F" (Failure) will be assigned and noted on the transcript and no credit will be awarded for the course. No refunds will be given.

Procedure

Withdrawal requests should be submitted online via the myAU portal, except for withdrawals from nursing practicum courses and health administration practicum courses.

Nursing Practicum Course Withdrawal Procedures: Students must submit the Course Withdrawal Request Form to the Faculty of Health Disciplines Program Director, Undergraduate Programs, and discuss the reasons for requesting the withdrawal. The Program Director will notify the student in writing of the registration status and grade to be assigned.

Health Administration Practicum Course Withdrawal Procedures: Students must submit the Course Withdrawal Request Form to the Program Director, Health Administration, and discuss the reason for requesting the withdrawal. The Program Director will notify the student in writing of the registration status and grade to be assigned.

In instances of disciplinary proceedings, withdrawal requests will only be accepted and processed as allowed under the

Student Academic Misconduct Policy and the Non-Academic Misconduct Policy.

Refunds and Returns

Students are responsible for the cost of returning any course materials to Athabasca University. See Refunds for further information.

3.6.5.14 Re-Registration – Individualized Study

At Athabasca University, students are permitted one registration and one re-registration in each course. You may re-register in an undergraduate course provided you are eligible to register in the current revision of the course and that you have not previously re-registered in the course. You cannot re-register in a course that has been temporarily or permanently closed.

In order to carry forward any completed coursework and examination results in an individualized study course, you must first obtain written approval from the course professor/course coordinator.

Procedure

1. You must re-register in the current revision of the course. Contact AU and determine whether the current revision of the course has changed since your original registration. If the current revision has changed from your original registration, you will be required to pay the course materials fee.
2. Complete the undergraduate course registration process using one of the following methods:

   online (also available via print PDF)

complete and submit the Undergraduate Course Registration Form. Fax: 1.780.675.6174 or mail.

c. in person at the Athabasca, Edmonton, or Calgary offices.

3.6.5.15 Appeals

All appeals related to undergraduate individualized study courses must be made using the Office of the Registrar Online Appeals Form. The Appeals Officer, designated by the Registrar, has the final decision-making authority on all appeals.

If the Appeals Officer has received an appeal in error, it will be redirected accordingly. All decisions will be communicated in writing to the Appellant.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated January 19 2021 by laurab

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Due to Covid-19, Athabasca University has temporarily changed some student processes. Please refer to the Covid Q&A page for any updates and current steps that may be different from our regular practices.

3.6.6 Grouped Study Courses

Grouped study courses are those courses taken by students together in either a classroom (usually at a collaborating institution) or in an online environment with common deadlines for completion of course activities. Students progress through the course at the same pace. Because grouped study courses follow a set time frame, extensions are not allowed.

Not all courses identified as grouped study in the syllabi are available every year. It is important that you check to confirm the course is available at a specific location.

To determine whether there is a grouped study course available to you, or for more information about partnership courses, degrees, and transfer credit, please refer to the following websites:

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Academic Partnership Delivery

Available Grouped Study Courses

3.6.6.1 Maximum Course Load

Students may be actively registered in one to six courses at a time. To ensure that you do not overburden yourself, AU limits your course load to a maximum of six active registrations at a time. Collaborating institutions may have additional limits to course load that you must also follow.

3.6.6.2 Registration Process – Grouped Study

Once you are admitted to AU and you have received your student ID number, you may register in courses. When you have selected a grouped study course, ensure that it is available in grouped study, by viewing the available delivery modes in the online course syllabus, or by visiting the Classroom-based Study (Grouped Study) page. Also ensure you have the required prerequisites.

You will register in person at the partner institution that offers the AU course or use the grouped study course registration form specific to the institution at which the course is being offered.

3.6.6.3 Registration Deadlines

Year-round registration is not available for grouped study courses. Because of scheduling restrictions, the courses are generally offered at selected sites and times. Course availability is dependent upon the number of registrations. Courses offered at another institution may have

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different fees and regulations. Please consult the collaborating institution that offers the course.

3.6.6.4 Grouped Study Contract Periods/Dates

Each grouped study course has a specific course contract start date and end date. The contract period is usually two, four, or six months in length and is determined before the beginning of the course. The exam date is shared with students within the first week of classes. Course extensions are not available for grouped study courses.

3.6.6.5 Course Materials

The payment of course registration fees entitles you to receive most of your grouped study course materials. Course materials include, but are not limited to, textbooks, student manuals, study guides, instructor assistance where provided, access to online materials and other instructional materials required to complete the course for the period of active registration. Additional lab fees may be required for some Faculty of Science courses. You may be required to pay for additional small items such as binders, calculators, home lab materials and so on.

Some AU courses introduce students to a more specialized course in the same field. These courses often reference the same textbook. Please retain the textbook from the previous course as a duplicate textbook will not be distributed.

Your course package will include various course materials that are identified in the online course syllabus. In some courses,

the course materials are available entirely online. In others, the resources may be a combination of offline materials such as hard copy textbook(s), CDs, and/or DVDs, and the balance of the course is accessed online. And in others, the entire course materials package is print-based and in provided to grouped study students on the first day of class.

3.6.6.6 Course Extensions – Grouped Study

Students registered in grouped study courses are not eligible to extend their original course contract period.

3.6.6.7 Course Withdrawal – Grouped Study

You may withdraw from a grouped study course before your course contract period expires. In order to meet specific academic record and refund criteria, however, you must adhere to specific timelines described in this section. You cannot withdraw from a grouped study course after your contract end date, once the final exam has been written (or if all course work has been submitted for marking, for courses that do not have a final exam requirement), or during disciplinary proceedings. If that the conclusion of the proceedings it has been decided not to proceed with a charge of Academic Misconduct or Non-Academic Misconduct, and the student wishes to withdraw from a course or program, the withdrawal may be backdated to the date the proceedings were initiated, at the request of the student.

a. Impact of Course Withdrawal

Withdrawal time frames have an impact on your academic record. If you withdraw:

1. **prior to and up to 15 days after the course contract start date:** The course will not appear on the transcript. You will receive a refund of course fees paid, less the Course Withdrawal Processing Fee and the Course Materials Fee (unless the materials are returned as per the Course Materials Returns and Refund Policy).
2. **after 15 days and on or before the course contract end date:** Your transcript will indicate a "W" (Withdrawal) and credit will not be awarded for the course. No refunds will be given.
3. **after the course contract end date:** You cannot withdraw after the course contract end date. If no course work has been completed, a grade of "F" (Failure) will be assigned and recorded on the transcript. No refunds will be given.

Nursing students: Students in a Nursing Practicum course are allowed to withdraw during the theory component of their professional practice course provided they have not started their clinical placement. Normally no refunds will be given to students for Nursing Practicum courses. Withdrawal requests during the clinical placement are not allowed unless approved by the Faculty of Health Disciplines Program Director, Undergraduate Programs.

1. **prior to the first scheduled clinical day:** Your transcript will indicate "W" (Withdrawal) and no credit will be awarded for the course. No refunds will be given.

2. **on or after the first clinical day:** You must first discuss your withdrawal request with the Program Director, Undergraduate Programs. If the withdrawal request is accepted, typically a grade of "U" (Fail in a pass/fail grade mode) will be assigned and noted on the transcript and no credit will be awarded for the course. No refunds will be given.

b. Procedure

All requests to withdraw from a grouped study course must be made by completing and submitting Grouped Study Course Withdrawal Request Form in writing to the Office of the Registrar, unless withdrawing from a Nursing Practicum Course, which is outline below.

The date you withdraw from your course will be the postmark on the envelope, the date the emailed submission is received, or the University date stamp if the form is hand-delivered or faxed (780.675.6174).

Course Withdrawal Request Form: Grouped Study

Withdrawal from a Nursing Practicum course:

Students must submit the Grouped Study Course Withdrawal Request Form to the Faculty of Health Disciplines Program Director, Undergraduate Programs, and discuss the reasons for requesting the withdrawal.

The Program Director will notify the student in writing of the centre's decision regarding the registration status and grade to be assigned.

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In instances of disciplinary proceedings, withdrawal requests will only be accepted and processed as allowed under the Student Academic Misconduct Policy and the Non-Academic Misconduct Policy.

Appeals

All appeals to undergraduate course withdrawals and refunds must be made using the Office of the Registrar Online Appeals Form. The Appeals Officer, designated by the Registrar, has the final decision-making authority on all appeals to this policy.

If the Appeals Officer has received an appeal in error, it will be redirected accordingly. All decisions will be communicated in writing to the appellant.

3.6.6.8 Re-Registration – Grouped Study

At Athabasca University, students are permitted one registration and one re-registration in each course. You may re-register in an undergraduate course provided you are eligible to register in the current revision of the course and that you have not previously re-registered in the course. You cannot re-register in a course that has been temporarily or permanently closed.

Students in grouped study courses cannot carry forward coursework when they are re-registering.

a. Procedure

1. You must re-register in the current revision of the course. Contact AU and determine whether the current revision of the course has changed

since your original registration. If the current revision has changed from your original registration, you will be required to pay the course materials fee.

2. Complete the undergraduate course registration process using one of the following methods:

   online (also available via print PDF)

   complete and submit the Undergraduate Course Registration Form. Fax: 1.780.675.6174 or mail.

   c. in person at the Athabasca, Edmonton, or Calgary offices.

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3.6.7 Challenge for Credit

The challenge for credit process allows you to demonstrate that you are proficient in the subject matter of a specific AU course without having to complete the entire course. Using a predetermined process, this option allows you to challenge courses based on your knowledge of the course content. Not all courses are available for challenge—the course syllabus states whether a course is available for challenge or not and will list the evaluation criteria for the challenge.

Not all post-secondary institutions recognize the challenge for credit process. If you are a visiting student, find out first whether your home institution will accept credit obtained by challenge prior to registration.

1. Determine your subject-matter

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knowledge and the method of challenge evaluation by reviewing the online syllabus.

2. You must obtain approval to challenge a course from the faculty or designate who is responsible for the AU course. The decision of the faculty member, which is final, should reflect the fact that the student has sufficient learning to justify the challenge of a particular course. Faculty contact information may be found online.
3. Fill out the challenge for credit registration form and submit with payment.

Commencing on January 1, 2012 and later (term 201201), any courses taken via the challenge for credit process will not meet AU residency requirements.

Some important facts regarding challenging a course:

Any AU student shall be entitled to initiate a challenge for credit request for a challengeable course regardless of their program of study and regardless of whether the course being challenged is applicable to their program of study.

There are no provisions to withdraw (cancel) from or extend the challenge for credit process.

The Course Coordinator determines the components of evaluation for the challenge for credit process, noted on the challenge evaluation section of the course syllabus.

If the challenge involves an examination, you may write only once. (See Challenge for Credit Examinations for more information.) There are no provisions to write a supplemental or multiple examinations.

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You must complete the challenge for credit process within three months. Challenge for credit course contracts start on the first day of the month and extend for three months.

In some challenge for credit processes, you must complete the assignments within six weeks of receiving the material.

Prerequisites must be satisfied unless the Course Coordinator waives them. Waiving of a prerequisite does not award credit for the prerequisite. After completing a challenge for credit process successfully, you may not challenge a prerequisite to that challenge.

Tutor support is not available during a challenge.

Course materials for Challenge for Credit can be purchased from Materials Management or can be purchased separately. (see following section for more information.)

You have one opportunity to challenge a course. If you do not complete, or you fail your challenge for credit process, you are not permitted to challenge the material a second time. You must register in the course and complete it successfully in order to receive credit.

If you do not complete, or you fail the challenge for credit process, you will be assigned a system grade of F three months after the challenge end date.

Funding for courses taken via the challenge for credit process is not available through student financial aid.

Challenge for Credit assessment may include any one or combination of the following:

Completion of assignments, projects, reports, etc.;

A written examination;

An oral or practical assignment; and/or,

Any other means considered appropriate by the faculty member and approved by the relevant Chair.

Assessment instructions designed for challenge for credit processes may be, where appropriate:

Constructed solely for the purposes of challenge for credit;

Appropriately course-wide in content; and,

Not normally dependent on a specific set of textbooks, with the exception of primary sources or other classically regarded sources that are deemed irreplaceable by the faculty member.

3.6.7.1 AU Course Materials – Challenge for Credit

Students registering for challenge for credit will have access to hard copy course materials, limited to textbooks and readings, available for purchase at full cost. Challenge students will receive no tutor or faculty member support. Any fees assessed for course materials are not refundable.

Students may purchase the associated print course materials, limited to bound textbooks and print readings as follows:

by contacting AU's Materials Management Unit via email at cmat@athabascau.ca. All materials will be charged at full cost (defined as AU's full purchase cost, plus shipping, plus a

20 per cent handling fee) or;

by accessing the list of materials from the course syllabus and sourcing the materials via a book store, online book retailer, or other means.

Note: Students will not be provided access to the online individualized course site, the student manual, eTextbooks, or course study guide for a course taken via the challenge for credit process. If an eTextbook is offered for the course and the student wants it, the eText must be purchased from the publisher or a third-party vendor.

Undergraduate Challenge for Credit Registration Form

3.6.7.2 Courses Unavailable for Challenge

Students may not request to challenge AU courses:

for which they have already received transfer credit as a direct AU course designation;

for which they have received a "Do Not Register" designation;

for which an exemption has been granted;

which they have already successfully completed at AU;

for which they have received credit through Undergraduate Prior Learning Assessment and Recognition (PLAR);

for which they have received a failing grade; or

which are at the preparatory (100) level.

Courses that are closed to registration are also considered closed for challenge for credit.

3.6.7.3 Registration Process – Challenge for Credit

Determine that the course is available for challenge and the method of evaluation by checking the course syllabus. Determine if you will be purchasing the related textbook and readings, and what the cost of these items will be for the course(s) you are interested in challenging by contacting AU's Materials Management Unit at 1-800-788-9041, extension 6366, or via email at cmat@athabascau.ca.

You must receive permission to challenge the course. Check with the appropriate faculty member or designate to ensure you have completed the prerequisites, discuss your level of skill and knowledge required for the course, and secure their approval in writing, by email or letter. Faculty contact information may be found online.

If you haven't done so already, complete and submit the Undergraduate General Application Form accompanied by the appropriate fee.

Complete and submit the Undergraduate Challenge for Credit Registration Form accompanied by the appropriate fee. You must register for the challenge and receive permission to challenge before the tenth day of the month in order to start your challenge on the first day of the following month. The Office of the Registrar will process a completed Undergraduate Challenge for Credit Registration Form received by 4:30 p.m. MT on the tenth day of the month. Remember to consider

postal, courier, and processing times when a particular start date is desired.

For challenges that require the completion of an exam, students must request the exam within the guidelines for making individualized study course examination requests. No supplemental exams are permitted.

- Undergraduate Courses
- examunit@athabascau.ca
- Undergraduate General Application Form
- Undergraduate Challenge for Credit Course Registration Form
- Information about Invigilators
- Courier Recovery Fees

3.6.7.4 Appeals

The decision of the faculty member, or designate, to grant or withhold permission to challenge a course for credit is final.

All appeals to challenge for credit must be made to the Appeals Officer by using the Office of the Registrar Online Appeals Form. If the Student Appeals Officer has received an appeal in error, it will be redirected accordingly. All decisions will be communicated in writing to the Appellant.

The Appeals Officer has final decision making authority on all appeals.

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Updated January 20 2021 by laurab

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When you are ready to enrol in a program, complete and submit the Undergraduate General Application Form to Athabasca University.

Graduate programs are also available.

Application Form (New students)
myAU (Returning students)

4.1 Program General Information
4.1.1 Enrolling in a Program
4.1.2 Student Resources
4.1.3 Program GPA and Graduation with Distinction or Great Distinction
4.1.4 French Language Recognition
4.1.5 Residency Requirement

DEGREES	CONCENTRATIONS/MAJORS
Bachelor of Arts (3-year)	General English Concentration French Concentration History Concentration Psychology Concentration

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Sociology Concentration

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Anthropology Major
English Major
French Major
History Major
Humanities Major
Labour Studies Major
Political Economy Major
Political Science Major
Psychology Major
Sociology Major
Women's and Gender Studies Major

BA Minors

Anthropology
Canadian Studies
English
French
Global Studies
Heritage Resources Management
History
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Inclusive Education
Labour Studies
Philosophy
Political Economy
Political Science
Psychology
Public Administration
Sociology
Women's and Gender Studies

Accounting Major
Business Technology Management Major

Bachelor of Commerce (4-year)	Finance Major Marketing Major Human Resources Management Major Indigenous Business Major
Bachelor of Commerce (4-year Post Diploma)	Accounting Major (Post Diploma) Business Technology Management Major (Post Diploma) Finance Major (Post Diploma) Marketing Major (Post Diploma) Human Resources Management Major (Post Diploma) Indigenous Business Major (Post Diploma)
Bachelor of General Studies	
Bachelor of Health Administration	
Bachelor of Health Administration (Post Diploma)	
Bachelor of Human Resources and Labour Relations	
Bachelor of Human Resources and Labour Relations (Post Diploma)	
Bachelor of Management (3-year)	
Bachelor of Management (3-year Post Diploma)	
Bachelor of Nursing	Post-RN BN Program Post-LPN BN Program
Bachelor of Professional Arts	Common Core Courses Communication Studies Major Criminal Justice Major Governance, Law and Management Major Human Services Major

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Computing and Information Systems Major
Human Science Major

BSc Minors

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Architecture
Biology
Business Administration
Computing
Finance Management
Game Design and Development
Game Programming
Geoscience
Human Science
Information Systems Management
Information Systems
Learning Technology
Physical Sciences
Psychology
Web Development

Bachelor of Science, 4-year

Bachelor of Science, Post Diploma, 4-year

Bachelor of Science in Architecture

Bachelor of Science in Architecture (Post Diploma)

UNIVERSITY DIPLOMAS

University Diploma in Arts

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University Certificate in Advanced Accounting

University Certificate in Computers and Management Information Systems

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University Certificate in Counselling Women

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University Certificate in Heritage Resources Management

University Certificate in Human Resources and Labour Relations

University Certificate in Management Applications

University Certificate in Management Foundations

University Certificate in Marketing

University Certificate in Public Administration

POST-BACCALAUREATE CERTIFICATES

Post-Baccalaureate Certificate: Inclusive Education*

* This program was previously called the University Diploma in Inclusive Education.

CERTIFICATE OF COMPLETION

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4.1 Program General Information

As an open university, Athabasca University will accept application to become a student from any individual who is 16 years of age or older.

Students complete the program regulations in effect at the time of their enrolment. For degree programs with enrolment requirements, students will follow the regulations in effect upon notification of acceptance into the degree.

Students may not enrol in an AU undergraduate degree program while they are enrolled in a degree program at another post-secondary institution. Those students may take courses as unclassified (non-program/visiting) students until they have either completed or withdrawn from the other program.

For more information on admission to AU, visit the Admissions section of the undergraduate Calendar.

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4.1.1 Enrolling in a Program

When you are ready to enrol in a program, complete and submit the Undergraduate General Application Form to Athabasca University.

Within two to three weeks, you will receive a letter welcoming you to the University and confirming receipt of your application form.

Application Form (New students)
myAU (Returning students)

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Updated July 14 2020 by laurab

Program General Information

4.1.2 Student Resources

Mapping Your Future
Mastering Exam Anxiety

4.1.2.1 Program Planning

If you have not completed any post-secondary courses before, we suggest you begin by selecting a preparatory (100 level) or junior (200 level) course in your degree area. But choose carefully, not all program regulations allow preparatory-level courses be used to fulfill requirements.

Select a course that includes topics that interest you, and consider all of the requirements within your specific degree or certificate program. Some of our undergraduate programs, such as the Bachelor of Nursing or Bachelor of Commerce degree, have specific program requirements.

Most programs contain a number of core courses and required elective courses. Select courses that are designated as core or required electives first. These junior-level courses will help provide you with the information base you will need to successfully complete senior (300/400) level courses.

4.1.2.2 Learning Outcomes

Athabasca University has developed program learning outcomes that outline the knowledge, skills, and values you may expect to obtain after completing a credential. Possible career options are also listed. Choose from the list of programs.

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4.1.2.3 Counselling and Advising Services

If you are having difficulty pinpointing a specific program or course of interest, an Athabasca University counsellor or advisor can help. The following will help you determine the type of advice you require.

Learner Support Services

A counsellor will help you:

clarify your educational and career objectives
select a program of study
develop study and time management skills
identify and overcome any barriers to your learning.

You may reach a counsellor by:

Appointment Form
by phone: Canada and U.S.: 1.800.788.9041

An advisor will help you:

clarify your undergraduate program requirements
select courses for your program of studies
interpret transfer credit assessments
interpret Athabasca University policies and procedures
complete Students Finance study plans.

You may reach an advisor by:

Appointment Form
By phone: Canada and U.S.: 1.800.788.9041
Calgary area: 403.263.6465
Edmonton area: 780.421.8700

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4.1.3 Program Undergraduate Degree GPA and Graduation with Distinction or Great Distinction

All Athabasca University students who graduate with an undergraduate degree and who have successfully completed a minimum of 24 credits at AU, are automatically considered for graduation with distinction or great distinction recognition. All completed AU courses taken as part of the undergraduate degree program in which the student is registered will be used in the program GPA calculation including unsuccessful course attempts.

For courses that are repeated, the highest grade achieved will be used in the program GPA calculation.

Courses excluded from the GPA calculation are:

- Transfer courses (courses for which transfer credit has been awarded)
- Courses using a pass/fail grading scheme
- Courses with a grade of W (Withdrawal) or WF (Withdrawal Failure), both without academic penalty
- Courses considered extra to the degree
- Credits awarded for Prior Learning Accreditation and Recognition (PLAR)
- Non-credit courses and courses with no grades.

For more information on graduating with distinction or great distinction, reference the Undergraduate Grading Policy.

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4.1.4 French Language Recognition

Athabasca University recognizes students who have completed studies in both official languages: English and French. Students who complete a minimum of 30 credits in English and 30 credits in French instruction as part of an AU credential (excluding French as a second language and preparatory [100-level] courses) are eligible to have a notation written on their parchment and transcript. If you qualify, and would like this notation written on your parchment, please complete the appropriate section on your Application for Graduation Form.

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4.1.5 Residency Requirement

Residency is defined as the minimum number of Athabasca University credits that must be completed to fulfill a program's requirements. In some cases, specific Athabasca University courses are prescribed as part of the overall residency requirement for a given program.

ADMN 404, for example, is a required course in the Bachelor of Commerce degree and the Bachelor of Management degree, and it must be completed at AU. No transfer credit is allowed for this course within the Bachelor of Commerce degree and the Bachelor of Management degree. Please review the residency charts.

Note: Course credit obtained through challenge for credit processes will not meet AU residency requirements.

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Residency Requirements Chart

PROGRAM OF STUDY (SPECIFIC REQUIREMENTS TO BE COMPLETED AT AU)	REQUIRED CREDITS TO BE TAKEN AT AU	PRIOR LEARNING ASSESSMENT CREDITS (MAXIMUM ALLOWED)
Bachelor of Arts (3-year)	30	6
Bachelor of Arts (4-year)	30	9
Bachelor of Commerce	30 credits in senior-level courses (must include ADMN 404 and ADMN 405 plus 12 credits from the list of required courses for Years 3 and 4)	21
Bachelor of Commerce (Post Diploma)	30 credits in senior-level courses (must include ADMN 404 and ADMN 405)	9
Bachelor of General Studies - Applied Studies	No residency requirement	21

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Bachelor of General Studies - Arts & Sciences	No residency requirement	9
Bachelor of Health Administration	24	21
Bachelor of Health Administration (Post Diploma)	24	6
Bachelor of Human Resources and Labour Relations	24	30
Bachelor of Human Resources and Labour Relations (Post Diploma)	24	6
Bachelor of Management (3-year)	24 credits in senior-level courses (must include ADMN 404)	15
Bachelor of Management (4-year)	30 credits in senior-level courses (must include ADMN 404 and ADMN 405 plus 12 credits from the list of required courses for Years 3 and 4)	21
Bachelor of Management (Post Diploma) (3-year)	24 credits in senior-level courses (must include ADMN 404)	6
Bachelor of Management (Post Diploma) (4-year)	30 credits in senior-level courses (must include ADMN 404 and ADMN 405)	9
Bachelor of Nursing		

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	Post RN BN	15 credits in nursing courses (HLST 320 is not a nursing course and does not apply)	9
	Post LPN BN	51 credits in nursing courses (must include BIOL 235)	9 (non-nursing credits)
	Bachelor of Professional Arts - Communication Studies	30	30 (also, see regs)
	Bachelor of Professional Arts - Criminal Justice	30	30
	Bachelor of Professional Arts - Governance, Law and Management	30	30 to 60
	Bachelor of Professional Arts - Human Services	30	30 (also, see regs)
	Bachelor of Science	30	30
	Bachelor of Science (Post Diploma)	30	15
	Bachelor of Science Major in Architecture	30 credits in senior-level courses	30
	Bachelor of Science Major in Architecture (Post Diploma)	30 credits in senior-level courses	30
	University Diploma in Arts	24	None permitted

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University Certificate in Accounting	15	6
University Certificate in Advanced Accounting	18	6
University Certificate in Computers and Management Information Systems	15	6
University Certificate in Computing and Information Systems	18	6
University Certificate in Counselling Women	6	15
University Certificate in Finance	15	6
University Certificate in French Language Proficiency	15	None permitted
University Certificate in Heritage Resources Management	15	None permitted
University Certificate in Human Resources and Labour Relations	15	15

University Certificate in Management Applications	15	6
University Certificate in Management Foundations	15	6
University Certificate in Marketing	15	6
University Certificate in Public Administration	15	9
Post-Baccalaureate Certificate: Inclusive Education	12	None permitted

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General Regulations - BA, 4-year

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Canadian Studies

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4.2 Arts

The mission of the Bachelor of Arts is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The three-year Bachelor of Arts program is a well-respected credential in Canada and the United States. While the three-year degree program is a highly marketable credential, it is not aimed at providing students with direct access to graduate level studies. Often an additional year of study is required to achieve that academic goal.

The four-year Bachelor of Arts provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In addition, the four-year degree fully prepares students for most graduate

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Political Economy

Political Science

Psychology

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Sociology

Women's and Gender Studies

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programs. Graduates of the Bachelor of Arts with a major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major.

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Bachelor of Arts (Three years—90 credits)

Regulations effective September 1, 2020.

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The mission of the Bachelor of Arts is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

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Students who are currently enrolled in the four-year Bachelor of Arts degree and who wish to transfer to the three-year degree program, may find it is not possible to transfer all their completed courses because of degree requirements.

Students may also be interested in the University Diploma in Arts, which is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

English Writing Skills Requirement

Students must meet the following English writing skills requirement:

> hold credit in ENGL 255 (Students are strongly encouraged to register in ENGL 255 early in their program.);
> **or**
> have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;
> **or**
> receive credit for an English course in which a grade of B- or better was achieved.

Classroom Setting

In addition to completing this degree through online and distance learning, students have the option to take Bachelor

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of Arts courses in a classroom setting at other institutions.

Enrolment Restriction

Students who hold a previous degree must enrol in the Bachelor of Arts four-year program and follow the second undergraduate degree requirements. This degree requires a minimum of 60 credits.

Degree Conversion Provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree.

- Undergraduate Degree Conversion From Three- to Four-Year Program Policy
- Bachelor of Arts degree (4 years – 120 credits)

Concentrations

- English Concentration
- French Concentration
- History Concentration
- Psychology Concentration
- Sociology Concentration

Bachelor of Arts Degree General (3 years—90 credits)

Students complete the program regulations in effect at the time of their enrolment.

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Total credits in the program	90
MINIMUM CREDITS REQUIRED	
At the senior (300 or 400) level	54
In the Arts (Humanities and Social Science)	66
Humanities	12
Social Science	12
Science	6
MAXIMUM CREDITS ALLOWED	
In any one discipline	45
Applied Studies and/or Science	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

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Bachelor of Arts Degree with Concentration (3 years—90 credits)

PROGRAM STRUCTURE	
Total credits in the program	90

MINIMUM CREDITS REQUIRED	
At the senior (300 or 400) level	54
In the concentration	36
Senior-level credits in the concentration	24
In the Arts (Humanities and Social Science)	66
Humanities	12
Social Science	12
Science	6

MAXIMUM CREDITS ALLOWED	
In any one discipline	45
Applied Studies and/or Science	24
At the junior (200) level	36
At the preparatory (100) level	6
At the junior level in one discipline	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6

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Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

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Bachelor of Arts Degree with Major (Four years—120 credits)

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The mission of the Bachelor of Arts is to strengthen your critical and creative thinking by offering a broad range of social, political, and cultural programs of study. A liberal arts education from Athabasca University is designed to broaden your perspective on local and global affairs, encourage community and social involvement, and prepare you for lifelong learning and occupational diversity.

The four-year Bachelor of Arts provides students with a broad, flexible education that allows them to develop, understand, and disseminate knowledge, to think critically, and to build on these abilities. In

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addition, the four-year degree fully prepares students for most graduate programs. Graduates of the Bachelor of Arts with a major are expected to have gained sufficient analytical and critical thinking skills to be able to engage in independent research in their chosen major. Athabasca University does not offer an Honours BA.

Although you may change majors, a major must be selected when you enrol in the four-year Bachelor of Arts program. You may select from the following majors: Anthropology, English, French, History, Humanities, Labour Studies, Political Economy, Political Science, Psychology, Sociology, and Women's and Gender Studies.

Students enrolled in the three-year Bachelor of Arts program who wish to transfer to the four-year Bachelor of Arts program must complete a new Undergraduate General Application Form. Previous education will be reassessed and students will be notified of the results.

You are strongly encouraged to register in ENGL 255 early in your program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Double Majors

Students in the Bachelor of Arts program, as either a first or second undergraduate degree, generally have the option to combine two majors if they wish. Students

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who undertake double majors must fulfill all requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection (particularly in the second undergraduate degree program) or require the completion of more than 120 credits. Students considering enrolling in double majors should consult with an Athabasca University advisor for assistance in selecting their programs and courses.

Change of Major

You may change majors at any time. You will be placed in the current regulations. If you wish to remain in the regulations that were in effect at the time of your original enrolment, contact Admissions and Evaluations Services. Please reference the appropriate Calendar, e.g., 2002-2003 regulations. To request a change of major, complete and submit a new Undergraduate General Application Form. No fees are required.

Minors

A student has the option of taking a minor in addition to their major. Although students must declare a major when they become BA program students, they may declare a minor at any point in their studies. A BA minor comprises 30 credits distinct from the major in a related discipline in the Humanities or Social Sciences offered at Athabasca University. At least 15 of the 30 minor credits must be at the 300 or 400 level. If they choose a minor, students must still complete all requirements of the major. No course can be used to complete requirements for both the major and the minor. The minor

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will be recorded on the transcript. BA minors now available are Anthropology, Canadian Studies, English, French, Global Studies, Heritage Resource Management, History, Humanities, Inclusive Education, Labour Studies, Philosophy, Political Economy, Political Science, Psychology, Public Administration, Sociology, and Women's and Gender Studies.

Degree Conversion Provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the Undergraduate Degree Conversion From Three- to Four-Year Program Policy.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, "Mapping Your Future: Your Career and Athabasca University."

Classroom Setting

In addition to completing this degree through online and distance learning, students have the option to take Bachelor of Arts courses in a classroom setting at several institutions. See Partnerships and Student Recruitment for partners.

Majors

Anthropology Major
English Major
French Major
History Major
Humanities Major
Labour Studies Major
Political Economy Major
Political Science Major
Psychology Major
Sociology Major
Women's and Gender Studies Major

Bachelor of Arts Degree with Major (4 years – 120 credits)

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE	
Total Credits in the Program	120

MINIMUM CREDITS REQUIRED	
At the senior (300 or 400) level (including 18 credits at the 400 level)	75
In the major (compulsory) * may be higher depending on the specific requirements of the major	45*
Minimum senior-level credits in major (including a minimum of 12 credits at the 400 level)	30
Arts (Humanities and Social Sciences)	96

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Humanities, a minimum of	18
Social Science, minimum of	18
Science	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

MINOR (OPTIONAL)

Minimum credits in the minor (including a minimum of 15 credits at the 300 and 400 level)	30

Students may not apply a course to both the major and the minor.

MAXIMUM CREDITS ALLOWED

In any one discipline	60
Applied Studies	18
At the preparatory level	6
At junior level in any one discipline	15
Maximum Prior Learning Assessment and Recognition Credits	9

English Writing Skills Requirement

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Students must meet the following English writing skills requirement:

hold credit in ENGL 255 (Students are strongly encouraged to register in ENGL 255 early in their program.);
or
have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;
or
receive transfer credit for an English course in which a grade of B- or better was achieved.

Second Undergraduate Degree Requirements

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Students who have completed a previous undergraduate degree must enter the second undergraduate Bachelor of Arts four-year degree and follow these regulations. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

PROGRAM STRUCTURE

Total new credits not applied from a previous degree * May be higher depending on the specific requirements of the major.	60*

MINIMUM CREDITS REQUIRED

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At the senior level (including 18 credits at the 400 level)	48‡
‡ May be higher depending on the specific requirements of the major.	
Arts (Humanities and Social Science)	48
Humanities	9
Social Science	9
Science	6
Residency Requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

MAXIMUM CREDITS ALLOWED

In any one discipline	45
Applied Studies	12
At the preparatory level	0
At junior level in any one discipline	12
Maximum Prior Learning Assessment and Recognition (PLAR) credits	9**
** A maximum of 39 PLAR credits is allowed if you declare a Labour Studies major.	

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MAJOR (COMPULSORY)

Minimum senior (300 or 400) level credits in major (including 12 credits at the 400 level)	30

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Updated July 14 2020 by laurab

open. online.
everywhere.

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Anthopology Major

Anthopology Minor

Anthropology

Regulations effective September 1, 2020.

Graduates of Athabasca University's Anthropology programs will become familiar with the four fundamental subfields within Anthropology (archaeology, biological anthropology, cultural anthropology, and linguistic anthropology), and their strong interrelationships. As well, you will gain a broad understanding of the physical and cultural diversity of people throughout the world, leading you to adopt a comparative and holistic approach to understanding and appreciating humanity, past and present.

Anthropology Major
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Anthropology

Anthopology Major

Anthopology Minor

Anthropology Major

Regulations effective September 1, 2020.

As a graduate of Athabasca University's Anthropology program, you will gain an in-depth appreciation for the four fundamental subfields within Anthropology (archaeology, biological anthropology, cultural anthropology, and linguistic anthropology), and their strong interrelationships. In particular, you will gain familiarity with the sub-disciplines of archaeology, biological anthropology, and cultural anthropology, which make up the current strengths of faculty and course offerings. The objective of the anthropology program is to provide students with a broad understanding of the physical and cultural diversity of people throughout the world, leading to and fostering a comparative and holistic approach to understanding and appreciating humanity, past and present.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

Minor in Anthropology (optional)

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Canadian Studies

English

French

Global Studies

Heritage Resources Management

History

Humanities

Inclusive Education

Labour Studies

Philosophy

Political Economy

Political Science

Psychology

Public Administration

Sociology

Women's and Gender Studies

Commerce

General Studies

Health Administration

For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. A minimum of 45 credits from major courses including 30 senior (300 or 400) level credits (a minimum of 12, 400-level credits).
2. 9 junior (200) level Anthropology credits.

ANTH 272	Introduction to Archaeology **or**	(3)
ANTH 277	The Archaeology of Us: First Humans to First Civilizations	
ANTH 275	Faces of Culture: An Introduction to Cultural Anthropology	(3)
ANTH 278	Human Evolution and Diversity	(3)

3. 3 senior-level credits in the history of Anthropology.

ANTH 434	The History of Anthropological Thought	(3)

4. 6 senior-level credits in research

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methods. For example:

ANTH 402	Ethnographic Research Methods	(3)
ANTH 476	Archaeological Theory	(3)
SOSC 366	Research Methods in the Social Sciences	(3)
ANTH 390	Community Based Research Methods	(3)

5. 3 senior-level credits in linguistic Anthropology. For example:

ANTH 354	Language and Culture	(3)

6. **Electives** (select 24 credits from the following)

ANTH	All courses

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General information on Minors

30 credits in courses designated as Anthropology including a minimum of 15 senior-level (300 or 400) credits:

1. 12 credits core: ANTH 275, 272 or 277, 278, and 354.
2. 3 credits in research methods: ANTH 390, ANTH 402, ANTH 476, and SOSC 366.
3. 15 credits of electives as listed in the major.

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Canadian Studies

Canadian Studies Minor

Canadian Studies

Regulations effective September 1, 2020.

Graduates of Athabasca University's Canadian Studies program will gain a knowledge and understanding of such disciplines as Canadian history, literature, geography, Indigenous and ethnic studies, politics, and government. The program will help you understand and interpret the Canadian experience and its diversity, and increase your knowledge and understanding of yourself and others.

Canadian Studies Minor

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Anthropology

Canadian Studies

Canadian Studies Minor

Canadian Studies Minor*

Regulations effective September 1, 2020.

General information on Minors

30 credits in courses designated as Canadian Studies courses including a minimum of 15 senior (300 or 400) level courses:

1. A minimum of 6 credits per subarea from any four of the following five: Canadian History, Canadian Literature, Canadian Geography, Canadian Indigenous and Ethnic Studies, and Canadian Politics and Government.
2. Students must meet the language requirement by completing 3 junior (200 level) credits in French and/or one of Canada's Indigenous languages (for example, Cree or Inuktitut).

* Note for students seeking transfer credit: Within each elective area, courses that are not listed here but which are easily demonstrated to have mainly Canadian content may be counted towards the credit requirements for the elective area upon approval of the program director.

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English

English Concentration

English

Regulations effective September 1, 2020.

Students in Athabasca University's English programs will read a wide range of works from diverse genres, countries, and historical periods, analyze forms, styles, and ideas in terms of a variety of literary theories, from feminist to postcolonial. You will exercise and develop skills in critical thinking, interpretation, and writing.

English Concentration
English Major
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English

English Concentration

BA English Concentration

Regulations effective September 1, 2020.

As a student in Athabasca University's English program, you will read a wide range of works from diverse genres, countries, and historical periods, and analyze forms, styles, and ideas in terms of a variety of literary theories, from feminist to postcolonial. You will exercise and develop skills in critical thinking, interpretation, and writing.

Athabasca University has developed program learning outcomes that can assist you in making informed decisions about you career options upon graduating.

Did you know? Athabasca University also offers:

four-year BA English Major
Minor in English (optional)

For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

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Inclusive Education

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Philosophy

Political Economy

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Psychology

Public Administration

Sociology

Women's and Gender Studies

Commerce

General Studies

Health Administration

Requirements in addition to the general program requirements for the 3-year BA with Concentration:

1. A minimum of 36 credits in English courses including a minimum of 24 senior (300 or 400) level credits.
2. 3 junior (200) level English credits in composition, for example ENGL 255.
3. 6 junior (200) level English credits in literary genres, for example ENGL 211 and ENGL 212.
4. 3 senior (300/400) level English credits in literary theory, for example ENGL 316 and ENGL 423.
5. 3 senior (300/400) level English credits in Indigenous literature, for example, ENGL 308.

Electives

Select 21 credits from any courses labelled ENGL, except all 100-level English courses. English courses at the 100 level will not count towards the concentration in English.

Recommendations

To achieve a balanced concentration in English, students should select courses in British, Canadian, and American literature, within a range of genres and historical periods, as well as courses in topics that are global, non-canonical, or otherwise representative of marginalized or minoritized communities.

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English

English

English Major

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As a student in Athabasca University's English program, you will read a wide range of works from diverse genres, countries, and historical periods, and analyze forms, styles, and ideas in terms of a variety of literary theories, from feminist to postcolonial. You will exercise and develop skills in critical thinking, interpretation, and writing.

Athabasca University has developed program learning outcomes that can assist you in making informed decisions about your career options upon graduating.

Did you know? Athabasca University also offers:

three-year BA English Concentration
Minor in English (optional)

For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

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Health

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. 45 credits in courses designated as major courses including a minimum of 36 senior (300 or 400) level credits (a minimum of 12, 400-level credits).
2. 3 junior (200) level English credits in composition, for example ENGL 255.
3. 6 junior (200) level English credits in literary genres, for example ENGL 211 and ENGL 212.
4. 3 senior (300/400) level English credits in literary theory, for example ENGL 316 and ENGL 423.
5. 3 senior (300/400) level English credits in Indigenous literature, for example, ENGL 308.

Electives

Select 30 credits at the senior level in ENGL courses.

Recommendations

To achieve a balanced major in English, students should select courses in British, Canadian, and American literature, within a range of genres and historical periods, as well as courses in topics that are global, non-canonical, or otherwise representative of marginalized or minoritized communities.

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General information on Minors

30 credits in English with a minimum of 15 at the senior level:

1. 3 junior (200) level English credits in composition, for example ENGL 255.
2. 6 junior (200) level English credits in literary genres, for example ENGL 211 and ENGL 212.
3. 3 senior (300/400) level English credits in literary theory, for example ENGL 316 and ENGL 423.
4. 18 credits in English courses (except 100-level).

Note: Courses at the 100 level in English cannot be used toward the minor.

Recommendation

To the extent possible, within the required number of credits, students should attempt to achieve a balanced minor in English by selecting courses in British, Canadian, American, and Indigenous literature, within a range of genres and historical periods, as well as courses in topics that are global, non-canonical, or otherwise representative of marginalized or minoritized communities.

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French

Regulations effective September 1, 2020.

Graduates of Athabasca University's French programs will attain a sufficient degree of competence in oral and written French to communicate effectively. The courses in the program foster an awareness of the linguistic and cultural differences between French and English. Upon completion of the program, you will be able to read and analyze texts in French, write critical essays and have an understanding of the stylistic differences between the two languages.

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BA French Concentration

Regulations effective September 1, 2020.

As a graduate of Athabasca University's French program, you will attain a sufficient degree of competence in oral and written French to communicate effectively. The courses in the program foster an awareness of the linguistic and cultural differences between French and English. Upon completion of the program, you will be able to read and analyze texts in French, write critical essays and have an understanding of the stylistic differences between the two languages.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

- four-year BA French Major
- Minor in French (optional)
- University Certificate in French Language Proficiency

For specific degree requirements view each program page.

Program Requirements

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Labour Studies

Philosophy

Political Economy

Political Science

Psychology

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Sociology

Women's and Gender Studies

Commerce

General Studies

Health

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 3-year BA with Concentration:

1.

A minimum of 36 credits in concentration courses including a minimum of 24 credits at the senior (300 or 400) level.

2.

6 junior (200) level credits in the following designated French concentration courses:

FREN 200	First-Year University French I	(3)
FREN 201	First-Year University French II	(3)

3.

FREN 362	Second Year University French	(6)

4.

FREN 358	Initiation à la littérature d'expression française I*	(3)

* It is recommended that students take FREN 358 before taking other literature courses in the French program as it provides a foundation for the study of French literature.

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5.

FREN 374 Littérature québécoise (6)

6.

A minimum of 15 credits in the following designated French concentration elective courses:

All FREN courses except FREN 100* and FREN 101*.

* FREN 100 and FREN 101 may contribute towards satisfying the general degree requirements for a first degree, but cannot be used towards satisfying the requirement of a minimum of 36 credits in the concentration.

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French Major

Regulations effective September 1, 2020.

As a graduate of Athabasca University's French program, you will attain a sufficient degree of competence in oral and written French to communicate effectively, to analyze texts and to write critical essays. You will have a thorough understanding of the structure of the French language and its application, including pronunciation, grammar, reading skills and vocabulary usage. The courses in the program will provide you with a knowledge of the literature and culture of France, Quebec, and other Francophone areas and an awareness of the stylistic differences between the French and English languages. Upon completion of the program, you will understand how to conduct further research into the subject matter in order to increase your competence in the study of French language and literature.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

- three-year BA French Concentration
- Minor in French (optional)

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Sociology

Women's and Gender Studies

Commerce

General Studies

Health

University Certificate in French Language Proficiency

For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. 45 credits in French major courses including a minimum of 30 senior (300 or 400) level credits (a minimum of 12, 400-level French credit

2.

6 junior (200) level credits in French in the following courses:

FREN 200	First-Year University French I	(3)
FREN 201	First-Year University French II	(3)

3.

FREN 362	Second Year University French	(6)

4.

FREN 358	Initiation à la littérature d'expression française I*	(3)

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* It is recommended that students take FREN 358 before taking other literature courses in the French program as it provides a foundation for the study of French literature. (These 3 credits are part of the 30 senior-level credits required in no. 1.)

5.

FREN 374 Littérature québécoise (6)

Electives (24 credits, 12 of which must be at the 400 level)

All FREN courses except FREN 100 and FREN 101. These courses will not count towards the major in French but will count towards the total number of credits required for the first undergraduate degree.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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French Minor

Regulations effective September 1, 2020.

General information on Minors

30 credits in courses designated FREN, excluding FREN 100 and FREN 101.

1. 15 of the 30 credits must be at the senior (300 and 400) level.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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Global Studies

Regulations effective September 1, 2020.

Global Studies is an emerging interdisciplinary field, which offers a coherent and comprehensive approach to study transnational processes and their effects. GLST fosters critical thinking and the ability to employ a multidisciplinary range of concepts and analytical tools to explore social, political, economic and cultural phenomena in both their local and global dimensions and also in ways that these dimensions intersect. The GLST Minor at AU aims to direct the students towards the broadening of their own perspective of "global" and their place in it.

Global Studies Minor

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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Regulations effective September 1, 2020.

General information on Minors

The Global Studies Minor at Athabasca University is designed to provide the tools to understand the processes of globalization with a historical and sociological angle (as opposed to history or sociology with a global angle). Its holistic perspective breaks through the confines of scholarly specialization, and raises human global self-awareness as it affects every day popular life, action, psyche, imagination and consciousness on a mass, global scale. The transdisciplinary approach is invaluable for both the beginning student as well as the professional who seek to comprehend the past and present views of the globalizing phenomena, which is critical to understand the fundamental aspects of our society and its development.

Minor (30 credits, of which at least 15 must be at the senior (300/400) level)

Required Core Courses (3 credits)

Building Blocks of Global

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Human Resources and Labour

GLST 205	Studies: Overview of Approaches, Concepts, and Issues	(3)

Elective Courses (Select a minimum of 12 credits from this list)

ANTH 275	Faces of Culture: An Introduction to Cultural Anthropology	(3)
CMNS 308	Understanding Statistical Evidence	(3)
CLST 325	Understanding Cultural Studies	(3)
ECON 248	Macroeconomics	(3)
ENGL 341	World Literature	(6)
GEOG 201	Introductory Human Geography	(3)
GLST/ENVS 243	Environmental Change in a Global Context	(3)
GLST/GEOG 200	World Regional Geography	(3)
GLST/POEC 230	Globalization and World Politics	(3)
GLST/INTR/POEC 395	Political Economy of Development: People, Processes, and Policies	(3)
PHIL 252	Critical Thinking	(3)

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SOSC 366	Research Methods in the Social Sciences	(3)
WGST 266	Thinking from Women's Lives: An Introduction to Women's Studies	(3)

Focus Areas (Select 15 credits in one of the following focus areas):

Global Studies at AU has the following five focus areas:

- Global Economy and Development
- Global Governance and Conflict
- Global Cultures and Societies
- Global Media and Communication
- Global Literatures and Languages

Focus Area Electives

1: Global Economy and Development

ECON 366	Economic Development	(3)
ECON 401	The Changing Global Economy	(3)
ECON 475	International Trade	(3)
ECON 476	International Finance	(3)
ECON/LBST 330	Workers and the Economy	(3)
	The Politics of Ecology:	

ENVS 361	Applying Ecological Science to Environmental Concerns	(3)
GEOG 201	Introductory Human Geography	(3)
GEOL 313	Our Physical Resources	(3)
GOVN 450	Public Budgeting and Financial Management in a Globalized World	(3)
GLST/INTR/POEC 395	Political Economy of Development: People, Processes, and Policies	(3)
MKTG 414	International Marketing and Exporting	(3)
POEC 302	Theories and Approaches to Political Economy	(3)
POEC 393	Canada and the Global Political Economy	(3)
SOCI 450	Environmental Sociology	(3)

2: Global Governance and Conflict

Rebel with a

CMNS 385/SOCI 378	Cause: Social Movements in History and Popular Culture	(3)
ENVS 200	Introduction to Environmental Studies	(3)
ENVS 435	Transformative Change in Building Sustainable Communities	(3)
GLST/GOVN/POLI 403	Public Policy in a Global Era	(3)
GLST/GOVN/POLI 440	Global Governance and Law	(3)
GLST/HIST 367	The Second World War	(3)
GLST/INTR/POEC 483	International Political Economy: The Politics of Globalization	(3)
GOVN/POLI 301	Governance, the Public Sector and Corporate Power	(3)
INST 348	Aboriginal Justice in Canada	(3)
INST 377	Topics in Aboriginal Government	(3)
INST 420	Indigenous Resistance	(3)

INST 426	Aboriginal Government and Law	(3)
INST 430	Indigenous Governance	(3)
INST 480	Comparative Indigenous Models of Government: International Models	(3)
LBST 332	Women and Unions	(3)
PHIL 371	Ethics, Science, Technology and the Environment	(3)
PHIL 375	Philosophy of the Environment	(3)
POLI/INTR 330	International and Global Politics	(3)
POLI 342	Introduction to Comparative Politics	(3)
SOCI 300	How Humans Organize: From Primary Groups to the World Wide Web	(3)
SOCI 381	The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
	Theories of	

SOCI 435	Social Change	(3)

3: Global Cultures and Societies

ANTH 277	The Archaeology of Us: First Humans to First Civilizations	(3)
ANTH 320	Ancient Cities and Civilizations	(3)
ANTH 384	The Family in the World Perspective	(3)
ANTH 394	Urban Anthropology	(3)
ANTH 407	Examining Cultures—Advanced Readings in Regional Ethnology	(3)
ANTH 434	The History of Anthropological Thought	(3)
ANTH 491	Ethnobiology: Traditional Biological Knowledge in Contemporary Global Context	(3)
CLAS/HIST/HUMN 309	Ancient Greece	(3)
GLST 308	Americas: An Introduction to Latin America and the	(3)

	Caribbean	
GLST/HIST 209	A History of the World in the Twentieth Century I	(3)
GLST/HIST 210	A History of the World in the Twentieth Century II	(3)
GLST/HIST/WGST 460	Famous Feminists and Their Times: Global History of Feminism	(3)
HIST 216	Europe: 1618 – 1939: From the Thirty Years' War to the Age of Dictators	(3)
HIST 327	Imperial Russia	(3)
HIST 330	Social History of Canada: European Contact to Early Industrialization	(3)
HIST 331	Social History of Canada: Early Industrialization to Contemporary Canada	(3)
HIST/HUMN 201	Western Thought and Culture I: Before the Reformation	(3)
	Western Thought and	

HIST/HUMN 202	Culture II: Since the Reformation	(3)
HIST/INST 368	Indigenous Peoples in Canada to 1830	(3)
HIST/INST 369	Indigenous Peoples in Canada Since 1830	(3)
HIST/INST 370	The Métis	(3)
INST 203	Indigenous Studies I	(3)
INST 205	Indigenous Studies II	(3)
INST 357	Contemporary Aboriginal Issues in Canada	(3)
INST 358	Aboriginal Women in Canada	(3)
PHIL 231	Introduction to Philosophy: West and East	(3)
RELS 204	Introduction to World Religions	(6)
SOCI 331	Exposed! Sociology of Environment and Aging	(3)
SOCI 337	Modern Sociological Theory in the 20th Century: the Age of	(3)

	Grand Theory	
SOCI 380	Canadian Ethnic Relations	(3)
WGST 333	Goddess Mythology, Spirituality and Eco-feminism	(3)
WGST 422	Violence Against Women: A Global Perspective	(3)

4: Global Media and Communication

CMNS 201	Introduction to Mass Media	(3)
CMNS 302	Communication in History	(3)
CMNS 358	Popular Culture and the Media	(3)
CMNS 402	Global Communication	(3)
CMNS 423	The Television Age	(3)
CMNS 202/POLI 291	Media and Power in Canadian Society	(3)
HIST 404	Historical Foundations of Modern Science	(3)
MKTG 420	Advertising and Promotion	(3)
POLI 480	Politics of Our Networked World in the Digital Era	(3)

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5: Global Literature and Languages

ANTH 354	Language and Culture	(3)
ANTH 401	Ethnography, the Writing of Culture	(3)
CMNS 425	Film and Genre	(3)
ENGL 306	The Literature of Work	(3)
ENGL 307	Women in Literature	(3)
ENGL 308	Native Literature in Canada	(3)
ENGL 351	Comparative Canadian Literature I	(3)
ENGL 433	Post-Colonial Literatures	(6)
FREN 358	Initiation à la littérature d'expression française I	(3)
FREN 374	Introduction à la littérature canadienne-française	(6)

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated January 04 2021 by laurab

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Heritage Resources Management

Regulations effective September 1, 2020.

The Heritage Resources Management Minor will be attractive to Bachelor of Arts degree students who are interested in a distinctive liberal arts approach to studying heritage. It takes advantage of the intellectual breadth and possibility of the BA to create a distinctive and unique learning opportunity in heritage studies.

The heritage field is interdisciplinary and cross-disciplinary in nature and potentially involves many academic disciplines, including anthropology and archaeology, history, art history, architecture, science (applied in interpretive programming at national, provincial, and civic parks and nature areas) and among others, cultural and environmental studies. The nature of Canadian heritage and museum collections and programming also makes Indigenous Studies a common field of focus. Second language skills are also potentially important since heritage work often involves cross cultural work. The literature in the heritage field is also global in scope, further reinforcing the value of a second language. Also, work in heritage facilities and environments typically demands administrative skills in financial and human resources management.

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Heritage Resources Management Minor

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

Heritage Resources Management Minor

Regulations effective September 1, 2020.

General information on Minors

The Minor in Heritage Resources Management is designed to provide the tools to understand contemporary heritage conservation as a theoretical and applied field. It offers an opportunity for students to add variety and depth to their studies and expand the scope of their BA Major fields.

Minor (30 credits distinct from the major in a related discipline)

Required Core Courses (21 credits)

HERM 301	Introduction to Heritage Resources Management	(3)
HERM 312/HIST 316	Heritage Research	(3)
HERM 322	Heritage Collections	(3)

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Health Administration
Human Resources and

HERM 327	Heritage Policy in Canada	(3)
HERM/PHIL 334	Professional Ethics in Heritage Resources Management	(3)
HERM 342	General Principles of Planning Historic Places	(3)
HERM 361	Interpretive Programming	(3)
	or	
HERM 339	Conservation	

Elective Courses (9 credits)

A minimum of nine (9) credits is required. All nine (9) credits must be taken from one area of study as outlined below.

Area of Study 1: Anthropology

Any ANTH courses 300 level or above

Area of Study 2: History

Any HIST courses 300 level or above

Area of Study 3: Administration and Management

ACCT 250	Accounting for Managers	(3)
ACCT 253	Introductory Financial Accounting	(3)
ADMN 232	Introduction to Management	(3)

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HRMT 300	Human Resources Planning	(3)
HRMT 441	Strategic Human Resource Management	(3)
GOVN 380/HSRV 363	Nonprofit and Voluntary Sector Governance	(3)
LGST 331	Administrative Law	(3)
MKTG 396	Introduction to Marketing	(3)

Area of Study 4: Visual Culture

ARHI 201	A Survey of Western Art I: Looking at Art from Ancient Times to the Middle Ages	(3)
ARHI 202	A Survey of Western Art II: Looking at Art from the Renaissance to Present Day	(3)
ARHI 301	Canadian Visual Culture	(3)
CMNS 425	Film and Genre	(3)

Area of Study 5: Culture and Society

CMNS 302	Communications in History	(3)
CMNS 358	Popular Culture and the Media	(3)
CMNS 401	Cultural Policy in Canada	(3)

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CMNS 423	The Television Age	(3)
CLST 325	Understanding Cultural Studies	(3)

Area of Study 6: Second European Language

Any 200-level or above courses in SPAN

or

Any 200-level or above courses in FREN

Area of Study 7: Indigenous Studies

INST 203	Indigenous Studies I	(3)
INST 205	Indigenous Studies II	(3)
INST 358	Aboriginal Women in Canada	(3)
INST 368	Indigenous Peoples of Canada to 1830	(3)
INST 369	Indigenous Peoples of Canada since 1830	(3)
INST 370	The Métis	(3)

Area of Study 8: Science and the Public

ENVS 200	Introduction to Environmental Studies	(3)

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ENVS 243	Environmental Change in a Global Context	(3)
ENVS 435	Transformative Change in Building Sustainable Communities	(3)
ENVS 461	The History and Politics of Ecology	(3)
GEOL 207	Introduction to Environmental Geology	(3)
GEOG 265	Introduction to Physical Geography I	(3)
GEOG 266	Introduction to Physical Geography II: Lithosphere and Biosphere	(3)

Area of Study 9: Architecture

ARCH 200	History of Ideas in Architecture I	(3)
ARCH 300	History of Ideas in Architecture II	(3)
ARCH 320	History of Canadian Architecture	(3)
ARCH 330	Architectural Design Theory Fundamentals	(3)
ARCH 340	History and Theory of Modernism	(3)
ARCH 350	Landscape	(3)
ARCH 400	Urbanism	(3)
ARCH 420	Contemporary Architectural Theory and Research	(3)

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Transfer Credit

For students seeking transfer credit, equivalent courses that are not listed here but which are easily demonstrated to have relevance to the required Core courses or the Elective courses, may be counted towards the credit requirement for the Minor in HRM on approval of the program director.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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History

Regulations effective September 1, 2020.

Graduates of Athabasca University's History programs will have the ability to:

- situate contemporary events in broader historical contexts
- explain changing social attitudes as the product of specific contexts and events
- recognize the ways in which knowledge is socially constructed and sanctioned
- evaluate information for its relevance and reliability
- articulate logical arguments based on relevant information
- identify multiple possible explanations for events
- interpret historical evidence carefully and assess for possible bias.

History Concentration

History Major

History Minor

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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BA History Concentration

Regulations effective September 1, 2020.

As a graduate of Athabasca University's History program you will have the ability to

- situate contemporary events in broader historical contexts
- explain changing social attitudes as the product of specific contexts and events
- recognize the ways in which knowledge is socially constructed and sanctioned
- evaluate information for its relevance and reliability
- articulate logical arguments based on relevant information
- identify multiple possible explanations for events
- interpret historical evidence carefully and assess for possible bias.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

- four-year BA History Major
- Minor in History (optional)

For specific degree requirements view each program page.

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Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 3-year BA with Concentration:

1. A minimum of 36 credits in concentration courses including a minimum of 24 senior (300 or 400) level credits.
2. 6 junior (200) level credits in world or European history. For example:

HIST/HUMN 201	Western Thought and Culture I: Before the Reformation	(3)
HIST/HUMN 202	Western Thought and Culture II: Since the Reformation	(3)

3. 3 junior (200) level credits in Canadian history. For example:

HIST 225	History of Canada, 1867 to the Present	(3)

4. A minimum of 3 senior (300/400) level credits in North American history.
5. A minimum of 3 senior-level credits in the history of areas of the world other than North America or Europe.
6. A minimum of 21 credits in the following designated History concentration elective courses:

GLST/LBST 335	Global Labour History	(3)

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HIST/CLAS/HUMN 309	Ancient Greece	(3)
HIST/CLAS/HUMN 312	Ancient Rome	(3)
HIST/HUMN/RELS 313	Early Christians	(3)
HIST/INST 368	Indigenous People in Canada to 1830	(3)
HIST/INST 369	Indigenous Peoples in Canada from 1830	(3)
HIST/GLST 367	The Second World War	(3)
HIST/GLST 384	Europe Since 1945	(3)
HUMN 201	Western Thought and Culture I: Before the Reformation	(3)
HUMN 202	Western Thought and Culture II: Since the Reformation	(3)
HUMN/MUSI 285	History of Popular Music: Blues to Big Bands, 1900-1940	(3)
INST 370	The Métis	(3)

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History Major

Regulations effective September 1, 2020.

Graduates of the BA major in History will have the ability to:

- situate contemporary events in broader historical contexts
- explain changing social attitudes as the product of specific contexts and events
- recognize the ways in which knowledge is socially constructed and sanctioned
- evaluate information for its relevance and reliability
- articulate logical arguments based on relevant information
- identify multiple possible explanations for events
- interpret historical evidence carefully and assess for possible bias.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

- three-year BA History Concentration
- Minor in History (optional)

For specific degree requirements view each program page.

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Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. 45 credits in designated History major courses including 30 senior (300/400) level credits (a minimum of 12, 400-level credits).
2. 6 junior (200) level credits in Canadian history (HIST 224, HIST 225).
3. A minimum of 6 junior (200) level credits in European or world history (HIST 201, 202, 209, 210, 216).
4. A minimum of 6 senior (300/400) level credits in European history (HIST 304, 327, 371, 372, 373, 407,486, 492, HIST/GLST 384, HIST/HUMN/CLAS 309, HIST/HUMN/CLAS 312, and HIST/HUMN/RELS 313).
5. A minimum of 6 senior (300/400) level credits in North American history.
6. A minimum of 6 senior-level credits in the history of areas of the world other than North America or Europe.

Electives (15 credits)

GLST/LBST 335	Global Labour History	(3)
HIST	All courses	
HIST/GLST 367	The Second World War	(3)
HIST/GLST 384	Europe Since 1945	(3)

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HIST/GLST/WGST 460	Famous Feminists and Their Times: Global History of Feminism	(3)
HIST/CLAS/HUMN 309	Ancient Greece	(3)
HIST/CLAS/HUMN 312	Ancient Rome	(3)
HIST/HUMN/RELS 313	Early Christians	(3)
HIST/INST 368	Indigenous Peoples in Canada to 1830	(3)
HIST/INST 369	Indigenous Peoples in Canada Since 1830	(3)
HUMN 201	Western Thought and Culture I: Before the Reformation	(3)
HUMN 202	Western Thought and Culture II: Since the Reformation	(3)
HUMN/MUSI 285	Popular Music: Blues to Big Bands, 1900-1940	(3)
INST 370	The Métis	(3)

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History Minor

Regulations effective September 1, 2020.

General information on Minors

30 credits in designated History major courses including a minimum of 15 senior (300 or 400) level credits:

1. A minimum of 3 junior-level credits in North American history.
2. A minimum of 3 junior-level credits in European history.
3. A minimum of 3 junior-level credits in courses in history of areas of the world other than North America or Europe.
4. A minimum of 6 senior-level credits in each of two of the following: North American history, European history, history of areas of the world other than North America or Europe.

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Humanities

Regulations effective September 1, 2020.

As a student of Athabasca University's interdisciplinary Humanities program, you will study how we have expressed our humanity on culture, literature, art, and philosophy. Students will draw on the knowledge and skills from across AU's range of humanities disciplines—for example; history, literature, and philosophy. Students learn the methods used by different humanities' disciplines to investigate human expression, and how to adapt elements of that expression in new ways.

Humanities Major
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Humanities Major

Regulations amended, effective September 1, 2020.

As a student of Athabasca University's interdisciplinary Humanities program, you will study how we have expressed our humanity on culture, literature, art, and philosophy. Students will draw on the knowledge and skills from across AU's range of humanities disciplines—for example; history, literature, and philosophy. Students learn the methods used by different humanities' disciplines to investigate human expression, and how to adapt elements of that expression in new ways. Students majoring in Humanities will also obtain basic reading knowledge of second language.

Athabasca University has developed program learning outcomes that can assist you in making informed decisions about your career options upon graduating.

Did you know? Athabasca University also offers:

Minor in Humanities (optional)

For specific degree requirements view each program page.

Recommendations

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Students enrolled in the second undergraduate degree program are advised to select courses within the major that fulfill the Social Science requirements. Failure to do so could result in the student being required to complete more than 45 credits in order to fulfill all of the regulations.

Students who have any doubt about their essay writing, critical thinking, or library research skills are strongly advised to take one or more of the following courses at the outset of their university studies:

ENGL 255, PHIL 252, INFS 200.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. 45 credits in designated major courses including a minimum of 30 senior (300 and 400) level credits (a minimum of 12, 400-level credits).
2. Within these 45 credits students must also complete 6 credits in a single language other than English (for example, FREN or SPAN) at the junior-level (200) or higher. Students may count these 6 credits towards the 21 credits required in the list of designated elective courses below.
3. A minimum of 24 credits selected from the following interdisciplinary core courses including a minimum of 6 senior (300 or 400) level credits.

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ARHI 201	A Survey of Western Art I: Looking at Art from Ancient Times to the Middle Ages	(3)
ARHI 202	A Survey of Western Art II: Looking at Art from the Renaissance to Present Day	(3)
CMNS 358	Popular Culture and the Media	(3)
ENGL 255	Introductory Composition	(3)
ENGL 303	A History of Drama Part I: Early Stages	(3)
ENGL 304	A History of Drama Part II: Modernist Theatre	(3)
ENGL 308	Indigenous Literature in Canada	(3)
ENGL 316	Approaches to Literary Theory and Criticism	(3)
ENGL 341	World Literature	(3)
ENGL 423	Advanced Literary Theory	(3)
GLST 308	Americas: An Introduction to Latin America	(3)

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	and the Caribbean	
HIST 371	Early Medieval Europe, 400 – 1000	(3)
HIST 372	High Medieval Europe, 1000 – 1350	(3)
HIST 373	The Renaissance	(3)
HIST 404	Historical Foundations of Modern Science	(3)
HIST 407	The Enlightenment	(3)
HIST/GLST/WGST 460	Famous Feminists and Their Times: Global History of Feminism	(3)
HUMN	All courses	
HUMN/CLAS/HIST 309	Ancient Greece	(3)
HUMN/CLAS/HIST 312	Ancient Rome	(3)
HUMN/HIST/RELS 313	Early Christians	(3)
INFS 200	Information Seeking & Society in the Information Age	(3)
PHIL	All PHIL courses	

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RELS 204	Introduction to World Religions	(6)

At least 21 additional credits from among the core courses or from among the following electives:

(The 6 language credits in regulation 2 above, may be counted towards these electives.)

ANTH 320	Ancient Cities and Civilizations	(3)
CMNS 301	Communication Theory and Analysis	(3)
CMNS 302	Communication in History	(3)
CMNS 420	Topics in Communication: Children and Media	(3)
CMNS 423	The Television Age	(3)
CMNS 425	Film and Genre	(3)
ENGL	All ENGL courses, except preparatory (100-level) courses	
FREN 363	Le roman français du XXe siècle	(3)
FREN 374	Litterature québécoise	(6)
HIST	All HIST courses	
INST 368	Indigenous Peoples in Canada to 1830	(3)
INST 369	Indigenous Peoples in Canada Since 1830	(3)

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INST 370	The Métis	(3)
MUSI 267	Sound and Sense: Listening to Music	(3)
PHIL 252	Critical Thinking	(3)
POLI 307	Political Ideologies	(3)
WGST 200	Feminist Research and Women's Lives	(3)
WGST 266	Thinking From Women's Lives: An Introduction to Women's Studies	(3)
WGST 401	Contemporary Feminist Theory	(3)

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Humanities Minor

Regulations effective September 1, 2020.

General information on Minors

Total Number of Required Credits: 30, of which 15 must be at the senior (300 of 400) level.

Required Courses

(the core, 15 credits to be selected from this list)

CMNS 358	Popular Culture and the Media	(3)
ENGL 255	Introductory Composition	(3)
HIST 407	The Enlightenment	(3)
HUMN/HIST 201	Western Thought and Culture I: Before the Reformation	(3)
HUMN/HIST 202	Western Thought and Culture II: Since the Reformation	(3)
INFS 200	Information Seeking and Society in the Information Age	(3)
PHIL 252	Critical Thinking	(3)

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(15 credits, to be selected from this list or from the above list of required courses)

ANTH 275	Faces of Culture: An Introduction to Cultural Anthropology	(3)
ANTH 277	The Archaeology of Ancient Peoples	(3)
ANTH 320	Ancient Cities and Civilizations	(3)
ANTH 354	Language and Culture	(3)
ARHI 201	A Survey of Western Art I: Looking at Art from Ancient Times to the Middle Ages	(3)
ARHI 202	A Survey of Western Art II: Looking at Art from the Renaissance to Present Day	(3)
CMNS 302	Communication in History	(3)
CMNS 401	Cultural Policy in Canada	(3)
CMNS 423	The Television Age	(3)

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ENGL 303	A History of Drama Part I: Early Stages	(3)
ENGL 304	A History of Drama Part II: Modernist Theatre	(3)
ENGL 373	Film and Literature	(3)
ENGL 423	Advanced Literary Theory	(3)
GLST 308	Americas: An Introduction to Latin America and the Caribbean	(3)
HIST 216	Europe: 1618 – 1939: From the Thirty Years' War to the Age of Dictators	(3)
HIST 371	Early Medieval Europe, 400 – 1000	(3)
HIST 372	High Medieval Europe, 1000 – 1350	(3)
HIST 373	The Renaissance	(3)
HIST 404	Historical Foundations of Modern Science	(3)
HUMN/CLAS/HIST 309	Ancient Greece	(3)
	History of Popular Music	

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MUSI 267	Sound and Sense: Listening to Music	(3)
PHIL 231	Introduction to Philosophy: West and East	(3)
PHIL 342	Seventeenth and Eighteenth Century Philosophy	(3)
PHIL 371	Ethics, Science, Technology and the Environment	(3)
POLI 355	Political Philosophy: Plato to Machiavelli	(3)
POLI 357	Political Philosophy: Hobbes to Human Rights	(3)
RELS 204	Introduction to World Religions	(6)
WGST 266	Thinking from Women's Lives: An Introduction to Women's Studies	(3)
	Goddess Mythology,	

WGST 333 Women's Spirituality, and Ecofeminism (3)

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Regulations effective September 1, 2020.

The Minor in Inclusive Education is intended primarily for teachers who wish to enhance their knowledge and skills in the areas of special needs.

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Inclusive Education Minor

Regulations effective September 1, 2020.

General information on Minors

Total Number of Required Credits: 30, of which 15 must be at the senior (300 or 400) level.

Required Core Courses (24 credits)

EDPY 200	Educational Psychology	(3)
EDPY 351	Inclusive Education for Students with Diverse Needs	(3)
EDPY/PSYC 389	Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 403	Assessment and Instruction for Students with Diverse Needs	(3)
PSYC 365	Behavior Modification Principles	(3)
EDPY/PSYC 470	Consultation and Collaboration for Students with Special Needs	(3)

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EDPY/PSYC 471	Supporting Children and Youth with Emotional and Behavioral Challenges	(3)
EDPY/PSYC 476	Technology for Students with Diverse Learning Needs	(3)

Elective Courses (6 credits, to be chosen from the following list)

EDPY/PSYC 389	Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 469	Principles of Psychological Assessment	(3)
EDPY/PSYC 478	Autism Spectrum Disorder	(3)
EDPY 479	Introduction to Computer Based Instruction	(3)
PSYC 323	Developmental Psychology	(3)
PSYC 350	Adolescent Psychology	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 356	Introduction to Personality Theories and Issues	(3)
PSYC 388	Introduction to Counselling	(3)
PSYC 402	Biological Psychology	(3)
PSYC 418	Special Projects in Psychology	(3)

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PSYC 435 Abnormal Psychology (3)

Note: A maximum of 18 credits in Applied Studies is allowed in the BA.

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Labour Studies

Regulations effective September 1, 2020.

Athabasca University's Labour Studies programs are designed for students who want to know more about the position of labour and working people in society. It will be of particular interest to trade unionists at both the leadership and general membership levels. Offerings include courses in labour history, work organization, women and unions, and the theory and practice of trade unions.

Labour Studies Major
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Athabasca University's Labour Studies program is designed for students who want to know more about the position of labour and working people in society. It will be of particular interest to trade unionists at both the leadership and general membership levels. Offerings include courses in labour history, work organization, women and unions, and the theory and practice of trade unions.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

A maximum of 39 PLAR credits is allowed if you choose the Labour Studies major.

Did you know? Athabasca University also offers:

Minor in Labour Studies (optional)

For specific degree requirements view each program page.

Program Requirements

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Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. 45 credits in Labour Studies major courses outlined below including a minimum of 30 senior (300 or 400) level credits (a minimum of 12, 400-level credits).
2. 12 credits in required core courses (SOCI 321 and HIST 336 are included in the 30 senior-level credits noted above).
3. Students may transfer in a maximum of 30 credits of courses applicable to the requirements of the major.

Recommendations

Students are advised to begin their studies with LBST 200 or LBST 202.

Required Core Courses (12 credits)

HIST 336	History of Canadian Labour	(6)
LBST 200	Introduction to Labour Studies	
	or	(3)
LBST 202	Labour College of Canada: Introduction to Labour Studies	
SOCI 321	Sociology of Work and Industry	(3)

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Electives (select 33 credits from the following)

ENGL 306	The Literature of Work	(3)
HIST 330	Social History of Canada: European Contact to Early Industrialization	(3)
HIST 331	Social History of Canada: Early Industrialization to Contemporary Canada	(3)
HIST 486	The Industrial Revolution	(3)
IDRL	All courses*	
IDRL 309/LGST 310	Human Rights, the Charter and Labour Relations	(3)
INTR/GLST/POEC 483	International Political Economy: The Politics of Globalization	(3)
LBST	All courses	
POEC 393	Canada and the Global Political Economy	(3)
POLI 450	Globalization and Human Rights	(3)
	Women, Gender	

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SOCI 348	Fighting Back for the Health of It: Sociology of Environment and Health	(3)
SOCI 381	The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOCI 435	Theories of Social Change	(3)

*All courses labelled IDRL can be taken as either Applied Studies or Social Science courses, but not both. To use these courses to satisfy the Social Science area of study requirement, students must contact Transfer Credit Services and request the change upon completion of the course.

Transfer Credits for Union Education and Prior Learning

Athabasca University grants advanced credit in the Labour studies program for some union education programs. A student who has completed a Labour College of Canada Intensive Program, for example, may be eligible to receive nine credits. Students who have completed the Canadian Auto Workers Paid Educational Leave course may be eligible to receive

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three credits. And students who have completed the Canadian Postal Workers' Union Education Program may be eligible to receive six credits. Credit is also granted for other union education programs and for other forms of prior learning. Contact Athabasca University for details.

Many unions, and some employers, will reimburse students for the cost of university tuition fees. Discuss this with your union representative or employer.

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General information on Minors

30 credits selected from courses listed in the major:

1. 15 of the 30 credits must be at the senior (300 and 400) level

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Philosophy

Regulations effective September 1, 2020.

Over 2,000 years ago, the Greek philosopher, Aristotle, said, "All persons by nature desire understanding." Philosophy pursues answers to some of the deepest and widest ranging questions people ask about human life and the role of humans in the larger scheme of things.

What is the meaning of life? What are our obligations to other humans and to natural objects? Does anything exist beyond what we can see, hear or touch? Is there such a thing as knowledge, and what can we know for certain?

Systematic reflection on such questions lies at the heart of philosophical study.

The field of applied philosophy has emerged in the last few decades as people have discovered the need to develop philosophical skills: critical thinking, understanding ethical concepts and formulating principles to help solve pressing contemporary problems. Some examples of new areas of study and research are medical ethics, environmental ethics and business ethics.

Philosophy courses are worthwhile both in their own right and as a complement to study in other disciplines. Owing to its

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careful analytical and critical approach to answering enduring questions, philosophy also serves as good preparation for work in fields such as law, medicine, civil service, and business.

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General information on Minors

The Philosophy Minor is designed to introduce students to the great philosophical questions, such as, truth, justice, beauty and meaning, as well as help students develop critical reading and thinking skills to be better able to interpret texts, evaluate arguments, and write coherently and persuasively.

30 credits in Philosophy courses, except PHIL 152:

1. 15 credits in Philosophy at the senior (300/400) level.

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Graduates of Athabasca University's Political Economy programs will get the opportunity to develop a greater appreciation of diverse polities, economics, cultures, and regions of the world. The course selection allows you to critically engage with Canadian and global political and economic issues in an era of globalization. Students may focus their studies in either Global Political Economy or Canadian Political Economy. For more information, visit the program's website.

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Political Economy Major

Regulations effective September 1, 2020.

The Political Economy program at Athabasca University is designed for both beginning students and professionals to understand and engage with Canadian and global political and economic issues. The course selection provides students the opportunity to develop a greater appreciation and understanding of diverse polities, economies, cultures, and regions of the world. Additionally, it offers to professionals the retooling skills and the academic credential necessary for successful employment in an era of globalization.

Students may focus their studies in either Global Political Economy or Canadian Political Economy. For more information visit the Political Economy website.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

Minor in Political Economy (optional)

For specific degree requirements view each program page.

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Public Administration

Sociology

Women's and Gender Studies

Commerce

General Studies

Health Administration

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. 60 Political Economy major credits outlined below including a minimum of 36 senior (300 or 400) level credits from major courses (a minimum of 12, 400-level credits).
2. 15 credits in required core courses.
3. 21 credits in one of the two Political Economy areas: Global Political Economy or Canadian Political Economy.
4. 12 credits from the designated elective Political Economy major courses.
5. 12 credits from the Political Economy designated elective program courses in Communications (CMNS), Global Studies (GLST), Governance (GOVN), History (HIST), Information Systems (INFS), Labour Studies (LBST), Industrial Relations (IDRL), Women's and Gender Studies (WGST), and Indigenous Studies (INST).
6. Students may transfer in a maximum of 30 credits of courses applicable to the requirements of the major.

Required Core Courses (15 credits)

ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
	Introduction to Statistics	

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MATH 215 **or**		(3)
MGSC 301	Statistics for Business and Economics I	
POEC 302	Theories and Approaches to Political Economy	(3)
POEC/GLST/INTR 230	Globalization and World Politics	(3)

Of the 21 credits required in the area of focus, students must take at least one course from each of the following areas: Economics, Political Economy, and Political Science. Select courses from only one area of focus.

Area of Focus 1: Global Political Economy

ECON 401	The Changing Global Economy* *Students who have taken ECON 301 may not take ECON 401	(3)
ECON 366	Economic Development	(3)
ECON 475	International Trade	(3)
ECON 476	International Finance	(3)
	Transformative	

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ENVS 435	Change in Building Sustainable Communities	(3)
ENVS/GLST 243	Environmental Change in a Global Context	(3)
FNCE 370	Overview of Corporate Finance	(3)
GLST 308	Americas: An Introduction to Latin America and the Caribbean	(3)
HIST 486	The Industrial Revolution	(3)
MKTG 414	International Marketing and Exporting	(3)
POEC/GLST/INTR 395	Political Economy of Development: People, Processes, and Policies	(3)
POEC/GLST/INTR 483	International Political Economy: The Politics of Globalization	(3)
POLI 330	International and Global Politics	(3)
POLI 342	Introduction to Comparative Politics	(3)

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POLI 480	Politics of Our Networked World in the Digital Era	(3)
SOCI 435	Theories of Social Change	(3)

or

Area of Focus 2: Canadian Political Economy

CMNS 380	Corporate Communication	(3)
CMNS 401	Cultural Policy in Canada	(3)
ECON 385	Money, Banking and Canadian Financial Institutions	(3)
FNCE 322	Personal Finance	(3)
GEOG 311	Canadian Urban Development	(3)
GOVN 301	Governance, the Public Sector and Corporate Power	(3)
GOVN 450	Public Budgeting and Financial Management in a Globalized World	(3)
HIST 326	Contemporary Canada: Canada	(3)

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	after 1945	
IDRL 320	The Law of Work	(3)
IDRL 309/LGST 310	Human Rights, the Charter and Labour Relations	(3)
LBST/SOCI/WGST 332	Women and Unions	(3)
POEC 393	Canada and the Global Political Economy	(3)
POLI 309	Canadian Government and Politics	(3)
POLI 311	Aboriginal Politics and Governments	(3)
POLI 325	Canadian Environmental Policy and Politics	(3)
POLI 383	Canadian Political Economy in a Global Era	(3)
SOCI 291	Canadian Society	(3)
SOCI 321	Sociology of Work and Industry	(3)
TAXX 301	Taxation I	(3)

Electives (select 12 credits from the following)

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ANTH 320	Ancient Cities and Civilizations	(3)
ANTH 362	First Peoples of Canada	(3)
ANTH 375	The Anthropology of Gender	(3)
ANTH 394	Urban Anthropology	(3)
CMNS 402	Global Communication	(3)
CMNS 421	Being Online	(3)
CMNS 423	The Television Age	(3)
CMNS 385/SOCI 378	Rebel with a Cause: Social Movements in History and Popular Culture	(3)
ECON/HADM 321	Health Care Economics	(3)
ECON 380	Public Finance and Expenditure	(3)
ENTP 212	Entrepreneurship	(3)
ENVS 435	Transformative Change in Building Sustainable Communities	(3)
FREN 100	French for Beginners I	(3)
FREN 101	French for Beginners II	(3)
GEOG 201	Introductory Human Geography	(3)
GEOG 302	The Canadian North	(3)

GEOG/GLST 200	World Regional Geography	(3)
HADM 336	Community Health Planning	(3)
HADM/HSRV 339	Organization of the Canadian Health Care System	(3)
HIST 336	History of Canadian Labour	(6)
IDRL 308	Occupational Health and Safety	(3)
INST 111	Introductory Cree I	(3)
INST 112	Introductory Cree II	(3)
MATH 244	Business Math	(3)
MATH 265	Introduction to Calculus I	(3)
MKTG 406	Consumer Behaviour	(3)
MKTG 440	Marketing Strategy	(3)
PHIL 371	Ethics, Science, Technology, and the Environment	(3)
SOCI 381	The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOCI 450	Environmental Sociology	(3)
SOCI/WGST 345	Women, Gender and Work in Canada	(3)
SPAN 200	Introductory Spanish I	(3)
	Spanish for	

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SPAN 201	Beginners II	(3)
WGST 401	Contemporary Feminist Theory	(3)

12 remaining elective credits selected from the following disciplines:

Communication Studies (CMNS)
Global Studies (GLST)
Governance (GOVN)
History (HIST)
Information Systems (INFS)
Labour Studies (LBST)
Industrial Relations (IDRL)
Indigenous Studies (INST)
Women's and Gender Studies (WGST)

Recommendations

1. Students who may pursue graduate work in political economy or international affairs are strongly recommended to include POEC 499 among their electives.
2. Language proficiency: Students in Canadian studies areas who may pursue employment in the federal civil service or foreign affairs, are strongly recommended to take French as an elective or option. Students interested in North American integration should take Spanish. Students interested in the economic integration of Europe should consider taking German. Students interested in governance capacity-building for First Nations communities should take Indigenous language courses.

   "Language proficiency" generally refers to one of the following:

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the ability to read French, Spanish, or German at a level consistent with the usual requirements of a junior French language course. This ability may be proven by one of the following: either by completing six junior language credits (for example FREN 200 and 201) or by passing a reading proficiency examination in French, Spanish, or German;

speak fluently one of Canada's Indigenous languages (for example, Cree or Inuktitut);
or

read one of Canada's Indigenous languages (for example, Cree or Inuktitut), at a level consistent with the usual requirements of a second-year university language course.

3. Writing proficiency: Students for whom English is a second language are strongly encouraged to take ENGL 177 and ENGL 189.

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Political Economy Minor

Regulations effective September 1, 2020.

General information on Minors

The Political Economy Minor at Athabasca University is designed for both beginning students and professionals to understand and engage with Canadian and global political and economic issues. The course selection provides students the opportunity to develop a greater appreciation and understanding of diverse polities, economies, cultures, and regions of the world. Additionally, it offers to professionals the retooling skills and the academic credential necessary for successful employment in an era of globalization.

Minor (30 credits, of which at least 15 must be in senior courses)

Core Courses (12 credits)

POEC/GLST/INTR 230	Globalization and World Politics	(3)
POEC 302	Theories and Approaches to	(3)

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	Political Economy	
POEC/GLST/INTR 395	Political Economy of Development: People, Processes, and Policies	(3)
CMNS 308	Understanding Statistical Evidence	
	or	
ECON 247	Microeconomics	
	or	
ECON 248	Macroeconomics	(3)
	or	
MATH 215	Introduction to Statistics	
	or	
MGSC 301	Statistics for Business and Economics I	

Focus Areas (12 credits in one of the two Political Economy focus areas):

Focus Area 1: Global Political Economy

Focus Area 2: Canadian Political Economy

Focus Area 1: Global Political Economy

ECON 366	Economic Development	(3)

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ECON 475	International Trade	(3)
ECON 476	International Finance	(3)
ECON/LBST 330	Workers and the Economy	(3)
ENVS 435	Transformative Change in Building Sustainable Communities	(3)
ENVS/GLST 243	Environmental Change in a Global Context	(3)
FNCE 370	Overview of Corporate Finance	(3)
GEOL 313	Our Physical Resources	(3)
GOVN 450	Public Budgeting and Financial Management in a Globalized World	(3)
GLST/GOVN/POLI 403	Public Policy in a Global Era	(3)
LBST/SOCI/WGST 332	Women and Unions	(3)
MKTG 414	International Marketing and Exporting	(3)
POEC/GLST/INTR 483	International Political Economy: The Politics of	(3)

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POLI/INTR 330	International and Global Politics	(3)
POLI 342	Introduction to Comparative Politics	(3)
POLI 480	Politics of Our Networked World in the Digital Era	(3)
SOCI 381	The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
SOCI 435	Theories of Social Change	(3)

Focus Area 2: Canadian Political Economy

CMNS 380	Corporate Communication	(3)
CMNS 401	Cultural Policy in Canada	(3)
CMNS 202/POLI 291	Media and Power in Canadian Society	(3)
ECON 385	Money, Banking and Canadian Financial Institutions	(3)
FNCE 322	Personal Finance	(3)
	Canadian Urban	

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GEOG 311	Development	(3)
GOVN 301	Governance, the Public Sector and Corporate Power	(3)
GOVN 450	Public Budgeting and Financial Management in a Globalized World	(3)
HIST 326	Contemporary Canada: Canada after 1945	(3)
HIST 330	Social History of Canada: European Contact to Early Industrialization	(3)
HIST 331	Social History of Canada: Early Industrialization to Contemporary Canada	(3)
HIST 336	History of Canadian Labour	(3)
HIST/WGST 365	Girls and Women in Urban Canada, 1880–1940	(3)
IDRL 320	The Law of Work	(3)
IDRL 309/LGST 310	Human Rights, the Charter and Labour Relations	(3)
POEC 393	Canada and the Global Political Economy	(3)
POLI 309	Canadian Government and Politics	(3)

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POLI 311	Aboriginal Politics and Governments	(3)
POLI 325	Canadian Environmental Policy and Politics	(3)
POLI 390	Canadian Federalism	(3)
SOCI 291	Canadian Society	(3)
SOCI 321	Sociology of Work and Industry	(3)
TAXX 301	Taxation I	(3)

Electives (6 credits from any of the following Political Economy designated courses)

ANTH 277	The Archaeology of Us: First Humans to First Civilizations	(3)
ANTH 320	Ancient Cities and Civilizations	(3)
ANTH 384	The Family in the World Perspective	(3)
ANTH 394	Urban Anthropology	(3)
ANTH 407	Examining Cultures—Advanced Readings in Regional Ethnology	(3)
CMNS 201	Introduction to Mass Media	(3)

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CMNS 302	Communication in History	(3)
CMNS 358	Popular Culture and the Media	(3)
CMNS 402	Global Communication	(3)
CMNS 423	The Television Age	(3)
CMNS 385/ SOCI 378	Rebel with a Cause: Social Movements in History and Popular Culture	(3)
ECON/HADM 321	Health Care Economics	(3)
ECON 380	Public Finance and Expenditure	(3)
ENVS 435	Transformative Change in Building Sustainable Communities	(3)
GEOG 201	Introductory Human Geography	(3)
GEOG/GLST 200	World Regional Geography	(3)
GLST/HIST 209	A History of the World in the Twentieth Century I	(3)
GLST/HIST 210	A History of the World in the Twentieth Century II	(3)

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GLST/HIST 308	Americas: An Introduction to Latin America and the Caribbean	(3)
HIST 404	Historical Foundations of Modern Science	(3)
HIST 407	The Enlightenment	(3)
HIST 486	The Industrial Revolution	(3)
HIST/GLST/WGST 460	Famous Feminists and Their Times: Global History of Feminism	(3)
HIST/INST 368	History of Canada's First Nations to 1830	(3)
HIST/INST 369	History of Canada's First Nations from 1830	(3)
HIST/INST 370	The Métis	(3)
INST 203	Indigenous Studies I	(3)
INST 205	Indigenous Studies II	(3)
INST 357	Contemporary Aboriginal Issues in Canada	(3)
INST 358	Aboriginal Women in Canada	(3)

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INST 430	Indigenous Governance	(3)
PHIL 371	Ethics, Science, Technology, and the Environment	(3)
PHIL 375	Philosophy of the Environment	(3)
SOCI 380	Canadian Ethnic Relations	(3)
WGST 266	Thinking from Women's Lives: An Introduction to Women's Studies	(3)
WGST 302	Communication Skills – Feminist Practice	(3)

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Political Science

Regulations effective September 1, 2020.

As a discipline, Political Science is very much concerned with the study of power, authority, and governance in human affairs. In today's world, forms of power, authority, and governance are changing rapidly and becoming increasingly complex. Governance is no longer confined to the nation-state but involves a range of institutions—public, private, and non-governmental—involved in the process of governing and steering a society at the international, national, and sub-national levels.

Political Science Major
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Political Science Major

Regulations effective September 1, 2020.

The BA Political Science major is a valued liberal arts degree that will serve a variety of educational and professional needs in the public, private, and non-profit sectors in Canada and globally.

As a discipline, Political Science is very much concerned with the study of power, authority, and governance in human affairs. In today's world, forms of power, authority, and governance are changing rapidly and becoming increasingly complex. Governance is no longer confined to the nation-state but involves a range of institutions — public, private, and non-governmental — involved in the process of governing and steering a society at the international, national, and sub-national levels.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

Minor in Political Science (optional)

For specific degree requirements view each program page.

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Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. A minimum of 45 credits in designated Political Science courses including a minimum of 30 senior (300/400) level credits (a minimum of 12, 400-level credits).
2. Required core courses: 18 credits in the following designated political science major core courses:

   6 senior (300/400) level credits in political philosophy/theory, POLI 355 and POLI 357.

   3 senior (300/400) level credits in Canadian politics and government, POLI 309.

   3 senior (300/400) level credits in either international and global politics (POLI/INTR 330) or comparative politics (POLI 342), or direct equivalent credit approved by Athabasca University.

   6 junior (200) level credits, POLI 277 and 278.

3. A minimum of 27 credits in the following designated Political Science major elective courses.

CMNS 401	Cultural Policy in Canada	(3)
GLST/GOVN 403	Public Policy in a Global Era	(3)
	Global	

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GLST/GOVN 440	Governance and Law	(3)
GLST/POEC 483	International Political Economy: The Politics of Globalization	(3)
GOVN 301	Governance, the Public Sector and Corporate Power	(3)
GOVN 390	Public Policy and Administrative Governance	(3)
GOVN/HSRV 400	Governance and Leadership	(3)
GOVN 405	Innovative Public Management	(3)
HADM 369	Health Policy in Canada	(3)
POEC 230	Globalization and World Politics	(3)
POEC 393	Canada and the Global Political Economy	(3)
POLI	All courses	

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Political Science Minor

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General information on Minors

30 credits in courses designated as Political Science:

1. 15 senior credits in courses designated Political Science.

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Psychology

Regulations effective September 1, 2020.

Athabasca University's Psychology programs are designed to develop or expand your knowledge of the broad field of psychology. Both the concentration and major degree programs will provide grounding in foundational courses central to psychology as a science. The programs also provide options for students to focus their studies in the applied areas at Athabasca University (i.e., Career Development, Inclusive Education, Counselling). Students who complete the degree will be prepared for general employment across a number of fields (business, management, government research, program evaluation, human services, law, etc.) and/or graduate studies in applied and basic programs.

Psychology Concentration
Psychology Major
Psychology Minor

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BA Psychology Concentration

Regulations effective September 1, 2020.

Athabasca University's Psychology program is designed to develop or expand your knowledge of the broad field of psychology. Both the concentration and major degree programs will provide grounding in foundational courses central to psychology as a science. The programs also provide options for students to focus their studies in the applied areas at Athabasca University (i.e., Career Development, Inclusive Education, Counselling). Students who complete the degree will be prepared for general employment across a number of fields (business, management, government research, program evaluation, human services, law, etc.) and/or graduate studies in applied and basic programs.

Please note that while the three-year degree program is a marketable credential, it is not aimed at providing students with direct access to graduate-level studies; therefore, additional studies are often required.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

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Sociology

Women's and Gender Studies

Commerce

General Studies

Health

Did you know? Athabasca University also offers:

four-year BA Psychology Major
Minor in Psychology (optional)

For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 3-year BA with Concentration:

A minimum of 36 credits in designated Psychology concentration courses including 24 senior (300 or 400) level credits.

Required Core Courses (15 credits)

MATH 215	Introduction to Statistics	(3)
PSYC 289	Psychology as a Natural Science	(3)
PSYC 290	General Psychology	(3)
PSYC 375	History of Psychology	(3)
PSYC 304	Research Methods in Psychology* * Students who have obtained credit for PSYC 404 may not take PSYC 304	(3)

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A minimum of 12 credits selected from the following foundational courses:

PSYC 323	Developmental Psychology Note: PSYC 228 and PSYC 323 are precluded courses (students can complete PSYC 228 or PSYC 323 but not both). Note that PSYC 228 can be used in the Psychology Electives area only, and cannot be used as a foundational credit.	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 356	Introduction to Personality Theories and Issues	(3)
PSYC 379	Social Psychology	(3)
PSYC 387	Learning	(3)
PSYC 402	Biological Psychology	(3)
PSYC 435	Abnormal Psychology	(3)

The remaining nine credits may be completed by taking additional foundational courses and/or courses from the following groups of electives: Psychology, Career Development, Educational Psychology, or Counselling. Students are encouraged to focus within an elective but may combine courses from two or more groups. Unspecified psychology credit for psychology courses unavailable at Athabasca University and

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completed at other institutions, can be applied to the degree upon faculty approval.

Psychology Electives

PSYC 210	Experiential Learning in the Celebration of Diversity	(3)
PSYC 228	Introduction to Human Development Note: PSYC 228 and PSYC 323 are precluded courses (students can complete PSYC 228 or PSYC 323 but not both). Note that PSYC 228 can be used in the Psychology Electives area only, and cannot be used as a foundational credit.	(3)
PSYC 315	Psychology and the Mass Media	(3)
PSYC 333	Sensation and Perception	(3)
PSYC 350	Adolescent Psychology	(3)
PSYC 381	Psychology of Adult Development	(3)
PSYC 340	Introduction to Applied Social Psychology	(3)
PSYC 395	Forensic Psychology	(3)
PSYC 418	Special Projects in Psychology	(3)
PSYC 426	Psychology of Families and Parenting	(3)
PSYC	Psychology and the Built	

432	Environment	(3)
PSYC 450	Drugs and Behaviour	(3)

Career Development Electives

PSYC 300	Theories of Career Development	(3)
PSYC 305	The Career Development Portfolio	(3)
PSYC 401	Learning Through Life	(3)
PSYC 405	Creating a Working Alliance	(3)
PSYC 441	Experiential Learning and Reflection Practice I	(3)
PSYC 442	Experiential Learning and Reflection Practice II	(3)

Educational Psychology Electives

EDPY 351	Inclusive Education for Students with Diverse Needs	(3)
EDPY/PSYC 389	Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 400	Teaching and Managing the Child with Learning Difficulties	(6)
EDPY/PSYC 469	Principles of Psychological Assessment	(3)

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EDPY/PSYC 470	Consultation and Collaboration for Students with Special Needs	(3)
EDPY/PSYC 471	Supporting Children and Youth with Emotional and Behavioral Challenges	(3)
EDPY/PSYC 476	Technology for Students with Diverse Learning Needs	(3)
EDPY/PSYC 478	Autism Spectrum Disorder	(3)
EDPY 479	Introduction to Computer-based Instruction	(3)

Counselling Electives

PSYC 345	The Psychology of Women	(3)
PSYC 347	Introduction to Feminist Counselling	(3)
PSYC 388	Introduction to Counselling	(3)
PSYC 406	Introduction to Theories of Counselling and Psychotherapy	(3)

A maximum of three credits from the following courses may be used as elective credit:

COMM 329	Mediated Interpersonal Communication	(3)

CRJS 360	The Psychology of Criminal Behaviour	(3)
HLST 320	Teaching and Learning for Health Professionals	(3)
HRMT/ORGB 386	Introduction to Human Resource Management	(3)
ORGB 319	Motivation and Productivity	(3)
ORGB 364	Organizational Behaviour	(3)
PSYC 345	The Psychology of Women	(3)

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Psychology Major

Regulations effective September 1, 2020.

Athabasca University's Psychology program is designed to develop or expand your knowledge of the broad field of psychology. Both the concentration and major degree programs will provide grounding in foundational courses central to psychology as a science. The programs also provide options for students to focus their studies in the applied areas at Athabasca University (i.e., Career Development, Inclusive Education, Counselling). Students who complete the degree will be prepared for general employment across a number of fields (business, management, government research, program evaluation, human services, law, etc.) and/or graduate studies in applied and basic programs.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

- three-year BA Psychology Concentration
- Minor in Psychology (optional)

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For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

45 credits in designated Psychology major courses including 30 senior (300 or 400) level credits in designated Psychology major courses, including 12, 400-level credits. The senior-level courses in the required core are included as part of these 30 credits.

Required Core Courses (15 credits)

MATH 215	Introduction to Statistics	(3)
PSYC 289	Psychology as a Natural Science	(3)
PSYC 290	General Psychology	(3)
PSYC 375	History of Psychology	(3)
PSYC 304	Research Methods in Psychology * Students who have obtained credit in PSYC 404 may not take PSYC 304.	(3)

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A minimum of 15 credits selected from the following foundational courses:

PSYC 323	Developmental Psychology Note: PSYC 228 and PSYC 323 are precluded courses (students can complete PSYC 228 or PSYC 323 but not both). Note that PSYC 228 can be used in the Psychology Electives area only, and cannot be used as a foundational credit.	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 356	Introduction to Personality Theories and Issues	(3)
PSYC 379	Social Psychology	(3)
PSYC 387	Learning	(3)
PSYC 402	Biological Psychology	(3)
PSYC 435	Abnormal Psychology	(3)

The remaining 15 credits may be completed by selecting additional foundational courses and/or courses from the following groups of electives: Psychology, Career Development, Educational Psychology, or Counselling. Students are encouraged to focus within an elective but may combine courses from two or more groups. Note that unspecified psychology credit for Psychology courses that are unavailable at AU and completed at other institutions, can be applied to the

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degree upon faculty approval.

Psychology Electives

PSYC 210	Experiential Learning in the Celebration of Diversity	(3)
PSYC 228	Introduction to Human Development Note: PSYC 228 and PSYC 323 are precluded courses (students can complete PSYC 228 or PSYC 323 but not both). Note that PSYC 228 can be used in the Psychology Electives area only, and cannot be used as a foundational credit.	(3)
PSYC 315	Psychology and the Mass Media	(3)
PSYC 333	Sensation and Perception	(3)
PSYC 340	Introduction to Applied Social Psychology	(3)
PSYC 350	Adolescent Psychology	(3)
PSYC 381	Psychology of Adult Development	(3)
PSYC 395	Forensic Psychology	(3)
PSYC 418	Special Projects in Psychology	(3)
PSYC 426	Psychology of Families and Parenting	(3)
PSYC 432	Psychology and the Built Environment	(3)
PSYC		

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450	Drugs and Behaviour	(3)

Career Development Electives

PSYC 300	Theories of Career Development	(3)
PSYC 401	Learning Through Life	(3)
PSYC 405	Creating a Working Alliance	(3)

Educational Psychology Electives

EDPY 351	Inclusive Education for Students with Diverse Needs	(3)
EDPY 479	Introduction to Computer-based Instruction	(3)
EDPY/PSYC 389	Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 469	Principles of Psychological Assessment	(3)
EDPY/PSYC 470	Consultation and Collaboration for Students with Special Needs	(3)
EDPY/PSYC 471	Supporting Children and Youth with Emotional and Behavioral Challenges	(3)
EDPY/PSYC	Technology for Students with Diverse	(3)

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476	Learning Needs	
EDPY/PSYC 478	Autism Spectrum Disorder	(3)

Counselling Electives

PSYC 345	The Psychology of Women	(3)
PSYC 347	Introduction to Feminist Counselling	(3)
PSYC 388	Introduction to Counselling	(3)
PSYC 406	Introduction to Theories of Counselling and Psychotherapy	(3)

A maximum of three credits selected from the following courses may be used as elective credit:

COMM 329	Mediated Interpersonal Communication	(3)
CRJS 360	The Psychology of Criminal Behaviour	(3)
HLST 320	Teaching and Learning for Health Professionals	(3)
HRMT/ORGB 386	Introduction to Human Resource Management	(3)
ORGB 319	Motivation and Productivity	(3)
	Organizational	

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ORGB 364	Behaviour	(3)
PSYC 345	The Psychology of Women	(3)

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Psychology Minor

Regulations effective September 1, 2020.

General information on Minors

The Psychology Minor is intended to meet the needs of students who recognize that an understanding and analysis of psychological processes is an important component of their education. The Psychology Minor is designed to provide undergraduate students with a broad overview of topics and domains in psychology, and knowledge and skills related to research methods within the field of psychology.

Program requirements for a Psychology Minor:

A minimum of 30 credits in designated Psychology courses including 15 senior (300 or 400 level) credits.

Required Core Courses (15 credits):

MATH 215	Introduction to Statistics	(3)
PSYC 289	Psychology as a Natural Science	(3)
PSYC 290	General Psychology	(3)

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- Commerce
- General Studies
- Health

PSYC 375	History of Psychology	(3)
PSYC 304	Research Methods in Psychology * Students who have obtained credit in PSYC 404 may not take PSYC 304.	(3)

A minimum of 9 credits selected from the following foundational courses:

PSYC 323	Developmental Psychology Note: PSYC 228 and PSYC 323 are precluded courses (students can complete PSYC 228 or PSYC 323 but not both). Note that PSYC 228 can be used in the Psychology Electives area only, and cannot be used as a foundational credit.	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 356	Introduction to Personality Theories and Issues	(3)
PSYC 379	Social Psychology	(3)
PSYC 387	Learning	(3)
PSYC 402	Biological Psychology	(3)
PSYC 435	Abnormal Psychology	(3)

The remaining 6 credits may be completed

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by selecting additional foundational courses and/or courses from the following groups of electives. Unspecified psychology credit for psychology courses unavailable at Athabasca University and completed at other institutions, can be applied to the degree upon faculty approval.

Psychology Electives

PSYC 210	Experiential Learning in the Celebration of Diversity	(3)
PSYC 228	Introduction to Human Development Note: PSYC 228 and PSYC 323 are precluded courses (students can complete PSYC 228 or PSYC 323 but not both). Note that PSYC 228 can be used in the Psychology Electives area only, and cannot be used as a foundational credit.	(3)
PSYC 315	Psychology and the Mass Media	(3)
PSYC 333	Sensation and Perception	(3)
PSYC 340	Introduction to Applied Social Psychology	(3)
PSYC 350	Adolescent Psychology	(3)
PSYC 381	Psychology of Adult Development	(3)

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PSYC 395	Forensic Psychology	(3)
PSYC 418	Special Projects in Psychology	(3)
PSYC 426	Psychology of Families and Parenting	(3)
PSYC 432	Psychology and the Built Environment	(3)
PSYC 450	Drugs and Behaviour	(3)
PSYC 451	Human Neuropsychology (in development)	(3)
EDPY/PSYC 478	Autism Spectrum Disorder	(3)

Counselling Electives

PSYC 345	The Psychology of Women	(3)
PSYC 347	Introduction to Feminist Counselling	(3)
PSYC 388	Introduction to Counselling	(3)
PSYC 406	Introduction to Theories of Counselling and Psychotherapy	(3)

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Public Administration

Regulations effective September 1, 2020.

The role of public servants is becoming increasingly complex as the global economy becomes more integrated and the capacity of nation-states to act decisively is constrained by a multitude of factors. Public Administration professionals must possess strategic, analytic, and creative thinking skills. This minor prepares students to assume public sector managerial roles in the knowledge-based society; it provides them with exposure to administrative concepts, tools and practice, yet keeps them firmly grounded in the liberal arts education program.

Public Administration Minor

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Public Administration Minor

Regulations effective September 1, 2020.

General information on Minors

The Public Administration minor is designed for students who are seeking managerial careers at the municipal, provincial, and federal levels of government, as well as within non-profit and quasi-governmental organizations. Students can select a mix of Arts and Applied Studies courses in such areas as governance, political science, public policy, economics, public finance, budgeting, legal studies, human resources management, industrial relations, communications, health administration, and indigenous studies.

The role of public servants is becoming increasingly complex as the global economy becomes more integrated and the capacity of nation-states to act decisively is constrained by a multitude of factors. Public Administration professionals must possess strategic, analytic, and creative thinking skills. This minor prepares students to assume public sector managerial roles in the knowledge-based society; it provides them with exposure to administrative concepts, tools

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and practice, yet keeps them firmly grounded in the liberal arts education program.

Public Administration Minor (optional) - 30 credits

Required Courses: 24 credits

GOVN 301	Governance, the Public Sector and Corporate Power	(3)
GOVN 380/HSRV 363	Nonprofit and Voluntary Sector Governance	(3)
GOVN 390*/POLI 392	Public Policy and Administrative Governance	(3)
	or	
GLST/GOVN/POLI 403	Public Policy in a Global Era	
GOVN/HSRV/POLI 400	Governance and Leadership	(3)
GOVN 405	Innovative Public Management	(3)
GLST/GOVN/POLI 440	Global Governance and Law	
	or	
	Administrative	

Relations	LGST 331*	Law	
Management		**or**	(3)
Nursing			
Professional Arts, General Regulations	INST 426*	Aboriginal Law and Government	
Science		**or**	
Architecture			
University Diploma	HADM 400*	Health Care Law	
University Certificate	CMNS 308	Understanding Statistical Evidence	
Post-Baccalaureate Certificate		**or**	
Certificate of Completion - English Language Proficiency Program	MATH 215	Introduction to Statistics	(3)
Archived Program Regulations		**or**	
	MATH 216	Computer-oriented Approach to Statistics	
Undergraduate Courses	ADMN 232*	Introduction to Management	
		or	
Examinations and Grades	SOCI 300	How Humans Organize: From Primary Groups to the World Wide Web	(3)
Undergraduate Fees and Refunds		**or**	
Faculty	ORGB 326*	Organizational Theory	
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	or	
ORGB 364*	Organizational Behaviour	

Electives: (6 credits)

GOVN	All GOVN courses that are not required courses	
COMM 243*	Interpersonal Communication	
	or	
COMM 277*	Group Communication	(3)
	or	
CMNS 380	Corporate Communication	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
POLI 309	Canadian Government and Politics	(3)
POLI 311	Aboriginal Government and Politics	(3)
POLI 325	Canadian Environmental Policy and Politics	(3)
POLI 390	Canadian Federalism	(3)

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ECON/HADM 321	Health Care Economics	(3)
ECON 401	The Changing Global Economy	
	or	
POEC 393	Canada and the Global Political Economy	(3)
	or	
GLST/INTR/POEC 483	International Political Economy: The Politics of Globalization	
ADMN 232*	Introduction to Management	
	or	
SOCI 300	How Humans Organize: From Primary Groups to the World Wide Web	(3)
	or	
ORGB 326*	Organizational Theory	
	or	
ORGB 364*	Organizational Behavior	
	(Note: These courses, ADMN 232, SOCI 300, ORGB 326, and ORGB 364) cannot be credited as an	

	elective if used to fulfill a required course requirement.)	
PHIL 333**	Professional Ethics	(3)
HADM 336*	Community Health Planning	(3)
HADM 339*	Organization of the Canadian Health Care System	(3)
HADM 369*	Health Policy in Canada	(3)
IDRL*	All IDRL courses	(3)
HRMT*	All HRMT courses	(3)

Notes:

All courses above are designated Social Science, unless otherwise indicated by asterisks.

*Applied Studies courses. Note that students are only allowed to take 18 credits of Applied Studies towards an Arts degree.

**Humanities.

Language Proficiency

Students in Public Administration who wish to pursue employment in the federal civil service or foreign affairs are strongly encouraged to take French as an option within their BA program. Students interested in North American integration

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should take Spanish. Students interested in European governance should take German. Students interested in governance capacity building for First Nations communities should take Indigenous language courses.

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Updated July 14 2020 by laurab

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Sociology

Regulations effective September 1, 2020.

The main goal of the BA in Sociology is to introduce students to the basic skills involved in understanding sociological theory and sociological research, and to show how these skills are used in such applied areas of study as crime and deviance, family and gender studies, environmental and health issues, agriculture and food, technology and the information society, race and ethnic relations, organizations and bureaucracies as well as Canadian society and social change.

Sociology Concentration
Sociology Major
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BA Sociology Concentration

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The main goal of the BA in Sociology is to introduce students to the basic skills involved in understanding sociological theory and sociological research, and to show how these skills are used in such applied areas of study as crime and deviance, family and gender studies, environmental and health issues, agriculture and food, technology and the information society, race and ethnic relations, organizations and bureaucracies as well as Canadian society and social change.

These courses are designed to enable students to think more reflexively about their own life experiences, and to think more critically and analytically about some of the pressing social and global issues of our age. Many of these courses will also help students to prepare for careers in such professional fields as management, human resource development, marketing, education, nursing, local government, non-government organizations, social work and counselling, law enforcement, urban planning and community development, and family and community services.

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Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

four-year BA Sociology Major
Minor in Sociology (optional)

For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 3-year BA with Concentration:

1. A minimum of 36 credits in concentration courses including a minimum of 24 senior (300 or 400) level credits.
2. Required Core courses:

SOCI 287	Introduction to Sociology I	(3)
SOCI 288	Introduction to Sociology II – Social Movements	(3)
SOCI 335	Classical Sociological Theory and Its Relevance Today	(3)
SOCI 337	Modern Sociological Theory in the 20th Century: the Age of Grand Theory	(3)
SOSC	Research Methods in the	

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366	Social Sciences	(3)

3. A minimum of 21 credits in Sociology concentration electives:

SOCI	All SOCI courses

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Sociology Major

Regulations effective September 1, 2020.

The main goal of the BA in Sociology is to introduce students to the basic skills involved in understanding sociological theory and sociological research, and to show how these skills are used in such applied areas of study as crime and deviance, family and gender studies, environmental and health issues, agriculture and food, technology and the information society, race and ethnic relations, organizations and bureaucracies as well as Canadian society and social change.

These courses are designed to enable students to think more reflexively about their own life experiences, and to think more critically and analytically about some of the pressing social and global issues of our age. Many of these courses will also help students to prepare for careers in such professional fields as management, human resource development, marketing, education, nursing, local government, non-government organizations, social work and counselling, law enforcement, urban planning and community development, and family and community services.

Athabasca University has developed program learning outcomes that describe the career options that may be available to

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you upon graduating.

Did you know? Athabasca University also offers:

three-year BA Sociology Concentration
Minor in Sociology (optional)

For specific degree requirements view each program page.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. A minimum of 45 credits from major courses including a minimum of 30 senior (300 or 400) level credits (including 12, 400-level credits).
2. **Required courses** (21 credits)

SOCI 287	Introduction to Sociology I	(3)
SOCI 288	Introduction to Sociology II – Social Movements	(3)
SOCI 301	Social Statistics	(3)
SOCI 335	Classical Sociological Theory and Its Relevance Today	(3)
SOCI 337	Modern Sociological Theory in the 20th Century: the Age of Grand Theory	(3)
SOCI	The Rich and the Rest: The	

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381	Sociology of Wealth, Power, and Inequality	(3)
SOSC 366	Research Methods in the Social Sciences	(3)

3. **Electives** (24 credits)

SOCI	All SOCI courses
	Up to 9 credits from any WGST or LBST course

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Sociology Minor

Regulations effective September 1, 2020.

General information on Minors

Students who are enrolled in a major program other than Sociology, and who obtain at least 30 credits in sociology courses, with at least 18 of these credits in courses numbered 300 or above, qualify to graduate with a minor in Sociology.

Required Core Courses (12 credits)

SOCI 287	Introduction to Sociology I	(3)
SOCI 288	Introduction to Sociology II – Social Movements	(3)
SOCI 335	Classical Sociological Theory and Its Relevance Today	
	or	
SOCI 337	Modern Sociological Theory in the 20th Century: the Age of Grand Theory	(3)
SOSC 366	Research Methods in the Social Sciences	(3)

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Heritage Resources Management

History

Humanities

Inclusive Education

Labour Studies

Philosophy

Political Economy

Political Science

Psychology

Public Administration

Sociology

Sociology Concentration

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Women's and Gender Studies

Commerce

General Studies

Health

Elective Courses (18 credits)

SOCI	All SOCI courses
	Up to 6 credits from any WGST or LBST course

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Canadian Studies

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Women's and Gender Studies

Regulations effective September 1, 2020.

Athabasca University's Women's and Gender Studies programs are designed to develop or expand your knowledge of the established field of women's studies and the emerging field of gender studies. You will have the opportunity to engage with a range of feminist theories, concepts, history, methodologies, research, and activism, and discover how they inform the diverse lives and experiences of women across cultures.

Women's and Gender Studies Major
Women's and Gender Studies Minor

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Canadian Studies

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Women's and Gender Studies Major

Regulations effective September 1, 2020.

Athabasca University's Women's and Gender Studies program is designed to develop or expand your knowledge of the established field of women's studies and the emerging field of gender studies. You will have the opportunity to engage with a range of feminist theories, concepts, history, methodologies, research, and activism and discover how they inform the diverse lives and experiences of women across cultures.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Did you know? Athabasca University also offers:

- Minor in Women's and Gender Studies (optional)
- University Certificate in Counselling Women

For specific degree requirements view each program page.

Program Requirements

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Global Studies

Heritage Resources Management

History

Humanities

Inclusive Education

Labour Studies

Philosophy

Political Economy

Political Science

Psychology

Public Administration

Sociology

Women's and Gender Studies

Women's and Gender Studies Major

Women's and Gender Studies Minor

Commerce

General Studies

Students complete the program regulations in effect at the time of their enrolment.

Requirements in addition to the general program requirements for the 4-year BA with Major:

1. A minimum of 45 credits in designated WGST major courses including 30 senior (300 or 400) level credits applicable to the major (a minimum of 12, 400-level credits). The 9, 400-level credits taken in the required core can be used to fulfill a portion of these 12, 400-level credits.
2. 27 credits in the following required core courses:

INST 358	Aboriginal Women in Canada	(3)
WGST 200	Feminist Research and Women's Lives	(3)
WGST 266	Thinking From Women's Lives: An Introduction to Women's Studies	(3)
WGST 303	Issues in Women's Health	(3)
WGST 320	Gendered Bodies and Society	(3)
WGST/SOCI 345	Women, Gender and Work in Canada	(3)
WGST 401	Contemporary Feminist Theory	(3)

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WGST/HSRV 421	Advocacy From the Margins	(3)
WGST 422	Violence Against Women: A Global Perspective	(3)

Electives (18 credits selected from the following)

WGST	All WGST Courses	
ANTH 378	Human Sexualities	(3)
ANTH 384	The Family in World Perspective	(3)
ENGL 307	Women in Literature	(3)
LGST 390	Women, Equality and the Law	(3)
POEC 395	Political Economy of Development: People, Processes, and Policies	(3)
POLI 350	Women in Canada Politics	(3)
PSYC 345	The Psychology of Women	(3)
PSYC 347	The Introduction to Feminist Counselling	(3)
SOCI 378/CMNS 385	Rebel with a Cause: Social Movements in History and Popular Culture	(3)
SOCI 435	Theories of Social Change	(3)

Recommendation

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Before enrolling in this program, students should contact Advising Services.

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Women's and Gender Studies Minor

Regulations effective September 1, 2020.

General information on Minors

30 credits in WGST courses :

1. 15 of the 30 credits must be at the senior (300 and 400) level.

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Regulations effective September 1, 2020.

The BComm is one of the most highly recognized credentials in the Canadian business community. AU graduates stand out from the crowd as motivated self-starters who combine a desire to succeed with proven skills in time management, technology usage and leadership.

This technically based business degree explores all core areas of business including marketing, statistics, financial and management accounting, finance, information systems, organizational behaviour, and commercial law.

Accounting Major
Accounting Major, Post Diploma
Business Technology Management Major
Business Technology Management Major, Post Diploma
Finance Major
Finance Major, Post Diploma
Marketing Major
Marketing Major, Post Diploma
Human Resources Management Major
Human Resources Management Major, Post Diploma
Indigenous Business Major
Indigenous Business Major, Post

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Bachelor of Commerce General (Four years—120 credits)

Regulations effective January 5, 2021 to August 31, 2021.

This program is designed for students seeking a rigorous, technically based business degree comparable in content to most Bachelor of Commerce degrees in Canada. Courses in all core business areas are required, including marketing, statistics, financial accounting, management accounting, finance, economics, information systems, strategic management, organization behaviour, and commercial law.

All students in the Bachelor of Commerce program will complete a common set of core courses in Years 1, 2, 3, and 4. The core courses are the same for the general Bachelor of Commerce degree and the following three majors.

The Bachelor of Commerce degree is offered by Athabasca University's Faculty of Business. For more information, phone 1.800.468.6531 or email.

Majors

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The **Accounting Major** is designed for students wishing to pursue an accounting career, and offers flexibility and generous transfer arrangements to meet professional accounting association requirements. Students will focus on financial, management and taxation accounting, along with auditing and accounting information systems.

The **Business Technology Management Major** is intended for students with a career focus in the areas of business technology management and management information systems, and is delivered using online systems.

The **Finance Major** is a contemporary major, integrating finance and economics courses to provide graduates with a broad exposure to this growing services sector. The field of financial services involves the study of financial markets, financial instruments and investment decision making, and analyzes alternative methods to obtain, manage, and use capital by institutions and individuals.

The **Marketing Major** will prepare you to tackle the marketing challenges of any organization, as well as to take on associated management responsibilities in finance, operations and human resources for your unit or department.

The **Human Resources Management Major** will give you the broad-based business knowledge you need to become not only a successful HR professional, but a respected management professional who knows how to contribute to departmental and organizational goals.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Degree Conversion Provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. Students with a three-year AU degree may convert that degree into the four-year Bachelor of Commerce program. For more information about this regulation, please review the Undergraduate Degree Conversion from Three- to Four-Year Program Policy.

Second Undergraduate Degree

Students who hold a recognized first degree in a field outside of business or management and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students will receive up to 60 credits of block transfer award toward the first two years of the Bachelor of Commerce.

A passing grade is required in ACCT 250 or ACCT 253, CMIS 245, ADMN 233 or ENGL or COMM at the junior level or higher (3 credits), ECON 247, ECON 248, and MGSC 301 (or their equivalencies) in order to

meet degree requirements. If no equivalents are found, the credits remaining to complete the degree may increase.

Applied and technology degrees are not considered to be a basis of admission for second undergraduate degree programs. Applicants presenting applied or technology degrees from recognized colleges or technical institutes will be considered for admission in the post-diploma regulations of the program.

Transfer credit awarded may be increased up to residency limits for additional course work taken outside the first credential that applies. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Exceptions to these regulations may be permitted to allow a course-by-course assessment in consultation with the Program Director in order to maximize transfer credit so as to best advantage the student.

Residency requirement must still be maintained.

Enrolment Restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administration, business, commerce or management;
- a degree with a major or concentration in administration, business, commerce, or management; or
- any equivalency programs from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations Governing all Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy

options other than those in the Business and Administrative Studies area will not be restricted.

Bachelor of Commerce: Accounting Major
Bachelor of Commerce: Business Technology Major
Bachelor of Commerce: Finance Major
Bachelor of Commerce: Marketing Major
Bachelor of Commerce: Human Resources Management Major

Program Structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Options	30
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include ADMN 404 (3 credits) and ADMN 405 (3 credits) plus 12 credits from the list of required courses for Years 3 and 4.	
Graduation with Distinction or Great Distinction. At least 24	

credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits	21

Bachelor of Commerce General Years 1 and 2 (60 credits)

Required Courses (39 credits)

ACCT 250	Accounting for Managers	
	or	
ACCT 253	Introductory Financial Accounting*	(3)
	Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)
COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
CMIS	Microcomputer	

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245	Applications in Business (Windows)	(3)
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
LGST 369	Commercial Law	(3)
MKTG 396	Introduction to Marketing	(3)
MATH 244	Business Mathematics	
	or	
MATH 260	Calculus for Social Sciences and Economics** * Recommended for students in the Finance major.	(3)
	or	
MATH 265	Introduction to Calculus I	
	or	
MATH 270	Linear Algebra I	
MGSC 301	Statistics for Business and Economics I	(3)
PHIL 252	Critical Thinking	(3)
PHIL 333	Professional Ethics	
	or	(3)
PHIL 337	Business Ethics	

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Options* (21 credits)

1. Business and Administrative Studies credits at the junior (200) or senior (300 or 400) level (3)

2. Non "Business and Administrative Studies" credits at the junior (200) level (an English course is recommended) (6)

*A maximum of 3 credits in any area of study at the preparatory (100) level can be taken in the above 9 credits.

3. Non "Business and Administrative Studies" credits at the senior (300 or 400) level) (12)

Bachelor of Commerce General Years 3 and 4 (60 credits)

Required Courses (30 credits)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	
	or	(3)
ECON	The Changing Global	

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401	Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance*	(3)
	* Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386	Introduction to Human Resources Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)
	*ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not	

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be awarded. These courses should be taken as the last courses in the program.

Options (30 credits)

Senior (300 /400) level Business and Administrative Studies credits	(24)
Senior (300/400) level Non "Business and Administrative Studies" credits	(6)

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Bachelor of Commerce (Post Diploma) General Degree (Four years—120 credits)

Regulations effective September 1, 2020.

There are two routes to the Bachelor of Commerce (Post Diploma) General Degree:

Business-Field Diploma-Holder Route

Students presenting two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) General degree, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in non-Business and Administrative Studies courses to reach the 60-credit requirement. Ontario students with approved three-year diplomas in business (or a closely related field) will receive a block transfer award of up to 75 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

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Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. All diplomas presented must be approved for credit by Athabasca University. Students must also complete the required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route.

The Bachelor of Commerce (Post Diploma) degree is offered by Athabasca University's Faculty of Business. For more information, phone 1.800.468.6531 or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Enrolment Restriction

Students will not be accepted into the Bachelor of Commerce program if they have:

- a degree in administrative, business, commerce, or management;
- a degree with a major or concentration in administration, business, commerce, or management; or

any equivalent program from Athabasca University or another university.

Students are not permitted to obtain a second undergraduate degree in the same field or related field as their first undergraduate degree. Those students who hold an international undergraduate degree who wish to obtain a Canadian credential, or those students who wish to obtain another Bachelor's degree in a major different than their first undergraduate degree, will be permitted in consultation with the Program Director and reviewed by the Office of the Registrar.

Regulations Governing all Bachelor of Commerce (PD) Students

Students complete the program regulations in effect at the time of their enrolment.

In order to graduate, students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce (Post Diploma) General Degree.

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

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If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Bachelor of Commerce: Accounting Major (Post Diploma)
Bachelor of Commerce: Business Technology Management Major (Post Diploma)
Bachelor of Commerce: Finance Major (Post Diploma)
Bachelor of Commerce: Marketing Major (Post Diploma)
Bachelor of Commerce: Human Resources Management Major (Post Diploma)

PROGRAM STRUCTURE

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Block transfer credit for Ontario three-year business diploma	75
Required credits (Years 3 and 4) for two-year diploma	30
Required credits (Years 3 and 4) for Ontario three-year diploma	30
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12

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Senior (300/400) level Business and Administrative Studies credits	24
Ontario three-year diploma	9
Senior (300/400) level Non "Business and Administrative Studies" credits	6
Ontario three-year diploma	6
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 404 and ADMN 405.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	9

Years 1 and 2 (60 credits)

AU-approved college diploma

Years 3 and 4

60 credits for two-year diploma

45 credits for Ontario three-year diploma

1. Business-Field Diploma-Holder Route

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Required Courses (30 credits for two-year diploma and Ontario three-year diploma)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	(3)
	or	
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance* * Must take FNCE 370 if pursuing further ACCT or FNCE courses.	(3)
HRMT 386	Introduction to Human Resources Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)

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	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behavior	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)
	*ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.	

OPTIONS
30 CREDITS FOR TWO-YEAR DIPLOMA
15 CREDITS FOR ONTARIO THREE-YEAR DIPLOMA

Senior (300/400) level Business and Administrative Studies credits	24
Ontario three-year diploma	9
Senior (300/400) level Non "Business and Administrative Studies" credits*	6
Ontario three-year diploma	6

*PHIL 333 Professional Ethics and PHIL 337 Business Ethics is strongly

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recommended if not already taken within diploma.

2. Non-Business-Field Diploma-Holder Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University. Students complete the following courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route list.

Required Courses (30 credits)

ACCT 250	Accounting for Managers	
	or	
ACCT 253	Introductory Financial Accounting* *Students who are planning to pursue a professional accounting designation or further courses in Finance are advised to take ACCT 253.	(3)
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)
CMIS 245	Microcomputer Applications in Business (Windows)	(3)

COMM 243	Interpersonal Communication	
		(3)
	or	
COMM 277	Group Communication	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
LGST 369	Commercial Law	(3)
MGSC 301	Statistics for Business and Economics I	(3)
MATH 244	Business Mathematics	
	or	
MATH 260	Calculus for Social Sciences and Economics* * Recommended for students in the Finance major.	(3)
	or	
MATH 265	Introduction to Calculus	
	or	
MATH 270	Linear Algebra I	

NOTE: And the required and options courses in the Business-Field Diploma-Holder Route list.

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Updated December 14 2020 by laurab

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Regulations effective September 1, 2020.

The Accounting Major is designed for students wishing to pursue an accounting career, and offers flexibility and generous transfer arrangements to meet professional accounting association requirements. Students will focus on financial, management and taxation accounting, along with auditing and accounting information systems.

Accounting Major
Accounting Major, Post Diploma

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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Bachelor of Commerce: Accounting Major

Regulations effective September 1, 2020.

The Bachelor of Commerce Accounting Major offers flexibility and generous transfer arrangements to meet professional accounting association requirements. Students focus on financial and management accounting, along with taxation, auditing, and accounting information systems.

For more information on this program contact Athabasca University's Faculty of Business, 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Enrolment Restriction

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General Studies

Health Administration

Human Resources and Labour Relations

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Students holding a degree in administration, business, commerce or management; or a degree with a major, concentration, or any equivalency programs from Athabasca University or another university will not be accepted into the Bachelor of Commerce, Accounting Major program. There are no course entrance requirements.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Accounting Major core courses	15
Accounting Major electives	9
Other options	6
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12

The content on these pages was captured on January 20, 2021, and is effective September 1, 2020 to August 31, 2021.
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Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include ADMN 404 (3 credits) and ADMN 405 (3 credits) plus 12 credits from the list of required courses for Years 3 and 4.	
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits	21

Years 1 and 2 (60 credits)

Years 1 and 2 of the Bachelor of Commerce Program regulations also apply to the Accounting Major.

Accounting Major Years 3 and 4 (60 credits)

Required Courses (30 credits)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	(3)
	or	
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)

The content on these pages was captured on January 20, 2021, and is effective September 1, 2020 to August 31, 2021.
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FNCE/ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance* * Must take FNCE 370 if pursuing CPA designation.	(3)
HRMT 386	Introduction to Human Resource Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics* *ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses	(3)

	should be taken as the last courses in the program.	

Accounting Major Core Courses (15 credits)

ACCT 351	Intermediate Financial Accounting I	(3)
ACCT 352	Intermediate Financial Accounting II	(3)
ACCT 460	Principles of Auditing	(3)
TAXX 301	Taxation I	(3)

And **one** of the following courses:

FNCE 371	Applications in Corporate Financing	
	or	
FNCE 401	Investments	(3)
	or	
FNCE 403	Derivatives and Risk Management	

Accounting Major Electives (9 credits selected from the following)

Any other senior (300 or 400) level Accounting (ACCT), Taxation (TAXX), Finance (FNCE) course, or CMIS 455.	(9)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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Other Options (6 credits)

Senior (300 or 400) level Non "Business and Administrative Studies" credits	(6)

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Bachelor of Commerce (Post Diploma) Accounting Major

Regulations effective September 1, 2020.

To the Bachelor of Commerce (Post Diploma) General Regulations

There are two routes to the Bachelor of Commerce (Post Diploma) Accounting Major.

Business-Field Diploma-Holder Route

Students presenting two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) Accounting Major, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in non-Business and Administrative Studies courses to reach the 60-credit requirement. Ontario students with approved three-year diplomas in business or a closely related field will receive a block transfer award of up to 66 credits towards

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Diploma

Business Technology Management

Finance

Human Resources Management

Indigenous Business

Marketing

General Studies

Health Administration

Human Resources and Labour Relations

Management

Nursing

Professional Arts, General Regulations

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University Diploma

University Certificate

Post-Baccalaureate Certificate

Certificate of

this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

The block transfer award for a diploma approved by AU is 30 credits. If you present courses equivalent to the following list, or another required course within the Bachelor of Commerce program with the diploma, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University.

For more information on the status of this program, contact Athabasca University's Faculty of Business at 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

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To graduate, students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce (Post Diploma) degree.

PROGRAM STRUCTURE

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Block transfer credit for Ontario three-year business diploma	up to 66
Required Courses credits (Years 3 and 4)	30
Accounting Major Core Courses credits	15
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 404 and ADMN 405.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition	9

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credits

Years 1 and 2 (60 credits)

AU-approved college diploma

Years 3 and 4 (60 credits)

1. Business-Field Diploma-Holder Route

Required Courses (30 credits for two-year diploma, and Ontario three-year diploma)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	
	or	(3)
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	
	Overview of Corporate Finance*	(3)
FNCE 370	* Must take FNCE 370 if pursuing further ACCT or FNCE courses.	

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HRMT 386	Introduction to Human Resource Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behavior	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)
	*ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.	

Accounting Major Core Courses (15 credits)

ACCT 351	Intermediate Financial Accounting I	(3)

ACCT 352	Intermediate Financial Accounting II	(3)
ACCT 460	Principles of Auditing	(3)
TAXX 301	Taxation I	(3)

And **one** of the following:

FNCE 371	Applications in Corporate Finance	
	or	
FNCE 401	Investments	(3)
	or	
FNCE 403	Derivatives and Risk Management	

Accounting Major Electives (9 credits selected from the following)

Any other senior (300/400) level Accounting (ACCT), Taxation (TAXX), or Finance (FNCE) courses, or CMIS 455.	(9)

Other Options (6 credits)

Senior (300/400) level Non "Business and Administrative Studies" credits* *PHIL 333 Professional Ethics or PHIL 337 Business Ethics is strongly recommended if not already taken within diploma.	(6)

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2. Non-Business-Field Diploma-Holder Route

Required Courses (30 credits)

ACCT 250	Accounting for Managers	
	or	
ACCT 253	Introductory Financial Accounting*	(3)
	* Students who are planning to pursue a professional accounting designation are advised to take ACCT 253.	
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)
CMIS 245	Microcomputer Applications in Business (Windows)	(3)
COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)

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LGST 369	Commercial Law	(3)
MGSC 301	Statistics for Business and Economics I	(3)
MATH 244	Business Mathematics	
	or	
MATH 260	Calculus for Social Sciences and Economics	
	or	(3)
MATH 265	Introduction to Calculus I	
	or	
MATH 270	Linear Algebra I	

And the required and options courses in the Business Field Diploma-Holder List above.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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Business Technology Management

Regulations effective September 1, 2020.

The Business Technology Management Major is intended for students with a career focus in the areas of business technology management and management information systems, and is delivered using online systems:

- Business Technology Management Major
- Business Technology Management Major, Post Diploma

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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Bachelor of Commerce: Business Technology Management Major

Regulations effective September 1, 2020.

NOTE: this program was previously called **Bachelor of Commerce: e-Commerce Major**.

Building on the Bachelor of Commerce program is Athabasca University's Business Technology Management major. This program will use online enhancements to emulate the business technology management environment.

For more information about this program, contact Athabasca University's Faculty of Business at 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment Web site, "Mapping Your Future: Your Career and Athabasca University." Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

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Technology Management Major

Business Technology Management Major, Post Diploma

Finance

Human Resources Management

Indigenous Business

Marketing

General Studies

Health Administration

Human Resources and Labour Relations

Management

Nursing

Professional Arts, General Regulations

Science

Architecture

University Diploma

University Certificate

Post-

Enrolment Restriction

Students holding a degree in administration, business, commerce or management; or a degree with a major, concentration, or any equivalency programs from Athabasca University or another university will not be accepted into the Bachelor of Commerce, Business Technology Management Major program.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Business Technology Management major core (Years 3 and 4)	21
Business Technology Management electives	6
Options	3

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

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A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include ADMN 404 and ADMN 405 plus 12 credits from the list of required courses for Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits	21

Years 1 and 2 (60 credits)

Years 1 and 2 of the Bachelor of Commerce Program regulations also apply to the Finance Major.

Business Technology Management Major Years 3 and 4 (60 credits)

Required Courses (30 credits)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business	

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	Management	(3)
	or	
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance* * Must take FNCE 370 if pursuing further ACCT or FNCE courses.	(3)
HRMT 386	Introduction to Human Resource Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
	Capstone II: Application and	

ADMN 405	Integration of Contemporary Business Topics* *ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.	(3)

Business Technology Management Major Core Courses (21 credits)

ADMN 415	Strategy and Technology Innovation	(3)
BTMA 444	Business Intelligence and Analytics	(3)
BTMA 445	Business Process Management	(3)
CMIS 431	Information Technology Leadership	(3)
ECOM 320	Overview of e-Commerce	(3)
MGSC 419	Information Technology Project Management	(3)
COMP 361	Systems Analysis and Design	(3)

Business Technology Management Major Electives (select 6 credits from the following)

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CMIS 214	Custom Applications with Visual Basic	(3)
COMP 266	Introduction to Web Programming	
	or	(3)
COMP 268	Introduction to Computer Programming (Java)	
MGSC 405	Quantitative Approaches to Decision Making	(3)
MGSC 418	Supply Chain Management	(3)
MKTG 410	e-Marketing	(3)
BTMA	Any senior (300/400) level BTMA course	
CMIS	Any senior (300/400) level CMIS course	
COMP	Any senior (300/400) level COMP course	
ECOM	Any senior (300/400) level ECOM course	

Options (3 credits)

Senior (300/400) level Non "Business and Administrative Studies" credits	(3)

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 20 2020 by laurab

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Business Technology

Bachelor of Commerce (Post Diploma) Business Technology Management Major

Regulations effective September 1, 2020.

NOTE: This program was previously called the **Bachelor of Commerce: e-Commerce Major, Post Diploma**.

There are two routes to the Bachelor of Commerce (Post Diploma) Business Technology Management Major:

Business-Field Diploma-Holder Route

Students presenting two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) Business Technology Management Major, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in non-Business and Administrative Studies courses to reach the 60-credit requirement. Ontario students with approved three-year diplomas in business or a closely related

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Management Major

Business Technology Management Major, Post Diploma

Finance

Human Resources Management

Indigenous Business

Marketing

General Studies

Health Administration

Human Resources and Labour Relations

Management

Nursing

Professional Arts, General Regulations

Science

Architecture

University Diploma

University Certificate

Post-Baccalaureate

field will receive a block transfer award of up to 66 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. Students must also complete required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route. If students present a diploma and course(s) equivalent to the program list (or another required course within the Bachelor of Commerce program) the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University.

For more information on the status of this program, contact Athabasca University's Faculty of Business at 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, "Mapping Your Future: Your Career and Athabasca University." Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Certificate

Certificate of Completion - English Language Proficiency Program

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Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

To graduate, students must have a weighted average of at least 1.7 (60 per cent) across all courses taken at Athabasca University towards a Bachelor of Commerce (Post Diploma) degree.

To the Bachelor of Commerce (Post Diploma) General Regulations

PROGRAM STRUCTURE

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Block transfer credit for Ontario three-year business diploma	up to 66
Required Courses credits (Years 3 and 4)	30
Business Technology Management Major Core Courses credits	21
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12

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The online Calendar is the official version. If there are any discrepancies between this PDF version and the online version, the online Calendar will be binding.

Residency requirement: A minimum of 30 credits, including ADMN 404 and ADMN 405, must be obtained through Athabasca University in Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits	9

Years 1 and 2 (60 credits)

AU-approved college diploma

Years 3 and 4 (60 credits)

1. Business-Field Diploma-Holder Route

Required Courses (30 credits for two-year diploma, and Ontario three-year diploma)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	(3)
	or	
ECON 401	The Changing Global Economy	
	Management	

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CMIS 351	Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance* * Must take FNCE 370 if pursuing further ACCT or FNCE courses.	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
HRMT 386	Introduction to Human Resource Management	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics* *ADMN 404 and	(3)

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	ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.	

Business Technology Management Major Core Courses (21 credits)

ADMN 415	Strategy and Technology Innovation	(3)
BTMA 444	Business Intelligence and Analytics	(3)
BTMA 445	Business Process Management	(3)
CMIS 431	Information Technology Leadership	(3)
ECOM 320	Overview of e-Commerce	(3)
MGSC 419	Information Technology Project Management	(3)
COMP 361	Systems Analysis and Design	(3)

Business Technology Management Major Electives (select 6 credits from the following)

CMIS 214	Custom Applications with Visual Basic	(3)
COMP 266	Introduction to Web Programming	

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	or	(3)
COMP 268	Introduction to Computer Programming (Java)	
MGSC 405	Quantitative Approaches in Decision Making	(3)
MGSC 418	Supply Chain Management	(3)
MKTG 410	e-Marketing	(3)
BTMA	Any senior (300/400) level BTMA course	
CMIS	Any senior (300/400) level CMIS course	
COMP	Any senior (300/400) level COMP course	
ECOM	Any senior (300/400) level ECOM course	

Options (3 credits)

Senior (300/400) level Non "Business and Administrative Studies" credits*	
*PHIL 333 Professional Ethics or PHIL 337 Business Ethics is strongly recommended if not already taken within diploma.	(3)

1. Non-Business-Field Diploma-Holder Route

Required Courses (30 credits)

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The online Calendar is the official version. If there are any discrepancies between this PDF version
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ACCT 250	Accounting for Managers	
	or	
	Introductory Financial Accounting*	(3)
ACCT 253	* Students who are planning to pursue a professional accounting designation are advised to take ACCT 253.	
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)
CMIS 245	Microcomputer Applications in Business (Windows)	(3)
COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
LGST 369	Commercial Law	(3)
MGSC 301	Statistics for Business and Economics I	(3)
MATH		

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244	Business Mathematics	
	or	
MATH 260	Calculus for Social Sciences and Economics	
	or	
MATH 265	Introduction to Calculus I	
	or	
MATH 270	Linear Algebra I	(3)
	And the required and options courses in the Business-Field Diploma-Holder Route list.	

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 20 2020 by laurab

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Regulations effective September 1, 2020.

The Finance Major is a contemporary major, integrating finance and economics courses to provide graduates with a broad exposure to this growing services sector. The field of financial services involves the study of financial markets, financial instruments and investment decision making, and analyzes alternative methods to obtain, manage, and use capital by institutions and individuals.

Finance Major

Finance Major, Post Diploma

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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Bachelor of Commerce: Finance Major

Regulations effective September 1, 2020.

Building on the Bachelor of Commerce program is Athabasca University's Finance major.

Finance is a contemporary major, integrating finance and economics courses to provide graduates with a broad exposure to this growing services sector. The field of financial services involves the study of financial markets, financial instruments and investment decision making, and analyzes alternative methods to obtain, manage, and use capital by institutions and individuals.

For more information about this program, contact Athabasca University's Faculty of Business at 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program

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Indigenous Business

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Certificate of Completion -

learning outcomes that describe the career options that may be available to you upon graduating.

Enrolment Restriction

Students holding a degree in administration, business, commerce or management; or a degree with a major, concentration, or any equivalency programs from Athabasca University or another university will not be accepted into the Bachelor of Commerce, Finance Major program. There are no course entrance requirements.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Total credits in the program	120
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	30
Finance major core courses	21
Finance major electives	3

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Options	6
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses. These 30 credits must include ADMN 404 (3 credits) and ADMN 405 (3 credits) plus 12 credits from the list of required courses for Years 3 and 4.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits	21

Years 1 and 2 (60 credits)

Years 1 and 2 of the Bachelor of Commerce Program regulations also apply to the Finance Major.

Finance Major Years 3 and 4 (60 credits)

Required Courses (30 credits)

ACCT 355	Cost Analysis	(3)
ADMN	International Business	

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417	Management	
	or	(3)
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE /ECON 300	Financial Economics	
	or	(3)
FNCE 370	Overview of Corporate Finance	
HRMT 386	Introduction to Human Resources Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	
	or	(3)
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)
	*ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not	

	be awarded. These courses should be taken as the last courses in the program.	

Finance Major Core Courses (21 credits)

.

ECON 385	Money, Banking, and Canadian Financial Institutions	(3)
ECON 476	International Finance	(3)
FNCE 401	Investments	(3)
FNCE 403	Derivatives and Risk Management	(3)
FNCE 405	Empirical Finance	(3)
FNCE 470	Portfolio Management	(3)
MGSC 405	Quantitative Approaches to Decision Making	(3)

Finance Major Electives (Select 3 credits from the following)

Any Economics (ECON) or Finance (FNCE) course at the senior (300/400) level, not included as a core course.	(3)

Options (6 credits)

Senior (300/400) level Non	

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"Business and Administrative Studies" credits	(6)

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Bachelor of Commerce (Post Diploma) Finance Major

Regulations effective September 1, 2020.

There are two routes to the Bachelor of Commerce (Post Diploma) Finance Major:

Business-Field Diploma-Holder Route

Students presenting two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) Finance Major, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in non-Business and Administrative Studies courses to reach the 60-credit requirement. Ontario students with approved three-year diplomas in business or a closely related field will receive a block transfer award of up to 66 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

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Non Business-Field Diploma-Holder Route

Those students holding an AU-approved two- or three-year professional diploma in a non-business field from an accredited college or technical institute may receive a block transfer award for their diploma of between 30 and 60 credits towards this degree program. The minimum block transfer award for an AU-approved diploma is 30 credits. Students must also complete the required courses (30 credits), and the required and options courses in the Business-Field Diploma-Holder Route. All diplomas presented must be approved for credit by Athabasca University.

For more information on the status of this program, contact Athabasca University's Faculty of Business at 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

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Students complete the program regulations in effect at the time of their enrolment.

To graduate, students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce (Post Diploma) degree.

To the Bachelor of Commerce (Post Diploma) General Regulations

PROGRAM STRUCTURE	
Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Block transfer credit for Ontario three-year business diploma	up to 66
Required credits (Years 3 and 4)	30
Required Finance Major credits	21
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University in senior (300 or 400) level courses, including ADMN 404 and ADMN 405.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through	24

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Athabasca University in order to be considered.		
Maximum Prior Learning Assessment and Recognition credits		9

Years 1 and 2 (60 credits)

AU-approved college diploma

Years 3 and 4 (60 credits)

1. Business-Field Diploma-Holder Route

Required Courses (30 credits for two-year diploma, and Ontario three-year diploma)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	
	or	(3)
ECON 401	The Changing Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	
	Overview of Corporate Finance*	(3)

FNCE 370	* Must take FNCE 370 if pursuing further ACCT or FNCE courses.	
HRMT 386	Introduction to Human Resources Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behavior	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)
	*ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.	

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Finance Major Core Courses (21 credits)

ECON 385	Money, Banking, and Canadian Financial Institutions	(3)
ECON 476	International Finance	(3)
FNCE 401	Investments	(3)
FNCE 403	Derivatives and Risk Management	(3)
FNCE 405	Empirical Finance	(3)
FNCE 470	Portfolio Management	(3)
MGSC 405	Quantitative Approaches to Decision Making	(3)

Finance Major Electives (Select 3 credits from the following)

Any senior level Economics (ECON) or Finance (FNCE) courses not obtained as a core course.	(3)

Other Options (6 credits)

Senior (300/400) level Non "Business and Administrative Studies" credits* *PHIL 333 Professional Ethics or PHIL 337 Business Ethics is strongly recommended if not already taken with diploma.	(6)

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2. Non-Business-Field Diploma-Holder Route

Required Courses (30 credits)

ACCT 250	Accounting for Managers	
	or	
ACCT 253	Introductory Financial Accounting* * Students who are planning to pursue a professional accounting designation are advised to take ACCT 253.	(3)
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)
CMIS 245	Microcomputer Applications in Business (Windows)	(3)
COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)

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LGST 369	Commercial Law	(3)
MGSC 301	Statistics for Business and Economics I	(3)
MATH 244	Business Mathematics	
	or	
MATH 260	Calculus for Social Sciences and Economics	
	or	(3)
MATH 265	Introduction to Calculus I	
	or	
MATH 270	Linear Algebra I	
	NOTE: And the required and option courses in the Business-Field Diploma-Holder Route list.	

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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Human Resources Management

Regulations effective September 1, 2020.

The human resources (HR) function has evolved from a mainly administrative role to a far more strategic one that contributes to an organization's business planning and long-term strategy. A management career in human resources demands integrity, confidentiality, and excellent interpersonal skills, but also requires knowledge of accounting, finance, and strategic management.

Your Bachelor of Commerce degree will give you the broad-based business knowledge you need to become not only a successful HR professional, but a respected management professional who knows how to contribute to departmental and organizational goals.

Human Resources Management Major, 4-year
Human Resources Management Major, Post Diploma, 4-year

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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Bachelor of Commerce: Human Resources Management Major

Regulations effective September 1, 2020.

The Bachelor of Commerce degree is offered by Athabasca University's Faculty of Business. For additional information phone 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

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Human Resources Management Major

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Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Years 1 and 2 (60 credits)

The regulations for Years 1 and 2 of the Bachelor of Commerce program apply to the Human Resources Management Major.

Years 3 and 4 (60 credits)

Required Courses (30 credits)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management* **or** The Changing Global Economy* * Both of these course should be taken is pursuing the CPHR designation. An alternative course should be planned in the Options area. Please consult with an advisor if you require assistance.	(3)
CMIS 351	Management Information Systems	(3)
FNCE/ECON		

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300	Financial Economics	(3)
	or	
FNCE 370	Overview of Corporate Finance	
HRMT 386	Introduction to Human Resource Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behavior	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)

* ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.

Human Resources Management Major Required Courses (21 credits)

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ECOM 320	Overview of e-Commerce	(3)
HRMT 301	Recruitment and Selection	(3)
HRMT 441	Strategic Human Resource Management	(3)
IDRL 215	Introduction to Labour Relations	(3)
IDRL 308	Occupational Health and Safety	(3)
ORGB 319	Motivation and Productivity	(3)
SOCI 321	Sociology of Work and Industry	(3)

Options (9 credits)

Senior (300 or 400) level Business and Administrative Studies credits. Students are recommended to take IDRL and ORGB courses.	(3)
Senior (300 or 400) level Non "Business and Administrative Studies" credits.	(6)

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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Bachelor of Commerce (Post Diploma) Human Resources Management Major

Regulations effective September 1, 2020.

There are two routes to the Bachelor of Commerce (Post Diploma) Human Resources Management Major:

Business-Field Diploma-Holder Route

Students presenting two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) Human Resources Management Major, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in non-Business and Administrative Studies courses to reach the 60-credit requirement. Ontario students with approved three-year diplomas in business or a closely related field will receive a block transfer award of up to 66 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

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Non Business-Field Diploma-Holder Route

Students presenting two- or three-year professional diplomas in non-business fields from an accredited college or technical institute, will receive a block transfer award of 30 credits. Students must also complete required courses (30 credits) and the required and options courses in the Business-Field Diploma-Holder Route. If students present a diploma and course(s) equivalent to the program list (or another required course within the Bachelor of Commerce program) the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University.

For more information on the status of this program, contact Athabasca University's Faculty of Business at 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Regulations Governing All Bachelor of Commerce Students

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Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Block transfer credit for Ontario three-year business diploma	up to 66
Required credits - Years 3 and 4	30
Required Human Resources Management major credits	21
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University in senior (300/400 level) courses, including ADMN 404 and ADMN 405.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through	24

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Athabasca University in order to be considered.		
Maximum Prior Learning Assessment and Recognition (PLAR) credits		9

Years 1 and 2 (60 credits)

AU-approved college diploma

Years 3 and 4 (60 credits)

REQUIRED COURSES (30 CREDITS)		
ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management* **or** The Changing Global Economy*	
ECON 401	*Both of these courses should be taken if pursuing the CPHR designation. Alternative courses should be planned in the Options area. Please consult with an advisor if you require assistance.	(3)
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	

	or	
	Overview of Corporate Finance*	(3)
FNCE 370	*Students planning to pursue further courses in FNCE or ACCT should select FNCE 370.	
HRMT 386	Introduction to Human Resource Management	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics	(3)
	* ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last	

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courses in the program.

HUMAN RESOURCES MANAGEMENT MAJOR REQUIRED COURSES (21 CREDITS)

ECOM 320	Overview of e-Commerce	(3)
HRMT 301	Recruitment and Selection	(3)
HRMT 441	Strategic Human Resource Management	(3)
IDRL 215	Introduction to Labour Relations	(3)
IDRL 308	Occupational Health and Safety	(3)
ORGB 319	Motivation and Productivity	(3)
SOCI 321	Sociology of Work and Industry	(3)

OPTIONS (9 CREDITS)

1.	Senior (300 or 400) level Business and Administrative Studies credits. Students are recommended to take IDRL and ORGB courses.	(3)
2.	Senior (300 or 400) level Non "Business and Administrative Studies" credits.	(6)

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Indigenous Business

Regulations effective September 1, 2020.

The Bachelor of Commerce Indigenous Business Major is designed in response to a need for Indigenous business-related education.

This new and unique business program, offered only at Athabasca University, will enable you to focus on principles of Indigenous business and governance. This major blends cultural relevance into the core management curriculum in order to overcome many of the social barriers that discourage the full participation of Indigenous students in educational settings.

The program also acknowledges and develops the role of traditional knowledge in academic institutions. It will prepare you to meet the needs of the kind of community that you may serve when you graduate.

If you have career interests in Aboriginal business, this program will provide you with the opportunity to concentrate your studies in areas such as leadership, management, community development and negotiation.

Indigenous Business Major, 4-year
Indigenous Business Major, Post

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Bachelor of Commerce Indigenous Business Major

Regulations effective September 1, 2020.

The Bachelor of Commerce Indigenous Business Major is designed in response to a need for Indigenous business-related education.

This new and unique business program, offered only at Athabasca University, will enable you to focus on principles of Indigenous business and governance. This major blends cultural relevance into the core management curriculum.

The program also acknowledges and develops the role of traditional knowledge in academic institutions. It will prepare you to meet the needs of the kind of community that you may service when you graduate.

If you have career interests in Indigenous (Aboriginal) business, this program will provide you with the opportunity to concentrate your studies in areas such as leadership, management, community development, and negotiation.

The Bachelor of Commerce degree is offered by Athabasca University's Faculty of Business. For additional information

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phone 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Years 1 and 2 (60 credits)

The regulations for Years 1 and 2 of the Bachelor of Commerce program apply to the Indigenous Business Major.

Years 3 and 4 (60 credits)

Required Courses (30 credits)

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ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	(3)
	or	
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	(3)
	or	
FNCE 370	Overview of Corporate Finance	
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
HRMT 386	Introduction to Human Resource Management	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
	Capstone II:	

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ADMN 405	Application and Integration of Contemporary Business Topics*	(3)

* ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.

Indigenous Business Major Required Courses (27 credits)†

INST 203	Indigenous Studies I** **INST 203 should be taken before other major required courses in the program.	(3)
INST 430	Indigenous Governance	(3)
INST 440	Principles of Indigenous Business	(3)
INST 450	Financial Management for First Nations Institutions and Organizations	(3)
INST 460	Management of Indigenous Institutions and Organizations	(3)
INST 470	Leadership of Indigenous Institutions and Organizations	(3)
INST 480	Comparative Indigenous Models of Government: International Models	(3)
	Senior-level INST credits	(6)

Options (3 credits)

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Senior (300/400) level Non "Business and Administrative Studies" credits.	(3)

† If you have completed a course that refers to Indigenous peoples' perspectives with learning outcomes similar to the learning outcomes of an Athabasca University course, you are encouraged to apply for a transfer credit.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated August 25 2020 by laurab

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Bachelor of Commerce (Post Diploma) Indigenous Business Major

Regulations effective September 1, 2020.

The Bachelor of Commerce Indigenous Business Major is designed in response to a need for Indigenous business-related education.

This new and unique business program, offered only at Athabasca University, will enable you to focus on principles of Indigenous business and governance. This major blends cultural relevance into the core management curriculum.

The program also acknowledges and develops the role of traditional knowledge in academic institutions. It will prepare you to meet the needs of the kind of community that you may service when you graduate.

If you have career interests in Indigenous (Aboriginal) business, this program will provide you with the opportunity to concentrate your studies in areas such as leadership, management, community development, and negotiation.

There are two routes to the Bachelor of Commerce (Post Diploma) Indigenous Business Major:

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Business-Field Diploma-Holder Route

Students presenting two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) Indigenous Business Major, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in non-Business and Administrative Studies courses to reach the 60-credit requirement. Ontario students with approved three-year diplomas in business or a closely related field will receive a block transfer award of up to 66 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

Non Business-Field Diploma-Holder Route

Those students holding an AU-approved two- or three-year professional diploma in a non-business field from an accredited college or technical institute may receive a block transfer award for their diploma of between 30 and 60 credits towards this degree program. The minimum block transfer award for an AU-approved diploma is 30 credits. Students must also complete the required courses (30 credits), and the required and options courses in the Business-Field Diploma-Holder Route. All diplomas presented must be approved for credit by Athabasca University.

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The Bachelor of Commerce degree is offered by Athabasca University's Faculty of Business. For additional information phone 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45

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Block transfer credit for Ontario three-year business diploma	up to 66
Required credits - Years 3 and 4	30
Required Indigenous Business major credits	27
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (including ADMN 404 and ADMN 405).	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University in senior (300/400 level) courses, including ADMN 404 and ADMN 405.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	9

Years 1 and 2 (60 credits)

AU-approved college diploma

Years 3 and 4 (60 credits)

REQUIRED COURSES (30 CREDITS)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	

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	or	(3)
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance* *Students planning to pursue further courses in FNCE or ACCT should select FNCE 370.	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
HRMT 386	Introduction to Human Resource Management	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
	Capstone II: Application and	

ADMN 405	Integration of Contemporary Business Topics* * ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.	(3)

INDIGENOUS BUSINESS MAJOR REQUIRED COURSES (27 CREDITS) †

INST 203	Indigenous Studies I* * INST 203 should be taken before other major required courses in the program.	(3)
INST 430	Indigenous Governance	(3)
INST 440	Principles of Indigenous Business	(3)
INST 450	Financial Management for First Nations Institutions and Organizations	(3)
INST 460	Management of Indigenous Institutions and Organizations	(3)
INST 470	Leadership of Indigenous Institutions and Organizations	(3)
INST 480	Comparative Indigenous Models of Government:	(3)

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International Models

Other senior-level (300/400) INST credits	(6)

† If you have completed a course that refers to Indigenous peoples' perspectives with learning outcomes similar to the learning outcomes of an Athabasca University course, you are encouraged to apply for a transfer credit.

OPTIONS (3 CREDITS)

Senior (300 or 400) level Non "Business and Administrative Studies" credits.	(3)

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated August 25 2020 by laurab

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Regulations effective September 1, 2020.

The role of a marketing coordinator or manager can vary dramatically from organization to organization. Marketing in a large, product-driven company will differ greatly from marketing in a small knowledge-based start-up or not-for-profit organization. A well-rounded management education is critical to adapting to and succeeding in a wide variety of settings.

Your AU Bachelor of Commerce will prepare you to tackle the marketing challenges of any organization, as well as to take on associated management responsibilities in finance, operations and human resources for your unit or department.

Marketing Major, 4-year
Marketing Major, Post Diploma, 4-year

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 21 2020 by laurab

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Bachelor of Commerce: Marketing Major

Regulations effective September 1, 2020.

The Bachelor of Commerce degree is offered by Athabasca University's Faculty of Business. For additional information phone 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Regulations Governing All Bachelor of Commerce Students

Students complete the program regulations in effect at the time of their enrolment.

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Certificate of Completion -

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Years 1 and 2 (60 credits)

The regulations for Years 1 and 2 of the Bachelor of Commerce program apply to the Marketing Major.

Years 3 and 4 (60 credits)

Required Courses (30 credits)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	
	or	(3)
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	(3)
FNCE 370	Overview of Corporate Finance	
MGSC 312	Statistics for Business and Economics II	(3)

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MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behaviour	(3)
HRMT 386	Introduction to Human Resource Management	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)

* ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.

Marketing Major Required Courses (15 credits)

MKTG 406	Consumer Behaviour	(3)
MKTG 440	Marketing Strategy	(3)
MKTG 466	Marketing Research	(3)
	Two other senior MKTG courses	(6)

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Options (15 credits)

Senior (300 or 400) level Business and Administrative Studies credits	(9)
Senior (300 or 400) level Non "Business and Administrative Studies" credits.	(6)

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated August 25 2020 by laurab

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Bachelor of Commerce (Post Diploma) Marketing Major

Regulations effective September 1, 2020.

There are two routes to the Bachelor of Commerce (Post Diploma) Marketing Major:

Business-Field Diploma-Holder Route

Students presenting two-year college diplomas in business (or a closely related field) from an accredited college or technical institute will receive 60 credits of block transfer award toward the first two years of the Bachelor of Commerce (Post Diploma) Marketing Major, except students from Ontario colleges, who will receive 45 credits. These students must complete additional credits in non-Business and Administrative Studies courses to reach the 60-credit requirement. Ontario students with approved three-year diplomas in business or a closely related field will receive a block transfer award of up to 66 credits towards this degree program. All diplomas presented must be approved for credit by Athabasca University.

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Certificate of Completion -

Non Business-Field Diploma-Holder Route

Those students holding an AU-approved two- or three-year professional diploma in a non-business field from an accredited college or technical institute may receive a block transfer award for their diploma of between 30 and 60 credits towards this degree program. The minimum block transfer award for an AU-approved diploma is 30 credits. Students must also complete the required courses (30 credits), and the required and options courses in the Business-Field Diploma-Holder Route. All diplomas presented must be approved for credit by Athabasca University.

For more information on the status of this program, contact Athabasca University's Faculty of Business at 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

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Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Commerce degree in order to graduate.

Program Structure

Total credits in the program	120
Block transfer credit for two-year business diploma (excluding Ontario)	60
Block transfer credit for Ontario two-year business diploma	45
Block transfer credit for Ontario three-year business diploma	up to 66
Required credits - Years 3 and 4	30
Required Marketing Major credits	9
A minimum of 12 Business and Administrative Studies credits must be at the 400 level (includes ADMN 404 and ADMN 405).	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University in senior (300/400 level) courses, including ADMN 404 and ADMN 405.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

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Maximum Prior Learning Assessment and Recognition (PLAR) credit	9

Years 1 and 2 (60 credits)

AU-approved college diploma

Years 3 and 4 (60 credits)

REQUIRED COURSES (30 CREDITS)

ACCT 355	Cost Analysis	(3)
ADMN 417	International Business Management	(3)
	or	
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance* * Students planning to pursue further courses in FNCE or ACCT should select FNCE 370.	(3)
	Statistics for Business	

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MGSC 312	and Economics II	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behavior	(3)
HRMT 386	Introduction to Human Resource Management	(3)
ADMN 404	Capstone I: Strategic Management*	(3)
ADMN 405	Capstone II: Application and Integration of Contemporary Business Topics*	(3)
	* ADMN 404 and ADMN 405 must be taken with AU. Transfer credit will not be awarded. These courses should be taken as the last courses in the program.	

MARKETING MAJOR REQUIRED COURSES (15 CREDITS)

MKTG 406	Consumer Behaviour	(3)
MKTG 440	Marketing Strategy	(3)

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MKTG 466	Marketing Research	(3)
	Two other senior MKTG courses	(6)

OPTIONS (15 CREDITS)

1.	Senior (300 or 400) level Business and Administrative Studies credits	(9)
2.	Senior (300 or 400) level Non "Business and Administrative Studies" credits.	(6)

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated August 25 2020 by laurab

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Bachelor of General Studies (Three years—90 credits)

Regulations effective September 1, 2020.

The Bachelor of General Studies degree is one of the most popular programs at Athabasca University. It provides a framework of individualized study within an Arts and Science or Applied Studies designation that offers students the freedom to choose courses to meet career or educational goals. Unlike the other degrees offered by Athabasca University, the Bachelor of General Studies does not have a residency requirement, and degree requirements may be completed at institutions other than Athabasca University.

The Bachelor of General Studies degree requires the completion of 90 credits and is comparable to a three-year program. Students may specialize or diversify their course selection, subject to the following requirements. This degree allows students the freedom to develop their own intellectual and academic interests. This does not mean that course selection should be casual. Students are expected to ensure their vocational or personal needs are well defined. All courses transferred to

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this degree must be university-level credit as determined by Athabasca University faculty.

Students are strongly encouraged to register in ENGL 255 early in their program. The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Prior Learning and Assessment Recognition (PLAR) offers you the opportunity to demonstrate your prior learning and receive credit toward your program. For more information, visit the PLAR website.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements. Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students must choose either an Arts and Science or an Applied Studies designation.

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE	
Total credits in the program	90
Residency requirement	None

Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

MAXIMUM PRIOR LEARNING ASSESSMENT AND RECOGNITION (PLAR) CREDITS

Arts and Science	9
Applied Studies	21

MINIMUM CREDITS REQUIRED

Credits in the area of designation	45
Senior (300 or 400) level credits in the area of designation	30
Total senior-level credits (including above 30)	45
Humanities area of study* *The 100-level ENGL courses will not satisfy the Humanities area of study requirement in this program. These courses may, however, count as part of the total number of credits required for the degree.	6
Social Science area of study	6
Science area of study	6

MAXIMUM CREDITS ALLOWED

At the preparatory (100) level	6
At the junior (200) level in any one discipline	15

English Writing Skills Requirement

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Students must meet the following English writing skills requirement:

hold credit in ENGL 255 (Students are strongly encouraged to register in ENGL 255 early in their program.);
or
have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;
or
receive credit for an English course in which a grade of B- or better was achieved.

Arts and Science Designation

To satisfy the 90-credit requirement to complete the BGS degree, students must complete 45 credits in courses with an Arts (Humanities and/or Social Science) or Science designation (30 of these credits must be taken at the senior (300 or 400) level). Refer to Minimum Credits Required above.

Applied Studies Designation

The Applied Studies designation includes courses in Business and Administrative Studies. Transfer courses in engineering, education, physical education, etc. are also applicable to the Applied Studies designation.

To satisfy the 90-credit requirement to complete the BGS degree, students must complete 45 credits in courses with an Applied Studies designation (30 of these credits must be taken at the senior (300 or 400) level). Refer to Minimum Credits Required above.

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Students in the Applied Studies designation in the Bachelor of General Studies degree must also complete ADMN 233 or ENGL 255. ADMN 233 will partially satisfy the Applied Studies area of study requirement in this program.

Bachelor of General Studies Second Undergraduate Degree Regulations

MINIMUM CREDITS REQUIRED	
Minimum credits not applied to a previous degree	48
Credits in the area of designation	30
Senior (300 or 400) level credits in the area of designation	30
Total senior-level credits (including above 30)	36
In the Humanities area of study	6
In the Social Science area of study	6
In the Science area of study	6
Residency requirement	None
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

MAXIMUM CREDITS ALLOWED

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At the preparatory (100) level	0
At the junior (200) level in any one discipline	12
Maximum Prior Learning Assessment and Recognition credits	None permitted

Students must choose either an Arts and Science or an Applied Studies designation and complete at least 30 senior credits in the chosen designation.

The English writing skills requirement is waived for students enrolling in the second undergraduate degree.

Teaching Credential

For purposes of upgrading towards an Alberta professional teaching certificate, Alberta Education has specific requirements for the certification of teachers. Students planning to obtain a Bachelor of General Studies degree in order to meet certification requirements are advised to have completed a basic teacher preparation program acceptable to the Alberta minister of education.

To obtain information regarding an assessment of the basic teacher preparation program towards the minimum requirements for certification in Alberta, and regarding the Bachelor of General Studies degree as a possible means to fulfilling the academic degree requirements, contact:

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The Registrar
Alberta Education
Professional Standards Branch
2nd floor, 44 Capital Boulevard Building
10044-108 St.
Edmonton, AB
T5J 5E6
780.427.2045

Alberta teachers wishing to have Athabasca University courses or programs considered for salary purposes are recommended to contact:

Alberta Teachers' Association
Teacher Qualifications Service
Barnett House
11010 - 142 Street
Edmonton, AB T5N 2R1
780.447.9400 (in Edmonton)
800.232.7208 (toll-free in Alberta)
tqs@teachers.ab.ca

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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Health Administration

Regulations effective September 1, 2020.

Canada's health care system is faced with challenges from all directions; rising costs, shortage of human resources, and its aging population.

Athabasca University's Bachelor of Health Administration programs are designed to help health care administrators and managers meet these challenges. By developing organizational, analytical, and managerial skills, the program enables graduate students to seek innovative ways of meeting the increasing demands on Canada's health care system. To receive more information about this program, please contact Athabasca University's Faculty of Health Disciplines.

Bachelor of Health Administration

Bachelor of Health Administration, Post Diploma

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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Health Administration, 3-year, Post Diploma

Bachelor of Health Administration (Three years—90 credits)

Regulations effective September 1, 2020.

Canada's health care system is faced with challenges from all directions; rising costs, shortage of human resources, and an aging population. Athabasca University's Bachelor of Health Administration program is designed to help health care administrators and managers meet these challenges. By developing organizational, analytical, and managerial skills, the program enables graduate students to seek innovative ways of meeting the increasing demands on Canada's health care system. To receive more information about this program, please contact Athabasca University's Faculty of Health Disciplines.

Second Undergraduate Degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (45 credits) into the three-year degree

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program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

English Writing Skills Requirement

Students must meet the following English writing skills requirement:

hold credit in ADMN 233 or ENGL 255 (Students are strongly encouraged to register in either course early in their program.);
or
have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;
or
receive transfer credit for an English course in which a grade of B- or better was achieved.

Program Requirements

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Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	90
Required credits	57
Elective credits	15
Options	18
Minimum credits at the senior (300 and 400) level	54
Maximum credits at the junior level	36
(maximum allowed at the preparatory [100] level)	6
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	21

REQUIRED CORE COURSES (57 CREDITS)

ACCT 250	Accounting for Managers	(3)
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations*	

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	or	(3)
ENGL 255	Introductory Composition*	
	* See English Writing Skills Requirement	
COMM 243	Interpersonal Communication	(3)
ECON/HADM 321	Health Care Economics	(3)
HADM 235	Introduction to Health Administration	(3)
HADM 336	Community Health Planning	(3)
HADM 339	Organization of the Canadian Health Care System	(3)
HADM 369	Health Policy in Canada	(3)
HADM 379	Introduction to Epidemiology	(3)
HADM 400	Health Care Law	(3)
HADM 435	Practicum – Senior Field Placement in Health Administration	(6)
HADM 488	Risk Management and Safety in Health Services	(3)
HLST 200	Introduction to Human Health I	
	or	(3)

HLST 201	Introduction to Human Health II	
HADM 326	Health Issues: Health and Healing	(3)
PHIL 252	Critical Thinking (PHIL 252 will be waived if students have completed a university-level course in indigenous philosophy.)	(3)
PHIL 333	Professional Ethics	(3)
HADM 399	Evaluating Health Research Evidence	(3)

ELECTIVES (SELECT 15 CREDITS FROM THE FOLLOWING)

CMIS 245	Microcomputer Applications in Business (Windows)	(3)
COMM 277	Group Communication	(3)
HADM 315	Health and Community Development (Students are strongly recommended to take HADM 315)	(3)
HLST 320	Teaching and Learning for Health Professionals	(3)
HRMT/ORGB 386	Introduction to Human Resource Management	(3)
LGST 331	Administrative Law	(3)

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ORGB 364	Organizational Behaviour	(3)
WGST 303	Issues in Women's Health	(3)

OPTIONS (18 CREDITS)

In any discipline	(18)

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Health Administration, 3-year

Health Administration, 3-year, Post Diploma

Bachelor of Health Administration (Post Diploma) (Three years—90 credits)

Regulations effective September 1, 2020.

The Bachelor of Health Administration (Post Diploma) is open to holders of approved two- or three-year diplomas from an accredited college or technical institute. Students complete the program regulations in effect at the time of their enrolment. All diplomas presented must be approved for credit by Athabasca University.

Canada's health care system is faced with challenges from all directions; rising costs, shortage of human resources, and an aging population. Athabasca University's Bachelor of Health Administration program is designed to help health care administrators and managers meet these challenges. By developing organizational, analytical, and managerial skills, the program enables graduate students to seek innovative ways of meeting the increasing demands on Canada's health care system. To receive more information about this program, please contact Athabasca University's Faculty of Health Disciplines.

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Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

English Writing Skills Requirement

Students must meet the following English writing skills requirement:

hold credit in ADMN 233 or ENGL 255 (Students are strongly encouraged to register in either course early in their program.);
or
have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;
or
receive transfer credit for an English course in which a grade of B- or better was achieved.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	90

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Maximum block credit transfer from college	66
Senior (300/400 level) credits	30
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Prior Learning Assessment and Recognition (PLAR) credits	6

Enrolment Requirement for Business Diplomas

Students presenting AU-approved two-year diplomas in any health-related field or in business administration may be awarded up to 60 credits towards this 90-credit degree. Students presenting AU-approved three-year diplomas in business administration may be awarded up to 66 credits towards this degree.

In order to be awarded a block transfer of 60 credits, students must have completed the following courses (24 credits) or their equivalent.

ACCT 250	Accounting for Managers	(3)
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations*	

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	or	
ENGL 255	Introductory Composition * * see English Writing Skills Requirement	(3)
COMM 243	Interpersonal Communication	(3)
HADM 488	Risk Management and Safety in Health Services	(3)
PHIL 252	Critical Thinking* * PHIL 252 will be waived if students have completed a university-level course in indigenous philosophy.	(3)
HADM 435	Practicum – Senior Field Placement in Health Administration	(6)

REQUIRED COURSES (24 CREDITS)

HADM/ECON 321	Health Care Economics	(3)
HADM 336	Community Health Planning	(3)
HADM 339	Organization of the Canadian Health Care System	(3)
HADM 369	Health Policy in Canada	(3)
HADM 379	Introduction to Epidemiology	(3)
HADM 400	Health Care Law	(3)
PHIL 333	Professional Ethics	(3)
HADM 399	Evaluating Health	(3)

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OPTIONS (6 CREDITS)

Six credits in any discipline at the senior (300 or 400) level	(6)

Students who have work experience in Health and Human Services are strongly encouraged to take HADM 326 and HADM 315 to fulfill this option.

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Human Resources and Labour Relations

Regulations effective September 1, 2020.

The Bachelor of Human Resources and Labour Relations is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts. The program will be of interest to trade unionists, managers, human resource specialists, and individuals interested in better understanding the employment relations of their own workplace.

Bachelor of Human Resources and Labour Relations

Bachelor of Human Resources and Labour Relations, Post Diploma

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Updated July 14 2020 by laurab

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Bachelor of Human Resources and Labour Relations (Three years – 90 credits)

Regulations effective September 1, 2020.

The Bachelor of Human Resources and Labour Relations is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts. The program will be of interest to trade unionists, managers, human resource specialists, and individuals interested in better understanding the employment relations of their own workplace. Students are strongly encouraged to register in ENGL 255 early in their program.

Second Undergraduate Degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area, must apply under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (45 credits) into the three-year degree program, based on course work in the first

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degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements. Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE	
Total credits in the program	90
Required core courses	30
Electives and option courses	60
Maximum transfer credit	66
Minimum at senior (300/400) level	54
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be	24

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considered.

Maximum Prior Learning and Assessment (PLAR) credits		30
No preparatory (100-level) courses will count towards this program		

REQUIRED CORE COURSES (30 CREDITS)

ENGL 255	Introductory Composition	(3)
EDUC 317	Training and Development in Organizations	(3)
HRMT 386	Introduction to Human Resource Management	(3)
IDRL 316	The Practice of Labour Relations	(3)
IDRL 309/LGST 310	Human Rights, the Charter and Labour Relations **or**	(3)
LBST 330	Workers and the Economy	
IDRL 215	Introduction to Labour Relations	(3)
IDRL 308	Occupational Health and Safety	(3)
IDRL 320	The Law of Work	(3)
SOCI 321	Sociology of Work and Industry	(3)
SOSC 366	Research Methods in the Social Sciences	(3)

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ELECTIVES (45 CREDITS)

Note: A minimum of 9 credits must be selected from the courses in HRMT and/or IDRL.

ACCT 253	Introductory Financial Accounting	(3)
ACCT 355	Cost Analysis	(3)
ADMN	All courses	
ANTH 275	Faces of Culture: An Introduction to Cultural Anthropology	(3)
CMIS 245	Microcomputer Applications in Business (Windows)	(3)
CMIS 351	Management Information Systems	(3)
COMM 243	Interpersonal Communication	(3)
COMM 277	Group Communication	(3)
COMP 361	Systems Analysis and Design	(3)
ECON	All courses	
EDUC	All courses	
GOVN	All courses	
HIST 336	History of Canadian Labour	(6)
HRMT	All courses	

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IDRL	All courses	
LBST	All courses	
LGST	All courses	
ORGB	All courses	
PHIL 252	Critical Thinking	(3)
PHIL 333	Professional Ethics	(3)
POEC	All courses	
PSYC 200	Introduction to Career Development	(3)
PSYC 300	Theories of Career Development	(3)
PSYC 310	Learning and Instruction	(3)
PSYC 387	Learning	(3)
PSYC 401	Learning Through Life	(3)
PSYC 405	Creating a Working Alliance	(3)
SOCI 300	How Humans Organize: From Primary Groups to the World Wide Web	(3)
SOCI 301	Social Statistics	(3)
SOCI 332	Women and Unions	(3)
SOCI 345	Women, Gender and Work in Canada	(3)
SOCI	The Rich and the Rest: The Sociology of Wealth,	(3)

OPTIONS(15 CREDITS)	
Junior- or senior-level credits from any area, including from the electives above (provided they haven't been used to satisfy the elective requirement). Students who wish to substitute another course(s) for the electives may do so with the permission of the program director.	(15)

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Bachelor of Human Resources and Labour Relations (Post Diploma) (Three years—90 credits)

Regulations effective September 1, 2020.

The Bachelor of Human Resources and Labour Relations Post Diploma offers a number of admission routes for business and non-business diploma-holders. All diplomas presented must be approved by Athabasca University. Please review Transfer Credit Services for further information.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

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Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	90
Maximum block transfer credit for Ontario two-year business administration diploma	45
Maximum block transfer credit for Ontario three-year business administration diploma* *60 block credits with the possibility of up to six additional credits if the student holds an approved three-year diploma with direct equivalents to the remaining core courses.	60
Maximum block transfer credit for approved non-business administration diploma	30
Minimum credits at senior (300/400) level	27
Required core courses	30
Elective courses	15 to 30
Residency requirement. A minimum of 24 credits must be obtained through Athabasca University.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
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	Assessment (PLAR) credits	6

No preparatory (100-level) courses will count towards this program

Following are the remaining courses to complete the credential for AU-approved two-year business administration diplomas (excluding Ontario) and Ontario three-year business administration diplomas:

REQUIRED CORE COURSES (30 CREDITS)

	Elective at the 300/400 level* *Choose from HRMT or IDRL courses listed in the Bachelor of Human Resources and Labour Relations (three-year) program.	(3)
EDUC 317	Training and Development in Organizations	(3)
HRMT/ORGB 386	Introduction to Human Resource Management	(3)
IDRL 316	The Practice of Labour Relations	(3)
IDRL 309/LGST 310	Human Rights, the Charter and Labour Relations **or**	(3)

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LBST 330	Workers and the Economy	
IDRL 215	Introduction to Labour Relations	(3)
IDRL 308	Occupational Health and Safety	(3)
IDRL 320	The Law of Work	(3)
SOCI 321	Sociology of Work and Industry	(3)
SOSC 366	Research Methods in the Social Sciences	(3)

Following are the remaining courses to complete the credential for AU-approved Ontario two-year business administration diplomas and non-business administration diplomas.

Elective Courses (15 to 30 credits)

Select course work from the elective list in the Bachelor of Human Resources and Labour Relations three-year program. Note that at least 9 credits must be chosen from HRMT and/or IDRL courses. Students wishing to substitute another course(s) for the electives may do so with the permission of the program director.

Electives for Ontario two-year business administration diplomas (15)

Electives for non-business administration diplomas (30)

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Management

Regulations effective September 1, 2020.

The Bachelor of Management program features a strong international perspective. The program comprises a three-year general degree program.

A degree in management will better prepare graduates for the changing business world of today. Graduates will possess the critical thinking, communications, and management skills needed to excel in a variety of work environments. Graduates will gain an important competitive advantage by completing this program. Students complete the program regulations in effect at the time of their enrolment.

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Management, 3-year, Post Diploma, General Regulations

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Bachelor of Management (3 years—90 credits)

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The Bachelor of Management program features a strong international perspective. A degree in management will better prepare graduates for the changing business world of today. Graduates will possess the critical thinking, communications, and management skills needed to excel in a variety of work environments. Graduates will gain an important competitive advantage by completing this program.

The Bachelor of Management program is offered by Athabasca University's Faculty of Business. For additional information, phone 1.800.468.6531 or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program

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learning outcomes that describe the career options that may be available to you upon graduating.

Degree Conversion Provision

The degree conversion provision is available to Athabasca University students who have been awarded a three-year AU degree and wish to convert to a four-year degree. For more information about this regulation, please review the Undergraduate Degree Conversion from Three- to Four-Year Program Policy.

Second Undergraduate Degree

Students who hold a previous undergraduate degree must enrol in the Bachelor of Commerce four-year program and follow the second undergraduate degree requirements. This degree requires a minimum of 60 credits.

Enrolment Restriction

Students will not be accepted into the Bachelor of Management program if they have

- a degree in administration, business, commerce, or management
- a degree with a major or concentration in administration, business, commerce, or management
- any equivalent program from Athabasca University or another university.

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Regulations Governing All Bachelor of Management Students

Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards a Bachelor of Management degree in order to graduate.

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

Program Structure

Total credits in the program	90
Required courses (Years 1 and 2)	39
Options	21
Required courses (Years 3 and 4)	21
Options	9

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Residency requirement. A minimum of 24 credits must be obtained through Athabasca University in senior (300 or 400 level) courses, including ADMN 404.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	15

Years 1 and 2 (60 credits)

Required Courses (39 credits)

ACCT 250	Accounting for Managers	
	or	
ACCT 253	Introductory Financial Accounting* * Students who are planning to pursue a professional accounting designation or ladder to a four-year degree are advised to take ACCT 253.	(3)
ADMN 232	Introduction to Management* * Students are strongly encouraged to register in ADMN 232 early in their program.	(3)
ADMN	Writing in Organizations* * Students are strongly encouraged to register in	(3)

233	ADMN 233 early in their program.	
COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
CMIS 245	Microcomputer Applications in Business (Windows)	(3)
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
LGST 369	Commercial Law	(3)
MGSC 301	Statistics for Business and Economics I	(3)
MKTG 396	Introduction to Marketing	(3)
MATH 244	Business Mathematics	
	or	
MATH 260	Calculus for Social Sciences and Economics	
	or	(3)
MATH 265	Introduction to Calculus I	
	or	
MATH 270	Linear Algebra I	

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PHIL 252	Critical Thinking	(3)
PHIL 333	Professional Ethics	
	or	(3)
PHIL 337	Business Ethics	

Options* (21 credits)

Business and Administrative Studies credits at the junior (200) or senior (300/400) level	(3)
Non "Business and Administrative Studies" credits with a minimum of 12 credits at senior (300/400) level (an ENGL course is recommended)	(18)

* A maximum of 3 credits allowed in any area of study at the preparatory (100) level.

Year 3 (30 credits)

Required courses (21 credits)

ADMN 417	International Business Management	
	or	(3)
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)

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FNCE/ECON 300	Financial Economics	
	or	
FNCE 370	Overview of Corporate Finance* * Students planning to ladder to a four-year degree in ACCT or FNCE should take FCE 370.	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ORGB 364	Organizational Behavior	(3)
HRMT 386	Introduction to Human Resource Management	(3)
ADMN 404	Capstone I: Strategic Management* * ADMN 404 must be taken with AU. Transfer credit will not be awarded. ADMN 404 should be taken as the last course in the program.	(3)

Options (9 credits)

Business and Administrative Studies credits at the senior	(3)

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(300/400 level)

Non "Business and Administrative Studies" credits at the senior (300/400) level	(6)

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Bachelor of Management (Post Diploma) (3 years—90 credits)

Regulations effective September 1, 2020.

Business-field diploma-holder route:

Students presenting college diplomas in business or a closely related field will receive up to 60 credits of block transfer award toward the Bachelor of Management (Post Diploma) General degree, except students presenting two-year diplomas from Ontario colleges who will receive 45 credits. These students must complete additional credits in non-Administrative Studies courses to reach the 60-credit requirement. All diplomas presented must be approved for credit by Athabasca University.

Non business-field diploma-holder route:

Students presenting two- or three-year professional diplomas from accredited colleges or technical institutes in non-business fields, may receive between 30 and 60 credits of block transfer award toward this degree program. All diplomas presented must be approved for credit by

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3-year, General Regulations

Management, 3-year, Post Diploma, General Regulations

Nursing

Professional Arts, General Regulations

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University Certificate

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Certificate of Completion - English Language Proficiency Program

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Athabasca University. Students complete the program regulations in effect at the time of their enrolment.

The Bachelor of Commerce degree is offered by Athabasca University's Faculty of Business. For additional information, phone 800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Enrolment Restriction

Students will not be accepted into the Bachelor of Management program if they have

- a degree in administration, business, commerce, or management
- a degree with a major or concentration in administration, business, commerce, or management
- any equivalent program from Athabasca University or another university.

Regulations Governing All Bachelor of Management Students

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Students complete the program regulations in effect at the time of their enrolment.

Students must have a weighted average of at least 1.7 (C-) across all courses taken at Athabasca University towards and Bachelor of Management degree in order to graduate.

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in the Business and Administrative Studies area of study at the senior (300/400) level;
- 5 years ago in CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area will not be restricted.

PROGRAM STRUCTURE	
Total credits in the program	90
Block transfer credit for two-year business diploma into Years 1 and 2 (excluding Ontario)	60
Block transfer credit for Ontario three-year business diploma	up to 66
Block transfer credit for Ontario two-year business diploma	45
Required credits: Year 3	21

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Residency requirement. A minimum of 24 credits must be obtained through Athabasca University in senior (300/400) level courses, including ADMN 404.	24
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credit	6

Business-Field Diploma-Holder Route

Years 1 and 2 (60 credits)

AU-approved college diploma

Year 3 (30 credits)

REQUIRED COURSES (21 CREDITS)

ADMN 417	International Business Management	
	or	(3)
ECON 401	The Changing Global Economy	
CMIS 351	Management Information Systems	(3)
FNCE/ECON 300	Financial Economics	

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	or	
	Overview of Corporate Finance*	(3)
FNCE 370	* Students planning to ladder to a four-year degree in ACCT or FNCE should take FNCE 370.	
ORGB 364	Organizational Behavior	(3)
HRMT 386	Introduction to Human Resource Management	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
	or	
MGSC 369	Service Operations Management	
ADMN 404	Capstone I: Strategic Management*	(3)
	* ADMN 404 must be taken with AU. Transfer credit will not be awarded. ADMN 404 should be taken as the last course in the program.	

OPTIONS* (9 CREDITS)

Senior (300/400) level Business and Administrative Studies credits	(6)

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Senior (300/400) level Non "Business and Administrative Studies" credits		(3)

Non-Business-Field Diploma-Holder Route

The maximum block transfer for a diploma approved by AU is 30 credits. You must also complete the following required courses (30 credits). If you present courses equivalent to the following list, or another required course within the Bachelor of Management program, the block transfer award may increase up to 60 credits. All diplomas presented must be approved for credit by Athabasca University.

REQUIRED COURSES (30 CREDITS)		
ACCT 250	Accounting for Managers **or** Introductory Financial Accounting* * Students who are planning to pursue a professional accounting designation or ladder to a four-year degree are advised to take ACCT 253.	(3)
ACCT 253		
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)
CMIS	Microcomputer Applications in Business	(3)

245	(Windows)	
COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
LGST 369	Commercial Law	(3)
MGSC 301	Statistics for Business and Economics I	(3)
MATH 244	Business Mathematics	
	or	
MATH 260	Calculus for Social Sciences and Economics	
	or	(3)
MATH 265	Introduction to Calculus I	
	or	
MATH 270	Linear Algebra I	

And the Required Course and Options under the Business-Field Diploma-Holder Route list above.

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Bachelor of Nursing

Regulations effective September 1, 2020.

The Faculty of Health Disciplines offers two routes to a Bachelor of Nursing (BN) degree. Applicants who are graduates of a Registered Nurse (RN) diploma program may enrol in the post-RN BN degree program. Applicants who are graduates of a Practical Nurse (PN) certificate program may enrol in the post-LPN BN degree program.

Students complete the program regulations in effect at the time of their enrolment and are responsible for ensuring that prerequisites (including specified program GPA requirements) and co-requisite course requirements are met.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website: Mapping Your Future.

Post-RN BN Program

Post-LPN BN Program

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Post-RN Bachelor of Nursing Degree Program (120 credits)

Regulations effective September 1, 2020.

The Faculty of Health Disciplines offers the post-RN BN degree program. This program is designed to provide the Registered Nurse with the opportunity to acquire a broad liberal university education with particular emphasis on advanced theoretical and practical knowledge related to nursing informatics, nursing research, primary health care, leadership, management, and family and community health promotion. All AU nursing courses are mapped to the most current entry to practice competencies, as determined by the College and Association of Registered Nurses of Alberta (CARNA).

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

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For additional program information, please email bnadvisor@athabascau.ca.

Enrolment Requirements

To enrol in the post-RN BN program, the following is required:

1. Graduation from an approved Registered Nurse (RN) diploma program.
2. Regulated (Practicing) Registered Nurse (RN) registration/licensure with a Canadian province or territory. Proof of registration must be submitted at time of application and maintained while completing the program.

Students with Non-Canadian/Non-United States Education

Those students presenting non-Canadian/non-United States Nursing diplomas who have completed a Canadian RN bridging program are eligible for admission.

Those students presenting non-Canadian/non-United States degrees for admission and/or possible transfer credit, must obtain:

A basic assessment* that compares the credential completed to education in Canada from an international assessment agency, for example, the International Qualifications Assessment Service (IQAS); or

If seeking additional transfer credits, a specialized or course-by-course evaluation of post-secondary course

work from an international assessment agency, for example, the International Qualifications Assessment Service (IQAS).

Official transcripts for any completed Canadian or United States courses or programs in Nursing, taken to obtain licensure in Canada, must be submitted.

* Students who leave the post-RN BN program for another program at AU will be required to provide a specialized or course-by-course assessment.

For more information, see the Evaluations and Transfer Credit section of the Calendar that explains the foreign transcript evaluation process for international students.

Program Requirements

Students are required to complete the degree regulations that are effect at the time they enrolled in their program. Students are responsible for ensuring that prerequisites (including specified program GPA requirements) and co-requisite course requirements are met throughout their program. Students who are inactive (have not registered for a course within 12 months from their last contract date) must re-enrol and will follow the regulations in effect at the time of re-enrolment. Students are strongly encouraged to register in their English course early in their program.

PROGRAM STRUCTURE

Total credits required to complete the Post-RN BN degree*

* Transfer credit may be awarded for non-nursing university transfer credit taken as part of an RN diploma program. Non-nursing transfer credit will not be awarded, however, for anatomy and physiology, pathophysiology, pharmacology, microbiology, or health assessment courses included in the RN diploma program. Credit will not be awarded for non-nursing required, support and option courses that are more than 10 years old at the time of the request. Additional credit may also be awarded for university-level courses completed before admission to the post-RN BN program on the basis of Prior Learning Assessment and Recognition.	45

The 45 credits required to complete a post-RN BN degree are distributed as follows:

Required nursing credits	27
Required non-nursing credits	6
Non-nursing option credits	12
Residency requirement. A minimum of 15 nursing credits* must be obtained through Athabasca University. *Note: HLST 320 is a non-nursing course and does not qualify for the residency requirement and is subject to the 10-year stale-dating rule.	15

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Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	9

Course Requirements

Students may register in post-RN BN courses as unclassified students. Before registering in a course, students should determine whether or not they may be eligible for transfer credit for the course. Please review the Syllabus for each course for details. Students should also ensure that they have completed all prerequisite and corequisite course requirements in accordance with the prerequisite declaration form.

NOTE: 300-level nursing courses should be completed before 400-level nursing courses.

REQUIRED NURSING COURSES (27 CREDITS)		
NURS 322	Nursing Informatics	(3)
NURS 324	Concepts and Theories in Nursing Practice	(3)
NURS 328	Understanding Research	(3)
NURS 432	Management and Leadership in Nursing Practice	(4)
NURS	Community Health	

434	Promotion	(4)
NURS 436	Family Health Promotion	(4)

Plus 6 credits selected from the following list:

HLST 320	Teaching and Learning for Health Professionals* (See note above in Residency Requirement.)	(3)
NURS 326	Health Assessment	(3)
NURS 438	Trends and Issues in Nursing and Health Systems	(3)
NURS 442	Gerontological Nursing	(3)
NURS 604	Leadership Roles in Health**	(3)
NURS 618	Community Development for Health Care Leaders**	(3)
NURS 621	Coaching and Leading: The Human Side of Organizational Change**	(3)
NURS 622	Understanding Organizations: Theory, Analysis and Application**	(3)
	Transfer credit for senior university-level nursing courses taken elsewhere	(3 to 6)

** A paced (within a specific four-month time frame) nursing graduate course that is open for registration by June 10 (Fall start), October 10 (Winter start),

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and February 10 (Spring start). Credit for NURS 604, 618, 621, or 622 if taken to fulfill the Bachelor of Nursing elective requirement, cannot be applied for credit toward another undergraduate or graduate degree. Please note the fee for this graduate course differs from that of an undergraduate course. Please fill out the Graduate Programs: Course Registration Form to register for NURS 604, 618, 621, or 622.

REQUIRED NON-NURSING COURSES (6 CREDITS)

ENGL	Any junior or senior university-level or equivalent English course.	(3)
MATH 215	Introduction to Statistics **or**	(3)
MATH 216	Computer-oriented Approach to Statistics	

NON-NURSING OPTION COURSES (12 CREDITS)

May be selected from Humanities, Science or Social Science, and Applied Studies other than nursing (NURS); at least six credits must be at the 300/400 level)	(12)

Computer Requirements

Access to a computer with basic word processing, and Internet access, is required. Refer to the glossary.

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Specific Regulations

Given the unique and professional nature of the post-RN BN program, some of the general policies governing academic studies at Athabasca University are superseded by the regulations below.

1. RN diplomas from approved institutions will be accepted regardless of the year of graduation.
2. Athabasca University will not normally award additional transfer credit for nursing courses/certificates that are more than 7 years old at the time of the request. If evidence of current practice in the content area is submitted, this regulation may be waived. Credit will not be awarded for non-nursing required, support and option courses that are more than 10 years old at the time of the request.
3. Students will be permitted a maximum of five years to complete all degree requirements from date of enrolment.
4. Students who have been awarded two failing grades in one or more nursing courses will be automatically withdrawn from the post-RN BN program, with no opportunity for re-admission.

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Updated July 20 2020 by laurab

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Post-LPN Bachelor of Nursing Degree Program (120 credits)

Regulations effective September 1, 2020.

The Faculty of Health Studies offers the Post-LPN BN program.

This program is designed to provide the Regulated (Practicing) Licensed Practical Nurse (LPN) with the opportunity to continue their education in nursing in a baccalaureate program that offers flexible modes of course delivery and opportunities to develop a clinical focus. Graduates are eligible to write the National Council Licensure Examination – Registered Nurse (NCLEX-RN) and to apply for registration with the College and Association of Registered Nurses of Alberta. If you plan to practice in a jurisdiction other than Alberta following completion of this program, please contact the regulatory body in that jurisdiction, before applying to this program, to determine acceptance of the program when seeking a temporary practice permit and active registration as a registered nurse. All AU nursing courses are mapped to the most current entry to practice competencies, as determined by the College and Association of Registered Nurses of Alberta (CARNA).

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Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

For additional program information, please email bnadvisor@athabascau.ca.

Enrolment Requirements

1. Graduation from an approved practical nurse (LPN; RPN) certificate/diploma program.
2. Regulated (Practicing) Licensed Practical Nurse (LPN) with the College of Licensed Practical Nurses of Alberta. Proof of active registration/licensure must be submitted at time of application and maintained while completing the program.
3. Equivalent of one year full-time work experience (1,700 hours) as a Licensed Practical Nurse (submit letter(s) from employers to substantiate).

Students with Non-Canadian/Non-United States Education

Students presenting non-Canadian/non-United States diplomas must present one of the following for admission and/or

possible transfer credit:

- Official transcript showing completion of a recognized Canadian Practical Nurse Diploma, or bridging program; or
- A basic assessment* that compare the credential completed to Practical Nurse education in Canada from an international assessment agency, for example, the International Qualifications Assessment Service (IQAS); or
- If seeking additional transfer credits, a specialized or course-by-course evaluation of post-secondary course work from an international assessment agency, for example, the International Qualifications Assessment Service (IQAS).

Official transcripts for any completed Canadian or United States courses or programs in Nursing, taken to obtain licensure in Canada, must be submitted.

* Students who leave the post-LPN BN program for another program at AU will be required to provide a specialized or course-by-course assessment.

For more information, see the Evaluations and Transfer Credit section of the Calendar that explains the foreign transcript evaluation process for international students.

Second Undergraduate Degree

LPN Students who hold a recognized first degree in a discipline outside of nursing who wish to obtain an AU Bachelor of

Nursing degree must apply under the Second Undergraduate degree regulations. These students may transfer applicable coursework from the previously completed degree to satisfy up to 50 per cent of the total credits required to complete the post LPN BN program. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree. Those students who hold an international credential in the same discipline who wish to obtain a Canadian credential may be permitted, in consultation with the Program Director and reviewed by the Office of the Registrar.

Program Requirements

Students are required to follow the degree regulations in effect at the time they enrolled in their program. Students are responsible for ensuring that prerequisites (including specified program GPA requirements) and co-requisite course requirements are met throughout their program. Students who are inactive (have not registered for a course within 12 months from their last course contract end date) must re-enrol and will complete the regulations in effect at the time of re-enrolment.

PROGRAM STRUCTURE	
Bachelor of Nursing (BN) degree credit requirements	120
Credits awarded for successful completion of practical nurse certificate or diploma program	30*
Total credits required to complete the Post-LPN BN degree	90
Residency requirement. A	

minimum of 51 nursing credits (NURS) must be obtained through Athabasca University. BIOL 235 (6 credits) must be completed through AU.	51
Graduation with Distinction or Great Distinction. At least 24 credits (excluding courses using a pass/fail grading scheme) must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) (for non-nursing) credits	9

The 90 credits required to complete a post-LPN BN degree shall be distributed as follows:

• required and option nursing credits	60
• required Cluster A credits	30

* Additional credit may be awarded for university-level courses completed before enrolment to the Post-LPN BN program. Prior Learning Assessment and Recognition may be awarded for non-nursing University-level courses. University-level nursing courses taken prior to enrolment in the post-LPN BN program will be assessed on a case-by-case basis. Transfer credit will not be granted for nursing clinical courses that are more than 5 years old and nursing theory courses that are more than 7 years old and non-nursing required, support and option courses that are more than 10 years old at the time of the request.

Course Requirements

Courses listed in Cluster A are prerequisite to those listed in Cluster B, and courses listed in Cluster B are prerequisite to those listed in Cluster C. Pre/co-requisite course requirements are also present within both Cluster A and B. Students are responsible for ensuring that prerequisites (including the specified Program GPA) and co-requisite course requirements are met throughout the program in accordance with the Prerequisite Declaration Form. Please review the Syllabus for each course for details.

NOTE: Clinical courses will only be offered within Alberta. Please see Post-LPN BN Professional Practice (Clinical) Preparation Guide (PDF - 228KB) and NURS 441 Placement Suggestion Process (PDF - 298KB) for more information.

Cluster A Courses (30 credits)

ENGL 255	Introductory Composition (recommended)* or junior/senior level university or equivalent ENGL course	(3)
HLST 320	Teaching and Learning for Health Professionals	(3)
MATH 215	Introduction to Statistics **or**	(3)
MATH 216	Computer-oriented Approach to Statistics	
PHIL 152	Basics in Critical Thinking, Reading, and Writing or any 200-level or higher philosophy course	(3)

PSYC 290	General Psychology	(3)
Humanities (300/400 level) or Social Science (300/400 level) or Science (300/400 level)		(3)
BIOL 235	Human Anatomy and Physiology**	(6)
NURS 316	Review of Pathophysiology and Pharmacology for BN Practice I**	(3)
NURS 317	Review of Pathophysiology and Pharmacology for BN Practice II**	(3)

** BIOL 235, NURS 316, and NURS 317 must be taken with Athabasca University. Transfer Credit will not be awarded.

* Students are strongly encouraged to register in their English course early in their program.

CLUSTER B NURSING REQUIRED AND ELECTIVE COURSES (51 CREDITS)

NURS 250	Exploration of Professional Nursing Practice	(3)
NURS 322	Nursing Informatics	(3)
NURS 324	Concepts and Theories in Nursing Practice	(3)
NURS 328	Understanding Research	(3)
NURS 400	Adult Health and Health Alterations	(3)
NURS 401	Professional Practice with Adults Experiencing Health	(6)

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	Alterations	
NURS 432	Management and Leadership in Nursing Practice	(4)
NURS 434	Community Health Promotion	(4)
NURS 435	Professional Practice in Mental Health Promotion	(6)
NURS 436	Family Health Promotion	(4)
NURS 437	Professional Practice in Family and Community Health Promotion	(6)
NURS 438	Trends and Issues in Nursing and Health Systems	(3)

And 3 credits from the following nursing elective list:

NURS 326	Health Assessment	(3)
NURS 442	Gerontological Nursing	(3)
NURS 604	Leadership Roles in Health**	(3)
NURS 618	Community Development for Health Care Leaders **	(3)
NURS 621	Coaching and Leading: The Human Side of Organizational Change**	(3)
NURS 622	Understanding Organizations: Theory, Analysis and Organization**	(3)

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** A paced (within a specific four-month time frame) nursing graduate course that is open for registration by June 10 (Fall start), October 10 (Winter start), and February 10 (Spring start). Credit for NURS 604, 618, 621, or 622 if taken to fulfill the Bachelor of Nursing elective requirements, cannot be applied for credit toward another undergraduate or graduate degree. Please note the fee for this graduate course differs from that of an undergraduate course. Please fill out the Graduate Programs: Course Registration Form to register for NURS 604, 618, 621, or 622.

CLUSTER C COURSES (9 CREDITS)

NURS 441	Consolidated Professional Practice	(9)

Computer Requirements

Access to a computer with basic word processing and Internet access is required. Refer to the online glossary.

Specific Regulations

Given the unique and professional nature of the Post-LPN BN program, some of the general policies governing academic studies at Athabasca University are superseded by the following regulations.

1. In order to register in a nursing course with a practicum component, students

must present proof of the following:

Regulated (Practicing) Licensed Practical Nurse (LPN) with the College of Licensed Practical Nurses of Alberta. Proof of active registration/licensure must be maintained while completing the program.

Compliance with all requirements listed in the Post-LPN BN Professional Practice (Clinical) Preparation Guide.

2. Students in the Post-LPN BN program are not permitted to challenge required or optional nursing theory or clinical courses.
3. Students seeking re-enrolment to the Post-LPN BN program will not receive credit for nursing clinical courses that are more than 5 years old and nursing theory courses that are more than 7 years old. Credit will not be awarded for non-nursing required, support and option courses that are more than 10 years old at the time of the request.
4. Students who have been awarded two failing grades in one or more nursing courses will be automatically withdrawn from the post-LPN BN program, with no opportunity for re-admission.
5. Students will be permitted a maximum of seven years to complete all degree program requirements from date of enrolment.

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Updated July 20 2020 by laurab

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Bachelor of Professional Arts (4 years—120 credits)

Regulations effective September 1, 2020.

The Bachelor of Professional Arts program is a four-year program designed for students who have completed an approved two-year diploma or equivalent from an accredited college or institute of technology. Some students may qualify to earn additional credits through prior learning assessment.

There are four majors offered in the Bachelor of Professional Arts degree: Communication Studies; Criminal Justice; Human Services; and Governance, Law, and Management.

Students are strongly encouraged to register in their English courses early in their program. Courses in the Bachelor of Professional Arts degree program are available by individualized study. Some courses are available by grouped study at selected sites. The course syllabus will indicate the delivery mode. If you have any questions, please contact the specific program advisor.

Program Plans

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Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, "Mapping Your Future: Your Career and Athabasca University."

Common Core courses	
Communication Studies Major	email
Criminal Justice Major	email
Governance, Law and Management Major	email
Human Services Major	email

Program Requirements

Students must complete the regulations that are in effect at the time they enrol in the program. Inactive students (students who have not registered for a course within 12 months from the last contract date) must re-enrol and follow the regulations in effect at the time of re-enrolment.

PROGRAM STRUCTURE	
Total credits in the program	120
Enrolment requirement	60

MINIMUM CREDITS REQUIRED BEYOND THE COLLEGE DIPLOMA	
Common Core credits	12
Major and elective and/or option credits	48

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Total	60
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
WITHIN THE DEGREE STUDENTS ARE REQUIRED TO EARN FOR DEGREE COMPLETION	
Senior (300/400) level	48
400 level	18
Maximum credits allowed at junior (200) level	12

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Bachelor of Professional Arts Common Core Courses (12 credits)

Regulations effective September 1, 2020.

To Bachelor of Professional Arts program

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE	
Total credits in the program	120
Enrolment requirement	60

MINIMUM CREDITS REQUIRED BEYOND THE COLLEGE DIPLOMA	
Common Core credits	12
Major and elective and/or option credits	48
Total	60
Residency requirement: A minimum of 30 credits must be obtained through Athabasca University	30

Graduation with Distinction or Great Distinction. At least 24 credits

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must be obtained through Athabasca University in order to be considered.	24

WITHIN THE DEGREE STUDENTS ARE REQUIRED TO EARN FOR DEGREE COMPLETION

Senior (300/400) level	48
400 level	18
Maximum credits allowed at junior (200) level	12

COMMON CORE (12 CREDITS)

When choosing courses in the common core please consult Advising Services.

1. A 200-level writing course or English literature course, e.g.,

   ADMN 233 Writing in Organizations

   or

   ENGL 211 Prose Forms (3)

   or

   ENGL 255 Introductory Composition
   (Students are strongly encouraged to register in ENGL 255 early in their programs.)

2. A 200-level or higher university critical and analytical thinking course, e.g.,

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HSRV 306 Critical Reflection for Practice
(Note: A critical and analytical thinking course taken to fulfill this requirement of the core may not also be counted towards the major in Human Services but must be replaced by another Human Services course.) (3)

or

PHIL 231 Introduction to Philosophy: West and East

or

PHIL 252 Critical Thinking

3. A senior (300/400) level professional ethics course, e.g.,

CMNS 455 Media Ethics

or

CRJS 490 Ethical Decision Making in Law Enforcement

or

EDUC 404 Law and Ethics in Education (3)

or

PHIL 333 Professional Ethics

or

PHIL 371 Ethics, Science, Technology, and the Environment

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4. A research methods or statistics course (see "Note" following) , e.g.,

   SOSC 366 Research Methods in the Social Sciences

   or

   CMNS 308 Understanding Statistical Evidence

   or

   CMNS 333 Research Methods in Communication Studies

   or

   HADM 499 Research Methods in Health Services (3)

   or

   MATH 215 Introduction to Statistics

   or

   MATH 216 Computer-oriented Approach to Statistics

   or

   MGSC 301 Statistics for Business and Economics I*

   or

   PSYC 304 Research Methods in Psychology**

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NOTE: A research methods course taken to fulfill this requirement of the core may not also be counted towards a major in Criminal Justice or Communication Studies. Communications Studies students are strongly advised to choose either CMNS 308 or CMNS 333 to meet the research methods requirement. If CMNS 308 or CMNS 333 is counted towards the core course requirement, it will not be counted towards the major electives requirement. Similarly, if SOSC 366 is chosen, it will count either as a core course or an elective course. As well, a statistics course taken to fulfill this requirement may not be counted towards a major in Governance, Law, and Management.

*If MGSC 301 is taken, students cannot take MATH 215 or MATH 216.
**If PSYC 304 is taken, students cannot take SOSC 366.

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Bachelor of Professional Arts
Communication Studies Major

Regulations effective September 1, 2020.

The Bachelor of Professional Arts Communication Studies major is offered by Athabasca University's Centre for Interdisciplinary Studies. The program encourages students to apply their professional knowledge within a national and international context of mass media and communication.

Enrolment Requirements

The BPA Communication Studies major is available to:

- graduates of an approved two- or three-year communications-related diploma (e.g., public relations, advertising, journalism, multi-media, broadcasting, library and information studies, legal assistant, and marketing);
- graduates of a previous undergraduate university degree in an unrelated discipline (with at least one year of professional practice relevant to the Communications Studies major); or,
- students with a minimum of two years

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of university-level coursework (with at least one year of professional practice relevant to the Communications Studies major).

Coursework and credentials must have been obtained from a college, university, or institute of technology approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for admission are strongly encouraged to contact the program coordinator.

Prior Learning

Some students may qualify for:

1. a maximum of 60 credits of Prior Learning Assessment and Recognition (PLAR) towards entry to this program, or,
2. a maximum of 30 credits towards senior credit once they are accepted into the program.

To learn more about PLAR opportunities within the Communication Studies program, please contact your program coordinator or the Centre for Learning Accreditation.

Common Core

The common core courses may be taken at any time; however, students are encouraged to complete the common core courses early in their program. The common core addresses skills and knowledge that will help students succeed with the remaining degree requirements.

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Students complete the program regulations in effect at the time of their enrolment.

Program Structure

Common Core credits	12
Major Courses credits	30
Options credits	18
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	*see Prior Learning above

Major Courses (30 credits)

Required Major Courses (9 credits)

CMNS 301	Communication Theory and Analysis	(3)
CMNS 302	Communication in History	(3)
CMNS 401	Cultural Policy in Canada	(3)

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And 21 credits selected from the following list*
(minimum of 12 credits at the 400 level).

*Note: Students may use any CMNS course to meet the 21 credits required in this area.

CMNS 201	Introduction to Mass Media	(3)
CMNS 202/POLI 291	Media and Power in Canadian Society	(3)
CMNS 308	Understanding Statistical Evidence	(3)
CMNS 311	Mass Media and the Law	(3)
CMNS 321	Computing in Everyday Life	(3)
CMNS 333	Research Methods in Communication Studies	(3)
CMNS 358	Popular Culture and the Media	(3)
CMNS 380	Corporate Communication	(3)
CMNS 385/SOCI 378	Rebel with a Cause: Social Movements in History and Popular Culture	(3)
CMNS 402	Global Communication	(3)
CMNS 419	Digital Storytelling	(3)
CMNS 420	Topics in Communication: Children and Media	(3)

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CMNS 421	Being Online	(3)
CMNS 423	The Television Age	(3)
CMNS 425	Film and Genre	(3)
CMNS/GOVN 444	Media Relations	(3)
CMNS 445	Directed Readings in Communication Studies	(3)
CMNS 455	Media Ethics	(3)
POEC 302	Theories and Approaches to Political Economy	(3)
POEC 393	Canada and the Global Political Economy	(3)
POLI 309	Canadian Government and Politics	(3)
SOCI 435	Theories of Social Change	(3)
	A senior research methods course, e.g., SOSC 366 Research Methods in the Social Sciences	(3)

Options (18 credits)

18 credits from any discipline (a maximum of three credits allowed at the junior (200) level).

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Bachelor of Professional Arts
Criminal Justice Major

Regulations effective September 1, 2020.

The Bachelor of Professional Arts Criminal Justice Major is offered by Athabasca University's Centre for Social Sciences. Sixty credits are required for degree completion beyond the AU-approved two-year college diploma. Students must complete the following degree requirements within the Bachelor of Professional Arts program.

Enrolment Requirements

The BPA Criminal Justice major is available to:

- graduates of an approved two-year criminal justice-related diploma;
- graduates of a previous undergraduate degree in an unrelated discipline (with at least one year of professional practice relevant to the Criminal Justice major); or,
- students with a minimum of two years of university level coursework (with at least one year of professional practice relevant to the Criminal Justice major).

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Coursework and credentials must have been obtained from a college, university or institute of technology approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for admission are strongly encouraged to contact the program coordinator. The program provides students with two years of Arts and Administrative Studies courses along with specialized senior-level courses in criminal justice.

Prior Learning

A maximum of 30 credits may be awarded by portfolio assessment through Prior Learning Assessment and Recognition (PLAR). To learn more about PLAR opportunities within the Criminal Justice program, please contact your program coordinator or the Centre for Learning Accreditation.

Common Core

The common core courses may be taken at any time; however, students are encouraged to complete the common core courses early in their program. The common core addresses skills and knowledge that will help students succeed with the remaining degree requirements.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

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Common Core credits	12
Major Courses credits	42
Options credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	*see Prior Learning above

MAJOR COURSES (SELECT 42 CREDITS FROM THE FOLLOWING)

	Any 200-level Accounting course	
	or	(3)
ADMN 232	Introduction to Management	
CRJS	All CRJS courses	
LGST 331	Administrative Law	(3)
LGST 489	Alternative Dispute Resolution	(3)
	A 300-level organizations course (e.g., ORGB 326 or SOCI 300)	(3)
ORGB 300	Organizational Culture	(3)

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SOCI 305	Sociology and Crime	
	or	(3)
SOCI 365	Sociology of Deviance	
	A research methods course (e.g., SOSC 366)	(3)

OPTIONS (6 CREDITS)

From any discipline at the senior (300 or 400) level	(6)

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Bachelor of Professional Arts
Governance, Law and Management Major

Regulations effective September 1, 2020.

The Bachelor of Professional Arts Governance, Law and Management major (BPA–GLM) is offered by the Centre for Social Sciences. The program is designed to prepare innovative managers and professionals for leadership success with public sector organizations in the knowledge-based society and economy. This leading-edge program provides education that promotes vision, creativity, and strategic thinking, as requisite skills for administrators in an era of globalization.

The recent reforms in organizations have led to a shift from "command-and-control" management structures and practices to an organizational context characterized by flexibility, innovation, and lifelong learning. The BPA–GLM provides the requisite knowledge and practical know-how needed by professionals for good governance and the successful management of organizational change, particularly the increasing shift to e-governance.

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Enrolment Requirements

The Governance, Law and Management major is available to:

- graduates of an approved two-year diploma from an accredited college or technical institute in a public or not-for-profit sector related field (e.g., management, legal studies, policing, security, recreation administration, environmental studies, library and information studies);
- graduates of a previous undergraduate university degree in an unrelated discipline (with at least one year of professional practice relevant to the Governance, Law and Management major); or,
- students with a minimum of two years of university-level coursework (with at least one year of professional practice relevant to the Governance, Law and Management major).

Coursework and credentials must have been obtained from a college, university or institute of technology approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for admission are strongly encouraged to contact the program coordinator.

Sixty credits beyond the AU-approved two-year college diploma are required for degree completion.

The program provides students with two years of Arts and Administrative Studies courses along with specialized senior-level courses in governance.

Common Core

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The common core courses may be taken at any time; however, students are encouraged to complete the common core courses early in their program. The common core addresses skills and knowledge that will help students succeed with the remaining degree requirements.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE*	
Common Core credits	12
Major Courses credits	15
Focus area courses credits	27
Options credits	6
Residency requirement A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning and Assessment (PLAR) Credits	30 to 60

* Note: In the course of their BPA–GLM program, students must take 15 GOVN credits.

1. Complete the BPA common core.

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2. Select a minimum of five courses (15 credits) from among five of the following six groups of required major courses:

GROUP 1

ACCT 250	Accounting for Managers	(3)
	or	
ADMN 232	Introduction to Management	(3)
	or	
GOVN/GLST 450	Public Budgeting and Financial Management in a Globalized World	(3)

GROUP 2

	The Changing Global Economy*	
ECON 401	*Students who have received credit for ECON 301 may not take ECON 401.	(3)
	or	
GLST/INTR/POEC 483	International Political Economy: The Politics of Globalization	(3)
	or	
	Canada and the	

POEC 393	Global Political Economy	(3)

GROUP 3

GOVN/POLI 301	Governance, the Public Sector, and Corporate Power	(3)

GROUP 4

GOVN/HSRV/POLI 400	Governance and Leadership	(3)
	or	
GOVN/POLI 405	Innovative Public Management	(3)

GROUP 5

GOVN/GLST/POLI 440	Global Governance and Law	(3)
	or	
LGST 331	Administrative Law	(3)

GROUP 6

CMNS 308	Understanding Statistical Evidence	(3)

There are three focus areas within the BPA–GLM program. The three focus areas are reflected in both the name and structure of the program; students select nine credits from each focus area.

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Courses within the Politics of Governance focus area provide students with an understanding of the social forces and environment that shape modern governance. Courses within the Law, Justice, and Policing focus area illuminate both legal institutions and the differences in power amongst groups within society. The Management and Administrative Studies focus area allows students to acquire the skills they need to assume leadership roles within public sector organizations.

Focus Areas

1. The Politics of Governance

Nine credits selected from the following. A maximum of six credits in any one of the following disciplines: ENVS, HADM, INST, POEC, POLI, WGST. All INP courses are taken online from Ryerson Polytechnic University.

ANTH 362	First Peoples of Canada	(3)
INP 900	Introduction to the Nonprofit/Voluntary Sector	(3)
INP 901	Developing Effective Organizations	(3)
INP 911	Advocacy and Governmental Relations	(3)
INP 916	NGOs and World Governance	(3)
INP 920	Critical Issues	(3)
	Cultural Policy in	

CMNS 401	Canada	(3)
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
ECON/HADM 321	Health Care Economics	(3)
ECON 385	Money, Banking, and Canadian Financial Institutions	(3)
ENVS	All courses	
GEOG 302	The Canadian North	(3)
GEOG 311	Canadian Urban Development	(3)
GLST/INTR 395	Political Economy of Development: People, Processes, and Policies	(3)
GLST 483	International Political Economy: The Politics of Globalization	(3)
GOVN	All courses	
HADM	All courses	
HERM	All courses	
HIST 330	Social History of Canada: European Contact to Early Industrialization	(3)
HIST 331	Social History of Canada: Early Industrialization to Contemporary Canada	(3)

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HSRV 311	Practice and Policy in the Human Services	(3)
HSRV 322	Ideology and Policy Evolution	(3)
INST	All courses at the 300/400 level	
LBST	All courses	
LGST 390	Women, Equality and the Law	(3)
POEC	All courses	
POLI	All courses	
PSYC 340	Introduction to Applied Social Psychology	(3)
SOCI 321	Sociology of Work and Industry	(3)
SOCI 345	Women, Gender and Work in Canada	(3)
SOCI 348	Fighting Back for the Health of It: Sociology of Environment and Health	(3)
SOCI 380	Canadian Ethnic Relations	(3)
WGST	All courses *	
	*WGST/HSRV 421 and INP 911 are equivalent courses. Credit will not be given for both.	

2. Law, Justice, and Policing

Nine credits selected from the following. A maximum of six credits in any one of the following disciplines: CRJS and IDRL. All INP courses are taken online from Ryerson Polytechnic University.

INP 911	Advocacy and Governmental Relations	(3)
CMNS 311	Mass Media and the Law	(3)
CRJS	All courses	
GOVN 377	Issues in Access to Information and Privacy Protection	(3)
GOVN/GLST/POLI 440	Global Governance and Law	(3)
HIST 336	History of Canadian Labour	(6)
HRMT 322	Employment Law	(3)
IDRL	All courses	
INST 426	Aboriginal Government and Law	(3)
LGST	All courses	
PHIL 335	Biomedical Ethics	(3)
PHIL 371	Ethics, Science, Technology, and the Environment	(3)

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PHIL 375	Philosophy of the Environment	(3)
PSYC 395	Forensic Psychology	(3)
PSYC 435	Abnormal Psychology	(3)
SOCI 305	Sociology and Crime	(3)
SOCI 365	Sociology of Deviance	(3)
SOCI 381	The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)
WGST 422	Violence Against Women: A Global Perspective	(3)

3. Management and Administrative Studies

Nine credits selected from the following. A maximum of six credits in any one of the following disciplines: ADMN, CMIS, ECON, HADM, HRMT, MGSC, MKTG, ORGB. All INP courses are taken online from Ryerson Polytechnic University.

ADMN	All courses	
INP 902	Program Evaluation (for Nonprofit Organizations)	(3)

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INP 910	Strategic Planning (in Nonprofit Organizations)	(3)
INP 912	Marketing for Nonprofit Organizations	(3)
INP 913	Leading Through Change	(3)
INP 914	Diversity and Conflict Resolution	(3)
INP 915	Financial Management	(3)
CMIS	All courses	
CMNS 380	Corporate Communication	(3)
COMM 243	Interpersonal Communication	(3)
COMM 277	Group Communication	(3)
ECON	All courses	
ENVS 305	Environmental Impact Assessment	(3)
ENTP 212	Entrepreneurship	(3)
GOVN 390/ POLI 392	Public Policy and Administrative Governance	(3)
GOVN/HSRV/POLI 400	Governance and Leadership	(3)
GOVN/POLI 405	Innovative Public Management	(3)

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GOVN/GLST 450	Public Budgeting and Financial Management in a Globalized World	(3)
HRMT	All courses	
MGSC	All courses	
MKTG	All courses	
ORGB	All courses	
PSYC 405	Creating a Working Alliance	(3)
SOCI 300	How Humans Organize: From Primary Groups to the World Wide Web	(3)
SOSC 366	Research Methods in the Social Sciences	(3)

OPTIONS (6 CREDITS)

6 credits from any discipline	(6)

Notes:

Students are advised that they can take only 12 credits at the junior level. Preparatory courses cannot be taken for credit in the BPA–GLM program.

Students who wish to pursue employment in the federal civil service or foreign affairs are strongly encouraged to take French for their Option courses. Student interested in North American integration should take Spanish. Students interested in European governance should take German. Students

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interested in governance capacity building for First Nations communities should take Indigenous language courses.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated January 05 2021 by laurab

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Bachelor of Professional Arts
Human Services Major

Regulations effective September 1, 2020.

The Bachelor of Professional Arts Human Services major is offered by Athabasca University's Centre for Social Sciences.

The program responds to the career and professional needs of career practitioners in the human services fields of early childhood education, child and youth care, personal support services, and other closely related fields such as educational assistants and counsellors. The program complements the diploma programs offered at community colleges in Alberta and across Canada.

Enrolment Routes

Post-Diploma (PD) Transfer
University Transfer (UT)
Prior Learning

Enrolment Requirements

The BPA Human Services major is available to:

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Professional Arts, General Regulations

Common Core

Communication Studies Major

Criminal Justice Major

Governance, Law and Management Major

Human Services Major

Science

Architecture

University Diploma

University Certificate

Post-Baccalaureate Certificate

Certificate of Completion - English Language Proficiency Program

Archived Program Regulations

Undergraduate Courses

graduates of an approved two-year human services related diploma;

graduates of a previous undergraduate university degree in an unrelated discipline (with at least one year of professional practice relevant to the Human Services major); or,

students with a minimum of two years of university-level coursework (with at least one year of professional practice relevant to the Human Services major).

Coursework and credentials must have been obtained from a college, university or institute of technology approved by Athabasca University. Individuals who have questions about the eligibility of their previous education for admission are strongly encouraged to contact Advising Services.

Program Planning

Students are strongly encouraged to plan an individualized program of study to:

consolidate and formalize their previous learning

build on their existing knowledge

broaden their knowledge base

explore areas of interest, and

prepare themselves for future education and career choices.

Plan your program of study carefully to ensure that you meet all of the degree requirements. A maximum of 12 credits may be completed at the 200 level including any 200-level courses in the required common core. You must also complete a minimum of 18 credits at the 400 level, including at least 9 credits in Human Services.* If you need assistance,

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or for general information regarding the Human Services major, please contact the program coordinator.

* Note: HSRV 489 – Capstone: A Synthesis of Program Learning Outcomes may only be taken at the end of your program. All HSRV major required courses are prerequisites, therefore may not be taken concurrently with HSRV 489. A maximum of three 3-credit option/elective courses may be taken concurrently with HSRV 489 (12 credits in total) as the final courses to complete the degree.

Prior Learning

Some students may qualify for:

1. a maximum of 60 credits of Prior Learning Assessment and Recognition (PLAR) towards entry to this program, or,
2. a maximum of 30 credits may be awarded toward the remaining credits in the program.

To learn more about PLAR opportunities within the Human Services major, please contact your program coordinator or the Centre for Learning Accreditation.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Note that HSRV 489 – Capstone: A Synthesis of Program Learning Outcomes may only be taken at the end of the program. All HSRV major required courses are prerequisites, therefore may not be

taken concurrently with HSRV 489. A maximum of three, 3-credit option/elective courses may be taken concurrently with HRSV 489 (12 credits in total) as the final courses to complete the degree.

PROGRAM STRUCTURE	
Common Core credits	12
Major Courses credits	33
Options credits	15
A minimum of 18 credits at the 400 level including at least 9 credits in Human Services. HSRV 489 fulfills 3 of these credits.	18
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24
Maximum Prior Learning Assessment and Recognition credits *see Prior Learning above	up to 60 credits towards entry or up to 30 after entry
Maximum credits allowed in Business and Administrative Studies courses	15

Human Services Major (33 credits)

Student must complete 15 credits in Required Courses and 18 additional credits selected from the list of Elective Courses.

Required Courses (15 credits)

HSRV 201	Social Work and Human Services	(3)
HSRV 306	Critical Reflection for Practice	(3)
HSRV 311	Practice and Policy in the Human Services	(3)
HSRV 322	Ideology and Policy Evolution	(3)
HSRV 489*	Capstone: A Synthesis of Program Learning Outcomes Taken at the end of the HSRV degree studies, after all other courses in the BPA HSRV major degree have been completed. All HSRV major required courses are prerequisites, therefore may not be taken concurrently with HSRV 489. A maximum of three other 3-credit option/elective courses may be taken concurrently with HSRV 489 as the final courses to complete the degree. * Professor approval required.	(3)

Elective Courses (18 credits selected from the following)

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All senior (300/400) level credits in:

Anthropology (ANTH)

Communication Studies (CMNS)

Criminal Justice (CRJS)

Educational Psychology (EDPY)

Education Studies (EDUC)

Governance (GOVN)

Health Administration (HADM)

Human Services (HSRV)

Indigenous Studies (INST)

Industrial Relations (IDRL)*

Legal Studies (LGST)

Organizational Behavior (ORGB)*

Political Economy (POEC)

Political Science (POLI)

Psychology (PSYC)

Social Science (SOSC)

Sociology (SOCI)

Women's and Gender Studies (WGST)

Note: Courses that are not in the disciplines above, but are cross-listed with them, will meet the elective requirements.

* Courses in Industrial Relations and Organizational Behavior may not exceed a maximum of 15 credits in this degree.

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(See Program Structure, maximum in Business and Administrative Studies)

Eighteen credits must be completed at the 400 level. Students are advised to plan their program of study carefully to ensure that they meet all of the degree requirements.

Options (15 credits)

Select 15 additional credits in any discipline at the senior (300/400) level.

Notes: Please ensure your course selection meets the general degree requirements, especially the requirements of completing 18 credits at the 400 level, including at least 9 credits in Human Services.

Contact Advising Services to ensure your course selection complies with the degree requirements. Use a program planner to record your selections and track your process.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated November 17 2020 by laurab

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Science

Regulations effective September 1, 2020.

The Bachelor of Science is offered by Athabasca University's Centre for Science. This degree provides students with a general science education. Given the ever-increasing importance of science and technology, this degree will prepare students to cope with the science-based world of today and the increasing technological demands of the future. It will also prepare students for the challenges science presents to the modern world by including courses in scientific reasoning; the history of science; and ethics, science, technology, and the environment.

Students have the opportunity to complete courses that are transferable to pre-medicine, pre-dentistry, and pre-veterinary programs offered at other universities in Alberta and across Canada. Students should consult with the program advisors at the professional schools to ensure they are undertaking appropriate course patterns.

Bachelor of Science, 4-year

Bachelor of Science, Post Diploma, 4-year

Majors

Applied Mathematics Major

Computing and Information

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Professional Arts, General Regulations

Science

Bachelor of Science, 4-year

Bachelor of Science, 4-year, Post Diploma

Computing and Informations Systems Major, 4-year

Applied Mathematics Major, 4-year

Human Science Major, 4-year

Bachelor of Science Minors

Architecture

University Diploma

University Certificate

Post-Baccalaureate Certificate

Certificate of Completion - English Language Proficiency Program

Systems Major
Human Science Major

Minors

Applied Mathematics
Architecture
Biology
Business Administration
Computing
Finance Management
Game Design and Development
Game Programming
Geoscience
Human Science
Information Systems Management
Information Systems
Learning Technology
Physical Sciences
Psychology
Web Development

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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Bachelor of Science (4 years—120 credits)

Regulations effective September 1, 2020.

Athabasca University's Faculty of Science and Technology (FST) Bachelor of Science (BSc) degree allows students to take the general program or select a major in Human Science, Computing and Information Systems, or Applied Mathematics. A selection of minors is also offered for students to enhance their knowledge on a specific area of study. Given the importance of science and technology, this degree will prepare student to excel in the science-based world of today and meet the increasing technological demands of the future.

Graduate of the BSc program will have gained the technical, analytical, and critical thinking skills to be able to further their education. The four-year BSc is transferable towards medicine, dentistry, and veterinary programs at other Canadian and international institutions. Student intending to go onto graduate studies should contact the institution they would like to attend to ensure all entrance requirements are met.

The Faculty of Science and Technology also offers a BSc Major in Architecture program, a way to study architecture as

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Professional Arts, General Regulations

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Bachelor of Science, 4-year

Bachelor of Science, 4-year, Post Diploma

Computing and Informations Systems Major, 4-year

Applied Mathematics Major, 4-year

Human Science Major, 4-year

Bachelor of Science Minors

Architecture

University Diploma

University Certificate

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general interest or in preparation for a Masters of Architecture program, (and licensure as an architect).

Second Undergraduate Degree

Students who hold a recognized first degree and who wish to obtain an AU undergraduate degree in a different subject area, will be enrolled under the second undergraduate degree regulations. These students may transfer in up to 50 per cent (60 credits) into the four-year degree program, based on course work in the first degree that is applicable. Preparatory (100 level) credits cannot be used to fulfill the requirements of a second undergraduate degree.

Majors and Minors

While students may decide to graduate with a BSc in general science (without a specific area of focus), they may have the option of selecting a major, or a major and a minor, at the time of enrolment in the BSc program. BSc major are available in:

Applied Mathematics
Computing and Information Systems
Human Science

Students may also select from the following minors:

Applied Mathematics
Computing
Information Systems
Human Science
Biology
Geoscience

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It is highly recommended that students consult an AU program advisor before changing majors or minors.

Double Majors

For student in the BSc program wishing to combine two majors, all requirements of both majors must be fulfilled. The choice of major may restrict course selection or require the completion of more than 120 credits. Those considering a double major should consult an AU program advisor for assistance.

Program Plans

Online program plans assist students in selecting the courses needed to fulfill their program requirements. Counselling Services offers an assessment website, Mapping Your Future. AU has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

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Students complete the program regulations in effect at the time of their enrolment.

Total credits in the program	120

MINIMUM CREDITS REQUIRED

Senior (300 or 400) level	72
Science credits	72
In the major (if selected)	45
In the major through Athabasca University	15
In the minor (if selected)	24
In the minor through Athabasca University	9
Senior Science credits (300 and 400 level)	45
Senior Science credits at 400 level	15
Social Science credits	6
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

MAXIMUM CREDITS ALLOWED

In any one Science discipline	72

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Senior project credits (495/496)	12
At the preparatory (100) level	6
Maximum Prior Learning Assessment and Recognition (PLAR) credits	30

CORE COURSE REQUIREMENTS

MATH 215	Introduction to Statistics **or**	(3)
MATH 216	Computer-oriented Approach to Statistics	
MATH 265*	Introduction to Calculus I *(When selecting the CIS major or a computing-related minor, MATH 265 may be replaced with MATH 270.)	(3)
COMP 200*	Introduction to Computing and Information Systems * (COMP 200 is required for students selecting the CIS major or a computing-related minor.) **or**	(3)
COMP 210	Introduction to Information Systems and Computer Applications	
SCIE 326	Scientific Reasoning	(3)
SCIE 480	Research Methods in Science	

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	or	
		(3)
	Research Methods	
COMP 494*	*COMP 494 is required for students in the CIS major.	
PHIL 333	Professional Ethics **or**	
		(3)
PHIL 371	Ethics, Science, Technology, and the Environment	
ENGL 255	Introductory Composition (see below)	(3)

English Writing Skills Requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted* from the English Writing Skills Requirement (ENGL 255) who have met one of the following criteria:

> have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;
>
> **or**
>
> received credit for an English course in which a grade of B- or better was achieved.

*Note: the exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

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Additional Program Regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago and/or Science courses that are over 10 years old if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the Transfer Credit Services section of the Calendar for more information regarding transfer credit towards the BSc program.
2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
3. Students holding a science-related

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diploma from an approved college or technical institute that is more than 10 years old may be admitted to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated November 18 2020 by laurab

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Bachelor of Science (Post Diploma)
(4 years—120 credits)

Regulations effective September 1, 2020.

The Bachelor of Science (Post Diploma) program (BSc PD) allows students presenting a two- or three-year science- or computing-related diploma who wish to pursue a university degree to further their career and/or academic studies.

Graduates of the BSc PD program will have gained the technical, analytical, and critical thinking skills to be able to further their education. The BSc PD program also allows students to transfer their undergraduate degree towards medicine, dentistry, and veterinary programs at other Canadian and international institutions. Students intending to go on to graduate studies should contact the institution they would like to attend to ensure all entrance requirements are met.

The Faculty of Science and Technology offers two routes within the post diploma:

1. Major and minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30

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Bachelor of Science, 4-year

Bachelor of Science, 4-year, Post Diploma

Computing and Informations Systems Major, 4-year

Applied Mathematics Major, 4-year

Human Science Major, 4-year

Bachelor of Science Minors

Architecture

University Diploma

University Certificate

Post-Baccalaureate Certificate

Certificate of Completion - English Language Proficiency Program

credits. Depending on the content of the diploma, up to a maximum of 60 credits may be transferred toward the BSc PD program.

2. Without a major or minor route: For students in this route, those holding a two- or three-year science or computing-related diploma from an accredited college or technical institute may receive a minimum of a block of 30 credits, students may also receive a block of 30 plus individual transfer credit up to a maximum of 60. Some diplomas may qualify for a block of 60 credits depending on the content of the diploma.

Note: Please refer to the required timelines in Additional Regulations at the bottom of this page. If your diploma is outside the time limits, please submit proof of currency as soon as possible. Not providing this documentation will hold up the evaluation process.

Majors and Minors

Students have the option to select a major, or a major and a minor, at the time of enrolment in the BSc PD program. A student may also decide to graduate with a BSc PD in general science without a specific area of focus. BSc majors are available in:

Applied Mathematics
Computing and Information Systems
Human Science

Students may also select from the following minors:

Applied Mathematics
Computing
Information Systems

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It is highly recommended that students consult an AU program advisor before changing majors or minors.

Program Plans

Our online program plans assist students in selecting the courses needed to fulfill their program requirements. Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

BSC PD PROGRAM REQUIREMENTS FOR THE 30-CREDIT BLOCK ADMISSION	
Total credits in the program	120

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Approved college or technical diploma receives	
* (Depending on the courses taken in the diploma, the student may receive additional credits not exceeding a total of 60 credits.)	30*

MINIMUM CREDITS REQUIRED

Senior credits (300 or 400 level)	45
Science credits	60
In the major (if selected)	45
In the major through Athabasca University	15
In the minor (if selected)	24
In the minor through Athabasca University	9
Senior Science credits (300 and 400 level)	36
Senior Science credits at 400 level	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

MAXIMUM CREDITS ALLOWED

At the preparatory (100) level	0

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In any one Science discipline	72
Senior project credits (495/496 courses)	12
Maximum Prior Learning Assessment and Recognition (PLAR) credits	30

CORE COURSE REQUIREMENTS

MATH 215	Introduction to Statistics **or**	(3)
MATH 216	Computer-Oriented Approach to Statistics	
MATH 265*	Introduction to Calculus I * (When selecting the CIS major or a computing-related minor MATH 265 may be replaced with MATH 270.)	(3)
COMP 200*	Introduction to Computing and Information Systems * (COMP 200 is required for students selecting the CIS major or a computer-related minor.) **or**	(3)
COMP 210	Introduction to Information Systems and Computer Applications	

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SCIE 326	Scientific Reasoning	(3)
SCIE 480	Research Methods in Science **or**	(3)
	Research Methods	
COMP 494*	*COMP 494 is required for students in the CIS major.	
PHIL 333	Professional Ethics **or**	(3)
PHIL 371	Ethics, Science, Technology, and the Environment	
ENGL 255	Introductory Composition (see below)	(3)

BSC PD PROGRAM REQUIREMENTS FOR THE 60-CREDIT BLOCK ADMISSION

Total credits in the program	120
Approved college or technical diploma receives	60

MINIMUM CREDITS REQUIRED

Senior credits (300 or 400 level)	45
Science credits	51
Senior Science credits (300 and 400 level)	42

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Senior Science credits at 400 level	12
Residency requirement. A minimum of 30 credits must be obtained through Athabasca University.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through Athabasca University in order to be considered.	24

MAXIMUM CREDITS ALLOWED

At the preparatory (100) level	0
Senior project credits (495/496 courses)	12
Maximum Prior Learning Assessment and Recognition (PLAR) credits	30

CORE COURSE REQUIREMENTS

MATH 215	Introduction to Statistics **or**	(3)
MATH 216	Computer-Oriented Approach to Statistics	
MATH 265	Introduction to Calculus I **or**	(3)
MATH 270	Linear Algebra	
SCIE	Scientific Reasoning	(3)

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326		
SCIE 480	Research Methods in Science **or**	(3)
COMP 494	Research Methods	
PHIL 333	Professional Ethics **or**	(3)
PHIL 371	Ethics, Science, Technology, and the Environment	
ENGL 255	Introductory Composition (see below)	(3)

*English Writing Skills Requirement

Students are strongly encouraged to register in ENGL 255 early in their program. Students will be exempted** from the English Writing Skills Requirement (ENGL 255) if they have met one of the following criteria:

have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;

or

receive credit for an English course in which a grade of B- or better was achieved.

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** Note: The exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

Additional Program Regulations

1. Athabasca University may grant transfer credit for individual Computer Science courses that were completed more than 5 years ago and/or Science courses that are over 10 years old if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of the duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied. Visit the Transfer Credit Services section of the Calendar for more information regarding transfer credit towards the BSc program.
2. Students holding a computing-related diploma from an approved college or technical institute that is more than 5 years old may gain admission to the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead, and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of duties that highlight the relevancy of the

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education. Other evidence may be accepted if the letter and the resumé cannot be supplied.

3. Students holding a science-related diploma from an approved college or technical institute that is more than 10 years old may gain admission from the BSc PD program if proof of currency in the field is provided in the form of a current resumé and letter(s) of employment from the supervisor/employer/human resources. The letter should be written on company letterhead and the content must include the supervisor's signature, the position title, date of hire, and a breakdown of duties that highlight the relevancy of the education. Other evidence may be accepted if the letter and the resumé cannot be supplied.
4. An individual course can only be used to fulfill one requirement in the program. For example, no course can be used to complete the specific requirements of both the major and the minor. Also, a course that fulfills the BSc program general requirements cannot be used to satisfy the specific requirements of either the major or the minor.
5. Preparatory (100 level) courses cannot be used to fulfill the requirements of the Post Diploma program.

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Updated November 18 2020 by laurab

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Bachelor of Science Computing and Information Systems Major

Regulations amended, effective September 1, 2020.

The Computing and Information Systems Major is designed for students who wish to develop and use computer-based systems in business, education, and other fields that require the processing, utilization, and management of information. Students will gain the requisite knowledge and skills in the analysis, design, and implementation of computer-based information systems for various organizations.

Students complete the program regulations in effect at the time of their enrolment.

Learning Outcomes

AU has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

COMPUTING AND INFORMATION SYSTEMS MAJOR – SPECIFIC REQUIREMENTS

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In addition to the BSc program general requirements, a major in Computing and Information Systems involves the completion of 45 credits of core and elective courses.

The Computing and Information Systems major cannot be combined with the Computing minor or the Information Systems minor.

CORE COURSES		24 CREDITS
COMP 268	Introduction to Computer Programming (Java)	(3)
COMP 272	Data Structures and Algorithms	(3)
COMP 314	Operating Systems	(3)
COMP 347	Computer Networks	(3)
COMP 361	Systems Analysis and Design	(3)
COMP 378	Introduction to Database Management	(3)
COMP 482	Human Computer Interaction	(3)
COMP 495*	Computer and Information Systems Projects I	(3)

* COMP 495 must be taken with Athabasca University. Transfer credit will not be awarded. This course

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should be taken as the last course or set of courses in the program.

ELECTIVE COURSES	21 CREDITS

Students complete a minimum of 21 credits selected from the Computer Science (COMP) discipline. All 21 credits must be at the senior (300 or higher) level.

Up to three Athabasca University graduate-level computing courses can be taken to fulfill senior-level COMP electives. The courses are paced and have specific start dates. Please refer to the Graduate Academic Schedule for registration deadlines. Some graduate courses are excluded and priority is given to graduate students. If the graduate-level credit is used to fulfill a Bachelor of Science Major in Computing and Information Systems requirement, it cannot be applied to another undergraduate or graduate degree. Please note that the fees for graduate-level courses differ from those of undergraduate courses. To register in a graduate-level course, please complete the printable undergraduate course registration form, and email it to fst_grad_success@athabascau.ca.

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Bachelor of Science Applied Mathematics Major

Regulations effective September 1, 2020.

The Bachelor of Science in Applied Mathematics is designed to help students develop a relatively wide range of applied mathematical skills which have direct applications in fields such as scientific and medical research, computer science, finance, engineering, and other math-related disciplines.

This major fosters innovative thinking toward solving scientific, environmental, and sociological issues using mathematical methods, and aims to provide deeper understanding and alternative perspectives on problems in math-related interdisciplinary fields. Its ultimate goal is to lay a foundation of research skills for undergraduate students to apply in real-world situations and contribute to the betterment of society.

Students complete the program regulations in effect at the time of their enrolment.

Learning Outcomes

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AU has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

APPLIED MATHEMATICS – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements, a major in Applied Mathematics involves the completion of 45 credits of core and elective courses.

The Applied Mathematics major cannot be combined with the Applied Mathematics minor.

Core Courses		**36 credits**
MATH 270	Linear Algebra I	(3)
MATH 266	Introduction to Calculus II	(3)
MATH 271	Linear Algebra II	(3)
MATH 309	Discrete Mathematics	(3)
MATH 315	Methods in Applied Statistics	(3)
MATH 365	Multivariable Calculus	(3)
MATH 366	Complex Variables I	(3)

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MATH 370	Applied Real Analysis	(3)
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MATH 476	Partial Differential Equations	(3)
MATH 480	Mathematic Modeling I	(3)
MATH 495	Mathematics Projects I	(3)

Elective Courses — 9 credits

Students complete a minimum of 9 credits selected from the Mathematics (MATH) discipline. A minimum of 6 credits must be at a senior (300 or higher) level.

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Bachelor of Science Human Science Major

Regulations effective September 1, 2020.

The Human Science major is designed for individuals who wish to pursue careers in the life sciences, including professional designations in medicine and related disciplines, research in biology and human sciences, or other health-related careers. Students will be able to customize their area of interest by completing electives in human biology and health as well as other disciplines.

Learning Outcomes

AU has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

HUMAN SCIENCE MAJOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements, a major in Human Science involves the completion of 45 credits of core and elective courses.

The Human Science major cannot be combined with the Biology minor or the Human Science minor.

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CORE COURSES		**21 CREDITS**
BIOL 204	Principles of Biology I (lab component)	(3)
BIOL 207	Principles of Biology II* (lab component) * BSc Human Science major students in the Post Diploma route who have a Biology lab component in their diploma may choose either BIOL 205 or BIOL 207.	(3)
BIOL 230	Human Physiology (lab component) **or**	6
BIOL 235	Human Anatomy and Physiology	
HLST 200	Introduction to Human Health I	(3)
BIOL 341	Human Genetics	(3)
BIOL 401	Cell Biology	(3)
ELECTIVE COURSES		**24 CREDITS**

Students complete a minimum of 24 credits selected from the list of courses

below. All 24 credits must be at the senior (300 to higher) level. A minimum of 6 credits must include science lab components. Courses that are not listed here but which are easily demonstrated to have mainly Human Science content may be considered towards the elective credit requirements.

BIOL 310	Biology of Human Sexuality	(3)
BIOL 320	Comparative Anatomy of the Vertebrates (lab component)	(3)
BIOL 325	Introductory Microbiology (lab component)	(3)
BIOL 345	Ecology (lab component)	(3)
BIOL 480	Immunology (lab component)	(3)
BIOL 495	Biology Projects I	(3)
BIOL 496	Biology Projects II	(3)
CHEM 301	Introduction to Biochemistry	(3)
CHEM 350	Organic Chemistry I (lab component)	(3)
CHEM 360	Organic Chemistry II (lab component)	(3)
CHEM 495	Chemistry Projects I	(3)
CHEM 496	Chemistry Projects II	(3)

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NUTR 330	Introductory Nutrition	
	or	(3)
NUTR 331	Nutrition for Health	
NUTR 405	Nutrition for Health and Disease	(3)
NUTR 406	Modern Concepts in Nutrition	(3)
NUTR 495	Nutrition Projects I	(3)
NUTR 496	Nutrition Projects II	(3)
HADM 336	Community Health Planning	(3)
HADM 379	Introduction to Epidemiology	(3)
HLST 301	Complementary and Alternative Therapies	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 402	Biological Psychology	(3)

RECOMMENDED OPTIONS

As the following courses are pre-requisites to some electives, they are recommended options for students in the Human Science major.

CHEM 217	Chemical Principles I (lab component)	(3)

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CHEM 218	Chemical Principles II (lab component)	(3)

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Bachelor of Science Applied Mathematics Minor

Regulations effective September 1, 2020.

A BSc with a minor in Applied Mathematics at Athabasca University is designed to expose students with a wide range of mathematics topics aimed at developing skills that can be directly applied in fields such as computer science, finance, biology, engineering, and other math-related disciplines.

APPLIED MATHEMATICS MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Applied Mathematics involves the completion of 24 credits of core and elective courses.

Core Courses		**9 credits**
MATH 266	Introduction to Calculus II	(3)
MATH 270	Linear Algebra I	(3)

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MATH 271	Linear Algebra II	(3)

ELECTIVE COURSES **15 CREDITS**

Students complete a minimum of 15 credits selected from the Mathematics (MATH) discipline. A minimum of 6 credits must be at the senior (300 or higher) level.

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Bachelor of Science Architecture Minor

Regulations effective September 1, 2020.

The BSc minor in Architecture provides undergraduates with an opportunity to explore the discipline of Architecture. Students will experience design studios along with history, theory, and building science courses—all with an emphasis on sustainability.

ARCHITECTURE MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Architecture involves the completion of 24 credits of core courses.

CORE COURSES		**24 CREDITS**
ARCH 200	History of Ideas in Architecture I	(3)
ADST 200	Foundations of Design I	(3)
APST 215	Introduction to Graphic Representation	(3)

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ADST 205	Foundations of Design II	(3)
APST 230	Materials, Properties, and Applications	(3)
APST 240	Introduction to Structures	(3)
APST 470	Building Envelope and Assemblies	(3)
APST 480	Mechanical Equipment of Buildings	(3)

Please note: students interested in a major in Architecture should instead review the program regulations for the Bachelor of Science in Architecture program.

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Bachelor of Science Biology Minor

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The minor in Biology at Athabasca University offers a comprehensive program of study and training in the biological science. It is designed to provide a broad background in biology while allowing students significant flexibility in choosing courses of interest. Students will be exposed to the fundamental principles of biology, including studies of the structure, organization, and diversity of life. This minor is intended to provide additional qualifications in science-related careers that require an understanding and appreciation of the life sciences, or preparation for graduate work in biology.

BIOLOGY MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor on Biology involves the completion of 24 credit of core and electives courses. The Biology minor cannot be combined with the Human Science major.

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Core Courses		**6 credits**
BIOL 204	Principles of Biology I (lab component)	(3)
BIOL 205	Principles of Biology IIB (home lab version)	(3)
	or	
BIOL 207	Principles of Biology II (lab component)	
Elective Courses		**18 credits**

Students complete a minimum of 18 credits chosen from the Biology (BIOL) discipline. A minimum of 6 credits must be at the senior (300 or higher) level.

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Bachelor of Science Business Administration Minor

Regulations effective September 1, 2020.

The Business Administration minor is designed to complement a student's choice of major. This minor enables a basic grasp of management theory and of technically-based skills in the core business areas of Accounting, Management Science, and Marketing. It will provide students with the relevant skills to enter their chosen career.

BUSINESS ADMINISTRATION MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Business Administration involves the completion of 24 credits of core and elective courses.

Core Courses		**18 credits**
ADMN 232	Introduction to Management	(3)

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ACCT 250	Accounting for Managers	(3)
	or	
ACCT 253	Introductory Financial Accounting	
MKTG 396	Introduction to Marketing	(3)
MGSC 368	Introduction to Production and Operations Management	(3)
MGSC 369	Service Operations Management	(3)
MGSC 418	Supply Chain Management	(3)

ELECTIVE COURSES	**6 CREDITS**

Students complete a minimum of 6 credits chosen from the Business and Administrative area of study at a junior or senior level.

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Bachelor of Science Computing Minor

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The minor in Computing is intended for students with an interest in computer programming and application development. It provides foundations in the skills, techniques and technologies used to build digital tools and applications, offering the opportunity to develop skills in programming, data management, systems analysis, and interaction design. Students may elect to explore other important areas of computing such as operating systems and networking should they wish, leading to a solid background in computer science.

COMPUTING MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Computing involves the completion of 24 credits of core and elective courses.

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Core Courses — 15 credits

COMP 206	Introduction to Computer Programming (C++)	
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COMP 268	Introduction to Computer Programming (Java)	
COMP 214	Interactive Technologies	(3)
COMP 272	Data Structures and Algorithms	(3)
COMP 361	Systems Analysis and Design	(3)
COMP 378	Introduction to Database Management	(3)

Elective Courses — 9 credits

Students complete a minimum of 9 credits selected from the Computer Science (COMP) discipline at a junior or senior level.

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Bachelor of Science Finance Management Minor

Regulations effective September 1, 2020.

Student who choose the minor in Finance Management will graduate with a basic grasp of the theory behind Management and Economics disciplines as well as the technically-based skills used in the core business areas of accounting and finance.

FINANCE MANAGEMENT MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirement of the chosen major, a minor in Finance Management involves the completion of 24 credits of core and elective courses.

CORE COURSES		**18 CREDITS**
ADMN 232	Introduction to Management	(3)
ECON 247	Microeconomics	(3)
ECON		

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248	Macroeconomics	(3)
ACCT 250	Accounting for Managers	
	or	(3)
ACCT 253	Introductory Financial Accounting	
FNCE 370	Overview of Corporate Finance	(3)
FNCE 401	Investments	
	or	(3)
FNCE 403	Risk Management	

ELECTIVE COURSES	**6 CREDITS**

Students complete a minimum of 6 credits chosen from the Finance (FNCE), Economics (ECON), or Accounting (ACCT) disciplines at a junior or senior level.

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Bachelor of Science Game Design and Development Minor

Regulations effective September 1, 2020.

The Game Design and Development minor is aimed at those interested in the computer gaming industry and related fields. While offering some programming, the minor focuses mainly on the broader game design process. It provides opportunities to gain practical and creative skills in developing stories, designs and systems as part of a games development team, or in creating small games and game-like, or gamified, applications.

Note: Those looking to gain their programming and computing skills needed to develop complex video games should instead consider the more technically-focused Game Programming minor instead.

GAME DESIGN AND DEVELOPMENT MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Game Design and Development involves the completion of 24 credits of core and elective courses.

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Core Courses			**15 credits**
COMP 230	Storyboard Design and Development	(3)	
COMP 282	Social Aspects of Games, Leisure, and Entertainment	(3)	
COMP 283	Effective Use of Myths and Facts in Computer Games	(3)	
COMP 318	Introduction to Game Design and Development	(3)	
COMP 486	Mobile and Internet Game Development	(3)	
Elective Courses			**9 credits**
Students complete a minimum of 9 credits from the list of courses below:			
COMP 206	Introduction to Computer Programming (C++)	(3)	
COMP 268	Introduction to Computer Programming (Java)	(3)	
COMP 306	C++ for Programmers	(3)	
COMP 214	Interactive Technologies	(3)	
COMP 266	Introduction to Web Programming	(3)	

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- **Information Systems Minor**
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- **Physical Sciences Minor**
- **Psychology Minor**
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COMP 272	Data Structures and Algorithms	(3)
COMP 308	Java for Programmers	(3)
COMP 369	Practical Game Programming	(3)
COMP 361	Systems Analysis and Design	(3)
COMP 378	Introduction to Database Management	(3)
COMP 390	Computer Graphics	(3)
COMP 452	Artificial Intelligence for Game Developers	(3)
COMP 466	Advanced Technologies for Web-Based Systems	(3)
COMP 482	Human Computer Interaction	(3)
COMP 489	Distributed Computing	(3)

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Bachelor of Science Game Programming Minor

Regulations effective September 1, 2020.

This minor is designed for those interested in entering the game industry or developing and publishing their own games. The four core courses are ones all game designers and developers need. Moreover, with a variety of elective courses, students can choose to focus on the courses that nurture their skills set for careers in the game industry.

GAME PROGRAMMING MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Game Programming involves the completion of 24 credits of core and elective courses.

Core Courses	**15 credits**

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Computing and Informations Systems Major, 4-year

Applied Mathematics Major, 4-year

Human Science Major, 4-year

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Applied Mathematics Minor

Architecture Minor

Biology Minor

Business Administration Minor

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COMP 206	Introduction to Computer Programming (C++)	(3)
	or	
COMP 306	C++ for Programmers	
COMP 318	Introduction to Game Design and Development	(3)
COMP 369	Practical Game Programming	(3)
COMP 390	Computer Graphics	(3)
COMP 452	Artificial Intelligence for Game Developers	(3)

Elective Courses — 9 credits

Students complete a minimum of 9 credits selected from the list of courses below:

COMP 214	Interactive Technologies	(3)
COMP 230	Storyboard Design and Development	(3)
COMP 266	Introduction to Web Programming	(3)
COMP 268	Introduction to Computer Programming (Java)	(3)
COMP 272	Data Structures and Algorithms	(3)

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Management Minor	COMP 282	Social Aspects of Games, Leisure, and Entertainment	(3)
Game Design and Development Minor	COMP 283	Effective Use of Myths and Facts in Computer Games	(3)
Game Programming Minor	COMP 308	Java for Programmers	(3)
Geoscience Minor	COMP 314	Operating Systems	(3)
Human Science Minor	COMP 347	Computer Networks	(3)
Information Systems Management Minor	COMP 348	Network Programming in Java	(3)
	COMP 361	Systems Analysis and Design	(3)
Information Systems Minor	COMP 378	Introduction to Database Management	(3)
Learning Technology Minor	COMP 466	Advanced Technologies for Web-Based Systems	(3)
Physical Sciences Minor	COMP 482	Human Computer Interaction	(3)
Psychology Minor	COMP 486	Mobile and Internet Game Development	(3)
Web Development Minor	COMP 489	Distributed Computing	(3)
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Bachelor of Science Geoscience Minor

Regulations effective September 1, 2020.

The Geoscience minor acquaints students with basic aspects of the physical and natural systems that operate on Earth, within it, as well as in its atmosphere. The minor requires the completion of four core geoscience courses as well as four electives in related geoscience and science. It can be combined with any BSc major. Completion of the minor allows students to find employment in a wide range of sectors including environmental, government and consulting services.

GEOSCIENCE MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Geoscience involves the completion of 24 credits of core and elective courses.

Core Courses	**12 credits**

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GEOL 200	Introductory Physical Geology	(3)
GEOL 201	Introductory Historical Geology	(3)
GEOG 265	Introductory Physical Geography I	(3)
GEOG 266	Introductory Physical Geography II: Lithosphere and Biosphere	(3)

Elective Courses

12 credits

Students complete a minimum of 12 credits chosen from the following disciplines:

- Geology (GEOL)
- Geography (GEOG)
- Geophysics*
- Environmental Science (ENSC)

A minimum of 6 credits must be at the senior (300 or higher) level. Courses which are easily demonstrated to have closely-related science content (e.g. CHEM 350) may be considered towards the credit requirements.

*Note: AU does not currently offer Geophysics courses, but may accept external courses as transfer credit to be used towards the Geoscience electives.

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Bachelor of Science Human Science Minor

Regulations effective September 1, 2020.

The Human Science minor at Athabasca University offers students a customizable program of study to obtain expertise in the biology and health of the human body. This minor is designed to provide a background in human biology while allowing significant flexibility for students to choose courses of interest in human health, community health, nutrition, and psychology. It is intended to prepare students for careers in the life sciences, further study in programs such as medicine or graduate work in biology and health-related disciplines. Students will develop an understanding of the chemical and biological processes of the human body and be able to relate this knowledge to aspects of health and development as well as to the human environment.

HUMAN SCIENCE MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Human Science involves the completion of 24 credits of core and

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elective courses.

Core Courses

9 credits

BIOL 235	Human Anatomy and Physiology	(6)
HLST 200	Introduction to Human Health I	(3)

Elective Courses

15 credits

Students complete a minimum of 15 credits in Human Science electives to be selected from the list of courses below. A minimum of 6 credits must be at the senior (300 or higher) level. Courses that are not listed here but which are easily demonstrated to have mainly Human Science content may be considered towards the credit requirements.

BIOL 204	Principles of Biology I	(3)
BIOL 205	Principles of Biology IIB (home lab version)	
	or	(3)
BIOL 207	Principles of Biology II (lab component)	
BIOL 310	Biology of Human Sexuality	(3)
BIOL 320	Comparative Anatomy of the Vertebrates (lab component)	(3)

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Game Design and Development Minor	BIOL 341	Human Genetics	(3)
Game Programming Minor	BIOL 345	Ecology (lab component)	(3)
Geoscience Minor	BIOL 401	Cell Biology	(3)
Human Science Minor	BIOL 480	Immunology (lab component)	(3)
Information Systems Management Minor	BIOL 495	Biology Projects I	(3)
	BIOL 496	Biology Projects II	(3)
Information Systems Minor	CHEM 301	Introduction to Biochemistry	(3)
Learning Technology Minor	CHEM 350	Organic Chemistry I (lab component)	(3)
	CHEM 360	Organic Chemistry II (lab component)	(3)
Physical Sciences Minor	NUTR 330	Introductory Nutrition	(3)
Psychology Minor	NUTR 405	Nutrition in Health and Diseases	(3)
Web Development Minor	NUTR 495	Nutrition Projects	(3)
Architecture	ANTH 278	Human Evolution and Diversity	(3)
University Diploma	HADM 336	Community Health Planning	(3)
University Certificate	HADM 379	Introduction to Epidemiology	(3)

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HLST 301	Complementary and Alternative Therapies	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 402	Biological Psychology	(3)

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Bachelor of Science Information Systems Management Minor

Regulations effective September 1, 2020.

The minor in Information Systems Management provides knowledge essential to effective use of computers and information systems in the business environment from a management perspective. Students will develop a sophisticated understanding of trends and issues related to information systems, and learn how to align information systems with business goals.

It introduces and examines how information systems analysis and management can be used to meet the strategic needs of business and government. The minor's main concern is how businesses use information to improve company operations. Courses in the minor focus on how to design and develop information systems, how to manage information systems in organizations, and how business processes and information systems can align with company goals for financial reporting, control requirements, and IT structure.

INFORMATION SYSTEMS

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MANAGEMENT MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Information Systems Management involves the completion of 24 credits of core and elective courses.

Core Courses — 15 credits

CMIS 245	Microcomputers Applications in Business (Windows)	(3)
COMP 361	Systems Analysis and Design	(3)
ADMN 232	Introduction to Management	(3)
CMIS 351	Managing Information Systems	(3)
CMIS 455	Accounting Information Systems	(3)

Elective Courses — 9 credits

Students complete a minimum of 9 credits selected from Computer Science (COMP), Management Science (MGSC), or Computers and Management Information Systems (CMIS) disciplines at a junior or senior level.

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Bachelor of Science Information Systems Minor

Regulations effective September 1, 2020.

The minor in Information Systems is concerned with the use of computers to support the management of data and information in human systems. It offers an introduction to the main areas of information systems such as database design, systems analysis, and programming, with options to chose from across the spectrum of computing and information systems courses, depending on personal needs and interests. The minor is mainly concerned with applying computer skills within a business context. It will be of particular value to those that need to work with programmers and other computing professionals to build robust, relevant and effective information systems that meet human and business needs, as well as those wishing to apply knowledge of computer systems in other fields of interest.

INFORMATION SYSTEMS MINOR – SPECIFIC REQUIREMENTS

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Computing Minor

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In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Information Systems involves the completion of 24 credits of core and elective courses.

Core Courses — 12 credits

COMP 266	Introduction to Web Programming	(3)
COMP 214	Interactive Technologies	(3)
COMP 361	Systems Analysis and Design	(3)
COMP 378	Introduction to Database Management	(3)

Elective Courses — 12 credits

Student complete a minimum of 12 credits selected from the Computer Science (COMP) discipline at a junior or senior level.

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Bachelor of Science Learning Technology Minor

Regulations effective September 1, 2020.

The Learning Technology minor is primarily aimed at those interested in entering the fields of instructional design, online teaching, or learning technology management, or who wish to work with computers in the fields of education or training. The minor outlines the fundamentals of computing as well as learning theory (e.g. motivation and development). Students will learn some programming, application design, and interaction design skills; gain grounding in models of learning (e.g. behaviourist, cognitivist, and constructivist). It introduces a variety of approaches to teaching and assessment, and to the use or building of digital technologies to support such activities.

LEARNING TECHNOLOGY MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirement and the specific

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requirements of the chosen major, a minor in Learning Technology involves the completion of 24 credits of core and elective courses.

Core Courses

15 credits

EDPY 200	Educational Psychology	(3)
EDPY 310	Learning and Instruction	(3)
EDPY 480	Learning with Technology	(3)
COMP 214	Interactive Technologies	(3)
COMP 266	Introduction to Web Programming	(3)

Elective Courses

9 credits

Students complete a minimum of 9 credits chosen from the following disciplines:

- Education (EDUC)
- Educational Psychology (EDPY)
- Psychology (PSYC)
- Computer Science (COMP)

If selecting PSYC or COMP courses, students may only choose from the courses listed below. The courses with asterisks * are recommended over the courses without.

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Human Science Minor

Information Systems Management Minor

Information Systems Minor

Learning Technology Minor

Physical Sciences Minor

Psychology Minor

Web Development Minor

Architecture

University Diploma

University Certificate

Courses that are easily demonstrated to have mainly Learning Technology content may be considered towards the elective credit requirements.

Psychology

PSYC 210*	Experiential Learning in the Celebration of Diversity	(3)
PSYC 355*	Cognitive Psychology	(3)
PSYC 387	Learning	(3)
PSYC 389	Learning Disabilities: Issues and Interventions	(3)
PSYC 401*	Learning Through Life	(3)

Computer Science

COMP 206	Introduction to Computer Programming (C++)	(3)
COMP 210	Introduction to Information Systems and Computer Applications	(3)
COMP 230*	Storyboard Design and Development	(3)
COMP 268*	Introduction to Computer Programming (Java)	(3)
COMP 282	Social Aspects of Games, Leisure, and Entertainment	(3)

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COMP 283	Effective Use of Myths and Facts in Computer Games	(3)
COMP 306	C++ for Programmers	(3)
COMP 308	Java for Programmers	(3)
COMP 318*	Introduction to Game Design and Development	(3)
COMP 361*	Systems Analysis and Design	(3)
COMP 369	Practical Game Programming	(3)
COMP 390	Computer Graphics	(3)
COMP 410	Software Engineering	(3)
COMP 435*	Multimedia Technologies	(3)
COMP 452	Artificial Intelligence for Game Developers	(3)
COMP 456	Artificial Intelligence	(3)
COMP 466*	Advanced Technologies for Web-Based Systems	(3)
COMP 482*	Human Computer Interaction	(3)
COMP 494	Research Methods	(3)
COMP 495*	Computer and Information Systems Projects	(3)

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Bachelor of Science Physical Sciences Minor

Regulations effective September 1, 2020.

The Physical Sciences minor provides an opportunity for students to enrich their major field of study with fundamental knowledge in chemistry and physics through junior and senior level courses. In addition, students can explore other closely-related disciplines such as astronomy and geophysics.

PHYSICAL SCIENCES MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Physical Sciences involves the completion of 24 credits of core and elective courses.

Core Courses		**12 credits**
CHEM 217	Chemical Principles I	(3)
CHEM		

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Finance

218	Chemical Principles II	(3)
PHYS 204	Physics for Scientists and Engineers I	(3)
PHYS 205	Physics for Scientists and Engineers II	(3)

Elective Courses

12 credits

Student complete a minimum of 12 credits selected from the following disciplines:

Chemistry (CHEM)
Physics (PHYS)
Astronomy (ASTR)
Geophysics*

A minimum of 6 credits must be at a senior (300 or higher) level.

*Note: AU does not currently offer Geophysics courses, but may accept external courses as transfer credit to be used towards the Physical Sciences electives.

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Bachelor of Science Psychology Minor

Regulations effective September 1, 2020.

The Psychology minor is intended to meet the needs of students who recognize that an understanding and analysis of psychological processes is an important component of their education. It is designed to provide undergraduate students with a broad overview of topics and domains in psychology.

PSYCHOLOGY MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Psychology involves the completion of 24 credits of core and elective courses.

Core Courses		**6 credits**
PSYC 289	Psychology as a Natural Science	(3)
PSYC		

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290	General Psychology	(3)

Elective Courses — 18 credits

Students complete a minimum of 18 credits selected from the discipline of Psychology (PSYC). A minimum of 6 credits must be chosen from the following:

PSYC 323	Developmental Psychology	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 356	Introduction to Personality Theories and Issues	(3)
PSYC 379	Social Psychology	(3)
PSYC 387	Learning	(3)
PSYC 402	Biological Psychology	(3)
PSYC 435	Abnormal Psychology	(3)

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Bachelor of Science Web Development Minor

Regulations effective September 1, 2020.

The minor in Web Development teaches the skills needed to design, create, and maintain rich, interactive web-based systems. In addition to grounding in popular web programming languages as web page development, this minor covers a range of necessary accompanying skills such as database design, systems analysis, and interaction design.

WEB DEVELOPMENT MINOR – SPECIFIC REQUIREMENTS

In addition to the BSc program general requirements and the specific requirements of the chosen major, a minor in Web Development involves the completion of 24 credits of core and elective courses.

Core Courses		**15 credits**
COMP 214	Interactive Technologies	(3)

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COMP 266	Introduction to Web Programming (Java)	(3)
COMP 361	Systems Analysis and Design	(3)
COMP 378	Introduction to Database Management	(3)
COMP 466	Advanced Technologies for Web-Based Systems	(3)

Elective Courses

9 credits

Students complete a minimum of 9 credits selected from the list of courses below:

COMP 268	Introduction to Computer Programming (Java)	(3)
COMP 272	Data Structures and Algorithms	(3)
COMP 206	Introduction to Computer Programming (C++)	(3)
COMP 308	Java for Programmers	(3)
COMP 306	C++ for Programmers	(3)
COMP 314	Operating Systems	(3)
COMP 347	Computer Networks	(3)
COMP	Network	(3)

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348	Programming in Java	
COMP 400	Computer and Network Security	(3)
COMP 409	Mobile Computing and Commerce	(3)
COMP 435	Multimedia Technologies	(3)
COMP 470	Web Server Management	(3)
COMP 482	Human Computer Interaction	(3)
COMP 486	Mobile and Internet Game Development	(3)
COMP 489	Distributed Computing	(3)

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Architecture

Regulations effective September 1, 2020.

The Bachelor of Science Architecture (BSc Arch) program at Athabasca University provides a new way to study architecture and it is designed for the adult learner who wishes to earn a quality university education regardless of age, gender, culture, ability or disability, geographic location, career and family commitments.

There are two ways to complete this degree:

1. General interest students may complete the BSc Arch program. This approach does not involve a work/study component and can lead to licensing through the more traditional route of a Masters of Architecture (from another university) and internship.

   Both the academic courses and the studios within this route will be completed online although there may be some face-to-face immersive studios as well.

   The BSc Arch by itself can also lead to a variety of design careers.

2. Students may also complete the BSc Arch as part of the RAIC Syllabus

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program which is a work/study program that can provide an alternative pathway to licensing as an architect in Canada.

Students who are interested in this route of the BSc Arch program should first register with the RAIC to ensure they qualify for professional certification at the end of the program. In the Syllabus, students will complete 9800 hours of work experience while taking academic courses and design studios. The design studios are run by the RAIC in major cities across Canada and are face-to-face rather than virtual. The academic courses are run by Athabasca University and are online. The RAIC also supervises the work experience component.

The terminal credential in this program is the RAIC Syllabus Diploma. There are two routes to this diploma.

a. **The Degree Route**

Beginning in July 2014, students may choose to complete the BSc Arch, the Graduate Diploma in Architecture (GDA) and 9800 hours of work experience under the supervision of a licensed Canadian architect.

b. **The Existing Route**

Students may also choose to only complete the courses and studios required by Part I, II and III and 9800 hours of work experience under the supervision of a licensed Canadian architect. There are fewer courses in this route but students do not earn the BSc Arch or GDA.

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In both cases successful students will receive the RAIC Syllabus Diploma and may then apply for individual certification by the Canadian Architectural Certification Board (CACB). This, in turn, will make a student eligible to apply for membership with a provincial architectural association – although students may be required to complete exams and additional internship hours.

You will find the Syllabus Diploma application steps listed at the following link: http://www.raic-syllabus.ca/application

For further information pertaining to the Syllabus Diploma registrations please contact the Syllabus Assistant Registrar at 613-241-3600, ext. 204

Architecture Major

Architecture Major, Post Diploma

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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Bachelor of Science Major in Architecture (4 years – 120 credits)

Regulations effective September 1, 2020.

Athabasca University and Architecture Canada, Royal Architecture Institute of Canada (RAIC), have formed a partnership dedicated to offering a high quality online architecture program. This is Canada's first online architecture program and it is a component of the renewal of the RAIC Syllabus which constitutes an alternative path to professional licensure as an architect in Canada. The RAIC Syllabus consists of studio, work experience and academic components taken while working under the supervision of a licensed Canadian architect.

The academic components of the Syllabus program are shared between first, a Bachelor of Science in Architecture (BSc Arch) and second, a Graduate Diploma in Architecture (GDA). Together, the studio and work experience (offered by RAIC) and the academic components (offered by Athabasca University) fulfill the requirements of the RAIC Syllabus Professional Diploma in Architecture.

The BSc Arch program, which has a strong focus on environmental and community sustainability, will also be beneficial for

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Bachelor of Science Major in Architecture, Post Diploma

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public and private careers in urban and construction planning and design, as well as studies of the built environment.

The BSc Arch program has open admission, however students who have an approved diploma or credentials in architecture may apply for the Post Diploma route and will be awarded 30 credits towards the BSc Architecture (PD). Students may receive additional credits pending review of course content completed through the diploma program.

Students are strongly encouraged to register in ENGL 255 early in their program.

Students with a Recognized Degree

Students who hold a recognized first degree, outside of the field of Architecture, and who are interested on the BSc Arch program and/or courses, have two options:

1. Register as a non-program student and take courses of interest to them.
2. Enrol in the BSc Arch program at which time those students with an existing undergraduate degree will be admitted to the second undergraduate degree. These students' previous courses can be considered for credit up to 50 per cent of their AU degree requirements. The second degree must include 60 credits that were not part of the first degree, at least 30 of which must be completed at AU. Preparatory (100 level) courses cannot be used to fulfill the requirements of a second undergraduate degree.

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Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE	
Total credits in the program	120
Minimum Senior level (300/400) credits required	75
Science and Arts breadth and senior-level requirements are fulfilled by a combination of specific Science, Arts, and Architecture courses (many of which are disciplinary in nature and cover both requirements). As a result, the BSc Arch requirements replace the breadth and depth of the BSc requirement.	
Residency Requirement. A minimum of 30 credits at the senior (300/400) level must be obtained through AU.	30
Graduation with Distinction or Great Distinction. At least 24	

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credits must be obtained through AU in order to be considered.	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	30

Core Course Requirements (39 credits)

Note: To better meet Architecture needs, a few requirements vary from the general BSc requirements and are replaced with similar, discipline-related courses.

Students in the BSc Architecture degree major must complete the following core course requirements as they are specific to this major.

1. A TOTAL OF 18 CREDITS FROM:

APST 230	Materials, Properties and Applications	(3)
PHYS 200	Introductory Physics I	(3)
PHYS 201	Introductory Physics II	
	or	(3)
PHYS 202	Introductory Physics III	
APST 240	Introduction to Structures	(3)
APST 340	Advanced Structures	(3)
APST 350	Applied Architectural Sciences	(3)

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2. 6 CREDITS IN MATHEMATICS FROM:

MATH 209	Finite Math	(3)
MATH 215	Introduction to Statistics	
	or	(3)
MATH 216	Computer-Orientated Approach to Statistics	

3. COMPUTING COURSE

COMP 210	Introduction to Information Systems and Computer Applications	(3)

4. THE FOLLOWING COURSES:

PHIL 252	Critical Thinking	(3)
PHIL 333	Professional Ethics	
	or	(3)
PHIL 371	Ethics: Science, Technology and the Environment	
PSYC 432	Psychology and the Built Environment	(3)
ENGL 255	Introductory Composition (see English Writing Skills Requirement below)	(3)

ARCHITECTURAL MAJOR COURSES (75 CREDITS)

DESIGN WORKSHOP COURSES (36 CREDITS):

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NOTE: THE COURSES BELOW WITH "RAIC" COURSE CODES ARE OFFERED TO SYLLABUS STUDENTS THROUGH RAIC.

ADST 200	Foundations of Design I	(3)
	and	
ADST 205	Foundations of Design II	
	or	(3)
RAIC 200	Foundations of Design (6 credit course)	
ADST 300	Foundations of Architectural Design: Elements	
	or	(6)
RAIC 300	Foundations of Architectural Design – Elements	
ADST 350	Foundations of Architectural Design: Simple Habitat	
	or	(6)
RAIC 350	Foundations of Architectural Design – Simple Habitat	
ADST 400	Foundations of Architectural Design – Collective Habitat	
	or	(6)
RAIC 400	Foundations of Architectural Design – Collective Habitat	
	Architectural Design:	

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ADST 450	Cultural, Recreational and Institutional	
	or	(6)
RAIC 450	Architectural Design – Cultural, Recreational and Institutional	
ADST 490	Architectural Design, Workplace	
	or	(6)
RAIC 490	Architectural Design, Workplace	

APPLIED COMMUNICATION COURSES (9 CREDITS):

APST 215	Introduction to Graphic Representation	(3)
APST 220	3D Modelling, Digital Representation and Presentation	(3)
APST 255	Computer Aided Design	(3)

ARCHITECTURAL THEORY (15 CREDITS):

ARCH 330	Architectural Design Theory Fundamentals	(3)
ARCH 340	History and Theory of Modernism	(3)
ARCH 350	Landscape	(3)
ARCH 400	Urbanism	(3)
ARCH 420	Contemporary Architectural Theory and Research	(3)

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ARCHITECTURAL HISTORY (9 CREDITS):

ARCH 200	History of Ideas in Architecture I	(3)
ARCH 300	History of Ideas in Architecture II	(3)
ARCH 320	History of Canadian Architecture	(3)

ADVANCED ARCHITECTURAL TECHNOLOGIES (6 CREDITS):

APST 470	Building Envelope and Assemblies	(3)
APST 480	Mechanical Equipment of Buildings	(3)

ARCHITECTURAL ELECTIVE COURSES (6 CREDITS):

Any 300 or 400 level Science courses	(3)
Any 300 or 400 level courses in ORGB **and/or** MKTG	(3)

Specific Architectural Program Regulations

Given the professional nature of the BSc Architecture program, the following regulations supersede some of the general policies governing academic studies at Athabasca University:

1. Athabasca University will not grant

transfer credit for science courses that were completed more than 10 years ago. Computer Science (COMP) and Computer Management Information Systems (CMIS) courses older than 5 years will be staledated if students are not currently working in the field of Architecture.

2. To be awarded a BSc Architecture degree, a minimum grade point average of 2.3 is required in all Athabasca University courses used towards the degree.
3. Upon graduation in the BSc Architecture degree students may subsequently complete the Graduate Diploma in Architecture in order to apply for the RAIC Professional Diploma in Architecture.

English Writing Skills Requirement

The English Writing Skills Requirement (ENGL 255) will be waived (students must replace the three credits to satisfy the credit requirement) if you satisfy one of the following:

have a grade of B- (70 per cent) or better in an AU English course above the preparatory (100) level;

or received transfer credit for a university-level English course in which a grade of B- or better was achieved.

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Updated July 14 2020 by laurab

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Bachelor of Science Major in Architecture (Post Diploma) (4 years – 120 credits)

Regulations effective September 1, 2020.

Students must have successfully completed an approved diploma in Architecture from an accredited college or institute of technology before enrolling in the Bachelor of Science Architecture Major (Post Diploma).

The academic components of the Syllabus program are shared between first, a Bachelor of Science in Architecture (BSc Arch) and second, a Graduate Diploma in Architecture (GDA). Together, the studio and work experience (offered by RAIC) and the academic components (offered by Athabasca University) fulfill the requirements of the RAIC Syllabus Professional Diploma in Architecture.

The BSc Arch program, which has a strong focus on environmental and community sustainability, will also be beneficial for public and private careers in urban and construction planning and design, as well as studies of the built environment. Students are strongly encouraged to register in ENGL 255 early in their program.

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Bachelor of Science Major in Architecture, 4-year

Bachelor of Science Major in Architecture, Post Diploma

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Students who have an approved diploma or credentials in architecture may apply for the Post Diploma route and will be awarded 30 credits towards the BSc Architecture (PD). Students may receive additional credits pending review of course content completed throughout the diploma program.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE	
Total credits in the program	120
College diploma receives	30
Residency Requirement. A minimum of 30 credits at the senior (300/400) level must be obtained through AU.	30
Graduation with Distinction or Great Distinction. At least 24 credits must be obtained through AU in order to be considered.	24

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Maximum Prior Learning Assessment and Recognition (PLAR) credits	30

MINIMUM CREDITS REQUIRED BEYOND THE COLLEGE DIPLOMA (90 CREDITS)	
Core course requirements	30
Science and Arts breadth and senior-level requirements are fulfilled by a combination of specific Science, Arts, and Architecture courses (many of which are disciplinary in nature and cover both requirements). As a result, the BSc Arch requirements replace the breadth and depth of the BSc requirement.	
Required Core Credits	30
Architecture Major Credits	60
Within those 90 credits:	
Required senior (300/400) level credits	66

MAXIMUM CREDITS ALLOWED	
In junior (200) level credit courses	24
Maximum Prior Learning Assessment and Recognition (PLAR) credits	30

Core Course Requirements (30 credits)

Note: To better meet Architecture needs, a few requirements vary from the general BSc requirements and are replaced with similar, discipline-related courses.

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1. A TOTAL OF 12 CREDITS FROM:

APST 230	Materials, Properties and Applications	(3)
PHYS 200	Introductory Physics I	(3)
PHYS 201	Introductory Physics II	
	or	(3)
PHYS 202	Introductory Physics III	
APST 340	Advanced Structures	(3)

2. 3 CREDITS IN MATHEMATICS FROM:

MATH 215	Introduction to Statistics	
	or	(3)
MATH 216	Computer-Orientated Approach to Statistics	

3. COMPUTING COURSE

COMP 210	Introduction to Information Systems and Computer Applications	(3)

4. THE FOLLOWING COURSES:

PHIL 252	Critical Thinking	(3)
PHIL 333	Professional Ethics	
	or	(3)
PHIL	Ethics: Science, Technology	

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371	and the Environment	
PSYC 432	Psychology and the Built Environment	(3)
ENGL 255	Introductory Composition (see English Writing Skills Requirement below)	(3)

ARCHITECTURAL MAJOR COURSES (60 CREDITS)

DESIGN WORKSHOP COURSES (30 CREDITS):
NOTE: THE COURSES BELOW WITH "RAIC" COURSE CODES ARE OFFERED TO SYLLABUS STUDENTS THROUGH RAIC.

ADST 300	Foundations of Architectural Design – Elements	
	or	(6)
RAIC 300	Foundations of Architectural Design – Elements	
ADST 350	Foundations of Architectural Design: Simple Habitat	
	or	(6)
RAIC 350	Foundations of Architectural Design – Simple Habitat	
ADST 400	Foundations of Architectural Design – Collective Habitat	
	or	(6)
RAIC 400	Foundations of Architectural Design – Collective Habitat	

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ADST 450	Architectural Design – Cultural, Recreational and Institutional	
	or	(6)
RAIC 450	Architectural Design – Cultural, Recreational and Institutional	
ADST 490	Architectural Design, Workplace	
	or	(6)
RAIC 490	Architectural Design, Workplace	

ARCHITECTURAL THEORY (15 CREDITS):

ARCH 330	Architectural Design Theory Fundamentals	(3)
ARCH 340	History and Theory of Modernism	(3)
ARCH 350	Landscape	(3)
ARCH 400	Urbanism	(3)
ARCH 420	Contemporary Architectural Theory and Research	(3)

ARCHITECTURAL HISTORY (9 CREDITS):

ARCH 200	History of Ideas in Architecture I	(3)
ARCH 300	History of Ideas in Architecture II	(3)
ARCH 320	History of Canadian Architecture	(3)

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ADVANCED ARCHITECTURAL TECHNOLOGIES (6 CREDITS):

APST 470	Building Envelope and Assemblies	(3)
APST 480	Mechanical Equipment of Buildings	(3)

Specific Architectural Program Regulations

Given the professional nature of the BSc Architecture program, the following regulations supersede some of the general policies governing academic studies at Athabasca University:

1. Athabasca University will not grant transfer credit for science courses that were completed more than 10 years ago. Computer Science (COMP) and Computer Management Information Systems (CMIS) courses older than 5 years will be staledated if students are not currently working in the field of Architecture.
2. Student who hold an approved college or technical institute architecture diploma that is more than five years old, but who can supply evidence of employment indicating that they are currently in architecture, will gain admission to this degree program. A letter of reference from an immediate supervisor may be submitted as proof of employment.
3. To be awarded a BSc Architecture degree, a minimum grade point average of 2.3 is required in all Athabasca University courses used towards the degree. Students unable to obtain the required GPA will be requested to re-register in courses.

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4. Upon graduation in the BSc Architecture degree students may subsequently complete the Graduate Diploma in Architecture in order to apply for the RAIC Professional Diploma in Architecture.

English Writing Skills Requirement

The English Writing Skills Requirement (ENGL 255) will be waived (students must replace the three credits to satisfy the credit requirement) if you satisfy one of the following:

> have a grade of B- (70 per cent) or better in an AU English course above the preparatory (100) level;
>
> or received transfer credit for a university-level English course in which a grade of B- or better was achieved.

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Updated July 14 2020 by laurab

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University Diploma

Regulations effective September 1, 2020.

The University Diploma is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies.

University Diploma in Arts

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University Diploma in Arts

Regulations effective September 1, 2020.

The University Diploma in Arts is designed for students who wish to obtain an intermediate credential that provides a grounding in the intellectual skills required of university studies. It is also a foundation for further studies in Humanities and Social Science.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Students who have completed a more senior-level credential (e.g., bachelor's degree) may not enrol in the University Diploma in Arts program.

PROGRAM STRUCTURE

Total credits in the program	60

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Minimum Credits Required

Senior (300 or 400 level) courses	30
Arts (Humanities and Social Science)	48
Humanities	12
Social Science	12
Science area	6
Residency Requirement: A minimum of 24 credits must be obtained through Athabasca University.	24

Maximum Credits Allowed

In any one discipline	36
Applied Studies	6
Science	12
At the preparatory level	6
Maximum Prior Learning Assessment and Recognition credits	none permitted

NOTE: The 100-level ENGL courses will not satisfy the Humanities area of study requirement in the University Diploma in Arts program. These courses may count as part of the total number of credits required for the diploma. Refer to English Writing Skills Requirement below.

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English Writing Skills Requirement

Students must meet the following English writing skills requirement in order to graduate:

hold credit in ENGL 255 (students are strongly encouraged to register in ENGL 255 early in their program);

or

have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level;

or

receive transfer credit for an English course in which a grade of B- or better was achieved.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated July 14 2020 by laurab

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University Certificates

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University certificate programs provide interim qualifications in specific subject areas. The certificates are designed for students without prior undergraduate or graduate degrees in that field.

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University Certificate in Accounting

University Certificate in Advanced Accounting

University Certificate in Computers and Management Information Systems

University Certificate in Computing and Information Systems

University Certificate in Counselling Women

University Certificate in Finance

University Certificate in French Language Proficiency

University Certificate in Heritage Resources Management

University Certificate in Human Resources and Labour Relations

University Certificate in Management Applications

University Certificate in Management Foundations

University Certificate in Marketing

University Certificate in Public Administration

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University Certificates

Regulations effective September 1, 2020.

General Regulations

University certificate programs provide interim qualifications in specific subject areas. The following general regulations apply to all certificate programs. Athabasca University has developed individual program learning outcomes that describe the career options that may be available to you upon graduating.

1. Fifty per cent* of the total credits required must be completed through Athabasca University. Up to 50 per cent of the required credits may be transferred from another post-secondary institution.
   * Some certificate programs require less than 50 per cent, e.g., University Certificate in Counselling Women.
2. University certificate credentials are awarded throughout the year. Students must submit an Application for Graduation Form to the Office of the Registrar (see Graduation).
3. Students with less than 50 per cent of coursework completed in their current Athabasca University degree program may withdraw from their degree and apply into a university certificate program. Credit will be awarded (from the previous incomplete degree program) to the extent permissible under the applicable program regulations in effect at the time of the change of credential.
4. Students with 50 per cent of coursework completed in their current Athabasca University degree program are encouraged to consult with a student advisor before changing programs.
5. Students who change their program of study from an Athabasca University degree program to a university certificate program forfeit their standing in the degree

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program. If students wish to return to the degree program (after being enrolled in the university certificate program) they will be required to meet the degree requirements in effect at the time of re-enrolment (see Changing Programs) to the degree.

6. Students who have completed a previous credential (degree, certificate, or diploma) from Athabasca University or another institution must complete a minimum of 50 per cent of the credits in course work not previously used towards any credential.
   Students who have a previous credential in the same subject area as the certificate cannot enrol in the certificate.

7. Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in the University Certificate in Human Resources and Labour Relations.

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Updated July 14 2020 by laurab

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University Certificate in Accounting

Regulations effective September 1, 2020.

The University Certificate in Accounting is designed for students who want to develop skills and knowledge appropriate for an accounting professional. The program has been designed so you may, with careful selection of options, complete the courses that make up many levels of the training required by the professional accounting associations.

Transfer Credit will not be accepted if course(s) completed more than:

> 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
> 5 years ago in the CMIS (all levels);
> 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

The University Certificate in Accounting is offered by Athabasca University's Faculty of Business, 800.468.6531, or email.

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Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	24
Elective credits	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6

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REQUIRED COURSES (24 CREDITS)

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ACCT 253	Introductory Financial Accounting	(3)
ACCT 351	Intermediate Financial Accounting I	(3)
ACCT 352	Intermediate Financial Accounting II	(3)
ACCT 355	Cost Analysis	(3)
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
MGSC 301	Statistics for Business and Economics I	(3)
LGST 369	Commercial Law	(3)

Electives

(6 credits. See recommendations.)

Business and Administrative Studies courses at the junior (200) or senior (300/400) level. See recommendations below. [1]

Recommendations for option selections:

If planning to pursue the University Certificate in Advanced Accounting, CMIS 245 and MKTG 396 should be selected in order to meet prerequisite requirements.

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If planning to pursue a professional accounting designation, options should be chosen in consultation with the provincial association of which you are applying.

For more details, visit the Professional Accounting Education website.

[1] Change to electives to allow for more flexibility done April 2010 and grandfathered.

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Updated August 17 2020 by laurab

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University Certificate in Advanced Accounting

Regulations effective September 1, 2020.

The University Certificate in Advanced Accounting is designed to build upon the knowledge and skills students developed in the University Certificate in Accounting. Thus, the University Certificate in Accounting (or its equivalent) is required for enrolment in the program.

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

The University Certificate in Advanced Accounting is offered by Athabasca University's Faculty of Business, 1.800.468.6531, or email.

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Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	33
Required credits	24
Elective credits	9
Residency requirement. A minimum of 18 credits must be obtained through Athabasca University.	18
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6

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REQUIRED COURSES (24 CREDITS)

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ACCT 451	Advanced Financial Accounting	(3)
ACCT 454	Decision Analysis	(3)
CMIS 351	Management Information Systems	(3)
TAXX 301	Taxation I	(3)
ACCT 460	Principles of Auditing	(3)
FNCE 370	Overview of Corporate Finance	(3)
TAXX 401	Taxation II	(3)
ADMN 404	Capstone I: Strategic Management	(3)

Electives

(9 credits. See recommendations.)

Business and Administrative Studies courses at the senior (300/400) level. See recommendations below.

Recommendations for option selections:

Please note that these are recommendations only and any selections should be verified with the provincial accounting association in your area.

MGSC 312 is recommended for ACCT 454 and may be taken as an option prior to taking this course if not already completed elsewhere.

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ADMN 404 assumes previous knowledge in the following subject areas (ACCT/FNCE, MKTG, ECON, ADMN/MGMT) and is recommended to be taken last or with the last set of courses in your program. ADMN 404 must be taken with AU. Transfer credit will not be awarded.

If pursuing a professional accounting designation, options should be chosen in consultation with the provincial association of which you are applying. Confirm with your provincial association requirements before selecting.

For more details, visit the Chartered Professional Accountant page of our website.

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Updated August 17 2020 by laurab

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University Certificate in Computers and Management Information Systems

Regulations effective September 1, 2020.

The University Certificate in Computers and Management Information Systems is designed to develop skills and expertise in the area of computers and management information systems and provide a foundation for further studies.

This certificate will provide students with knowledge of management principles, techniques, and tools essential to the application of computers and information systems in the business environment. It will also prepare them as a business professional with sophisticated understanding of trends and issues related to information systems. Students will develop an understanding of the more technical aspects of information systems management, and how to align information systems with business goals.

Transfer Credit will not be accepted if course(s) completed more than:

10 years ago in Business and Administrative Studies area of study at the (300/400) level;

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5 years ago in the CMIS (all levels);
10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

The University Certificate in Computers and Management Information Systems is offered by Athabasca University's Faculty of Business, 1.800.468.6531, or email.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	21
Elective credits	9

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Residency requirement. A minimum of 15 credits must be obtained through Athabasca University	15
Maximum Prior Learning and Assessment (PLAR) credits	6

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REQUIRED COURSES (21 CREDITS)

ACCT 250	Accounting for Managers	
	or	(3)
ACCT 253	Introductory Financial Accounting	
ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)
CMIS 245	Microcomputer Applications in Business (Windows)	(3)
CMIS 214	Custom Applications with C#	(3)
CMIS 351	Managing Information Systems	(3)
MGSC 301	Statistics for Business and Economics (I)	(3)

Elective Courses (9 credits)

1.	Business and Administrative Studies (any level)	(3)

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2. Any 6 credits selected from the following:

CMIS 455	Accounting Information Systems	(3)
COMM 243	Interpersonal Communication	(3)
COMP 200	Introduction to Computing and Information Systems	(3)
COMP 268	Introduction to Computer Programming (Java)	(3)
COMP 361	Systems Analysis and Design	(3)
COMP 378	Introduction to Database Management	(3)
ECOM 320	Overview of e-Commerce	(3)
MKTG 396	Introduction to Marketing	(3)

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University Certificate in Computing and Information Systems

Regulations effective September 1, 2020.

The University Certificate in Computing and Information Systems is designed to provide a solid educational base in computing and information systems. Graduates may use the credits in their future program studies if they wish to pursue a Bachelor of Science degree in Computing and Information Systems.

During this university certificate program, students will acquire essential computer programming skills by taking COMP 268 and COMP 272, as well as web development skills by taking COMP 266. Students will comprehend the theories and technologies of computer operating systems, computer networks, system analysis and design, as well as database management. In addition, by completing certain elective courses offered in the program, graduates will gain specialized skills in different IT areas such as database management, system administration, computer programming, or web development.

Refer to the SCIS website for course listings of the various specializations, or consult with the program director for

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advice.

Students are strongly encouraged to register in ENGL 255 or ADMN 233 early in their program. For further information, refer to English Writing Skills Requirement.

Delivery Modes

All courses in the program are delivered though online and distance learning in an individualized study mode in order for students to be able to complete the courses and certificate while employed full time. Contact the School of Computing and Information Systems for more information.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	33

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Required credits	27
Elective credits	6
Residency requirement. A minimum of 18 credits must be obtained through Athabasca University	18
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REQUIRED COURSES (27 CREDITS)

COMP 200	Introduction to Computing and Information Systems	(3)
COMP 268	Introduction to Computer Programming (Java)	(3)
COMP 266	Introduction to Web Programming	
	or	(3)
COMP 272	Data Structures and Algorithms	
COMP 314	Operating Systems	(3)
COMP 347	Computer Networks	(3)
COMP 361	Systems Analysis and Design	(3)
COMP 378	Introduction to Database Management	(3)
ENGL 255	Introductory Composition	

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	or	(3)
ADMN 233	Writing in Organizations	
	Linear Algebra I*	
MATH 270	*MATH 270 may be replaced with a 200-level 3-credit course in Science upon the approval of the program director.	(3)

ELECTIVES (6 CREDITS)

Senior (300/400) level Computer Science (COMP) or Computers and Management Information Systems (CMIS) credits	(6)

Specific Regulations

1. Athabasca University may grant transfer credit for individual computer science courses that were completed more than five years ago if proof of currency in the field is provided in the form of a resumé and letter(s) of employment. The letter(s) of employment need to show evidence of activity in this field over the five-year period prior to the request for transfer credit. Other evidence may be accepted if the letter and the resumé cannot be supplied. Science courses that are over 10 years old will be accepted for transfer credit if evidence of employment in a Science or Engineering field is supplied. Visit the SCIS website for more information regarding transfer credit time limits in

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relation to SCIS programs.

2. Preparatory (100-level) courses cannot be used to fulfill the requirements of this certificate.
3. Precluded Courses: Students cannot receive credit for COMP 203 or COMP 220 in this program.

English Writing Skills Requirement

Students will be exempted* from the English Writing Skills Requirement (ENGL 255) if they have met one of the following criteria:

have a grade of B- (70 per cent) or better in an Athabasca University English course above the preparatory (100) level, or

receive transfer credit for an English course in which a grade of B- (70 per cent) or better was achieved.

* Note: The exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.

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University Certificate in Counselling Women

Regulations effective September 1, 2020.

The University Certificate in Counselling Women applies contemporary feminist theory to the practice of counselling. The program develops basic counselling skills with a particular emphasis on acquiring crisis intervention skills.

The program is ideal for professionals and volunteers—crisis workers, social workers, family life educators, adult educators, nurses, teachers, and vocational counsellors—who will acquire the skills to help women solve specific and everyday problems.

Students holding a Diploma in Social Work should choose electives in consultation with an Athabasca University advisor to ensure the electives meet the requirements of the University Certificate in Counselling Women.

The elective courses can consist of Athabasca University courses and approved courses from other institutions. The certificate can be transferred to other programs at Athabasca University and other universities if the courses fit the requirements at the receiving institution. Students who are planning to complete

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the certificate in one year (based on a full-time Student Finance study plan) should first discuss their plan with the Program Coordinator.

Visit the Women's Studies Homepage.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	21
Elective credits	9
Residency requirement. A minimum of 6 credits must be obtained through Athabasca University	6
Maximum Prior Learning Assessment and Recognition (PLAR) credits	15

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REQUIRED COURSES (21 CREDITS)

HSRV/WGST 421	Advocacy from the Margins	(3)
PSYC 345	The Psychology of Women	(3)
PSYC 347	Introduction to Feminist Counselling	(3)
WGST 266	Thinking From Women's Lives: An Introduction to Women's Studies	(3)
WGST 302	Communication Skills and Counselling Practice	(3)
WGST 310	Feminist Approaches to Counselling Women	(3)
WGST 499	Final Project	(3)

Electives (Select 9 credits from the following)

Alternative courses not listed below may be acceptable with permission of the program coordinator.

ANTH 375	The Anthropology of Gender	(3)
CRJS 352	Victims of Crimes	(3)
ENGL 255	Introductory	(3)

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ENGL 307	Women in Literature	(3)
ENGL 308	Native Literature in Canada	(3)
ENGL 351	Comparative Canadian Literature I	(3)
INST 358	Aboriginal Women in Canada	(3)
LBST/SOCI/WGST 332	Women and Unions	(3)
POLI 350	Women in Canadian Politics	(3)
SOCI/WGST 345	Women, Gender and Work in Canada	(3)
	And any senior (300 or 400) level WGST Course	(3)

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University Certificate in Finance

Regulations effective September 1, 2020.

The University Certificate in Finance program provides students with the skills and knowledge appropriate for financial services professionals. The program has been designed so that, through careful selection of options, students may complete the major portion of the training required by various professional financial services associations. All credit earned in the UC: Finance program can be transferred into the Bachelor of Commerce or Bachelor of Management programs at Athabasca University.

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

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Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	27
Elective credits	3
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6

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REQUIRED COURSES (27 CREDITS)

ACCT 250	Accounting for Managers	
	or	
	Introductory Financial Accounting	(3)
ACCT		

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253	(ACCT 253 is required Certified Financial Planner Designation)	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
ECON 385	Money, Banking, and Canadian Financial Institutions	(3)
FNCE 322	Personal Finance	(3)
FNCE 370	Overview of Corporate Finance	(3)
FNCE 401	Investments	(3)
FNCE 470	Portfolio Management	(3)
MGSC 301	Statistics for Business and Economics I	(3)

ELECTIVES (SELECT 3 CREDITS FROM THE FOLLOWING)

ACCT 356	Strategic and Competitive Analysis	(3)
ADMN 232	Introduction to Management	(3)
CMIS 351	Management Information Systems	(3)
ECON 476	International Finance	(3)
FNCE/ECON	Financial Economics	(3)

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FNCE 403	Derivatives and Risk Management	(3)
FNCE 405	Empirical Finance	(3)
LGST 369**	Commercial Law	(3)
MGSC 312	Statistics for Business and Economics II	(3)
MGSC 405	Quantitative Approaches to Decision Making	(3)
TAXX 301**	Taxation I	(3)
ADMN 404*	Capstone I: Strategic Management	(3)

*ADMN 404 must be taken with AU. Transfer credit will not be awarded. ADMN 404 should be taken as the last course in the program.

**LGST 369 and TAXX 301 are required for Certified Financial Planner designation.

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University Certificate in French Language Proficiency

Regulations effective September 1, 2020.

The University Certificate in French Language Proficiency allows students to obtain a credential by taking only French courses. Completion of this certificate provides functional competence in oral and written French. Courses taken towards completion of the Certificate may be transferred to the BA French Major or the BA French Concentration.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

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Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	21
Elective credits	9
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	None permitted

General certificate regulations

REQUIRED COURSES (21 CREDITS)

FREN 200	First Year University French I	(3)
FREN 201	First Year University French II	(3)
FREN 362	Second Year University French	(6)
FREN 375	Vocabulary Expansion	(6)
FREN 301	Composition française	(3)

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(select 9 credits from senior [300- and 400-level] French courses)

Specific Regulations

1. Students holding an undergraduate or graduate degree or certificate in French from any post-secondary institution (including Athabasca University) may not enrol in this program.
2. Prerequisites for each course must be fulfilled.

For information about bursaries for French language teachers and those teaching in French, contact your nearest career development centre. Bursaries are only available to Alberta residents.

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University Certificate in Heritage Resources Management

Regulations effective September 1, 2020.

Work in the heritage sector involves many different and specialized practices. These include the work undertaken at archives, at a huge range of museums, interpretive centres, historic places and heritage landscapes, and as part of some types of scientific and cultural activity. These many differences reflect the vitality and range of the contemporary heritage field.

The University Certificate in Heritage Resources Management (HRM) is a comprehensive program of study that is designed for people who want a broad perspective on Heritage Resources Management, who wish to pursue careers or other involvement with heritage resources practice, or who are working or volunteering in the field and who wish to improve their skills in heritage practice.

The HRM program is offered by Athabasca University's Centre for Integrated Studies. All courses are offered in distance format with tutor support.

Heritage Resources Management website

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Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

There is a required practicum component in this program: HERM 491, which serves as the capstone for the certificate. Students must be registered in their final courses, or have completed all other courses before the practicum begins. Before students register for this course, they must demonstrate that they can make adequate arrangements for the completion of the required practicum. For more information about the practicum and this program, phone 780.675.6955 or email hrm@athabascau.ca

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	30
Residency requirement. At least 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	None permitted

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REQUIRED COURSES (30 CREDITS)

HERM 301	Introduction to Heritage Resources Management	(3)
HERM 312 / HIST 316	Heritage Research	(3)
HERM 322	Heritage Collections	(3)
HERM 327	Heritage Policy in Canada	(3)
HERM 339	Conservation	(3)
HERM 342	General Principles of Planning Historic Places	(3)
HERM 361	Interpretive Programming	(3)
PHIL 334	Professional Ethics in Heritage Resources Management	(3)
HERM 491	Heritage Certificate Practicum*	(6)

Recommendations

* The practicum requires the completion of a 240-hour project. In consultation with the professor of the Heritage Resources Management Program, students will identify in advance on their application for enrolment in the practicum details of their practicum project and a suitable on-site practicum supervisor. The professor will act as the course professor for the practicum. Students should plan to make application for their practicum several months before they plan to begin it. The

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application is to be submitted to the HRM program. Please see HERM 491 syllabus for the application and details.

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University Certificate in Human Resources and Labour Relations

Regulations effective September 1, 2020.

The University Certificate in Human Resources and Labour Relations is offered by the Centre for Social Sciences. This is an integrated, multidisciplinary program of courses that examines employment relations within their social, legal, political, and economic contexts. This certificate will be of interest to trade unionists, managers, human resource specialists and individuals interested in better employment opportunities.

Students are recommended to take ENGL 255 or ADMN 233 early in their program.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

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Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

Students who have completed the former University Certificate in Labour Relations or the University Certificate in Labour Studies may not enrol in this program.

PROGRAM STRUCTURE

Total credits in the program	30
Required courses	9
Electives	15
Options	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	15
No preparatory (100-level) courses will count towards this program	

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REQUIRED COURSES (9 CREDITS)

IDRL 215	Introduction to Labour Relations	(3)
IDRL 320	The Law of Work	(3)

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HRMT/ORGB 386	Introduction to Human Resource Management	(3)

ELECTIVES (15 CREDITS)

Note: A minimum of 6 credits must be selected from the courses in HRMT and/or IDRL.

ACCT 253	Introductory Financial Accounting	(3)
ACCT 355	Cost Analysis	(3)
ADMN	All courses	
ANTH 275	Faces of Culture: An Introduction to Cultural Anthropology	(3)
CMIS 245	Microcomputer Applications in Business (Windows)	(3)
CMIS 351	Management Information Systems	(3)
COMM 243	Interpersonal Communication	(3)
COMM 277	Group Communication	(3)
COMP 361	Systems Analysis and Design	(3)
ECON	All courses	
EDUC	All courses	
ENGL 255	Introductory Composition	(3)

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GOVN	All courses	
HIST 336	History of Canadian Labour	(6)
HRMT	All HRMT courses	
IDRL	All IDRL courses	
LBST	All LBST courses	
LGST	All LGST courses	
ORGB	All ORGB courses	
PHIL 252	Critical Thinking	(3)
PHIL 333	Professional Ethics	(3)
POEC	All courses	
PSYC 200	Introduction to Career Development	(3)
PSYC 300	Theories of Career Development	(3)
PSYC 310	Learning and Instruction	(3)
PSYC 387	Learning	(3)
PSYC 401	Learning Through Life	(3)
PSYC 405	Creating a Working Alliance	(3)
SOCI 300	How Humans Organize: From Primary Groups to the World Wide Web	(3)
SOCI 301	Social Statistics	(3)
SOCI	Women and Unions	(3)

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SOCI 345	Women, Gender and Work in Canada	(3)
SOCI 381	The Rich and the Rest: The Sociology of Wealth, Power, and Inequality	(3)

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University Certificate in Management Applications

Regulations effective September 1, 2020.

The University Certificate in Management Applications is designed for students who want a broad perspective in administration and administrative skills.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

The University Certificate in Management Applications is offered by Athabasca University's Faculty of Business, 800.468.6531, or email.

Transfer Credit

Transfer Credit will not be accepted if course(s) completed more than:

10 years ago in Business and Administrative Studies area of study at the (300/400) level;
5 years ago in the CMIS (all levels);
10 years ago in Statistics (all levels).

Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study

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will not be restricted. If you are currently working in the field and provide evidence of work being completed, this restriction may be waived.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	24
Option credits	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6

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REQUIRED COURSES (24 CREDITS)

ACCT 250	Accounting for Managers	
	or	(3)
ACCT 253	Introductory Financial Accounting*	
	Microcomputer	

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CMIS 245	Applications in Business (Windows)	(3)
CMIS 351	Management Information Systems	(3)
ORGB 364	Organizational Behaviour	(3)
FNCE 370	Overview of Corporate Finance	
	or	(3)
FNCE/ECON 300	Financial Economics	
HRMT 386	Introduction to Human Resource Management	(3)
LGST 369	Commercial Law	(3)
MKTG 396	Introduction to Marketing	(3)

* Students who are pursing a professional accounting designation are advised to take ACCT 253.

OPTIONS (6 CREDITS)

Business and Administrative Studies credits, with a maximum of three credits at the preparatory (100) or junior (200) level.	(6)

Recommendations

1. To ensure that all prerequisites have been completed, students should register in ACCT 250, or ACCT 253, and CMIS 245 before choosing other

courses in the required courses list.
2. Students wishing to do a block transfer to the University of Lethbridge Bachelor of Management must choose FNCE 370 as required courses.
3. Students wishing to do a block transfer to the University of Lethbridge Bachelor of Management must take ACCT 355 as one of their Business and Administrative Studies options.
4. Students who have not taken any writing courses or who wish to improve their writing skills are advised to take ADMN 233 as one of their Business and Administrative Studies options.
5. Students should take MGSC 301 (if not already taken the equivalent) as one of their Business and Administrative Studies options to meet the prerequisite requirement for FNCE 300 or FNCE 370.

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University Certificate in Management Foundations

Regulations effective September 1, 2020.

The University Certificate in Management Foundations is designed to provide students with a foundational knowledge in business management. As such, there are no prerequisites for the required courses in this certificate. This structure will appeal to a broad student body.

Athabasca University has developed program learning outcomes that describe the career options that may be available to you upon graduating.

The University Certificate in Management Foundations is offered by Athabasca University's Faculty of Business, 800.468.6531, or email.

Transfer Credit

Transfer Credit will not be accepted if course(s) completed more than:

10 years ago in Business and Administrative Studies area of study at the (300/400) level;

5 years ago in the CMIS (all levels);

10 years ago in Statistics (all levels).

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If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	30
Required credits	24
Option credits	6
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6

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REQUIRED COURSES (24 CREDITS)

ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	(3)

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COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
ADMN 417	International Business Management	
	or	(3)
ECON 401	The Changing Global Economy	
ECON 247	Microeconomics	(3)
ECON 248	Macroeconomics	(3)
MGSC 301	Statistics for Business and Economics I	(3)
PHIL 252	Critical Thinking	
	or	
PHIL 333	Professional Ethics	(3)
	or	
PHIL 337	Business Ethics	

Options (6 credits)

1.	Senior (300/400) level Business and Administrative Studies credits Non "Business and	(3)

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2. Administrative Studies" credits at any level (3)

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University Certificate in Marketing

Regulations effective September 1, 2020.

The University Certificate in Marketing program offers recent analytical frameworks and tools necessary in understanding consumers, market trends, and competitive marketing strategies in the global economy. The program also emphasizes the development of critical and strategic thinking skills, and the enhancement of abilities to make rigorous decisions in different areas of marketing.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

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Students complete the program regulations in effect at the time of their enrolment.

Transfer Credit will not be accepted if course(s) completed more than:

- 10 years ago in Business and Administrative Studies area of study at the (300/400) level;
- 5 years ago in the CMIS (all levels);
- 10 years ago in Statistics (all levels).

If you are currently working in the field and provide evidence of work being completed, this restriction may be waived. Transfer credit being used to satisfy options other than those in the Business and Administrative Studies area of study will not be restricted.

PROGRAM STRUCTURE

Total credits in the program	30
Required courses	27
Electives	3
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	6

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REQUIRED COURSES (27 CREDITS)

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ADMN 232	Introduction to Management	(3)
ECOM 320	Overview of e-Commerce	(3)
ECON 247	Microeconomics	(3)
LGST 369	Commercial Law	(3)
MGSC 301	Statistics for Business and Economics I	(3)
MKTG 396	Introduction to Marketing	(3)
MKTG 406	Consumer Behaviour	(3)
MKTG 440	Marketing Strategy	(3)
MKTG 466	Marketing Research	(3)

Electives (3 credits)

COMM 243	Interpersonal Communication	
	or	(3)
COMM 277	Group Communication	
MGSC 312	Statistics for Business and Economics II	(3)
MKTG 410	e-Marketing	(3)
MKTG 414	International Marketing and Exporting	(3)

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MKTG	Any Marketing course not taken previously from the above list.	(3)

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University Certificate in Public Administration

Regulations effective September 1, 2020.

The University Certificate in Public Administration is designed for students who want to learn about administration at the municipal, provincial, and federal levels of government, as well as non profit and quasi governmental organizations. Students will take courses in such areas as communications, public finance, budgeting, economics, public policy, legal studies, human resources management, industrial relations, and indigenous studies.

Students may find this certificate useful to enter or re-enter the job market, to change careers, or for promotion in the public sector and/or non profit sector, or to provide a foundation for further studies.

Program Plans

Our online program plans can assist you in selecting the courses needed to fulfill your program requirements.

Counselling Services offers an assessment website, Mapping Your Future. Athabasca University has developed program

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learning outcomes that describe the career options that may be available to you upon graduating.

Program Requirements

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE	
Total credits in the program	30
Required credits	15
Elective credits	12
Option credits	3
GOVN credits	9
Residency requirement. A minimum of 15 credits must be obtained through Athabasca University.	15
Maximum Prior Learning Assessment and Recognition (PLAR) credits	9

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Required Courses (15 credits)

Students should register in ADMN 232, and ADMN 233 or ENGL 255 early in their program.

ADMN 232	Introduction to Management	(3)
ADMN 233	Writing in Organizations	

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	or	
ENGL 255	Introductory Composition or other junior-level ENGL course	(3)
a statistics course e.g.		
MATH 215	Introduction to Statistics	
	or	
MATH 216	Computer-oriented Approach to Statistics	
	or	
CMNS 308	Understanding Statistical Evidence* *Students who plan to ladder into the BPA–GLM degree program should take CMNS 308 as one of their required courses and should ensure that their elective and option courses are at the senior level.	(3)
GOVN/POLI 301	Public Governance, the Public Sector and Corporate Power	(3)
POLI 277	Introduction to Political Science I: Concepts, Structures, and Institutions	
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POLI 278	Introduction to Political Science II: Political Processes and Behavior	(3)

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	or	
ECON 247	Microeconomics	
	or	
ECON 248	Macroeconomics	

Elective Courses (12 credits)

Select four courses from the following list:

COMM 243	Interpersonal Communication	(3)
CMNS 380	Corporate Communication	
	or	(3)
COMM 277	Group Communication	
CRJS/LGST 377	Issues in Access to Information and Protection of Privacy	(3)
ECON 247	Microeconomics* *If not taken as a required course	(3)
ECON 248	Macroeconomics* *If not taken as a required course	(3)
GOVN	All courses	
HADM 339	Organization of the Canadian Health Care System	(3)
HRMT	All courses	

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IDRL	All courses	
INST 377	Topics in Aboriginal Governments	(3)
INST 430	Indigenous Governance	(3)
LGST 331	Administrative Law	(3)
	or	
GLST/GOVN/POLI 440	Global Governance and Law	(3)
	or	
INST 426	Aboriginal Government and Law	(3)
ORGB 326	Organization Theory	
	or	(3)
ORGB 364	Organizational Behaviour	
PHIL 333	Professional Ethics	
POLI 277	Introduction to Political Science I: Concepts, Structures, and Institutions	(3)
POLI 278	Introduction to Political Science II: Political Processes and Political Behavior	(3)
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POLI 309	Government and Politics	(3)
POLI 390	Canadian Federalism	(3)
POEC 393	Canada and the Global Political Economy	(3)

Option Courses (3 credits)

Choose any 3-credit course at the 200-, 300-, or 400-level. Students wanting to take LGST 331 should take the prerequisite LGST 369 as their option course. Students with advanced analytical and writing skills may wish to consider taking a 400-level GOVN course.

Notes:

Students cannot use the same course to satisfy both a required and an elective course requirement.

Students in public administration who wish to pursue employment in the federal civil service or foreign affairs are strongly advised to take French as their option. Students interested in governance capacity-building for indigenous communities should take Indigenous language courses.

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Post-Baccalaureate Certificate

Regulations effective September 1, 2020.

The Post-Baccalaureate Certificate is designed for students who already possess a bachelor's degree who wish to enhance their knowledge and skills.

Post-Baccalaureate Certificate: Inclusive Education

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Post-Baccalaureate Certificate: Inclusive Education*

Regulations effective September 1, 2020.

* This program was previously called the University Diploma in Inclusive Education. It was changed by Alberta Advanced Education, effective July 1, 2019.

The Post-Baccalaureate Certificate: Inclusive Education is intended primarily for teachers who wish to enhance their knowledge and skills in the areas of special needs. The program consists of 24 credits following Athabasca University's program requirements outlined below.

AU advisors have developed a Program Plan to assist you. The University has also developed program learning outcomes that describe the career options that may be available to you upon graduating.

Enrolment Requirements

Applicants must have completed a four-year Bachelor of Education degree or its equivalent. Consult the program coordinator for determining equivalency. Learners may enrol either on a full- or part-time basis. It is recommended that the certificate be completed in six years.

Students with previous credentials in special education should contact the program coordinator before enrolling in this program.

Program Requirements

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Those AU students who have previously satisfied three to 12 credits of the core courses (within another completed AU credential) are required to replace those credits with additional credits in consultation with the program coordinator.

Students complete the program regulations in effect at the time of their enrolment.

PROGRAM STRUCTURE

Total credits in the program	24
Core course requirements	12
Elective credits	12
Residency Requirements: A minimum of 12 credits must be obtained through AU.	12
Maximum Prior Learning Assessment and Recognition (PLAR) credits	none permitted

Core Courses (12 credits)

EDPY/PSYC 403	Assessment and Instruction for Students with Diverse Needs	(3)
EDPY 351	Inclusive Education for Students with Diverse Needs	(3)
EDPY/PSYC 470	Consultation and Collaboration for Students with Special Needs	(3)
EDPY/PSYC 471	Supporting Children and Youth with Emotional and Behavioral Challenges	(3)

Elective Courses (12 credits)

Choose 12 credits from the following list. Credit from other post-secondary institutions may be applied.

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EDPY/PSYC 389	Learning Disabilities: Issues and Interventions	(3)
EDPY/PSYC 469	Principles of Psychological Assessment	(3)
EDPY/PSYC 476	Technology for Students with Diverse Learning Needs	(3)
EDPY/PSYC 478	Autism Spectrum Disorder	(3)
PSYC 323	Developmental Psychology	(3)
PSYC 340	Introduction to Applied Social Psychology	(3)
PSYC 350	Adolescent Psychology	(3)
PSYC 355	Cognitive Psychology	(3)
PSYC 356	Introduction to Personality Theories and Issues	(3)
PSYC 387	Learning	(3)
PSYC 388	Introduction to Counselling	(3)
PSYC 402	Biological Psychology	(3)
PSYC 418	Special Projects in Psychology	(3)
PSYC 435	Abnormal Psychology	(3)
PSYC 576	Assistive Technology for Students with Special Needs*	(3)
PSYC 589	Learning Disabilities: Issues and Interventions*	(3)

* Students receiving credit for EDPY/PSYC 389 will not receive credit for PSYC 589. Students receiving credit for EDPY/PSYC 476 will not receive credit for PSYC 576. PSYC 576 and PSYC 589 are graduate level courses. Students registering in these courses must contact the Centre for Integrated Studies. Students completing PSYC 576 and/or PSYC 589 in the Post-Baccalaureate Certificate in Inclusive Education may not apply these courses to the MAIS program.

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English Language Proficiency Program

Regulations effective September 1, 2020.

The English Language Proficiency Program is not an undergraduate program; it is a program comprising specific courses that will help prepare students, particularly those who are not native English speakers, for success in three areas:

1. University entrance and studies. Not only do these courses make university education more accessible to students currently facing language barriers, they also help to ensure that students have the appropriate language skills before they register in other university-level courses.
2. Employment. These courses will help second-language learners gain the language skills they need to enter the workforce, and to enter it at a level that is more commensurate with their other skills, background, and education, and to improve their ability to communicate in the workplace.
3. Social situations. Improved language skills help individuals to maximize their potential in a variety of social and communicative settings.

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University Diploma

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To ensure satisfactory progress through the program, it is recommended that students obtain a minimum grade of B before continuing to the next level.

Before enrolling in the program, all students are required to take the online self-assessment test. Guidance is available from the English Language Studies coordinator or from the staff of the Write Site. Prospective students should register for the program as unclassified students (students who are not enrolled in an AU degree, diploma, or certificate program).

On successful completion of the program, students will receive a Certificate of Completion.

PROGRAM STRUCTURE	
Total courses in the program	4 courses
Required course	1 course
Elective courses	3 courses
Residency requirement. A minimum of three courses, including ENGL 155, must be completed through Athabasca University.	3 courses
Maximum Prior Learning Assessment and Recognition credits	None permitted

Required Course

ENGL 155	Developing Writing Skills	(3)

Electives

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A minimum of one or more of the following courses (dependent upon the results of the online self-assessment test).

ENGL 140	Grammar	(0)
ENGL 145	Reading and Writing for Academic Purposes	(0)

And a minimum of one of the following courses:

ENGL 177	English for Academic Purposes	(3)
ENGL 189	English for Business	(3)

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5.1 Undergraduate Courses

Browse Undergraduate Courses

Athabasca University students take courses for credit, for transfer credit towards a program at another institution, or for general knowledge with or without credit.

At Athabasca University you will set your own study schedule using the learning resources provided by the University. Each course is unique, prepared by a team of authors, editors, designers, and multimedia specialists. Many courses and programs at Athabasca University are offered through a combination of print-based and online material, with most courses being offered almost entirely online.

The type and amount of online activity varies among courses from participating in computer conferencing to developing student website projects and accessing learning materials in electronic format. Most courses use print or online texts as well as a variety of other online components—study guides, streamed audio or video components, online quizzes and exams, chatrooms, asynchronous and synchronous learning activities—all designed to help meet the learning objectives of each course.

Note that courses are opened on an on-going basis. For the most up-to-date list of courses and for more detailed information on each course, review the course syllabus.

Start Dates

At Athabasca University, courses begin the first day of each month provided you register by the 10th day of the previous month. You will have six months to complete zero-, one-, three-,

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or four-credit courses and 12 months to complete six-credit courses. Course extensions are available for a fee per extension. Course Extensions

Tutor

In most individualized study courses, you will be assigned a tutor who will assist you throughout the period of active registration in your course.

Faculty of Business – Student Support Centre

When you take courses from the Faculty of Business, your first point of contact for academic-related assistance will be the Faculty of Business, Student Support Centre. Your academic-related questions will be escalated to an Academic Expert for assistance.

5.1.1 Online Conferencing

Some Athabasca University courses use online conferencing. Students are advised that online conferences are recorded and may be retained and made available for research purposes.

5.1.2 Taking a University-Level Course

Many of our students are taking Athabasca University courses for transfer to another institution. Others are enrolled in AU programs. And others are returning to school after a long absence.

For many students, taking an AU course is a unique experience that will challenge their computer savvy, research capabilities, and essay-writing skills. While some apprehension is normal, students soon feel comfortable in a learning environment that is defined by interesting courses, knowledgeable tutors, extensive student services, and active student organizations.

First, select a junior-level course that is of particular interest. Be prepared to spend approximately 11 to 15 hours a week reading and reviewing course and supplementary material. You also need to set aside additional essay-writing time.

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Be consistent. Set and meet your study goals by incorporating a reasonable study schedule into your work and home life. Inconsistent study patterns cause many students to lose the "rhythm" of the course material, requiring repetitious reading to catch up.

Work at a pace that suits you, keeping in mind the course contract end date and course extension requirements explained in the Registration section.

If you feel overwhelmed by your course material; talk to your tutor, ask questions, or contact a counsellor. In short, if you have any difficulty, allow us to help you achieve success in your course or program of study. Just ask—Ask AU, email, our websites, or by phone.

5.1.3 Course Load

You may be actively registered in one to six courses at a time; including, courses with an In-Progress Status, those taken via the Challenge for Credit process, and wait-listed or pre-registered courses that overlap current registrations.

It is suggested that students with full-time jobs or those new to distance learning should start with one course.

- Advising Services
- Counselling Services
- Prospective Students
- Becoming an AU student

5.1.4 Computer Requirements

Athabasca University has developed standard computer requirements for students. It is assumed that students have access to a computer, printer, and the internet. Upon graduation, students should have a specific level of computer skills, many of which are acquired while completing distance learning courses.

Many Athabasca University courses require students to have access to certain computer hardware and software. Athabasca University's standard computing platform is a computer running Microsoft Windows with Open Office. The minimum requirements

for students using a Mac or PC are access to a web browser, email, and the software capability to submit assignments as Word documents. Some courses support other hardware and software platforms and may have more specific requirements noted in the online syllabus. PCs are the primary equipment supported by AU's Help Desk. Only limited assistance for other hardware and software platforms is offered. Refer to the IT Help Desk website for minimum and optimal computer requirements.

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6. Examinations and Grades

Assignments and examinations are the basic means of evaluating your knowledge and understanding of course content. Your final grade for a course is normally determined by a weighted average of the marks for all assignments and examinations completed in the course. You should review the Course Syllabus of each course you're registered in for specifics.

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Examinations and Grades

6.1 Examinations

Due to Covid-19, Athabasca University exam locations are closed and only ONLINE exams are being issued. Students must confirm that an invigilation centre is open before booking an exam. Please refer to the Covid Q&A page for any updates and current steps for booking an online exam.

Many courses at AU make use of examinations as one way to evaluate a student's knowledge and understanding of course content. The final grade for a course is normally determined by a weighted average of the marks for all assignments and examinations completed in the course. Review the Course Syllabus for each course you're registered in to see if your course requires examinations and refer to the following sections for exam-related questions.

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6.1.1 Preparation

Good study habits, time management, reading to understand and remember, frequent reviews, and relating your studies to your everyday life all go a long way toward preparing you for examinations.

Anxiety can prevent you from doing well in examinations. Many of our students have benefited from coping strategies offered by Athabasca University's Counselling Services. Athabasca University also produces a brochure "Mastering Exam Anxiety," and provides online resources.

Before you request your examination, discuss your preparedness with your tutor or learning facilitator. If you are having difficulties preparing for your examination,

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please review Athabasca University's Counselling Services Mastering Exam Anxiety website or email an AU counsellor.

Mastering Exam Anxiety

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6.1.2 Requesting an Examination

Due to Covid-19, Athabasca University exam locations are closed and only ONLINE exams are being issued. Students must confirm that an invigilation centre is open before booking an exam. Please refer to the Covid Q&A page for any updates and current steps for booking an online exam.

When you are ready to write your examination, you must complete and submit an Examination Request Form. You do not require permission to write an examination; however, we recommend that you discuss your preparedness with your tutor or learning facilitator. You will first need to contact the examination centre or your invigilator and select a date and time to write, and to discuss possible fees. You must submit your Examination Request Form well in advance of your requested write date.

Exam Request Deadlines

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When you are ready to request an examination, complete and submit the online Examination Request Form (also available through myAU).

Online – Examination Request Form

If you are not able to complete and submit the online form, a PDF version is also available.

PDF – Examination Request Form

Before you submit the form, it is important that you continue to review the following sections.

6.1.2.1 Oral Exams

If you are registered in a course that has an oral exam, be advised that the exam may be conducted by phone, video conferencing, email, or other methods, and should be arranged between you and your tutor. The evaluation section of the course syllabus will indicate whether the course has an oral quiz or examination, or not.

6.1.2.2 Students with Disabilities

If you are a student with a disability or you are registered for services through Accessibility Services, and you require accommodations for your examinations, please use the Accessibility Services Examination Request Form.

Accessibility Services Examination Request Form

If you are a student with a disability who requires exceptional examination accommodations, you must request your examination at least 30 days before your

write date to allow additional time for AU staff to prepare the examination. In rare circumstances these time limits may be extended for specific examinations.

Accessibility Services website

6.1.2.3 Where do I write?

Students can write at an examination centre located in the University's Athabasca, Edmonton, or Calgary, Alberta, offices. In addition, a Canada-wide Examination Invigilation Network has been established and is comprised of many post-secondary institutions that are AU approved invigilation sites. An invigilator is a person who supervises students while they are writing an exam.

Students who do not have access to an examination centre, may propose an invigilator. Athabasca University students living outside Canada write their examinations at an approved post-secondary institution or Canadian Embassy.

Students writing an online exam may also be able to write through ProctorU which enables students to write an online exam in locations other that those stated above.

All invigilators must be approved by Athabasca University in order to supervise an AU exam.

- Examination Centres
- Invigilators
- Virtual Invigilator

6.1.2.4 When do I write?

Students are expected to write their exam within their course contract period. Exam requests that are received within our published exam request deadlines, with a write date that is within a student's contract period, will not be assessed any additional fees.

AU has implemented process to accommodate late exam requests. A late exam request is an exam which is requested outside of the published deadlines.

Students cannot write their exam prior to the course contract start date.

All examination requests, with the exception of supplemental examinations, must be received by AU on or before the course contract end date.

After you submit your Examination Request Form, AU aims to have your exam arrive at the examination centre or your invigilator, approximately one week before your requested write date. AU cannot guarantee that your examination will arrive before your requested write date. Timelines are dependent on your geographic location.

Examination Request Form

6.1.2.5 Exam Request Deadlines

If you are requesting to write an exam at an AU location (i.e. AU Athabasca, AU Edmonton, or AU Calgary), you must request your exam 10 days before your requested write date. (Available dates/times at month end are in high demand so more notice may be necessary to ensure your preferred date/time.)

If you are requesting an exam within Canada or the United States at an established AU Approved Invigilation Centre you must request your exam 20 calendar days prior to your requested write date.

If you are outside of Canada and the United States and requesting an exam to be invigilated at an established AU Approved Invigilation Centre, your request must be received 30 calendar days prior to your requested write date.

If you are requesting to write an exam at an invigilator not yet established as an AU Approved Invigilator, your request must be received 60 calendar days prior to your requested write date.

EXAM REQUEST AND COMPLETION DEADLINES (WITH AN AU APPROVED INVIGILATOR)

Exam Type	Exam Request Deadline	Exam Completion Deadline
Request for an exam for invigilation at an AU location	10 calendar days prior to the exam write date	Prior to or on the course contract end date
Request of an exam for invigilation inside Canada and the US	20 calendar days prior to the exam write date	Prior to or on the course contract end date

Request of an exam for invigilation outside Canada and the US	30 calendar days prior to the exam write date	Prior to or on the course contract end date
Late request for an exam	Prior to or on the course contract end date	Not later than 30 days after the course contract end date
Supplemental Exam	Within 90 calendar days of the initial write date	Within 30 calendar days of making the supplemental exam request

NEW INVIGILATOR REQUEST DEADLINE (INVIGILATORS NOT ALREADY APPROVED)

60 calendar days prior to the anticipated exam write date.

Examination Centres

Invigilators

6.1.2.6 Late Exam Requests

A request that is received outside of the published deadlines will be processed provided the student makes the request by his or her contract end date (with the exception of supplemental exams) and

provided the exam is written not later than 30 days after the course contract end date. This is considered to be a late exam request and a non-refundable fee is assessed for this service. This is not an extension; tutor support will not continue and all other coursework must be submitted prior to your course contract end date. Please allow time for your request to be processed—on-time delivery of the late exam cannot be guaranteed.

See the Exam Request and Completion Deadlines table above for the general guidelines surrounding the assessment of a late exam fee.

6.1.2.7 Examination Security

For exam security reasons, AU reserves the right to delay the shipment of examinations that have a write date scheduled well into the future. Whenever possible, examinations are shipped to an approved invigilator or an approved invigilation centre so that the exams arrive approximately one week before the requested write date.

6.1.2.8 Holiday Closures and Examinations

Examinations are not shipped during the last week in December when the University is closed.

Examination requests that are received prior to the University closure for courses with a course contract end date of December 31 are allowed additional time to write their examinations without being charged the Late Exam Fee. Exams requested prior to the University closure for courses with a contract end date of

December 31 must be completed no later than January 15 of the following year. This provision is not extended to grouped study courses.

The Exam Request Deadlines must still be met (i.e. if you are requesting an exam in Canada or the U.S. you must still request 20 days before the write date) or the Late Exam Fee will be assessed.

This additional time does not apply to other course work such as assignments and quizzes, which must be completed on or before the December 31 course contract end date.

Any examination requests received after the university closure, but prior to the course contract end date of December 31 will be processed as a Late Examination Request.

6.1.2.9 Right to Request a Rewrite

Athabasca University reserves the right to require that a student re-write an exam. This does not limit the University's right to proceed with charges of Student Academic Misconduct or Non-Academic Misconduct.

6.1.2.10 Examination Appeals

All examination appeals must be made using the Office of the Registrar Online Appeals Form. The Appeals Officer designated by the Registrar has the final authority on all appeals. All decisions on appeals will be communicated in writing to the Appellant.

If the Appeals Officer has received an appeal in error, it will be redirected accordingly.

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6.1.3 Examination Centres

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Students can write their examinations at Athabasca University buildings in Athabasca, Edmonton, or Calgary, Alberta. In addition, a Canada-wide Examination Invigilation Network has been established that is composed of many post-secondary institutions that are AU-approved invigilation centres.

Writing at Athabasca University

If you wish to write your examination at a location other than AU or any of the listings in the Examination Invigilation Network, you must write at an accredited post-secondary institution such as a community college or a technical institute.

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If a college or technical institute is not accessible, you may write your examination at an educational institution such as a high school or library, provided it is approved by Examination Services Unit, Office of the Registrar.

> Canada-Wide Examination Invigilation Network
>
> Centres Outside Canada

If none of these options is available, review Invigilators: Pre-Approved.

6.1.3.1 Arrive on Time!

Arrive promptly for your examination. Latecomers can be extremely disruptive to other students writing examinations. If you arrive more than 15 minutes late for a scheduled examination, and you have not notified your exam invigilator in advance, you should try to rebook your examination within 10 business days. Depending on where you write, you may be charged a non-refundable exam rebooking fee (payable at Athabasca, Edmonton, and Calgary, Alberta).

After the 10 business-day hold period, the unwritten examination is returned to AU. If and when you request the exam again, the non-refundable multiple examination fee will be charged.

Whenever possible, AU will accommodate moderately late arrivals; however, you will risk being interrupted if others leave the room before you are finished writing your examination. Allowing additional time may not always be possible.

If you think you might be late, please inform the institution where you are writing. Staff will advise you whether or

not there is time to write your examination. If you still choose to write with less than the recommended time allowed, this will be noted on your examination in the case of a future appeal.

Student Identification

Students must present a valid form of photo identification to an invigilator prior too being allowed to write an exam. The identification must be government issued (passport, driver's licence, etc.) or and Athabasca University-issued photo ID card.

Multiple examination fee
Unwritten/Multiple Examinations

6.1.3.2 Centres Within Canada

Students who live within a 100 km radius of an AU-approved invigilation centre, write their examinations at that centre. Students who live more than 100 km from an exam invigilation centre, may request to write their exams closer to home provided they arrange for an invigilator who meets specific guidelines and is approved by AU.

Examination Invigilation Network
Invigilators

6.1.3.3 Centres Outside Canada

AU students who live outside of Canada must write their examination at an AU-approved post-secondary institution or Canadian Embassy, or use an invigilator who meets specific guidelines.

Invigilator guidelines

6.1.3.4 Grouped Study Students

Grouped study students write their examination at the same place, date, and time selected by the course professor unless approval for an exception has been obtained in advance by the AU course coordinator.

6.1.3.5 Online Examinations

An increasing number of AU examinations are completed and submitted online. The course syllabus and your course materials will indicate whether the examination(s) for the course are online. Students have two options for how to write online exams: through ProctorU or at an invigilation centre that is able to invigilate online exams.

ProctorU: This exam-writing option is available to students with a computer in a suitable location, with (high-speed) internet access and a webcam.

Invigilation centre: When writing an online examination, it is your responsibility to ensure a computer with an Internet connection and an accepted web browser is available for your use at the Invigilation Centre. Students are not permitted to bring or use personal laptops for online exams.

Refer to your student manual for training resources, computer requirements and other information related to writing your online exam. Please direct your questions about online examinations to the Examination Services Unit or the AU Information Centre.

All other examination regulations apply to online examinations. You must complete and submit the Examination Request Form

to Examination Services using the methods described in the Requesting an Examination section.

6.1.3.6 Examination Attempt and Time Allotments

Once a student has viewed an examination—unless the wrong examination has been sent to the invigilator—the examination will be considered to have been written or attempted to have been written and assigned a grade.

At the beginning of the invigilation of the exam, a student must verify that the correct exam (midterm or final) for their course has been provided. Once a student has viewed an exam, unless the wrong exam has been sent to the AU-approved invigilator, it will be considered an attempt at the exam and the exam will be considered written.

If a student discovers they have been sent or are writing the wrong exam, they must immediately bring the discrepancy to the invigilator's attention. The exam invigilator must contact AU's Examination Services Unit at 780-675-6579 and ensure that the student remains at the invigilation site for further instruction. In the event that the Examination Services Unit is closed, the invigilator must contact the unit the next business day. Further instructions will be provided to the invigilator and the student.

Students must complete their examinations within the time specified on the official invigilation and examination instructions. An exam will be considered void if the student has exceeded the allowed time that has been specified for the exam.

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6.1.3.7 Significant Exam Disruption

Significant exam disruptions may occur which are beyond the control of the student, invigilator, or AU. These may include, but are not limited to, a utility service disruption or an evacuation of an invigilation centre.

In the event of a significant exam disruption, the invigilator must immediately contact the Examination Services Unit at 780-675-6579 and ensure that the student remains at the invigilation site, or other safe location for further instruction.

If the Examination Services Unit is closed, the invigilator must contact the unit on the following business day. Further instruction will be provided to the invigilator and the student at that time.

6.1.3.8 Lost Exams

If a student writes an online or paper-based exam under appropriate supervision and the written exam is returned directly to AU from or through an AU-approved invigilator, but the exam or part of an exam is lost, the student may be required to be re-tested in order to adequately evaluate the student's knowledge of the subject matter. See the Undergraduate Lost Exam Policy for more information.

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Updated November 30 2020 by laurab

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6.1.4 Invigilators: Pre-Approved

Due to Covid-19, Athabasca University exam locations are closed and only ONLINE exams are being issued. Students must confirm that an invigilation centre is open before booking an exam. Please refer to the Covid Q&A page for any updates and current steps for booking an online exam.

Students are required to write an exam with an established Athabasca University-approved invigilator if they live within 100 km of an already-approved invigilator. Students who live more than 100 km away from an examination centre may write their exams closer to home provided they arrange for an invigilator.

An invigilator is a person authorized by AU to oversee the writing of an examination by an AU student. There may be an AU-approved invigilator in your area already.

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Use the link below to determine whether there is an AU-approved invigilator in your area. If not, email Examination Services Unit, Office of the Registrar, review the Exam Request Deadlines, and Invigilation guidelines (See below).

Examination Invigilation Network

6.1.4.1 Invigilator: Requires AU Approval

AU has the right to refuse a requested invigilator and request that the student submit an alternative invigilator, or request that the student write the examination at an AU-approved invigilator. AU has the right to discontinue the use of an AU-approved invigilator at any time.

6.1.4.2 Invigilator Guidelines

If an AU-approved invigilator is not available in your area, you may propose an individual (with the Invigilator Request Form), who meets the guidelines below. The request time is longer than for an exam request with an existing invigilator. Please review Exam Request Deadlines.

Before an invigilator may be approved, the University must be able to verify the accuracy of the information presented by the student and proposed invigilator.

Invigilator Environment

An AU-approved invigilator must be able to provide an environment that meets the following conditions:

A safe and quiet exam writing environment that is free from distraction and disruption.

A secure method of holding an exam

prior to a student's scheduled exam write date and time.

A secure method of holding an exam prior to its return to AU.

The ability to ensure that an exam is invigilated in accordance with Athabasca University's Invigilation Standards and in accordance with the Exam Invigilation Procedures of the exam.

The ability to ensure that a student does not have access to the exam outside of the scheduled write date and time.

The ability to ensure that the student writes the exam within the allotted time to do so.

If invigilating an online exam, the ability to provide a desktop or laptop computer that is compatible with the technology that is required to host the online exam and is located in an environment that is suitable to the writing of the exam.

Invigilation Criteria

A proposed invigilator must be fluent in written and spoken English and be a permanent employee in one of the following categories:

a professor or instructor at a recognized public or private post-secondary institution;

a full-time administrative or professional staff member of a recognized public or private post-secondary institution;

a full-time administrative or professional staff member of a public library or a library in a public or post-secondary school;

a full-time administrative or faculty

staff member of a public or private elementary or secondary school;

a full-time HR professional who works in a dedicated human resources department;

a ranking officer in the Armed Forces;

an official at an embassy or consulate office.

A proposed invigilator **may not** be a friend, neighbour, co-worker, supervisor, family member, or relative of the student, and may not live at the same address as the student. Exceptions may be considered for students who live in remote communities and who do not have access to one of the individuals from the above categories within a 100 km radius of the student's residence. The Office of the Registrar must be confident that the individual selected will ensure that the examination invigilation guidelines will be followed and that there is no conflict of interest between the approved invigilator and student.

AU students are not permitted to act as invigilators for other AU students without the written permission of an authorized representative of AU as designated by the AU Registrar. Students at other schools are also not permitted to act as an invigilator unless the individual is a paid employee of an AU-approved invigilation centre or has been approved by an authorized representative of AU as designated by the AU Registrar.

If these options are not available to you, email Examination Services Unit, Office of the Registrar. A staff member will help you determine a suitable location and an acceptable invigilator. If you would like to

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request an invigilator review, fill out the Invigilator Request Form and email it to invigilator_review@athabascau.ca

Examination Request Form
Examination Invigilation Network
Invigilator Request Form

6.1.4.3 Invigilator Fees

Students are responsible for any expenses incurred when writing an examination. Most invigilators request a fee to invigilate examinations. Invigilation centers may also charge a fee if you cancel or reschedule your examination.

AU does not charge a fee to invigilate examinations at any of its three offices located in Athabasca, Edmonton, or Calgary, Alberta.

6.1.4.4 Exam Shipment and Delivery

Online Exam

The AU-approved invigilator will be provided with instructions, a secure password, and a hyperlink to access an online exam in advance of a student's scheduled exam write date. Only the invigilator may log in to access the exam. Secure passwords must never be given to a student.

Standard Mail

All exams are shipped by letter mail to the AU-approved invigilator. Students must take postal delivery times into consideration when making their exam request. Note that delivery standards may vary for rural, remote, and international

communities. Students who are writing an exam in rural, remote, and international areas should add additional time to their request. AU cannot guarantee a desired delivery date.

Courier Delivery

Students may request that their exam be shipped to their AU-approved invigilator via courier at their own expense. Students can request courier shipment at the time they make their exam request.

AU courier fees vary between locations ad may be subject to change at any time. Note that AU Athabasca is not located in a major courier hub and overnight delivery is not available. AU courier fees are non-refundable and AU cannot guarantee a desired delivery date.

6.1.4.5 Exam Return to AU

An attempted or completed exam must be returned to AU in the return envelope provided and only by the AU-approved invigilator on the same or next business day.

Students may provide an invigilator with a pre-paid courier envelope for the return of the exam. Invigilators must ensure that the exam is returned to the specified address on the return envelope provided by AU and ensure that the attempted or completed exam is never in the student's possession outside of the allotted write period.

A void exam will be considered attempted but will not be graded. The Associate Registrar, Operations, will evaluate each

case on its own merit and provide the student with instructions on how to proceed.

Visit Unwritten/Multiple Exams for information on returning unwritten exams.

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6.1.5 Unwritten/Multiple Examinations

Due to Covid-19, Athabasca University exam locations are closed and only ONLINE exams are being issued. Students must confirm that an invigilation centre is open before booking an exam. Please refer to the Covid Q&A page for any updates and current steps for booking an online exam.

Occasionally, circumstances arise that prevent students from writing their examination on the date requested. When the unwritten examination is returned to Athabasca University, and you request to write at a later date, this is called a multiple examination. You may reschedule your examination by following these guidelines.

For each request to write, you must complete and submit an Examination Request Form. If you reschedule your new write date within 10 business days after your original write date, but not past your contract end date, you will avoid the

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multiple examination fee (examination rebooking fees may be assessed by your invigilator).

If you reschedule later, Athabasca University will charge you a non-refundable multiple examination fee. This fee is levied each time an exam is returned unwritten and is requested again. If you were scheduled to write your examination at a Athabasca University Athabasca, Edmonton, or Calgary office, you will be charged a non-refundable rebooking fee, provided the exam is written within 10 days.

Ensure that your invigilator is able to reschedule to the new write date. Your invigilator may assess a cancellation or rebooking fee; however, they are under no obligation to reschedule a new write date. Also ensure that the correct fee accompanies the Examination Request Form.

Multiple examinations do not apply to supplemental examinations, which are written as requested.

6.1.5.1 Returning an Unwritten/Multiple Examination

If you are unable to write your examination, your AU-approved invigilator must hold the unwritten examination for a period of 10 business days after the scheduled write date. Although it is expected that an approved invigilator will endeavor to accommodate rescheduling, they are not obligated to reschedule a new write date. Invigilators are under no obligation to accept an exam rebooking request from a student.

Unwritten examinations must be returned immediately after the expiry of the 10 business-day hold period. If the exam is not being written at one of the Athabasca University Athabasca, Edmonton, or Calgary offices, it is expected that the AU-approved invigilator will initiate the return process on the next business day following the expiry of the 10 business-day hold period.

Students must use the Multiple Exam Request process to request an alternate exam after an unwritten exam has been returned to AU, provided they are making their request within the specified deadlines.

6.1.5.2 Exam Rebooking

AU Examination Locations

Students may re-book an exam at AU Calgary, AU Edmonton, or AU Athabasca to write the exam not later than the 10 business day hold period after their originally scheduled exam write date. A non-refundable exam re-booking fee will be assessed each time a student re-books an exam.

All re-booked exams must be requested and completed within the completion deadlines.

AU-Approved Invigilation Centres

Students must follow the rules and regulations of the AU-approved invigilator.

Questions?

email Examination Services Unit, Office of the Registrar

refer to Requesting an Examination

Examination Rebooking Fee
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6.1.6 Supplemental Examinations

Due to Covid-19, Athabasca University exam locations are closed and only ONLINE exams are being issued. Students must confirm that an invigilation centre is open before booking an exam. Please refer to the Covid Q&A page for any updates and current steps for booking an online exam.

If you are not satisfied with your initial examination mark (supplemental examinations do not apply to assignments, quizzes, or challenge courses) you may request and write **one** supplemental examination for each midterm or final exam required in your course. The higher of the two marks will be used in calculating your final course grade.

If the supplemental exam is written after the course contract end date, you are not required to apply for a course extension.

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Athabasca University charges a non-refundable fee for a supplemental examination. To avoid delay, ensure that this fee accompanies the Examination Request Form. Unwritten/multiple examinations do not apply to supplemental examinations, which are written as requested.

In order to request a supplemental examination, you must complete and submit the Examination Request Form to the Office of the Registrar so that the form will arrive no later than 90 calendar days after the date of writing the initial examination. The supplemental exam must be requested within the Exam Request and Completion Deadlines.

Supplemental examination fee
Examination Request Form

NOTE: Not all post-secondary institutions will accept a course where a supplemental exam has been written. Students taking an AU course on a Letter of Permission from another post-secondary institution should check first to see if that institution will accept a course for transfer where a supplemental exam has been written.

6.1.6.1 Returning an Unwritten Supplemental Examination

If a student is unable to write the supplemental exam, an AU-approved invigilator must hold the unwritten examination for a period of 10 business days after the scheduled write date. Although it is expected that an AU-approved invigilator will endeavor to accommodate scheduling changes, the invigilator is under no obligation to reschedule a new write date.

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Unwritten supplemental examinations must be returned immediately after the expiry of the 10-business day hold period. If the exam is not being written at an Athabasca University centre, it is expected that the AU-approved invigilator will initiate the return process on the next business day following the expiry of the 10-business day hold period.

An unwritten supplemental examination that has been returned to the University may not be re-requested.

6.1.6.2 Supplemental Examination Security

The regulations surrounding supplementary examination security are the same as regular examination security. See Examination Security for more information.

Questions?

email Examination Services, Office of the Registrar
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6.1.7 Challenge for Credit Examinations

Due to Covid-19, Athabasca University exam locations are closed and only ONLINE exams are being issued. Students must confirm that an invigilation centre is open before booking an exam. Please refer to the Covid Q&A page for any updates and current steps for booking an online exam.

When the challenge for credit process involves an invigilated examination refer to the individualized study course exam request process, except in the case of Supplemental Exams. Supplemental Examinations are not allowed in the challenge for credit process.

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6.1.7.1 Challenge for Credit Grades and Appeals

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Courses taken via the challenge for credit process are recorded as CH (courses taken via challenge) on your transcript. The evaluation schemes for courses taken via the challenge for credit process can be viewed in the course syllabus.

You have one opportunity to challenge a course and all requirements stipulated for a challenge for credit attempt must be completed to obtain credit. If you do not successfully complete, or you fail the course taken via the challenge for credit process, you are not permitted to challenge the course a second time. If you do not successfully complete the requirements of the course taken via the challenge for credit process you will be assigned a grade of "F" (failure). You must instead register in the full course and complete it successfully in order to receive credit.

The course grade acquired through completion of the challenge for credit process will be included in the student's GPA calculation for the purposes of satisfying continuation or graduation requirements, scholarships and awards (with the exception of AU course awards), except for challenge courses graded using pass/fail grades.

Challenge for credit courses shall be graded in a manner deemed appropriate at the time of the course creation by the faculty member responsible for the course, with either a pass/fail or letter grade. The minimum passing grade is a "D" unless the course, as outline in the course syllabus, requires a course grade higher than "D" for successful completion of the course.

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All challenge for credit grade appeals are subject to an appeals process described in Athabasca University's Student Code of Conduct and Right to Appeal Regulations.

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6.1.8 Grouped Study Exams

Due to Covid-19, Athabasca University exam locations are closed and only ONLINE exams are being issued. Students must confirm that an invigilation centre is open before booking an exam. Please refer to the Covid Q&A page for any updates and current steps for booking an online exam.

Students in grouped study courses write their exams on the same date at the same time at each site. Course exam dates will be communicated to the students within the first two weeks of classes.

The grouped study tutor will give a course outline to the students on the first day of class. This document will contain information such as assignment deadlines and scheduled exam dates.

Day of the exam

Students must provide a valid form of government-issued photo identification or an Athabasca University Student ID card to the invigilator prior to writing the exam.

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Requests for Alternative Date and/or Time

If a student needs to request an alternative exam write date and/or time, they must submit an appeal through the Office of the Registrar Online Appeals Form with the potential new date and/or time and the reason for the change. Alternative dates or times may not be available.

Requests for a Supplemental Exam

If a student requests a supplemental exam for a midterm or final exam, they must follow the rules and processes outlined for an individualized study examination, including obtaining their own invigilator and following the applicable deadlines. Grouped study tutors are not responsible for invigilating supplemental or rebooked exams.

Lost Exams

See the Undergraduate Lost Exam Policy for specific regulations that pertain to lost exams.

Preparation and Invigilation of Exams

All grouped study, tutor-prepared exams must be approved by the Course Coordinator and formatted to University standards.

The grouped study tutor will invigilate all scheduled exams (i.e. midterm and final exams) for the course. If a grouped study tutor cannot invigilate a scheduled exam, they must email the request to the Examinations Services Unit with as much notice as possible prior to the scheduled exam write date. Alternative on-site

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invigilators must be approved by the Examination Services Unit. A record of the request and change of invigilator must be included in the Grouped Study Evaluation Scheme/Exam Form.

Appeals

All appeals to requesting and completing grouped study examinations must be made using the Office of the Registrar Online Appeals Form. The Appeals Officer, designated by the Registrar, has the final authority on all appeals. If the Appeals Officer has received an appeal in error, it will be redirected accordingly.

All decisions on appeals will be communicated in writing to the Appellant.

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6.2 Marks and Grades

The final grade for a course is normally determined by a weighted average of the marks for all assignments and examinations completed in the course.

The marks for your assignments and examinations should be available to you approximately five to seven business days after Athabasca University receives them from the marker. Unofficial final grades should be available 10 business days after Athabasca University receives the marks for your last assignment or examination.

Neither of these timelines includes mailing times (if applicable).

For each course you complete, the Office of the Registrar will provide a statement of the final grade that you achieved and the credits you earned.

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6.2.1 Grading Policy

Effective January 1, 2003, Athabasca University adopted the province-wide alpha/4.0 grading system to report undergraduate final grades. Courses with start dates of January 1, 2003, and later use an alpha grading scale. For courses with start dates before January 1, 2003, the percentage grading scale is used.

For individual courses, the alpha scale uses letter grades ranging from A+ through F to reflect a student's performance and knowledge of the materials covered. Overall academic performance is reported using the 4.0 grade-point average (GPA) scale. A grade point is a value between 0 and 4.00 that is assigned to a grade (alpha or percentage). The grade-point average is a weighted average of all the courses a student has taken with AU.

The passing grade for AU undergraduate courses taken before December 31, 2002, is 50 per cent unless otherwise stipulated in the course outline/syllabus. For courses started January 1, 2003, and later (including Challenge for Credit), the passing grade is the equivalent to a D unless otherwise stipulated in the course outline/syllabus.

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Alpha grading scale

6.2.1.1 Grade-Point Average

A grade-point average is calculated for all AU undergraduate transcripts. All courses listed on your transcript have a grade and are included in the cumulative grade-point average calculation.

For each course taken, the transcript will display the course grade (percentage or alpha) as well as its corresponding 4-point grade value. All failing grades, excluding WF (Withdrawal Failure) and U (Failure: in courses using pass/fail grade mode), are calculated into the cumulative average. For courses started before December 31, 2002, the actual percentage grade earned by a student for a failed course is also shown on the transcript. For courses started before September 1989, the passing grade is 60 per cent unless stipulated otherwise. Grades for courses using the pass/fail grade mode are not included in the GPA calculation.

Alpha grading scale

6.2.1.2 Notification of Marks and Grades

Unofficial final grades can be viewed in Gradebook in the myAU portal. It can take five to seven days from the time your final grade appears in Gradebook until the final grade is entered into the student information system. If the final grade appears in the PDF document when you preview your transcript online, then the final grade is entered in the student information system and you can order a transcript. For each course you complete,

the Office of the Registrar will provide a statement of the final grade that you achieved and the credits you earned.

If you are transferring your courses to another institution, please determine the receiving institution's deadlines and ensure you allow adequate time for your grades to be processed and sent.

6.2.1.3 Questions Regarding Marks

Questions about your midterm marks may be directed to your Academic Centre or tutor. You must identify yourself before AU staff will release unofficial marks or grades over the telephone. Marks and grades released over the telephone have no official standing.

The Office of the Registrar provides statements of your composite grade (final grade) achieved in courses and the credits earned for each course completed. Your course composite grade cannot be calculated until all the course requirements (e.g., labs, assignments, essays, tests, quizzes, and examinations) have been completed, submitted, and marked.

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6.2.1.4 Final Grade Processing

We recommend that you write your examination and complete and submit all your assignments at least six weeks before the date your final grade is required.

If you are transferring your courses to another institution, please ask about the receiving institution's deadlines and

ensure that you allow adequate time for your grades to be processed and sent.

6.2.1.5 Incomplete Course Work

Before December 31, 2002, students who were unable to complete a course by the course contract end date and did not request a course extension or a course withdrawal were awarded a grade of 0F (Zero Failure).

After January 1, 2003, students who are unable to complete their course by the course contract end date and do not request a course extension or a course withdrawal are awarded a grade of F (Failure) or U (Failure: for courses using pass/fail grade mode).

For courses that have mandatory components (e.g., quizzes, assignments, or minimum grades on all assignments or quizzes), these components must be completed to pass the course. A mark of zero on such a component may result in a failing grade being assigned to the course. You are strongly advised to carefully read the course evaluation scheme in the course syllabus.

Some courses, especially those with lab components, are offered only at specific times of the year and are exempt from this policy. For more information, contact the Academic Centre that offers the course.

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6.2.2 Appeals

Students may appeal any mark given to essays, examinations, assignments, or exercises that contribute to their final grade. Appeals of both failing and passing marks will be considered.

Students determine the grounds for appeal and must follow the procedures outlined in Athabasca University's Student Code of Conduct and Right to Appeal Regulations.

These regulations may not apply to grouped study courses. Grouped study students must consult an advisor at the collaborating institution offering the AU course.

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6.2.3 Transcript Requests

A transcript is a student's official academic record at the time of the document's production.

If you use the Online Student Transcript Request form, the official transcript will show only the grades that have been entered in your official student record at the time the online request is submitted. Before you submit your request online, preview your transcript to ensure it accurately reflects the academic record you expect to be issued.

Most institutions or agencies require that official transcripts be sent to them directly from AU.

AU does not recognize honours list recipients on the official student record, but will indicate the following:

- current program of study and the associated total transfer credit awarded
- non-credit courses completed at AU
- grade-point average
- course names and numbers, number of credits awarded
- the final grade and corresponding 4-

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- point grade value
- the grade points and credit hours earned for each course registration
- the term dates (year/month course(s) started)
- courses challenged for credit (noted with CH) including unsuccessful challenges
- re-registrations (noted with R) and repeated courses
- suspensions and expulsions
- graduation with distinction or great distinction.

6.2.3.1 Methods of Requesting Transcripts

No partial transcripts are issued, and only the student can request their own transcript. You may request your official transcript using one of the following methods:

- online request
- Transcript Request Form (PDF)
- Login to myAU using your student ID number and password. Select the "Request Transcripts" option under Student Record in the left-hand navigation menu.

Transcript requests from a student must be kept at a reasonable number. AU may follow up with students ordering an unusually high number of transcripts.

Priority Transcript Requests*

*Are currently not available.

Students can request (and pay) for priority transcript service in which their transcripts are sent by fax. Please note this is not available for students wanting their

transcripts faxed internationally. It is also the student's responsibility to determine if the institution they are requesting their transcript be sent to accepts faxed transcripts.

6.2.3.2 Letter of Certification

A Letter of Certification is an official confirmation of information that is not included on the student's transcript. For example, a letter may be requested if no course(s) have been completed at AU.

Only the student concerned may request a Letter of Certification from AU. The request must:

a. be made in writing and bear the student's signature and birth date or student ID number;
b. confirm the information to be included in the letter;
c. bear the full name and contact information of the letter's recipient;
d. be emailed, faxed to 780.675.6174, or mailed; and
e. read ATTN.: Academic Records.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated November 19 2020 by laurab

open. online.
everywhere.

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7. Undergraduate Fees and Refunds

The following fees are effective September 1, 2020 to August 31, 2021.

Course fees are all-inclusive, and are calculated by combining the tuition fee, course administration and technology fee, and Students' Union and Alumni Relations fees. If applicable, the course materials fee and the out of country fee or the out of province fee, may also be charged.

If you formally withdraw from your individualized study course or your grouped study course, and you are eligible for a refund, you must follow the regulations in the following sections that apply to you.

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Undergraduate Fees and Refunds

7.1 Fees

The following fees are effective September 1, 2020 to August 31, 2021.

Course fees are all-inclusive, and are calculated by combining the tuition fee, course administration and technology fee, and Students' Union and Alumni Relations fees. If applicable, the course materials fee and the out of country fee or the out of province fee, may also be charged.

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Undergraduate Fees and Refunds

The following fees are effective September 1, 2020 to August 31, 2021.

7.1.1 Fee Summary

Course fees are all-inclusive, and are calculated by combining the tuition fee, course administration and technology fee, and Students' Union and Alumni Relations fees. If applicable, the course materials fee and the out-of-country fee or the out-of-province fee, may also be charged. Academic-related fees are exempt from the federal Goods and Services Tax (G.S.T.). Other goods are not G.S.T. exempt. Fees are listed and payable in Canadian dollars.

The payment of student fees entitles you to receive most learning resources and other support services (including tutorial assistance where provided) for the period of active registration.

Students attending Athabasca University grouped study courses at collaborating institutions may be assessed tuition and fees that vary from those established within this Calendar. Those students

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should contact an academic advisor or the Office of the Registrar at the collaborating institution.

Students are responsible for any expenses incurred when writing an examination. Most invigilators request a fee to invigilate examinations. Invigilation centers may also charge a fee if you cancel or reschedule your examination.

AU does not charge a fee to invigilate examinations at any of its three office locations in Athabasca, Edmonton, or Calgary, Alberta.

Effective Dates

The following fee schedule applies to students who are registering in courses that have a September 1, 2020 or later start date, unless otherwise stated. It is Athabasca University's intention to increase its tuition fees in future years by the maximum amount permitted under the Government of Alberta's Tuition Fee Policy.

7.1.1.1 Returning Students

If you are a returning Athabasca University student, please log in to myAU. If you are no longer an active student, you may still log in to myAU and follow the reactivation procedure.

Once you have logged in to myAU, you may register in a course and view personal information, such as your AU Library account, and your assignment marks, and course grades. You may also take care of administrative matters, such as booking examinations, submitting assignments, and requesting extensions or course withdrawals.

Athabasca University will also communicate directly with you through myAU. Check the Message Centre on your myAU home page for general information and for mail addressed to you.

myAU (current students)

7.1.1.2 General Application Form/Fee (New Students)

When first seeking admission to Athabasca University, all students submit a $118 one-time, non-refundable application fee with their completed Undergraduate General Application Form.

The application fee is non-refundable and payable only once regardless of whether your requested start date is unavailable or if you choose not to register in an Athabasca University course.

The Undergraduate General Application Form, used to apply for admission, is separate from the Undergraduate Course Registration Form used for registering in most Athabasca University courses.

UG General Application Form (new students)

myAU

7.1.1.4 One-Credit Courses

The course administration and technology fee and Alumni Relations fee do not apply to one-credit courses.

7.1.1.5 Zero-Credit Courses

Athabasca University offers a number of zero-credit courses (e.g., ENGL 140). Zero-credit courses are assessed the same fee structure as three-credit courses minus the Students' Union Fees and Alumni Fees. Other academic-related fees and regulations also apply to zero-credit courses.

7.1.1.6 Audit Course Fees

Fees for audit courses are the same as their equivalent credit courses.

7.1.1.7 Re-Registration Fees

Re-registration fees include the tuition fee, the course administration and technology fee, the Students' Union and Alumni Relations fees only. If the course has been revised since your last registration, you are required to purchase a new course package. In this case, the course materials fee is added to your re-registration amount.

7.1.1.8 Credit Card Convenience Charge

Effective June 29, 2020, a 2 per cent non-refundable convenience charge will be added when using Visa or MasterCard to pay student fees.

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Undergraduate Fees and Refunds

The following fees are effective September 1, 2020 to August 31, 2021.

7.1.2 Canadian Student Fees

7.1.2.1 Permanent Residents of Alberta

The following all-inclusive fees apply to students who are living in Alberta or abroad while they are working for the Canadian Forces. These fees do not apply to students studying in Alberta on a study authorization (refer to Non-Canadians Living Temporarily in Alberta).

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a zero-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139

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Course Materials Fee	$51 (*exceptions apply)
0 credit total	**$700**

1 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a one-credit course are calculated by combining the following:

Tuition fee	$170
Students' Union Fee ($3.75)	$3.75
1 credit total	**$173.75**

3 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a three-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
3 credit total	**$713.25**

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4 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a four-credit course are calculated by combining the following:

Tuition fee	$680
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($15) and Alumni Relations ($2) Fees	$17
4 credit total	**$887**

6 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a six-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
6 credit total	**$1,234.50**

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9 CREDIT

Student fees (regular and audit registrations) for a Province of Alberta student in a nine-credit course are calculated by combining the following:

Tuition fee	$1,530
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
9 credit total	**$1,755.75**

Re-registrations

0 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a zero-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
0 credit total	**$649**

1 CREDIT

Student fees (re-registrations) for a

Province of Alberta student in a one-credit course are calculated by combining the following:

Tuition fee	$170
Students' Union Fee ($3.75)	$3.75
1 credit total	**$173.75**

3 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a three-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
3 credit total	**$662.25**

4 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a four-credit course are calculated by combining the following:

Tuition fee	$680
Course Administration and Technology Fee	$139
Students' Union ($15) and Alumni Relations ($2) Fees	$17

4 credit total	**$836**

6 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a six-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
6 credit total	**$1,183.50**

9 CREDIT

Student fees (re-registrations) for a Province of Alberta student in a nine-credit course are calculated by combining the following:

Tuition fee	$1,530
Course Administration and Technology Fee	$139
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
9 credit total	**$1,704.75**

7.1.2.2 Canadian Residents Outside Alberta

The following all-inclusive fees apply to Canadian students (except province of Alberta students; refer to Permanent Residents of Alberta) who are living in Canada (but outside the province of Alberta) or abroad while they are working for a Canadian embassy, consulate, or the Canadian Forces.

These fees do not apply to students studying in Canada, outside Alberta, on a study authorization (refer to Non-Canadians Living Temporarily in Canada Outside Alberta).

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a zero-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Out of Province Fee	$209
0 credit total	**$909**

1 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a one-credit course

are calculated by combining the following:

Tuition fee	$170
Students' Union Fee ($3.75)	$3.75
1 credit total	**$173.75**

3 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a three-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
Out of Province Fee	$209
3 credit total	**$922.25**

4 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a four-credit course are calculated by combining the following:

Tuition fee	$680
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of Province Fee	$209
4 credit total	**$1,096**

6 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a six-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of Province Fee	$209
6 credit total	**$1,443.50**

9 CREDIT

Student fees (regular and audit registrations) for an out-of-province Canadian student in a nine-credit course are calculated by combining the following:

Tuition fee	$1,530
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
Out of Province Fee	$209
9 credit total	**$1,964.75**

Re-registrations

0 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a zero-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Out of Province Fee	$209
0 credit total	**$858**

1 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a one-credit course are calculated by combining the following:

Tuition fee	$170
Students' Union Fee ($3.75)	$3.75
1 credit total	**$173.75**

3 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a three-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
Out of Province Fee	$209
3 credit total	**$871.25**

4 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a four-credit course are calculated by combining the following:

Tuition fee	$680
Course Administration and Technology Fee	$139

Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of Province Fee	$209
4 credit total	**$1,045**

6 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a six-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of Province Fee	$209
6 credit total	**$1,392.50**

9 CREDIT

Student fees (re-registrations) for an out-of-province Canadian student in a nine-credit course are calculated by combining the following:

Tuition fee	$1,530
Course Administration and Technology Fee	$139
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75

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Out of Province Fee	$209
9 credit total	**$1,913.75**

7.1.2.3 Canadian Senior Citizens

Canadian senior citizens (65 years of age or over) are offered a reduction in course registration fees. Seniors pay the full Course Administration and Technology Fee and Course Materials Fee portion of a registration but are given a reduction of one-half the tuition fee as reflected below.

Seniors are also given a reduction of one-half of the course extension fees; however, all other course and academic-related fees, including the one-time, non-refundable application fee and any service fees, must be paid in full.

The seniors' reduction does not apply to students living outside Canada or non-Canadian students living temporarily in Canada. Those students must refer to the regular fee categories.

7.1.2.3.1 Canadian Senior Citizens in Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee	$255

Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
0 credit total	**$445**

1 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a one-credit course are calculated by combining the following:

Tuition fee	$85
Students' Union Fee ($3.75)	$3.75
1 credit total	**$88.75**

3 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	$255
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)

Students' Union

($11.25) and Alumni Relations ($2) Fees	$13.25
3 credit total	**$458.25**

4 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a four-credit course are calculated by combining the following:

Tuition fee	$340
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($15) and Alumni Relations ($2) Fees	$17
4 credit total	**$547**

6 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions

	apply)
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
6 credit total	**$724.50**

9 CREDIT

Student fees (regular and audit registrations) for a student who is an Alberta Senior Citizen in a nine-credit course are calculated by combining the following:

Tuition fee	$765
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
9 credit total	**$990.75**

Re-registrations

0 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee	$255
Course Administration and	

Technology Fee	$139
0 credit total	**$394**

1 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a one-credit course are calculated by combining the following:

Tuition fee	$85
Students' Union Fee ($3.75)	$3.75
1 credit total	**$88.75**

3 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	$255
Course Administration and Technology Fee	$139
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
3 credit total	**$407.25**

4 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen

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in a four-credit course are calculated by combining the following:

Tuition fee	$340
Course Administration and Technology Fee	$139
Students' Union ($15) and Alumni Relations ($2) Fees	$17
4 credit total	**$496**

6 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
6 credit total	**$673.50**

9 CREDIT

Student fees (re-registrations) for a student who is an Alberta Senior Citizen in a nine-credit course are calculated by combining the following:

Tuition fee	$765
Course Administration and Technology Fee	$139

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Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
9 credit total	**$939.75**

7.1.2.3.2 Canadian Senior Citizens Outside Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee	$255
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Out of Province Fee	$209
0 credit total	**$654**

1 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a one-credit course are calculated by combining the following:

Tuition fee	$85

Students' Union Fee ($3.75)	$3.75
1 credit total	**$88.75**

3 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	$255
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
Out of Province Fee	$209
3 credit total	**$667.25**

4 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a four-credit course are calculated by combining the following:

Tuition fee	$340
Course Administration and Technology Fee	$139

Course Materials Fee	$51 (*exceptions apply)
Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of Province Fee	$209
4 credit total	**$756**

6 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of Province Fee	$209
6 credit total	**$933.50**

9 CREDIT

Student fees (regular and audit registrations) for a student who is an out-of-province Canadian Senior Citizen in a nine-credit course are calculated by

combining the following:

Tuition fee	$765
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
Out of Province Fee	$209
9 credit total	**$1,199.75**

Re-registrations

0 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a zero-credit course are calculated by combining the following:

Tuition fee	$255
Course Administration and Technology Fee	$139
Out of Province Fee	$209
0 credit total	**$603**

1 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a one-credit

course are calculated by combining the following:

Tuition fee	$85
Students' Union Fee ($3.75)	$3.75
1 credit total	**$88.75**

3 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a three-credit course are calculated by combining the following:

Tuition fee	$255
Course Administration and Technology Fee	$139
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
Out of Province Fee	$209
3 credit total	**$616.25**

4 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a four-credit course are calculated by combining the following:

Tuition fee	$340
Course Administration and Technology Fee	$139

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Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of Province Fee	$209
4 credit total	**$705**

6 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a six-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of Province Fee	$209
6 credit total	**$882.50**

9 CREDIT

Student fees (re-registrations) for a student who is an out-of-province Canadian Senior Citizen in a nine-credit course are calculated by combining the following:

Tuition fee	$765
Course Administration and Technology Fee	$139
Students' Union ($33.75) and Alumni Relations ($2)	$35.75

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Fees	
Out of Province Fee	$209
9 credit total	**$1,148.75**

Course Extensions

(Canadian seniors only) = $95.50 per extension

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7.1.3 Non-Canadian Student Fees

Before non-Canadian students who are living temporarily in Canada may be admitted or registered in a course at Athabasca University, they must possess and present a valid study authorization confirming permission to study in Canada.

There are no reduced fees for Senior Citizens who are non-Canadians.

7.1.3.1 Non-Canadians Living Temporarily in Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a zero-credit course are calculated by combining the following:

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Tuition fee	$1,020
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
0 credit total	**$1,210**

1 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a one-credit course are calculated by combining the following:

Tuition fee	$340
Students' Union Fee ($3.75)	$3.75
1 credit total	**$343.75**

3 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a three-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($11.25)	

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and Alumni Relations ($2) Fees	$13.25
3 credit total	**$1,223.25**

4 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a four-credit course are calculated by combining the following:

Tuition fee	$1,360
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($15) and Alumni Relations ($2) Fees	$17
4 credit total	**$1,567**

6 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a six-credit course are calculated by combining the following:

Tuition fee	$2,040
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions

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	apply)
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
6 credit total	**$2,254.50**

9 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a nine-credit course are calculated by combining the following:

Tuition fee	$3,060
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
9 credit total	**$3,285.75**

Re-registrations

0 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a zero-credit course are calculated by combining the following:

Tuition fee	$1,020

Course Administration and Technology Fee	$139
0 credit total	**$1,159**

1 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a one-credit course are calculated by combining the following:

Tuition fee	$340
Students' Union Fee ($3.75)	$3.75
1 credit total	**$343.75**

3 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a three-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
3 credit total	**$1,172.25**

4 CREDIT

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Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a four-credit course are calculated by combining the following:

Tuition fee	$1,360
Course Administration and Technology Fee	$139
Students' Union ($15) and Alumni Relations ($2) Fees	$17
4 credit total	**$1,516**

6 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a six-credit course are calculated by combining the following:

Tuition fee	$2,040
Course Administration and Technology Fee	$139
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
6 credit total	**$2,203.50**

9 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living in Alberta) in a nine-credit course are calculated by combining the following:

Tuition fee	$3,060
Course Administration and Technology Fee	$139
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
9 credit total	**$3,234.75**

7.1.3.2 Non-Canadians Living Temporarily in Canada Outside Alberta

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a zero-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Out of province fee	$209
0 credit total	**$1,419**

1 CREDIT

Student fees (regular and audit

registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a one-credit course are calculated by combining the following:

Tuition fee	$340
Students' Union Fee ($3.75)	$3.75
1 credit total	**$343.75**

3 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a three-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
Out of province fee	$209
3 credit total	**$1,432.25**

4 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living

outside Alberta) in a four-credit course are calculated by combining the following:

Tuition fee	$1,360
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of province fee	$209
4 credit total	**$1,776**

6 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a six-credit course are calculated by combining the following:

Tuition fee	$2,040
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of province fee	$209
6 credit total	**$2,463.50**

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9 CREDIT

Student fees (regular and audit registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a nine-credit course are calculated by combining the following:

Tuition fee	$3,060
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
Out of province fee	$209
9 credit total	**$3,494.75**

Re-registrations

0 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a zero-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Out of province fee	$209

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0 credit total	**$1,368**

1 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a one-credit course are calculated by combining the following:

Tuition fee	$340
Students' Union Fee ($3.75)	$3.75
1 credit total	**$343.75**

3 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a three-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
Out of province fee	$209
3 credit total	**$1,381.25**

4 CREDIT

Student fees (re-registrations) for a non-

Canadian student temporarily in Canada (living outside Alberta) in a four-credit course are calculated by combining the following:

Tuition fee	$1,360
Course Administration and Technology Fee	$139
Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of province fee	$209
4 credit total	**$1,725**

6 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a six-credit course are calculated by combining the following:

Tuition fee	$2,040
Course Administration and Technology Fee	$139
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of province fee	$209
6 credit total	**$2,412.50**

9 CREDIT

Student fees (re-registrations) for a non-Canadian student temporarily in Canada (living outside Alberta) in a nine-credit

course are calculated by combining the following:

Tuition fee	$3,060
Course Administration and Technology Fee	$139
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
Out of province fee	$209
9 credit total	**$3,443.75**

Information effective Sept. 1, 2020 to Aug. 31, 2021.

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7.1.4 Students Living Outside Canada

The following all-inclusive fees apply to all students (Canadian and non-Canadian) who live temporarily or permanently outside Canada. Canadian students living and working abroad for a Canadian embassy or consulate, refer to Canadian Residents Outside Alberta. Canadian students working for the Canadian Forces, refer to either Permanent Residents of Alberta or Canadian Residents Outside Alberta, depending on their permanent address.

Regular and Audit Registrations

0 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a zero-credit course are calculated by combining the following:

Tuition fee	$510

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Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Out of country fee	$1,127**
0 credit total	**$1,827**

1 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a one-credit course are calculated by combining the following:

Tuition fee	$170
Students' Union Fee ($3.75)	$3.75
Out of country fee	$376
1 credit total	**$549.75**

3 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a three-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($11.25)	

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and Alumni Relations ($2) Fees	$13.25
Out of country fee	$1,127**
3 credit total	**$1,840.25**

4 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a four-credit course are calculated by combining the following:

Tuition fee	$680
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of country fee	$1,127**
4 credit total	**$2,014**

6 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a six-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139

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Course Materials Fee	$51 (*exceptions apply)
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of country fee	$1,127**
6 credit total	**$2,361.50**

9 CREDIT

Student fees (regular and audit registrations) for a student living outside Canada in a nine-credit course are calculated by combining the following:

Tuition fee	$1,530
Course Administration and Technology Fee	$139
Course Materials Fee	$51 (*exceptions apply)
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
Out of country fee	$1,127**
9 credit total	**$2,882.75**

Re-registrations

0 CREDIT

Student fees (re-registrations) for a student living outside Canada in a zero-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Out of country fee	$1,127**
0 credit total	**$1,776**

1 CREDIT

Student fees (re-registrations) for a student living outside Canada in a one-credit course are calculated by combining the following:

Tuition fee	$170
Students' Union Fee ($3.75)	$3.75
Out of country fee	$376
1 credit total	**$549.75**

3 CREDIT

Student fees (re-registrations) for a student living outside Canada in a three-credit course are calculated by combining the following:

Tuition fee	$510
Course Administration and Technology Fee	$139
Students' Union ($11.25) and Alumni Relations ($2) Fees	$13.25
Out of country fee	$1,127**
3 credit total	**$1,789.25**

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4 CREDIT

Student fees (re-registrations) for a student living outside Canada in a four-credit course are calculated by combining the following:

Tuition fee	$680
Course Administration and Technology Fee	$139
Students' Union ($15) and Alumni Relations ($2) Fees	$17
Out of country fee	$1,127**
4 credit total	**$1,963**

6 CREDIT

Student fees (re-registrations) for a student living outside Canada in a six-credit course are calculated by combining the following:

Tuition fee	$1,020
Course Administration and Technology Fee	$139
Students' Union ($22.50) and Alumni Relations ($2) Fees	$24.50
Out of country fee	$1,127**
6 credit total	**$2,310.50**

9 CREDIT

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Student fees (re-registrations) for a student living outside Canada in a nine-credit course are calculated by combining the following:

Tuition fee	$1,530
Course Administration and Technology Fee	$139
Students' Union ($33.75) and Alumni Relations ($2) Fees	$35.75
Out of country fee	$1,127**
9 credit total	**$2,831.75**

** The Out of Country Fee is $463.00 for enrolled program students prior to July 27, 2017 and who remain active in their program of study. Students enrolled prior to July 27, 2017, use these fees.

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Undergraduate Courses Without Course Packages

The following courses either do not have a course package or the textbooks are open source material and available to students at no cost. These courses have a Course Administration and Technology Fee of $139, but are not charged the Course Materials Fee.

Note: Because the courses in this list are reflective of the type of course package used, the courses listed may change without notice as course revisions occur.

ADMN 499	Directed Study in Administrative Studies	(3)
ADST 300	Foundations of Architectural Design: Elements	(3)
ADST 350	Foundations of Architectural Design: Simple Habitat	(3)
ADST 400	Foundations of Architectural Design: Collective Habitat	(3)
ADST 450	Architectural Design: Cultural, Recreational, and Institutional	(3)

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ADST 490	Foundations of Architectural Design: Workplace	(3)
ANTH 336	The Story of Us: The Evolution of Human Behaviour	(3)
ANTH 407	Examining Cultures: Advanced Readings in Regional Ethnology	(3)
APST 255	Computer Aided Design	(3)
ARHI 301	Canadian Visual Culture	(3)
ASTR 495	Astronomy and Astrophysics Projects I	(3)
ASTR 496	Astronomy and Astrophysics Projects II	(3)
BIOL 401	Cell Biology	(3)
BIOL 495	Biology Projects	(3)
BIOL 496	Biology Projects	(3)
CHEM 301	Introduction to Biochemistry	(3)
CHEM 350	Organic Chemistry I	(3)
CHEM 360	Organic Chemistry II	(3)
CHEM 495	Chemistry Projects	(3)
CHEM 496	Chemistry Projects	(3)
CMNS 202	Media and Power in Canadian Society	(3)
CMNS		

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302	Communication in History	(3)
CMNS 321	Computing in Everyday Life	(3)
CMNS 380	Corporate Communication	(3)
CMNS 385	Rebel with a Cause: Social Movements in History and Popular Culture	(3)
CMNS 401	Cultural Policy in Canada	(3)
CMNS 420	Topics in Communication: Children and Media	(3)
CMNS 450	Individual / Group Projects	(3)
CMNS 455	Media Ethics	(3)
COMP 214	Interactive Technologies	(3)
COMP 266	Introduction to Web Programming	(3)
COMP 268	Introduction to Computer Programming (Java)	(3)
COMP 272	Data Structures and Algorithms	(3)
COMP 282	Social Aspects of Games, Leisure, and Entertainment	(3)
COMP 283	Effective Use of Myths and Facts in Computer Games	(3)
COMP 470	Web Server Management	(3)
COMP 486	Mobile and Internet Game Development	(3)
COMP	Distributed Computing	(3)

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COMP 494	Research Methods	(3)
COMP 495	Computer and Information Systems Projects I	(3)
COMP 496	Computer and Information Systems Projects II	(3)
CRJS 350	Community Policing	(3)
CRJS 487	Group / Independent Studies	(3)
EDUC 300	Building the Canadian Learning Society: Historical Perspectives	(3)
ENGL 353	Intermediate Composition	(3)
ENSC 495	Environmental Science Projects	(3)
ENSC 496	Environmental Science Projects	(3)
ENVS 243	Environmental Change in a Global Context	(3)
ENVS 461	The History and Politics of Ecology	(3)
FNCE 322	Personal Finance	(3)
FNCE 323	Personal Finance: Special Topics	(3)
FREN 301	Composition Française	(3)
GEOG 495	Geography Projects I	(3)
GEOG 496	Geography Projects II	(3)

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GEOL 495	Geology Projects I	(3)
GEOL 496	Geology Projects II	(3)
GLST 205	Building Blocks of Global Studies: Overview of Approaches, Concepts, and Issues	(3)
GLST 230	Globalization and World Politics	(3)
GLST 243	Environmental Change in a Global Context	(3)
GLST 395	Political Economy of Development: People, Processes, and Policies	(3)
GLST 440	Global Governance and Law	(3)
GOVN 400	Governance and Leadership	(3)
GOVN 440	Global Governance and Law	(3)
HADM 235	Introduction to Health Administration	(3)
HADM 315	Health and Community Development	(3)
HERM 312	Heritage Research	(3)
HERM 327	Heritage Policy in Canada	(3)
HERM 334	Professional Ethics in Heritage Resources Management	(3)
HERM 339	Conservation	(3)
HERM 342	General Principles of Planning Historic Places	(3)

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HERM 361	Interpretive Programming	(3)
HIST 316	Heritage Research	(3)
HIST 330	Social History of Canada: European Contact to Early Industrialization	(3)
HIST 331	Social History of Canada: Early Industrialization to Contemporary Canada	(3)
HIST 362	Constructing Women and Men in Canada: A History Since Industrialization	(3)
HIST 491	Directed Studies in North American History	(3)
HIST 492	Special Projects in European History	(3)
HLST 201	Introduction to Human Health (II)	(3)
HLST 320	Teaching and Learning for Health Professionals	(3)
HRMT 323	Injury Compensation and Disability Management	(3)
HSRV 201	Social Work and Human Services	(3)
HSRV 306	Critical Reflection for Practice	(3)
HSRV 400	Governance and Leadership	(3)
HSRV 489	Capstone: A Synthesis of Program Learning Outcomes	(3)
IDRL 498	Directed Study in Industrial Relations	(3)
IDRL 499	Doing Research in Organizations	(3)
INST		

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390	Individual Research Projects in Indigenous Studies	(3)
INST 391	Group Research Topics in Indigenous Studies	(3)
INST 493	Individual Directed Research in Government and Laws	(3)
INTR 230	Globalization and World Politics	(3)
INTR 395	Political Economy of Development: People, Processes, and Policies	(3)
LBST 411	Special Projects in Labour Studies I	(3)
LBST 412	Special Projects in Labour Studies II	(3)
LGST 390	Women, Equality and the Law	(3)
LGST 489	Alternative Dispute Resolution	(3)
MATH 492	Special Study I	(3)
MATH 493	Special Study II	(3)
MATH 495	Mathematics Projects I	(3)
MATH 496	Mathematics Projects II	(3)
MGSC 499	Applied Projects in Management Science	(3)
MKTG 410	E-Marketing	(3)
NURS 317	Review of Pathophysiology and Pharmacology for BN Practice II	(3)
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322	Nursing Informatics	(3)
NURS 328	Understanding Research	(3)
NUTR 495	Nutrition Projects	(3)
NUTR 496	Nutrition Projects	(3)
PHIL 240	Ancient Philosophy: The Rise of Reason in a Mythic World	(3)
PHIL 334	Professional Ethics in Heritage Resources Management	(3)
PHIL 371	Ethics in Science and Technology	(3)
PHYS 200	Introductory Physics I	(3)
PHYS 495	Physics Projects I	(3)
PHYS 496	Physics Projects II	(3)
POEC 230	Globalization and World Politics	(3)
POEC 393	Canada and the Global Political Economy	(3)
POEC 395	Political Economy of Development: People, Processes, and Politics	(3)
POEC 499	Directed Study in Political Economy	(3)
POLI 291	Media and Power in Canadian Society	(3)
POLI 307	Political Ideologies	(3)
POLI	Women in Canadian Politics	(3)

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POLI 357	Political Philosophy: Hobbes to Human Rights	(3)
POLI 400	Governance and Leadership	(3)
POLI 440	Global Governance and Law	(3)
PSYC 210	Experiential Learning in the Celebration of Diversity	(3)
PSYC 347	Introduction to Feminist Counselling	(3)
PSYC 405	Creating a Working Alliance	(3)
PSYC 418	Special Projects in Psychology	(3)
PSYC 426	Psychology of Families and Parenting	(3)
PSYC 433	Career Development Culminating Research Paper	(3)
SCIE 495	Science Projects I	(3)
SCIE 496	Science Projects II	(3)
SOCI 331	Environmental Influences on Development and Aging Across the Life Course	(3)
SOCI 365	Sociology of Deviance	(3)
SOCI 378	Rebel with a Cause: Social Movements in History and Popular Culture	(3)
SOCI 425	Special Projects in Sociology I	(3)
SPAN 200	Introductory Spanish I	(3)

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WGST 310	Feminist Approaches to Counselling Women	(3)
WGST 362	Constructing Women and Men in Canada: A History Since Industrialization	(3)
WGST 401	Contemporary Feminist Theory	(3)
WGST 465	Directed Studies in Women's and Gender Studies	(3)
WGST 499	Final Project	(3)

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Estimated Program Fees

The program fees listed on the following pages are all-inclusive and apply to all Athabasca University program students. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the program fees were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

120-Credit Program Fees
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Estimated Program Fees for 120-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 120-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

120-CREDIT PROGRAMS

Permanent Residents of Alberta	$28,530

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Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$36,890
Canadian Senior Citizens in Alberta	$18,330
Canadian Senior Citizens Outside of Alberta	$26,690
Non-Canadians Living Temporarily in Alberta	$48,930
Non-Canadians Living Temporarily in Canada Outside Alberta	$57,290
Students Living Outside Canada	$73,610
Students Living Outside Canada (enrolled prior to July 27, 2017)	$47,050

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Estimated Program Fees for 90-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 90-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

90-CREDIT PROGRAMS

Permanent Residents of Alberta	$21,397.50

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45-Credit Program Fees

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24-Credit Program Fees

Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$27,667.50
Canadian Senior Citizens in Alberta	$13,747.50
Canadian Senior Citizens Outside of Alberta	$20,017.50
Non-Canadians Living Temporarily in Alberta	$36,697.50
Non-Canadians Living Temporarily in Canada Outside Alberta	$42,967.50
Students Living Outside Canada	$55,207.50
Students Living Outside Canada (enrolled prior to July 27, 2017)	$35,287.50

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Estimated Program Fees for 60-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 60-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

60-CREDIT PROGRAMS

Permanent Residents of Alberta	$14,265

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Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$18,445
Canadian Senior Citizens in Alberta	$9,165
Canadian Senior Citizens Outside of Alberta	$13,345
Non-Canadians Living Temporarily in Alberta	$24,465
Non-Canadians Living Temporarily in Canada Outside Alberta	$28,645
Students Living Outside Canada	$36,805
Students Living Outside Canada (enrolled prior to July 27, 2017)	$23,525

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Estimated Program Fees for 45-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 45-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

45-CREDIT PROGRAMS

Permanent Residents of Alberta	$10,698.75

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60-Credit Program Fees

45-Credit Program Fees

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33-Credit Program Fees

30-Credit Program Fees

24-Credit Program Fees

Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$13,833.75
Canadian Senior Citizens in Alberta	$6,873.75
Canadian Senior Citizens Outside of Alberta	$10,008.75
Non-Canadians Living Temporarily in Alberta	$18,348.75
Non-Canadians Living Temporarily in Canada Outside Alberta	$21,483.75
Students Living Outside Canada	$27,603.75
Students Living Outside Canada (enrolled prior to July 27, 2017)	$17,643.75

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Estimated Program Fees for 42-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 42-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

42-CREDIT PROGRAMS

Permanent Residents of Alberta	$9,985.50

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90-Credit Program Fees

60-Credit Program Fees

45-Credit Program Fees

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33-Credit Program Fees

30-Credit Program Fees

24-Credit Program Fees

Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$12,911.50
Canadian Senior Citizens in Alberta	$6,415.50
Canadian Senior Citizens Outside of Alberta	$9,341.50
Non-Canadians Living Temporarily in Alberta	$17,125.50
Non-Canadians Living Temporarily in Canada Outside Alberta	$20,051.50
Students Living Outside Canada	$25,763.50
Students Living Outside Canada (enrolled prior to July 27, 2017)	$16,467.50

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Estimated Program Fees for 33-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 33-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

33-CREDIT PROGRAMS

Permanent Residents of Alberta	$7,845.75

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60-Credit Program Fees

45-Credit Program Fees

42-Credit Program Fees

33-Credit Program Fees

30-Credit Program Fees

24-Credit Program Fees

Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$10,144.75
Canadian Senior Citizens in Alberta	$5,040.75
Canadian Senior Citizens Outside of Alberta	$7,339.75
Non-Canadians Living Temporarily in Alberta	$13,455.75
Non-Canadians Living Temporarily in Canada Outside Alberta	$15,754.75
Students Living Outside Canada	$20,242.75
Students Living Outside Canada (enrolled prior to July 27, 2017)	$12,938.75

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The following fees are effective September 1, 2020 to August 31, 2021.

Estimated Program Fees for 30-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 30-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

30-CREDIT PROGRAMS

Permanent Residents of Alberta	$7,132.50

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Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$9,222.50
Canadian Senior Citizens in Alberta	$4,582.50
Canadian Senior Citizens Outside of Alberta	$6,672.50
Non-Canadians Living Temporarily in Alberta	$12,232.50
Non-Canadians Living Temporarily in Canada Outside Alberta	$14,322.50
Students Living Outside Canada	$18,402.50
Students Living Outside Canada (enrolled prior to July 27, 2017)	$11,762.50

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Estimated Program Fees for 24-Credit Programs

The following all-inclusive fees apply to all Athabasca University program students enrolled in a 24-credit undergraduate program. Before registration in courses, students must pay the one-time non-refundable General Application Fee. Please note: These costs are estimated. AU can and may increase tuition fees annually. Also, the fees below were determined by using 3-credit courses to find the program total. The program fee would be different if, for example, a 6-credit course is used in the program in place of two 3-credit courses. Other Academic-Related Fees, such as lab fees, examination fees, etc. are not included in these numbers.

24-CREDIT PROGRAMS

Permanent Residents of Alberta	$5,706

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33-Credit Program Fees

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24-Credit Program Fees

Challenge for Credit Fees

Academic-Related Fees

Canadian Residents Outside of Alberta	$7,378
Canadian Senior Citizens in Alberta	$3,666
Canadian Senior Citizens Outside of Alberta	$5,338
Non-Canadians Living Temporarily in Alberta	$9,786
Non-Canadians Living Temporarily in Canada Outside Alberta	$11,458
Students Living Outside Canada	$14,722
Students Living Outside Canada (enrolled prior to July 27, 2017)	$9,410

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7.1.6 Challenge for Credit

The challenge for credit process allows students to demonstrate that they have acquired a command of the general subject matter, knowledge, intellectual and/or other skills that would be found in an undergraduate course for which they are seeking credit.

Challenge for credit fees are non-refundable.

Before you consider registering in a challenge course, it is important that you read the Challenge for Credit section.

The following are tuition fees only. Students may purchase the required print course materials, limited to hard copy textbooks and print readings as follows:

1. by contacting AU's Materials Management Unit at 1-800-788-9041, extension 6366, or via email at cmat@athabascau.ca. All materials will be charged at full cost (defined as AU's full

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purchase cost, plus shipping, plus a 20 per cent handling fee) or;

2. by accessing the list of materials from the course syllabus and sourcing the materials via a book store, online book retailer, or other means.

Note: Students will not be provided access to the online individualized study course site, the student manual, eTextbooks, or course study guide in a Challenge for Credit registration. If an eTextbook is offered for the course, it must be purchased from the publisher or a third-party vendor.

Depending on where you live, allow approximately three weeks or more to receive your course materials package.

7.1.6.1 Canadian Residents

CREDIT WEIGHT	PER COURSE
3 credit	$366
4 credit	$366
6 credit	$733

7.1.6.2 Students Living Outside Canada

CREDIT WEIGHT	PER COURSE	PER COURSE (FOR PROGRAM STUDENTS ENROLLED BEFORE JULY 27, 2017 WHO REMAIN ACTIVE)

3 credit	$1,228	$730
4 credit	$1,228	$730
6 credit	$1,892	$1,460

7.1.6.3 Non-Canadian Students Living Temporarily in Canada

CREDIT WEIGHT	PER COURSE
3 credit	$765
4 credit	$765
6 credit	$1,530

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7.1.7 Academic-Related Fees

General Application Fee: Non-refundable.	$118

The following fees apply to all students.

Evaluation Fee: Non-refundable.	
Refer to Evaluations and Transfer Credit:	$116

Examination Fees:

Examination **rebooking** fee: levied by Athabasca University and AU Edmonton or Calgary offices if you rebook your examination date. Non-refundable.	$116
Invigilation fee: Most invigilation centres charge a fee for exam invigilation. This fee is not covered in	

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your tuition paid to Athabasca University. Please consult your local invigilation centre to determine its fee schedule.	
Late examination request fee: (does not include courier fees, if applicable) Non-refundable.	$116
Multiple examination fee: levied each time an examination is returned unwritten and requested again. Non-refundable.	$57
Lost Exam Reimbursement (up to a maximum of $200)	($200)
Supplemental examination request fee. Non-refundable.	$173
Extension Fee:	
Up to three extensions (each extension is two months in length) may be granted during any one individualized study course registration. Non-refundable.	per extension $192
Laboratory Course Fee: Please note that AU is not responsible for any lab fees charged to you by another university.	
Laboratory Fee (mandatory	$54

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and non-refundable)*

*Laboratory fees are mandatory and cannot be waived. These non-refundable fees also apply to students with lab exemptions.

Laboratory Course Fee Examples:

Student pays the course registration fee and the compulsory laboratory fee for the following courses:

ASTR 210	CHEM 360
BIOL 204	COMP 444
BIOL 207	GEOG 365
BIOL 205	GEOG 266
BIOL 230	GEOL 200
BIOL 320	GEOL 201
BIOL 325	GEOL 207
BIOL 345	GEOL 319
BIOL 480	PHYS 200
CHEM 217	PHYS 201
CHEM 218	PHYS 202
CHEM 311	PHYS 204
CHEM 313	PHYS 205
CHEM 350	

Course Administration and Technology Fee (definition):	$139

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Course Materials Fee (definition):	$51
Letter of Permission Fee (per letter):	N/C
Parchment Replacement Fee: Non-refundable.	$62
Prior Learning Assessment Fee: Non-refundable.	$866
Prior Learning Withdrawal Fee: Non-refundable.	$257
Prior Learning Extension Fee: Non-refundable.	$257
Transcript Fee (per copy):	N/C
Priority Transcript Fee: Non-refundable.	$57
Withdrawal Processing Fee: Retained by Athabasca University when you withdraw from your course within a specific time frame. Non-refundable. Grouped study refunds Individualized study refunds	$172
e-Letter Print Fee: This one-time fee is charged to students requesting their e-letters defaulted to print. Non-refundable.	$10
Nursing Clinical Fees*: These fees are for specific undergraduate (LPN to BN)	

courses and is in addition to the regular tuition for these courses:

NURS 435 – 6 credits x $54	$324
NURS 437 – 6 credits x $54	$324
NURS 401 – 6 credits x $54	$324
NURS 441 – 9 credits x $54	$486

* Covers the cost of meeting requirements imposed by Alberta Health Services and Health Sciences Placement Network.

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The following fees are effective September 1, 2020 to August 31, 2021.

7.1.8 Students' Union and Alumni Relations Fees

The following mandatory fees are included in the total course registration fees (i.e., included in the $667 for a three-credit course for an Alberta resident) and are displayed here for information purposes. These fees are not included as tuition for the T2202A tuition tax credit amount.

Alumni Relations fees are refunded by Athabasca University provided the student withdraws before or within 30 days of an individualized study course start date, or before or within 15 days of a grouped study course start date. There will be no refund issued after these dates.

Students' Union fees are only refundable if the student withdraws from the course before the course contract start date. There will be no refund issued after this date.

Students’ Union fee per course

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Registration or Re-registration

0-credit course: $0
1-credit course: $3.75
3-credit course: $11.25
4-credit course: $15
6-credit course: $22.50
9-credit course: $33.75

Alumni Relations fee per course

Registration or Re-registration
3-, 4-, 6-, or 9-credit course: $2

0-credit course: $0

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7.1.9 G.S.T.

The federal government's current guidelines exempt academic-related fees from the Goods and Services Tax (G.S.T.). G.S.T. is added to all other goods and services; for example, workshops, some publications, self-help seminars, and Athabasca University promotional sales items.

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7.1.10 Methods of Payment

You may pay your course registration fees in Canadian dollars by e-transfer, cheque, money order, or authorize fees to be charged to your Visa or MasterCard. American Express is no longer an accepted method of payment. Interac is available at Athabasca University – Central, Athabasca University – Calgary, and Athabasca University – Edmonton. Post-dated cheques are not accepted.

Returning student paying by cheque should ensure that their student ID number is clearly written on the cheque. Cash may be paid in person; do not send cash in the mail.

When paying fees by Visa or MasterCard, indicate the specific fee being paid (e.g., admission fee, evaluation fee, etc.). A credit card payment processing form is included with the Undergraduate General Application Form and the Undergraduate Course Registration Form. If you make an error when determining the amount, Athabasca University will automatically

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charge the correct fee to your credit card. Effective June 29, 2020, a 2 per cent convenience charge will be required when using Visa or MasterCard. To avoid this charge, choose any of the other payment options listed above.

To avoid duplication of charges or processing:

1. Do not mail original documentation after you have registered by fax.
2. Do not fax requests that have already been submitted using the University's online system.

Full payment must accompany the AU General Application and the course registration regardless of the method used (online, in person, by mail, or by fax) to request admission to AU or course registration. Requests with insufficient fees cannot be processed until full payment is received.

myAU (current students)

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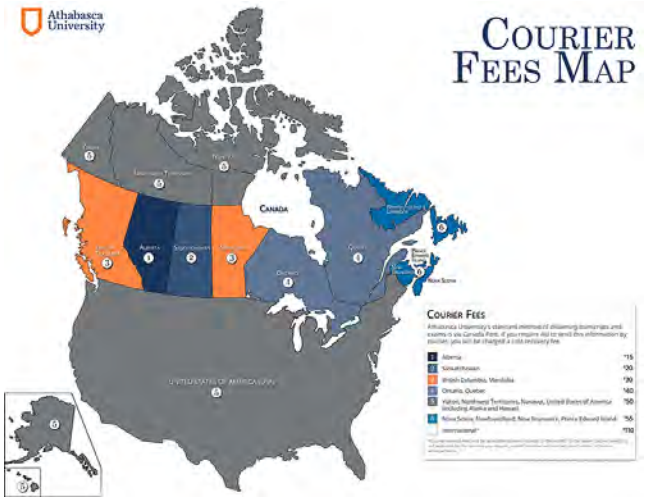
7.1.11 Courier Fees



DESTINATION	COURIER FEES
Alberta	$15
British Columbia	$30
Saskatchewan	$20
Manitoba	$30
Ontario	$40

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Quebec	$40
Nova Scotia	$55
Newfoundland	$55
New Brunswick	$55
Prince Edward Island	$55
Northwest Territories	$50
Yukon	$50
Nunavut	$50
United States	$50
International	$110

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7.2 Refunds

If you formally withdraw from your individualized study course or your grouped study course, you must follow the regulations in the following sections that apply to you.

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Refunds: Grouped Study Course Tuition

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7.2.1 Refunds: Individualized Study Course Tuition

The timing of a course withdrawal will impact eligibility for a refund of tuition.

Prior to the course contract start date: A refund of tuition and the course administration and technology fee, less the course withdrawal processing fee, may be granted if you formally withdraw from an individualized study course prior to the course contract start date and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

Within the first 30 days of the course contract: A refund of tuition and the course administration and technology fee, less the students' union fees and the course withdrawal processing fee, may be granted if you formally withdraw from an individualized study course from the course contract start date up to 30 days after, providing the course final exam has not been written (or if all coursework has been submitted for marking, if there is no final exam) and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

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Exception: Normally, no refunds will be given at any point after registration for nursing practicum courses or health administration practicum courses.

See Fees

Complete and submit the Course Withdrawal Request Form – online, or download the PDF at Course Withdrawal Request Form – PDF and submit: in person, by fax, by mail, or email. The date of withdrawal will be the date of the online submission, the postmark on the envelope, the date of the email if the form is scanned and emailed, or the University date stamp if the form is hand-delivered or faxed (780.675.6174). No tuition refunds are issued if you withdraw more than 30 days after your course contract start date.

Tuition refunds are processed within approximately 45 days of Athabasca University's receipt of the course withdrawal request. Your refund will be processed according to your method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc.

For information on how a withdrawal request impacts your academic record, please refer to Individualized Study/Online Courses in the Registration section.

Course Withdrawal Request Form – online

Course Withdrawal Request Form – PDF

AU Mailing Address

7.2.1.1 Course Materials Fee Refunds (Individualized Study)

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A refund of the course materials fee will only be considered if you meet the course refund criteria and the University receives the course materials complete, unmarked, and undamaged within 30 days of your course withdrawal date. You will not receive a refund for course materials received by the University outside this time frame (late return).

Note: All returned course materials become the property of the University and will not be returned to you. Most AU courses include software, and/or software access codes. **If the packaging around the software or the software access code has been opened you will not be eligible for a refund of the course materials fee. Once opened, the software cannot be re-issued and the material should not be returned.**

To obtain a refund of the course materials fee, complete and submit the Course Withdrawal Request Form (Individualized Study), along with the materials eligible to be issued to another student (e.g. returned complete and unmarked, including any unopened software packaging) to:

Athabasca University
Materials Management
Tim Byrne Centre
4001 Highway 2 South
Athabasca, AB, Canada T9S 1A4
Fax no: 780-675.6174

Include your full name, address, and student identification number with any returned course materials. Your course materials refund will be processed according to your initial method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to

your current mailing address, etc. You are required to pay the postage on any returned materials.

eTextbooks

If the course materials for the course are only eTexts, the student does not need to do anything further than submitting their withdrawal request. The refund will be automatic if the withdrawal is received within the 30-day withdrawal period.

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7.2.2 Refunds: Grouped Study Course Tuition

The timing of a course withdrawal will impact eligibility for a refund of tuition.

Prior to the course contract start date: A refund of tuition and the course administration and technology fee, less the course withdrawal processing fee, may be granted if you formally withdraw from a grouped study course prior to the course contract start date and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

Within the first 15 days of the course contract: A refund of tuition and the course administration and technology fee, less the students' union fees and the course withdrawal processing fee, may be granted if you formally withdraw from a grouped study course from the course contract start date up to 15 days after, provided the course final exam has not been written (or if all coursework has been submitted for marking, if there is no final exam) and you are not involved in a disciplinary proceeding involving either academic or non-academic misconduct.

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Complete and submit the Course Withdrawal Request Form (Grouped Study) in person, by mail to Athabasca University's Office of the Registrar, to the designated area of the facility where the grouped study course is being offered, or by fax (780.675.6174), or scanned and emailed. The date of withdrawal will be the postmark on the envelope, or if the form is hand-delivered or faxed (780.675.6174), the University date stamp.

Refunds are processed within approximately 45 days of AU's receipt of the grouped study course withdrawal request. Your refund will be processed according to your method of payment, e.g., your credit card account will be credited, a cheque will be forwarded to your current mailing address, etc.

For information on withdrawing from a grouped study course, and the impact on your academic record, please refer to Grouped Study Courses in the Registration section.

Grouped Study Withdrawal Request Form
AU Mailing Address

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7.2.3 Credit Balances

Credit balances on your account, except for students who receive financial assistance from the Alberta Student Finance Board (or another provincial program), will be refunded to you or credited to your sponsor, whichever is applicable.

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7.3 Delinquent Accounts

Students with delinquent accounts will have their registration cancelled. A cancelled registration shall constitute withdrawal from all courses and forfeiture of all fees paid to date. Accounts that remain unsettled 25 days after the date Financial Services issues you a written notice are considered delinquent.

If your account is in arrears, you will not receive Athabasca University services, including, but not limited to: examination results, transcripts or records of academic standing, Letters of Permission, evaluation, graduation, library borrowing privileges, online computing access, or subsequent registrations until your accounts have been settled.

This policy encompasses all financial obligations due Athabasca University, including those attributable to fees and deposits; non-return of equipment, material, or library books; failure to follow formal withdrawal or cancellation procedures; and any dishonoured cheques returned by the bank.

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A returned cheque charge of $30 will be assessed on dishonoured (NSF, payment stopped, account closed, etc.) cheques.

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7.4 Receipts

When you register in a course, you are issued a confirmation letter that indicates, among other details, the student fees paid. Receipts for payment of fees are not issued unless requested.

If you require a receipt for reimbursement purposes by an employer, or for fees other than those listed in the confirmation letter, you must submit a separate request when you register or contact the Cashier/Accounts Receivable Assistant (1.800.788.9041 ext: 6129). In February each year, receipts for income tax credit purposes are issued.

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7.5 Form T2202 (Tuition and Education Tax Credit)

In Canada, you may be able to reduce income tax payable by claiming tax credits for enrolment in and payment of tuition and academic fees for Athabasca University's credit courses. At the end of February, the official Tuition, Education, and Textbook Amounts Certificate (form T2202) will be available to all eligible students in printable format on Athabasca University's website at myAU portal.

To be eligible for the tax credit, the total of such fees paid to an educational institution in Canada for the year must exceed $100. Fees paid to the Students' Union and Alumni Relations are not eligible for inclusion in the tuition tax credit.

The calendar year for which the fees are paid, not the date on which the fees are paid, is used to calculate eligible tuition fees. Tuition fees paid for courses that extend beyond the calendar year-end will be pro-rated on the T2202 according to the period of course delivery pertaining to each calendar year. For example, if a course has an October 1 start date and a March 31 contract end date, only 50 per cent of the tuition fee representing the October through December period will be reflected in the current year tax credit certificate. The remaining 50 per cent, representing January through March, will be reflected on the following year's T2202.

You may be eligible for the Tuition, Education, and Textbook Amounts Certificate tax credit for each month of part-time or full-time registration. For income tax purposes, a full-time student is defined as a person actively registered in a minimum of two credits per month.

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Only the initial contract period is taken into consideration in the calculation of student status as reported on your Tuition, Education, and Textbook Amounts Certificate (Form T2202). Extensions are not considered in this calculation.

The Tuition, Education, and Textbook Amounts Certificate reflects the number of months of enrolment that are eligible to be considered as part time or full time. Further details concerning the Tuition, Education, and Textbook Amounts Certificate may be found in Canada Customs and Revenue Agency's (CCRA) Personal Income Tax Guide or by contacting a CCRA district taxation office.

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Faculty of Business

8. Faculty

8.1 The Governors of Athabasca University

8.2 Faculty of Business

8.3 Faculty of Health Disciplines

8.4 Faculty of Humanities and Social Sciences

8.5 Faculty of Science and Technology

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Updated August 28 2020 by laurab

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The Governors of Athabasca University

Faculty of Business

Faculty

8.1 The Governors of Athabasca University

Public members of the Governors are appointed under orders-in-council of the Lieutenant Governor of Alberta.

Appointed Public Members

Nancy Laird (Board Chair)
Bryan Berg (Vice Chair)
Sharon Anderson
Rob Balay
Lynn Hamilton Q.C.
McDonald Madamombe
Tracey Maguire
Shannon Neighbour
Larry Spagnolo

Executive Officer

Neil Fassina, President, Athabasca University

Undergraduate Student Members

Natasha Donahue
Monique Durette

Graduate Student Member

Mary-Anne Parker

Tutor Member

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Faculty of Health Disciplines

Faculty of Humanities and Social Sciences

Faculty of Science and Technology

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Liam Connelly

Academic Staff Members

Shawn Fraser
Derek Briton

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8.2 Faculty of Business

Deborah Hurst
Dean, Faculty of Business
BA (Toronto)
MA (Alberta)
PhD (Alberta)

Hussein Al-Zyoud
Assistant Professor, Economics
BA (Bangalore)
MA (AMU)
PhD (AMU)

Farzad Alvi
Assistant Professor, Finance

David Annand
Professor
BMgmt (Lethbridge)
MBA (Dalhousie)
EdD (Alberta)
CA

Terry Beckman
Associate Professor, Marketing
BComm (UMB)
MBA (UVic)
PhD (Queen's)

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Faculty of Health Disciplines

Faculty of Humanities and Social Sciences

Faculty of Science and Technology

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Walid Belassi
Associate Professor, Management Science
BComm (Cairo Univ)
MBA (Cairo Univ)
MBA (Cleveland State)
DBA (Cleveland State)

Ana Boamorte de Azevedo
Assistant Professor, Entrepreneurship

Mihail Cocosila
Assistant Professor, Management Science, e-Commerce
MSc Engineering (Bucharest)
MSc Economic Studies (Bucharest)
MScA (UBC)
PhD Engineering (Bucharest)
PhD Bus. Admin. (McMaster)

Joe Cox
Associate Professor
Canada Research Chair
Claude Dupuis
Academic Coordinator, Organizational Behaviour
BComm (Distinction) (Calgary)
MIR (Queen's)
CHRP

Richard Dixon
Academic Coordinator
BA (Alberta)
MDiv (LTS, Saskatchewan)
MBA (NREE) (Alberta)

Fathi Elloumi
Associate Professor, Accounting
BComm (ISG, Tunisia)
MMAcct (ISG, Tunisia)
MSc (Sherbrooke)
PhD (UQAM)

Glen Farrelly
Assistant Professor, Business Communications
BA (York)
MA (Royal Roads)
PhD (Toronto)

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Robert Fournier
Academic Coordinator
MSOD (Pepperdine)

Tim Isnana
Academic Coordinator

Tilly Jensen
Assistant Professor, Accounting
BComm (Alberta)
MEd (Sheffield)
CMA (CMA Alberta)

Kam Jugdev
Professor, Project Management and Strategy
BSc (Calgary)
BScN (Distinction) (Calgary)
MEng (Distinction) (Calgary)
MHSA (Alberta)
PhD (Calgary)

Bangaly Kaba
Associate Professor, Computers and Management Information Systems
BComm (Hons.)(UGAN, Guinea)
MSc Project Management (UQAM)
PhD (UQAM)

Anshuman Khare
Professor, Operations Management
BSc (Allahabad)
MBA (Allahabad)
PhD (Allahabad)

Alex Kondra
Associate Professor
BComm (Alberta)
PhD (Alberta)

Megan Kwan
Academic Coordinator, Marketing
BA (Washington State)
MBA (Washington State)

Helen Lam
Chair, Professor, HRMT/ORGB
BSocSc (Hong Kong)
PhD (Alberta)

Kai Lamertz
Associate Professor, Organizational Analysis
BComm (Hons.) (British Columbia)
PhD (Toronto)

Weiming Lui
Assistant Professor, Accounting
B. Eng. (Jilin University, China)
MSc (Lethbridge)
PhD (Waterloo)

Michael Mauws
Professor, ORGB
BComm (Hons.) (Manitoba)
PhD (Alberta)

Shaun McQuitty
Professor, Marketing
BA (Alberta)
PhD (Alberta)

Mark Morpurgo
Assistant Professor, Accounting
Undergraduate Programs Director
BComm (Alberta)
MBA (Alberta)
DBA (Athabasca)
FCPA, FCMA

Jacob Musila
Associate Professor, Economics
BA (Nairobi)
MA (Dalhousie)
PhD (Dalhousie)

Eduardo Ordonez-Ponce
Assistant Professor, Organizational Analysis
BEng (University of Santiago, Chile)
MEng (Lincoln University, New Zealand)
PhD (Waterloo)

Pamela Quon
Academic Coordinator, Accounting
BComm (Alberta)
MDE (Athabasca)
CMA

Teresa Rose
Assistant Professor, Organizational Analysis
BA (Campion College, SK)
MA (Alberta)
MBA (Alberta)
DPhil (Alberta)

Saktinil Roy
Associate Professor
BA (Hons.) (Jadavpur University, India)
MA (Jadavpur University, India)
PhD (Memphis)

Simon Sigue
Professor, Marketing
DESC (ESSEC)
MSc (HEC Montreal)
PhD (HEC Montreal)

Aris Solomon
Associate Professor, Accounting
BA (Middlesex University, UK)
BA (Hons.) (Westminster University, UK)
MA (Essex University, UK)
PhD (Sheffield University, UK)

Janice Thomas
Professor
BSc (Victoria)
MBA (British Columbia)
PhD (Alberta)

Houda Trabelsi
Academic Coordinator, Economics
Dip Management and Econ Techniques (MET, Tunisia)
BComm (ISG, Tunisia)
BComm (Accounting) (UQAM)
MMAcct (ISG, Tunisia)
MSc (Information Tech) (Moncton)
MSc (Bus Admin) (Sherbrooke)

Zengxiang (Eric) Wang
Associate Professor, Finance
Program Director, BCOMM
BSc (Shandong)
GD MIS (Xi'An Jiao Tong)
MBA (Saint Marys)
PhD (Queen's)

Angela Workman-Stark
Associate Professor, HRMT/ORGB
BComm (St. Mary's)
MBA (Athabasca)
PhD (Walden)

Academic Experts/Tutors

Naved Ahmad
Academic Marker/Expert
BSc (Hons.)(Karachi)
MSc (Karachi)
MPhil (Quaid-e-Azam)
PhD (Northeastern)

Patricia Anderson
Academic Marker/Expert, ADMN
BA (Athabasca)
MEd (Calgary)

Joshua Anyangah
Academic Marker/Expert
PhD (Alberta)

Glenn Arnold
Academic Marker/Expert
BComm (Distinction) (Alberta)
MFA (Vermont College Fine Arts)
CA

Elena Bernard
Individualized Study
Academic Marker/Expert

Kenneth Bolstad
Academic Marker/Expert, ACCT
BA (Calgary)
BGS (Athabasca)
BMath (Waterloo)
BSc (Calgary)
MBA (Alberta)

Dasa Chadwick
Academic Marker/Expert
MA (Royal Roads)
DBA (Liverpool)
CPHR, SHRM-SCP

Margaret Clappison
Academic Expert/Marker
BIS (Waterloo)
MBA (Athabasca)

Ann Conquergood
Academic Marker/Expert, ADMN
MEng (Alberta)
MBA (Alberta)

Susan Der
Academic Marker/Expert

Steve Dhillon
Academic Marker/Expert, ADMN
MBA (Athabasca)

Gary Donell
Academic Marker/Expert, TAXX
BComm (Hon) (Concordia Univ)

Barry Dwornik
Academic Marker/Expert, ACCT
BComm (Distinction) (Alberta)
CA (Inst CA Alberta)

Mary Lou Fellows
Academic Marker/Expert, e-Commerce
MA (Royal Roads)

Oliver Franke
Academic Marker/Expert, ECON
BA (Hons.) (Alberta)
MA (Alberta)

Thomas Gordon
Academic Marker/Expert

Karen Gray
Academic Marker/Expert
BComm (Alberta)
CMA (CMA Alberta)

Martin Haworth
Academic Marker/Expert, ECON
BA (York)
MEcon (Alberta)

Darlene Himick
Academic Expert/Marker

Jaycee Ho
Academic Marker/Expert, FNCE
BA (Washington State)
MBA (Washington State)
CMA (US)
CFM (US)
CGA (Alberta)

Stephanie Husby
Academic Marker/Expert
BSc, Computer Science (Alberta)
MSc, Computer Science (Alberta)
MBET, Business, Entrepreneurship and Technology (Waterloo)

Stephanie Ibach
Academic Marker/Expert
BA (Alberta)
MBA (Alberta)
CGA

Donald Johnston
Academic Marker/Expert, ACCT
BA (Alberta)
BComm (Alberta)

Melike Kinik-Dicleti
Academic Marker/Expert, ADMN
UCert BMgmt (Istanbul)
BSc (Mimar)
MBA (Simon Fraser)

Sandy Kizan
Academic Marker/Expert
MBA (Athabasca)
CMA

Gregory Krabes
Academic Marker/Expert
BBA (Bishops's)
MBA (St. Martin's)

Hemant Kumar
Academic Marker/Expert, FNCE
BSc (Delhi)
MBA (Alberta)
MCA (Delhi)

Suzanne Kyle
Academic Marker/Expert, ACCT
BComm (Distinction) (Saskatchewan)
CMA

Lorraine Laville
Academic Marker/Expert
BA (Distinction) (Saskatchewan)

Jack Lee
Academic Marker/Expert

Julie Levi
Academic Expert, ADMN
BA (Vermont)
AGDDE(T) (Athabasca)
MDE (Athabasca)

Allison MacNabb
Academic Marker/Expert

Renee Majeau
Academic Marker/Expert
BSc (Alberta)

MBA (Alberta)

Peter Manousos
Academic Marker/Expert
BA (Calgary)
MA (Royal Military College, Kingston)
LLB (Wales, UK)

Neil Mardian
Academic Marker/Expert, FNCE
BMgmt (Lethbridge)
MSc (Lethbridge)
CFP

Lula Mengesha
Academic Marker/Expert

Trevor Mills
Academic Marker/Expert, ACCT
BComm (Hons.) (Alberta)
CA (Inst CA Alberta)
CIA (Inst Int Auditors)

Sue Mitchell
Academic Marker/Expert, ORGB
BA (McMaster)
MA (Gonzaga)

Esam Mustafa
Academic Marker/Expert
M Mgmt (UTM Johor)
PhD (UTHM Johor)
C. Mgr. (Canadian Institute of Management)

Dwayne O'Coin
Academic Marker/Expert
BComm (Alberta)
CPA
CA

Omill Oloo
Academic Marker/Expert, FNCE
BA (Hons.) (Alberta)
MA (Alberta)
MBA (Alberta)
CFA

Wayne Pelletier
Academic Marker/Expert, FNCE
BMgmt (Distinction) (Lethbridge)
MBA (Simon Fraser)

Tamara Renkas
Academic Marker/Expert

Cameron Roberts
Academic Marker/Expert, MKTG
BMgmt (Lethbridge)
MBA (Calgary)

Linda Roth
Academic Marker/Expert
BGS (Athabasca)
MEd (Athabasca)

Grace Shi
Academic Marker/Expert, MGSC
BSc (JiLin)
MBA (Simon Fraser)
MEng (JiLin)

Chandan Shirvaikar
Academic Marker/Expert, ECON
BA (Simon Fraser)
MA (Simon Fraser)

Anne Tymoszejko
Academic Expert/Marker

Dylan van Eerden
Academic Marker/Expert

Lantry Vaughan
Academic Marker/Expert, ADMN
BA (Hons.) (Oakland)
MACT (Alberta)

Tanya Ward
Academic Marker/Expert
BEd (Regina)

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Betty Wong
Academic Marker/Expert
BComm (Alberta)
CPA, CA
CPA(Ill)

Tony Wong
Academic Marker/Expert, ACCT
BComm (Hons.) (Windsor)
BSc (Toronto)
MBA (Alberta)
CMA

Colleen Wright
Academic Marker/Expert, ACCT
BA (Calgary)
CMA

Debbie Yeung
Academic Marker/Expert, ACCT
BComm (Alberta)
MBA (Alberta)
CA
CIA

Professors Emeritus/Adjunct

Kay Devine
Professor Emeritus
BSc (Summa cum laude) (Oregon State)
MEd (Colorado State)
PhD (Washington)

Dwight Thomas
Professor Emeritus
BComm (Alberta)
MBA (Toronto)
PhD (Colorado)

George Robert Winter
Professor Emeritus
BSc (Alberta)
MSc (Iowa State)
MEd (British Columbia)
PhD (Iowa State)

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Faculty

8.3 Faculty of Health Disciplines

Margaret Edwards
Dean, Faculty of Health Disciplines
BScN (Alberta)
MA (Calgary)
PhD (Calgary)
RN

Jeffrey Vallance
Professor/Canada Research Chair
CRC Health Promotion Chronic Disease Mgt Tier 2
BHK (British Columbia)
MA (Alberta)
PhD (Alberta)

8.3.1 Graduate Centre for Applied Psychology

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Murray Anderson
Assistant Professor, Master of Counselling

Jeff Chang
Associate Professor, GCAP
BA (cum laude) (Trinity Western)
MA (Simon Fraser)
PhD (Calgary)
RPsych
RMFT

Sandra Collins
Professor, GCAP
BA (Carleton)
MSc (Calgary)
PhD (Calgary)

Emily Doyle
Academic Coordinator, GCAP
BA (Dalhousie)
MC (Calgary)
PhD (Calgary)
RPsych

Paul Jerry
Professor, GCAP
Associate Dean
BA (Calgary)
MA (Lesley Coll)
PhD (Calgary)

Simon Nuttgens
Associate Professor, GCAP
BA (Hons.) (Victoria)
MA (Alberta)
PhD (Alberta)

Gina Wong
Associate Professor, GCAP
BA (Alberta)
MSc (Alberta)
PhD (Alberta)

8.3.2 Nursing and Health Studies

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Lynn Corcoran
Director, Bachelor of Nursing Regulatory Affairs
Assistant Professor, CNHS
BN (Calgary)
MN (Calgary)
RN

Ashton Gallant
Academic Coordinator, FHD

Regan Hack
Academic Coordinator, FHD
BScN (Alberta)
MN – Teaching Focus (Athabasca)

Annette Lane
Associate Professor, NURS
BN (Calgary)
MN (Calgary)
PhD (Calgary)

Jacquie Mann
Academic Coordinator, NURS
MN (Athabasca)

Dawn Mercer Riselli
Academic Coordinator, NURS
BSc (Dalhousie)
BSc (Nursing) (Dalhousie)
MN (Athabasca)

Kristin Petrovic
Academic Coordinator, NURS
BSc (Alberta)

Jananee Rasiah
Director, Patient Engagement Platform
Academic Coordinator, NURS
MN (Athabasca)

Rose Schroeder
Academic Coordinator, NURS
BScN (Saskatchewan)
MN (Calgary)

Jennifer Stephens
Director, Bachelor of Nursing Operations
Assistant Professor, FHD

Lorena Stewart
Academic Coordinator , CNHS
BScN (Royal Melbourne)
MN (Athabasca University)
RN

Adrienne Weare
Director, Bachelor of Nursing Curriculum
Academic Coordinator, Nursing
BHS (NURS) (Western Sydney)
MSc (Midwifery) (Wollongong)
RN

Barbara Wilson-Keates
Academic Coordinator, NURS
BScN (Toronto)
MS (Georgia State)
PhD (Toronto)

Tutors and Clinical Instructors

Tina Ainsworth
Individualized Study
BN (Athabasca)
MHS (Athabasca)
RN

Lisa Barrett
Individualized Study
BGS (Athabasca)
MN (Hons.) (Phoenix)
RPN
RN

Tammy Dunnett
Academic Expert
Clinical Instructor
BN (New Brunswick)
MN (Athabasca)

Willy Fahlman
Individualized Study
RN (Grace General Hospital)
BScN (Saskatchewan)
MDE (Athabasca)

Shona Hommy
Individualized Study
MHS (Athabasca)
BN (Athabasca)
GNC

Jessica Kaiser
Nursing Instructor
RN BN (Athabasca)
CCCI

Wendy Kemp
Individualized Study
AGDDE(T) (Athabasca)
BN (Athabasca)
MDE (Athabasca)
RN

Elizabeth (Betty) Loree
Individualized Study
BN (Calgary)
MBA (Calgary)

Kari Mardian
Individualized Study
BN (Lethbridge)
MEd (Lethbridge)
RN

Joy Moore
Individualized Study
RN (Red Deer Coll)
BN (Athabasca)
MSc (Loma Linda)

Jessica Muller
Individualized Study

Cori Paul
Individualized Study
BScN (Alberta)
MN (Alberta)

Sandra Rink
Individualized Study
BN (Athabasca)
MN (Calgary)

Marlyss Valiant
Individualized Study
BN (Distinction) (Athabasca)
MN (Athabasca)
RN

Trish Whelan
Individualized Study
BScN (Alberta)
MHS (Athabasca)
RN (Saskatchewan)
ENC (C)

8.3.3 Nursing and Health Studies Graduate Programs

Gwen Rempel
Chair / Program Director
Associate Professor, Nursing MNH/MN
BScN (Alberta)
DPhil Nursing (Alberta)
MScN (British Columbia)

Luisa Barton
Assistant Professor, Nurse Practitioner

Venise Bryan
Assistant Professor, FHD
BScN (Hons.) (Jamaica)
MScN (Hons.) (Jamaica)
PhD (Calgary)

William Diehl-Jones

Donna Clare
Academic Coordinator, CNHS
RN Dipl (BCIT)
BN (Athabasca)
MN (Athabasca)
NP FAA

Karen Cook
Professor, CNHS
William Diehl-Jones
Associate Professor, NURS/MHST

Georgia Dewart
Assistant Professor, CNHS
BScN (Alberta)
PhD (Alberta)

Associate Professor, NURS

Debbie Fraser
Associate Professor, CNHS
BN (Manitoba)
MN (Manitoba)

Shawn Fraser
Assistant Professor, CNHS
BSc (Regina)
MSc (Saskatchewan)
PhD (Alberta)

Ashton Gallant
Academic Coordinator, CNHS
BScN RN (PEI)
MN (Athabasca)

Paul Jeffrey
Academic Coordinator, FHD
BScN (York)
MN (Toronto)
DNP (Missouri)
NP-Adult

Steven Johnson
Program Director, MHS/MN:GEN
Associate Professor, CNHS

BSc (Saskatchewan)
MSc (Saskatchewan)
PhD (Alberta)

Jennifer Knopp-Sihota
Assistant Professor, CNHS
BScN (Alberta)
MN (Alberta)

Kimberley Lamarche
Assistant Professor, CNHS
MN:NP Program Director
Cert Emerg Nursing (Red River College)
BScN (Ottawa)
AGD:ANP (Athabasca)
MHS (Athabasca)
DNP (Case Western)

Kathleen Leslie
Assistant Professor, FHD
BScN (Western)
JD (Western)
PhD (Toronto)

Sherri Melrose
Associate Professor, CNHS
BN (Calgary)
MEd (Calgary)
PhD (Calgary)
RN

Terra Murray
Associate Dean: Teaching and Learning
Assistant Professor, CNHS
BA (Calgary)
MSc (Alberta)
PhD (Alberta)

Tammy O'Rourke
Assistant Professor
Dip Nursing (Sir Sandford)
BSc (State Univeristy, NY)
MSc (State University, NY)
PhD (Ottawa)
NP (FAA)

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Beth Perry Mahler
Professor, CNHS
BSc (Alberta)
BScN (Alberta)
PhD (Alberta)
RN

Lynne Rabak
Academic Coordinator, CNHS
Dip SSW (Niagara College)
AGDDE(T) (Athabasca)
BRLS (Dist.) (Brock)
MDA (Athabasca)

Lorraine Thirsk
Assistant Professor, FHD
BScN (Distinction) (Alberta)
MN (Calgary)
PhD (Calgary)

Adjunct Professor/Emeritus

Sharon Moore
Professor Emeritus
BA (Anderson Coll Univ)
MEd (Calgary)
PhD (Texas, Austin
RN

Norman Yee
Adjunct Professor

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8.4 Faculty of Humanities and Social Sciences

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Veronica Thompson
Dean, Faculty of Humanities and Social Sciences
BA (Calgary)
MA (Calgary)
PhD (Queensland)

Hugh Notman
Associate Dean
Associate Professor, Biological Anthropology
BA (Hons.) (Queen's)
MSc (Oxford)
PhD (Calgary)

Michael Vallee
Canada Research Chair Community/Identity/Digital Media
Associate Professor
BMus (Carleton)
MA (Carleton)
PhD (Alberta)

Tunde Tuzes
Academic Coordinator
Assistant Write Site Coordinator
BA (Hons.) (Cluj)
MEd (British Columbia)

Michael Volek
Academic Coordinator, ESL/EWS
Write Site Writing Coach
Academic Coordinator, ESL

8.4.1 Centre for Social Sciences

Jane Arscott
Chair, Centre for Social Sciences
Professor, Human Services
BA (Hons. 1st Class) (Queen's)
MLit (Oxford)
PhD (Queen's)

Janelle Baker
Assistant Professor, ANTH
BA (Hons. First Class) (Calgary)
MA (Alberta)

Davina Bhandar
Assistant Professor, POEC

Robert Brandes
Academic Coordinator, PSYC
UCert Microcomputer Applications
in Ed (Oakland)
BA (Windsor)
MEd (OISE/UT)
RPsych

Andrew Chiarella
Assistant Professor, EDPY
BA (McGill)
MA (McGill)
PhD (McGill)

Linda Chmiliar
Associate Professor, INCL
BEd (Alberta)
MEd (Alberta)
PhD (Alberta)

Mark Crawford
Assistant Professor, POLI
BA (Hons. 1st Class) (British Columbia)
LLB (Toronto)
MPhil (Oxford)
DPhil (Oxford)

Brent Epperson
Academic Coordinator, POLI

Trevor H. Gilbert
Associate Professor, Biological Psychology
BA (Hons.) (Victoria)
MA (Victoria)
PhD (Calgary)

Carolyn Greene
Associate Professor, CRJS
BA CRJS Public Policy (Guelph)
MA Criminology (Toronto)

Robert Heller
Associate Professor, PSYC
BSc (Alberta)
MSc (Alberta)
PhD (Alberta)

Melissa Jay
Assistant Professor, Human Services
BA (Saskatchewan)
MC (Alberta)
PhD (Walden)

Janine Keown-Gerrard
Academic Coordinator, PSYC
BSc (Dist.) (Calgary)
MSc (Calgary)
PhD (Calgary)

Cheryl Kier
Associate Professor, PSYC
BA (Great Distinction) (McGill)
MSc (Calgary)
PhD (Reading)

Donna Koziac
Academic Coordinator, LGST
BA (Alberta)
LL.B. (Alberta)
Dip. Adv. Ed. (Alberta)
MEd (Alberta)

Jason Lacharite
Academic Coordinator, Political Economy and Global Studies
BA (Hons.) (Victoria)
MA (Dist.) (Yonsej)
PhD (Monash University)

Nanci Langford
Academic Coordinator
BSc (Ottawa)
MSc (Alberta)
PhD (Alberta)

Marc Nesca
Associate Professor, CRJS
BA (Hons. 1st Class) (Manitoba)

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MA (Manitoba)
PhD (Manitoba)

Cheuk Fan Ng
Professor, PSYC
BA (Hons.) (Manitoba)
MA (Victoria)
PhD (Victoria)

Meaghan Peuramaki-Brown
Associate Professor, ANTH
BA (Hons.) (Calgary)
MA (Distinction) (University College London)
PhD (Calgary)

Kharah Ross
Assistant Professor, PSYC
BSc Psych (Hons.) (Calgary)
BSc Biological Sciences (Calgary)
MA (British Columbia)
PhD (Northwestern University)

Faria Sana
Assistant Professor, PSYC
BA (Hons.) (McMaster)
PhD (McMaster)

Meenal Shrivastava
Professor, POEC/GLST
MA (Rajasthan)
MPhil (Jawaharlal Nehru)
PhD (Jawaharlal Nehru)

Tony Simmons
Associate Professor, SOCI/LGST
BA (Hons.) (Alberta)
MA (Alberta)
PhD (Alberta)

Mike Sosteric
Associate Professor, SOCI
BA (High Hons.) (Regina)
BA (Hons.) (Regina)
MA (Regina)
PhD (Alberta)

Lorna Stefanick
Professor, GOVN
BA (British Columbia)
MA (Calgary)
PhD (Queen's)

Louis Svenningsen
Academic Coordinator, Psychology
BA (Manitoba)
MSc (Manitoba)

Myra Tait
Assistant Professor
Barrister and Solicitor
Member of the Law Society of Manitoba (non-practicing)
JD LLM (Manitoba)

Archie Zariski
Associate Professor, LGST
Program Director, PBLD
Grad Dip HEd (New South Wales)
BA (Alberta)
LLB (Alberta)
LLM (York)

Centre for Social Sciences Tutors

Manju Acharya
Individualized Study
PhD (Alberta)

Lorrie Adam*s*
Individualized Study, LGST
BComm (Alberta)
LLB (Alberta)

John Anderson
Individualized Study
BA (Hons.) (Guelph)
LLB (Queen's)
MA (Alberta)

Carmen Arth
Individualized Study
BA (Dist.) (Concordia University College)

BA (Hons.) (Alberta)
MSc (Loma Linda)

Amanda Baldwin
Individualized Study
BA (Athabasca)
MC (Calgary)
PhD (Regina)

Allison Barnes
Individualized Study
BA (Hons.) (Ottawa)
MA (Ottawa)
PhD (Waterloo)

Trevor Baxter
Individualized Study
MA (Carleton)

Kate Belford
Individualized Study
BA (Western)
BEd (Toronto)
MEd (Alberta)

Bill Bewick
Individualized Study
MA (Alberta)

Craig Blatz
Individualized Study

Mona Brash
Individualized Study
Dip Adult Education (British Columbia)
BEd (British Columbia)
MA (Victoria)

Jim Brophy
Individualized Study
PhD (Stirling)

Leigh Brownhill
Individualized Study
PhD (Toronto)

Paul Brunet
Individualized Study

Denise Buchner
Individualized Study
BEd (Calgary)
MA (British Columbia)
PhD (Calgary)

Ria Busink
Individualized Study
BEd (British Columbia)
MA (Saybrook Institute)
PhD (Alberta)

Patricia Case
Individualized Study

Wanda Christensen
Individualized Study
BEd (Alberta)
MEd (Lethbridge)
MSc (Minnesota)

Terry Coleman
Individualized Study
HRMA (Regina)
MA (Regina)

Cristela D'Elia
Individualized Study
Academic Expert/Marker
BA (Alberta)
MSc (Loma Linda)

Tom Dalby
Individualized Study
BA (Hons.) (York, ON)
MA (Guelph)
PhD (Calgary)

Stephanie David
Individualized Study
BSc (Calgary)
MC (Calgary/Athabasca)
R. Psych (Province of Alberta)

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Brenda Davis
Individualized Study
BEd (Dist.) (Alberta)
LLB (Alberta)
MEd (Alberta)

Mark Dimirsky
Individualized Study
BSc (Temple)
MSc (Utah State)
PhD (Manitoba)

Agnieszka Doll
Individualized Study
BA (Hons.) (Marie Curie-Sklodowska, Poland)
LLM (Marie Curie-Sklodowska, Poland)
MA (Simon Fraser)
PhD (Victoria)

Gordon Drever
Individualized Study
BA (Hons.) (Alberta)
MA (Brandeis)

Audny Dypvik
Individualized Study
BSc (Calgary)
MSc (Calgary)
PhD (Calgary)

Theresa Ferguson
Individualized Study
BA (Toronto)
MA (Alberta)

Deanna Fidelak
Individualized Study

Nancy Fisher
Individualized Study

Cass Foursha-Stevenson
Individualized Study
BSc (Hons.) (Calgary)
MA (Rutgers University)
PhD (Rutgers University)

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Valerie Freeland
Individualized Study

Benjamin Gallivan
Individualized Study
BRec (Dalhousie)
MA (York)
R. Psych

Jill Gatfield
Individualized Study
BA (Windsor)
MA (Dalhousie)

Marcelene Amy Gerlock
Individualized Study
BA (Dist.) (Alberta)
MA (Alberta)

Naomi Grant
Individualized Study

Trevor Hamilton
Individualized Study
PhD (Alberta)

Lori Harper
Individualized Study
BA (Hons.) (Alberta)
MSc (Calgary)
PhD (Calgary)

Cal Hauserman
Individualized Study
Dip Ed (Calgary)
DPE (Lethbridge)
BEd (Lethbridge)
MA (Gonzaga)
PhD (Nebraska, Lincoln)

Chris Hay
Individualized Study
BA (Alberta)
MA (Carleton)

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Tina Hayes
Individualized Study
UCert Inclusive Education (Calgary)
BEd (Alberta)
MEd (Alberta)
CPsych

Melissa Hendry
Individualized Study
MA (Simon Fraser)

Kaitlyn Hillier
Individualized Study

Adam Howorko
Individualized Study
BSc (Alberta)
MEd (Hons.) (Alberta)
MTA (Taylor University College)

Ernie Jacobson
Individualized Study
BA (Hons.) (Alberta)
MA (Alberta)

Wonita Janzen
Individualized Study
PhD (Alberta)

Michelle Jarick
Individualized Study
Academic Expert/Marker

Genevieve Marie Johnson
Individualized Study
BEd (Alberta)
MEd (Alberta)
PhD (Alberta)

Kay Johnson
Individualized Study
Academic Expert/Marker
BA (History) (Hons) Ottawa)
BA (ENGL) (Ottawa)
MLIS (McGill)

Lois Johnston
Individualized Study
BA (Calgary)
BEd (Lethbridge)
MA (Calgary)
PhD (Alberta)

C. Allyson Jones
Individualized Study
UDip PT (Saskatchewan)
BA (Winnipeg)
BSc (Saskatchewan)
MSc (Alberta)
PhD (Alberta)

Trent E. Kane
Individualized Study
BMASc (RMC)
BA (Manitoba)
MA (Manitoba)

Denis Kirchhoff
Individualized Study
PhD (Waterloo)

Rosemarri Klamn
Individualized Study

Cindy Kleinmeyer
Individualized Study
BA (Alberta)
MA (Alberta)

Carol Krol
Individualized Study
BA (Hons.) (Calgary)
MA (Calgary)

Francois Larose
Individualized Study
BSc (Montreal)
MSc (Montreal)
PhD (Alberta)

Sandra LaBlanc
Individualized Study

Alan LeBoeuf
Individualized Study
BSc (Hons.) (Sheffield Hallam)
MSc (Birmingham)
PhD (Trinity College, Dublin)

Karine Levasseur
Individualized Study
BA (Manitoba)
MPA (Manitoba)

Alison Lewis
Individualized Study
BEd (Alberta)
MEd (Portland)

Glynnis Lieb
Individualized Study
BA (Hons.) (Manitoba)
MA (Manitoba)

Tracey Louis
Individualized Study

Tracey Lowey
Individualized Study

Judi Malone
Individualized Study
RPsych (College of Alberta)
BA (Alberta)
MA (Gonzaga)
PhD (Charles Sturt)

Karen Mayich
Individualized Study
BEd (Memorial, NL)
MSc (Calgary)

Maureen McCallum
Individualized Study
BA (Concordia University, Montreal)
MSc (Guelph)
PhD (Guelph)

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Colleen McClure
Individualized Study
BA (Alberta)
BEd (Dist.) (Alberta)
MA (San Diego State)

Karen McDonald-Harper
Individualized Study

Kisha McPherson
Individualized Study, CMNS
BPA (Hons.) (Athabasca)
MA (Toronto)

John Middleton-Hope
Individualized Study
MCE (Calgary)

Laurie Milne
Individualized Study
BA (Hons. 1st Class) (Calgary)
MA (Calgary)
PhD (Simon Fraser)

Ben Moffat
Individualized Study
Academic Expert/Marker
BA (Hons.) (Simon Fraser)
MA British Columbia)
PhD (Saskatchewan)

Connie Mohn
Individualized Study
Academic Expert/Marker
BA (Simon Fraser)
MA (Royal Roads)

Vanee Narayanan
Individualized Study
BA (Bombay)
MA (Bombay)

Sunday Olukoju
Individualized Study
PhD (Walden)

David Polson
Individualized Study

Jefferey Potkins
Individualized Study
BPAdmn (Athabasca)
MPA (Carleton)

Marc Poulin
Individualized Study
BA (Hons.) (Manitoba)
MA (Manitoba)

Lisa Priebe
Individualized Study
BA – Psychology (Athabasca)
BSc – Human Science (Athabasca)
MA – Counselling Psychology (Yorkville)
PhD – Health Psychology (Saybrook)

Katherine Regan
Individualized Study
PhD (Simon Fraser)

Adriana Rincon Villegas
Individualized Study
LL.B (Bogota, Colombia)
MA (University of Georgia)
Doctoral Candidate – Global Governance and Human Security (UMass, Boston)

Shirley Roozen
Individualized Study
BA (Alberta)
MA (Alberta)

Rochelle Sato
Individualized Study
BA (Lethbridge)
MEd (Lethbridge)
PhD (Alberta)

Darren Scarlett
Individualized Study
BSc (Hons.) (Calgary)
MSc (Calgary)

Claire Scavuzzo
Individualized Study
Academic Expert/Marker
BSc (Hons.) (University of Illinois Urbana Champaign)
PhD (University of Illinois Urbana Champaign)

Krista Schultz
Individualized Study
BEd (Alberta)
MSc (Cappella University)
RPsych (Alberta)

Sohrab Shiravand
Individualized Study

Shelley Sikora
Individualized Study
BA (Alberta)
MA (Alberta)

Peter Slezak
Individualized Study
BA (Calgary)
MA (Calgary)

Brent Snook
Individualized Study
BA (Memorial)
MSc (Dist.) (Liverpool)
PhD (Liverpool)

Dorothy Steffler
Individualized Study
BA (Concordia University College)
PhD (Alberta)

Katherine Strand
Individualized Study

Chris Striemer
Individualized Study
PhD (Waterloo)

Tobias Timm
Individualized Study

Jo-Anne Tomie
Individualized Study
BSc (Lethbridge)
MSc (Lethbridge)

Rosario Turvey
Individualized Study
BA (Centio Escolar)
MA (Philippines, Diliman)
MA (Waterloo)
PhD (Waterloo)

Alexandra Twyman
Individualized Study

Fredrick Ulmer
Individualized Study
BA (Alberta)
BEd (Alberta)
MEd (Alberta)

Thomas Varghese
Individualized Study
BSc (KU, India)
MSc (MU, India)
MEd (Alberta)
PhD (MU, India)

Kimberley Vaughan
Individualized Study
BA (Hons.) (Queen's, Ontario)
MSc (Calgary)
PhD (Calgary)

Douglas Wardell
Individualized Study
BA (Hons.) (Wilfred Laurier)
PhD (Alberta)

Ewa Wasniewski
Individualized Study
BPE (Alberta)
BEd (Alberta)
MEd (Alberta)
PhD (Alberta)

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Gregory Wells
Individualized Study
BSc (Calgary)
MA (Windsor)
PhD (Windsor)

Clayton Wilbern
Individualized Study
BA (Alberta)
MBA (Athabasca)
PhD (Northcentral University)

Theresa Zolner
Individualized Study
BA (Hons.) (Alberta)
MA (Saskatchewan)
MA (Binghamton University)
PhD (Saskatchewan)

8.4.2 Centre for Humanities

Angela Abdou
Associate Professor, Creative Writing
Academic Coordinator
BA (Hons.) (Regina)
MA (Western)
PhD (Calgary)

Jolene Armstrong
Associate Professor, ENGL
BA (Alberta)
PhD (Alberta)

Marc B. Cels
Associate Professor, CGSA
BA (Hons. 1st Class) (Calgary)
MA (Toronto)
PhD (Toronto)

Romita Choudhury
Academic Coordinator, ENGL
DPhil (Alberta)
MA (Alberta)

Michael Dabrowski
Academic Coordinator, SPAN
BA (Hons.) (Calgary)

Adien Dubbelboer
Academic Coordinator, ENGL
Dip Social Cultural Work
BA (Coll Social Cultural Work, NL)
MA (Rijksuniversiteit Groningen, NL)

Evelyne Gagnon
Assistant Professor, FREN
BA (Laval)
MA (Québec)
PhD (Québec)
Postdoctoral Fellowship (Québec)
Postdoctoral Fellowship (Alberta)

Paul Huebener
Associate Professor, ENGL
BA (Hons.) (British Columbia)
MA (McMaster)
PhD (McMaster)

Joseph Kelly
Assistant Professor, HIST
BA (KwaZula-Natal)
MEcon (Natal)
DPhil (Toronto)

Manijeh Mannani
Associate Professor, ENGL
Associate Dean, FHSS
BA (Hons. 1st Class) (Shahid Beheshti)
MA (Hons. 1st Class) (Tehran)
PhD (Alberta)

Suzanne McCullagh
Assistant Professor, Philosophy
BA (Glendon College, York)
MA (Memorial)
PhD (Guelph)

Chris McTavish
Academic Coordinator
DPhil (Loyola College)

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Frits Pannekoek
Professor, HIST
BA (Hons.) (Alberta)
MA (Alberta)
PhD (Queen's)

Nina Paulovicova
Assistant Professor, HIST
MA (Hons.) (Nitra, Slovakia)
PhD (Alberta)

Shandip Saha
Associate Professor, RELS/PHIL
BA (Hons.) (Carleton)
MA (Harvard)
PhD (Ottawa)

Eric Strikwerda
Associate Professor, History
BA (Hons.) (Alberta)
MA (Saskatchewan)
PhD (York)

Vina Tirven-Gadum
Associate Professor, French
Chair, CHUM
BA (Hons.) (Winnipeg)
MA (Manitoba)
PhD (Manitoba)

Centre for Humanities Tutors

Francis Aleba
Individualized Study
BA (Alberta)
MA (Alberta)

Marian Allen
Individualized Study
BA (Hons.) (Calgary)
MA (Calgary)

Lara Apps
Individualized Study
BA (Calgary)

MA (Alberta)

Sonia Atwal
Individualized Study
BA (Alberta)
MA (Western Ontario)

Wolfgang Blaine
Individualized Study
PhD (Exeter)

Michael Brisbois
Individualized Study

Melisa Brittain
Individualized Study
BA (Hons.) (Guelph)
MA (Guelph)
PhD (Alberta)

Renee Brodie
Individualized Study
BA (Alberta)
MA (Alberta)
PhD (Queensland)

Conny Burian
Individualized Study

John Cappucci
Individualized Study

Jaclyn Carter
Individualized Study
BA (Hons.) (Mount Royal University)
MA (Calgary)
PhD Candidate (Calgary)

Pam Chamberlain
Individualized Study
BEd (Alberta)
MA (Alberta)

Viorica Craciunescu
Individualized Study
BA (Bucharest)

MA (University of Poitiers)
MA (Bucharest)
PhD (Bucharest)

Shawna Cunninham
Individualized Study
BA (Lethbridge)
MA (Alberta)

Stuart Edgar
Individualized Study
BA (Hons.) (Winnipeg)
DPhil (Calgary)
MA (Toronto)

David Evans
Individualized Study
BA (Alberta)
MA (Alberta)

Janine Falck
Individualized Study
BA (Hons. First Class) (Calgary)
MA (Calgary)

Rose Ferronato
Individualized Study, FREN
BA (Jt. Hons.) (McGill)
MA (Calgary)

Jo-Ann Foote
Individualized Study
BEd (Calgary)

Rebecca Fredrickson
Individualized Study

LaDawn Funk
Individualized Study
MEd (Calgary)
BA (Alberta)
BEd (Dist.) (Alberta)

Virginia Gillese
Individualized Study
BA (Alberta)

BA (Dist.) (Leuven)
MA (British Columbia)

Grant Grams
Individualized Study
BA (Saskatchewan)
MA (Albert Ludwigs)
PhD (Philipps University)

Laurel Halladay
Individualized Study
BA (Lethbridge)
MA (Carleton)
MA (Calgary)
PhD (Calgary)

Dominique Hetu
Individualized Study
BA (Sherbrooke)
MA (Sherbrooke)
PhD (Montreal)

Tony Hollihan
Individualized Study
BA (Hons.) (Memorial)
BEd (Alberta)
MA (Alberta)
PhD (Alberta)

Lynn Hughey Engelbert
Individualized Study
BA (Hons.) (Brock)
MA (Western Ontario)
PhD (Alberta)

Linda Kerr
Individualized Study
BA (Calgary)
MA (Calgary)
PhD (Alberta)

Kara Kilfoil
Individualized Study
BA (Hons.) (St. Francis Xavier)
MA (Carleton)
PhD (Calgary)

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Nicole Kunzle
Individualized Study
BEd (Alberta)
MA (Paris)
PhD (Alberta)

Allison Kydd
Individualized Study
BA (Regina)
Hons. Cert. (Regina)
MA (Windsor)

Liz Lawson
Individualized Study
BA (Dist.) (Alberta)
MA (Sussex)

Erika Lefevre
Individualized Study
Teaching Cert (Alberta Education)
BEd (Alberta)
MA (Alberta)

Chris Lepock
Individualized Study
PhD (Alberta)

Lily Li
Individualized Study
PhD (Alberta)

Puqun Li
Individualized Study
BA (Zhengzou)
MA (Carleton)
MA (Renmin)
PhD (Ottawa)

Dale Lindskog
Individualized Study
BA (Winnipeg)
MA (York, Ontario)
PhD (York, Ontario)

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Paul Lumsden
Individualized Study
PhD (Alberta)

Lisa Martin
Individualized Study
BA (King's)
BA (Hons.) (Alberta)
MA (Alberta)
PhD Candidate (Alberta)

Catherine McLaughlin
Individualized Study
BA (Dist.) (Alberta)
MA (Alberta)
PhD (Calgary)

Mary McNamee
Individualized Study

Joyce Miller
Individualized Study
BA (Hons.) (Waterloo)
MA (Alberta)
MFA (British Columbia)

Eugenio Palomino
Individualized Study
BEd (Alberta)
MA (California, Santa Barbara)

Sharon Patterson
Individualized Study

Ann Reynolds
Individualized Study
BA (Special) (Alberta)
MA (Alberta)

Shannon Robertson
Individualized Study
Ba (Hons.) (Alberta)
MA (Alberta)

Charles Rodger
Individualized Study

Fresia Sanchez
Individualized Study, SPAN
BA (Catholic, Chile)
MA (Calgary)

Kirsten Smart
Individualized Study
BA (Alberta)
MA (Alberta)

Krzysztof Swiatek
Individualized Study
MSc (Krakow Academy)
MA (Krakow Academy)
MA (York, UK)

Elzbieta Szymanska-Swiatek
Individualized Study
MA (Jagiellonian)
MSc (Jagiellonian)

William Thomson
Individualized Study
BA (Alberta)
MA (Alberta)
PhD (Alberta)

Susan Turner
Individualized Study
BA (Concordia University, Montreal)
MA (Alberta)
PhD (Alberta)

Salima Versi
Individualized Study
BA Psychology and Religious Studies (Hons.) (Queen's)
MA Counselling Psychology (Adler)
MA Religion and Modernity (Queen's)
Certificate in Adult Education (Aga Khan)

Cara Violini
Individualized Study

Kevin Whittingham
Individualized Study
BGA (Athabasca)

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MA (California State, Dominguez)

Robert Wiznura
Individualized Study
BA (Leuven)
BA (Alberta)
MA (Alberta)
PhD (British Columbia)

Gosia Wojtunik-Ricketts
Individualized Study
BA (The Higher School of Commerce, Poland)
MA (Alberta)

Vivian Zenari
Individualized Study
BA (Dist.) (Alberta)
MA (Alberta)
MLIS (Alberta)

Achilles Ziakris
Individualized Study
BMus (British Columbia)
MA (Toronto)
PhD (Toronto)

8.4.3 Centre for Interdisciplinary Studies

Josie Auger
Assistant Professor, Indigenous Studies
BA (Alberta)
MSc (Alberta)
PhD (Alberta)

Bob Barnetson
Professor, Industrial Relations
UCert Adult and Cont Ed (Calgary)
UCert HR/LR (Athabasca)
BA (Calgary)
MA (Calgary)
PhD (Calgary)

Derek Briton
Associate Professor
BA (Hons. 1st Class) (Alberta)
MEd (Alberta)
PhD (Alberta)

Rhiannon Bury
Associate Professor, Women's and Gender Studies
BA (York)
MA (Sherbrooke)
PhD (Toronto)

Alexa DeGagne
Assistant Professor, WGST
B.Soc.Sci. (Hons.) (Ottawa)
MA (Alberta)
PhD (Alberta)

Jason Foster
Program Director
Associate Professor, HRLR
BA (Alberta)
MA (McMaster)

Reinekke Gerding-Lengelle
Academic Coordinator
MA (Leiden University, NL)
PhD (Tilburg University, NL)

Anita Girvan
Assistant Professor, Cultural Studies

Lorelei Hanson
Associate Professor, Environmental Studies
BES (Hons.) (Waterloo)
MES (York)
PhD (Alberta)

Shabnam Inanloo Dailoo
Associate Professor and Director, HERM
Graduate Program Director
Historical Resources Intern Program
PhD (Calgary)

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Paul Kellogg
Chair, Centre for Interdisciplinary Studies
Professor
BA (Distinction 1st Class)(York)
BA (Distinction 1st Class Hons.) (York)
MA York)
PhD (Queen's)

Wendell H. Kisner
Graduate Program Director
Associate Professor, MA-IS
BA (Louisiana State)
MA (DePaul)
PhD (DePaul)

Judy Larmour
Academic Coordinator
BA (Hons.) (Dublin)
H.Dip.Ed (Dublin)
MA. (Alberta)

Michael Lithgow
Assistant Professor, Communications and Media Studies
MA (Concordia University)
PhD (Carleton)

Richard Marsden
Associate Professor, Industrial Relations
BSc (ECON) (Hons.) (Wales)
MSc (ECON) (Wales)
PhD (Warwick)

Mark McCutcheon
Professor, Literary Studies
BA (Guelph)
MA (Toronto)
PhD (Guelph)

Lisa Micheelsen
Academic Coordinator
BA (Hons.) (Western)
MA (Western)
PhD (Alberta)

Nicholas Montgomery
Academic Coordinator, Human Geography and Environmental Studies

Nisha Nath
Assistant Professor, Equity Studies
BA (Alberta)
MA (Carleton)
PhD (Alberta)

Karen Nielsen
Academic Coordinator
BSc (Hons. 1st Class) (Alberta)
BSW (St Thomas)
MEd (New Brunswick)
PhD (Alberta)
RSW (Clinical)

Ingo Schmidt
Academic Coordinator
MA (Gottingen)
PhD (Gottingen)

Angela Specht
Academic Coordinator
BA (Augustana University Coll)
MA (Alberta)
PhD (Alberta)

Karen Wall
Assistant Professor, Communication Studies
BA (Hons.) (Simon Fraser)
MA (Simon Fraser)
PhD (Alberta)

Tobias Wiggins
Assistant Professor, Women's and Gender Studies
BA (Hons.) (Trent University, Peterborough)
MA (York University, Toronto)
PhD (York University, Toronto)

Theresia Williams
Academic Coordinator, MAIS
BA (Athabasca)
BEd (Distinction) (Alberta)
MEd (Alberta)

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and the online version, the online Calendar will be binding.

Centre for Interdisciplinary Studies Tutors

Christy Anderson
Individualized Study

Aimee Benoit
Individualized Study
MA (Deakin)

Evelyn Chernyk
Individualized Study
Academic Expert/Marker

Liam Connelly
Individualized Study
Academic Expert/Marker
BA (Hons.) (Carleton)
LLB (Dundee)
LLM (Buckingham)

Melanie Cook
Individualized Study

Edna Djokoto-Asem
Individualized Study, SOSC
BA (Hons.) (Ghana)
MA (Queen's)
PhD (Alberta)

Holly Dougall
Individualized Study, CMNS
Academic Expert/Marker
BA (Windsor)
BEd (Windsor)
MA (Spring Arbor)

Carlo Fanelli
Individualized Study

Deborah Foster
Individualized Study
Academic Expert/Marker
BSc (McMaster)

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and the online version, the online Calendar will be binding.

MSc (Guelph)
PhD (Alberta)
RSW

Jayne Gackenbach Snyder
Individualized Study, CMNS
BA (New Mexico State)
MSc (Virginia Commonwealth)
PhD (Virginia Commonwealth)

Fiona Graham
Individualized Study, HRMT
MA (Queen's, Ontario)

Lois Hameister
Individualized Study, IDRL
BA (Alberta)
BEd (Alberta)
MBA (Alberta)

Andrij Kowalsky
Individualized Study
BA (Hons.) (Toronto)
LLB (Windsor)
MA (McMaster)
LLM (Queen's)
PhD (Osgood Hall)

Ronnie Leah
Individualized Study, WGST
BA (SUNY, Buffalo)
MA (Toronto)
PhD (Toronto)

Dougal MacDonald
Individualized Study
BA (Alberta)
MA (Calgary)
PhD (Calgary)

Fiona MacGregor
Individualized Study, WGST
BA (Calgary)
MWS (Memorial)

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James Mackintosh
Individualized Study
AGDDE(T) (Athabasca)
BA (Hons.) (Simon Fraser)
MA (Simon Fraser)
MDE (Athabasca)

Linda ManyGuns
Individualized Study

Paul McCluskey
Individualized Study, COMM
BAA (Ryerson)
MEd (Calgary)

Neal McLeod
Individualized Study
BA (High Hons.) (Saskatchewan)
MA (Saskatchewan)
PhD (Regina)

Sean McMahon
Individualized Study
BA (Alberta)
MA (Alberta)
PhD (Alberta)

Sandra Morton-Weizman
Individualized Study, HERM
BA (Manitoba)
MA (Toronto)
MMS (Toronto)

Nand Narine
Individualized Study, CRJS
Academic Expert/Marker
BSc (Hons.) (Guyana)
MBA (City, WA)

Paul Notley
Individualized Study, HIST
BA (Alberta)
LLB (Alberta)
MA (York)
PhD (Toledo)

Collette A. Oseen
Individualized Study, HRMT
Academic Expert/Marker
BA (Alberta)
MEd (Alberta)
PhD (Alberta)

Garry Ramsay
Individualized Study, HRMT
Academic Expert/Marker
BA (Open Learning)
MA (Queen's)

Daisy Raphael
Individualized Study

Trevor Rockwell
Individualized Study
MA (Victoria)

Kristin Rodier
Individualized Study
BA (High Hons.) (Saskatchewan)
MA (Saskatchewan)
PhD (Alberta)

Natalie Sharpe
Individualized Study
AAMSCRP Cert
BA (Hons. First Class) (Alberta)
MA (Alberta)

James Shawana
Individualized Study
RCMP Depot Graduate (Saskatchewan)
BSW (British Columbia)
MEd – Educational Leadership (British Columbia)
EdD (ABD) (Alberta)

Nicole Smith
Academic Expert
MEd (Alberta)

Natasja Treiberg
Individualized Study
BA (Hons.) (Carleton)

MA (Northern British Columbia)

Dan VanKeeken
Individualized Study, CMNS
BPA (Athabasca)

Barret Weber
Individualized Study
BA (Dist.) (Calgary/RDC)
MA (Alberta)
PhD (Alberta)

Michael Welton
Individualized Study, EDUC
BA (Hons.) (British Columbia)
MA (British Columbia)
PhD (British Columbia)

Arlene Young
Individualized Study, WGST
Dip Ed (Alberta)
BA (Alberta)
MEd (Alberta)
PhD (Alberta)
R Psych

8.4.4 Centre for Distance Education

Marti Cleveland-Innes
Program Director
Professor, Distance Education
BA (Calgary)
MA (Calgary)
PhD (Calgary)

Mohamed Ally
Professor, Distance Education
BSc (York)
MA (Concordia Univ Montreal)
PhD (Alberta)

Constance Blomgren
Academic Coordinator, CDE
BEd (Calgary)

MEd (Lethbridge)
PhD (Calgary)

Debra Hoven
Associate Professor, Distance Education
TESL (Royal Society of Arts)
BA (Queensland)
BEdStud (Queensland)
PhD (Queensland)

Cindy Ives
Professor, Distance Education
BA (Hons. 1st Class) (Carleton)
MA (Carleton)
PhD (Concordia)

Rory McGreal
Professor, Distance Education
Director TEKRI
BA (Hons)(McGill)
MA (Concordia)
MEd (Dalhousie)
PhD (Nova Southeastern)

Nathaniel Ostashewski
Academic Coordinator
Assistant Professor, Distance Education
BSc (Alberta)
BEd (Alberta)
MEd (Alberta)
EdD (Athabasca)

Agniezka Palalas
Assistant Professor, CDE
BA (Toronto)
TESL (Toronto)
MEd (Athabasca)
EdD (Athabasca)

Adnan Qayyum
Associate Professor Education Innovation
BA (Hons.) (Queen's)
MA – Education (British Columbia)
PhD – Educational Technology (Concordia University)

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Pamela Walsh
Associate Professor
BSc (Memorial)
BEd (Memorial)
MEd (Memorial)
EdD (Calgary)

Professor Emeritus/Adjunct

Dominique Abrioux
Professor Emeritus
BA (Combined Hons.) (Saskatchewan)
MA (Alberta)
PhD (Alberta)

Terry Anderson
Professor Emeritus
BA (Alberta)
BEd (Alberta)
MSc (Oregon)
PhD (Calgary)

Jonathan Baggaley
Professor Emeritus
BA (Hons.) (Sheffield)
PhD (Sheffield)

Patrick Fahy
Professor Emeritus
BSc (Minnesota)
MEd (Alberta)
PhD (Alberta)

Alvin Finkel
Professor Emeritus
BA (Manitoba)
MA (Manitoba)
PhD (Toronto)

Raphael Foshay
Professor Emeritus
BA (Acadia)
MA (Acadia)
PhD (Dalhousie)

Joy Fraser
Professor Emeritus
BScN (Alberta)
MN (Alberta)
PhD (Alberta)
RN

Lyle Grant
Professor Emeritus
BA (Summa cum laude) (Western Michigan)
MA (West Virginia)
PhD (West Virginia)

Sheila Greaves
Adjunct Professor
BA (British Columbia)
MA (Calgary)
PhD (British Columbia)

E. David Gregory
Professor Emeritus
UCert Ed (London)
BA (Hons. 1st Class) (Keele)
MA (Sussex)
PhD (Queen's)

Ella Haley
Adjunct Professor
BA (Guelph)
BSc (Hons.) (Guelph)
MA (Waterloo)
PhD (York)

Anwar Khan
Professor Emeritus
UDip Ed (Reading)
BA (Punjab)
LLB (Karachi)
MA (Peshawar)
MA (Keele)
Advocate (Punjab Bar and Lahore High Court)

Michael Lewis
Adjunct Professor

Leslie Main Johnson
Professor Emeritus
BA (Stanford)
MA (Alberta)
PhD (Alberta)

Bruce Morito
Professor Emeritus
BA (McMaster)
BPE (McMaster)
MA (McMaster)
PhD (Guelph)

Anne Nothof
Professor Emeritus
BA (Queen's)
MA (Alberta)
PhD (Alberta)

Joseph Pivato
Professor Emeritus
BA (Combined Hons.) (York)
MA (Alberta)
PhD (Alberta)

Mary Richardson
Professor Emeritus
BA (Wells College)
PhD (Pittsburgh)

Lynda Ross
Professor Emeritus
BA (Queen's)
MA (Guelph)
PhD (New Brunswick)

George Siemens
Adjunct Professor
Cert Adult Education (Red River College)
CMA
MA (Royal Roads, Victoria)
PhD (Aberdeen)

Jay Smith
Professor Emeritus
BA (Portland)

MA (McMaster)
PhD (Carleton)

Bruce Spencer
Professor Emeritus
UCert Ed (Liverpool)
BSc (Hons.) (London)
MA (Warwick)
PhD (Leeds)

Robert Spenser
Professor Emeritus

Donald Wetherall
Professor Emeritus
BA (Hons.) (Saskatchewan)
MA (Saskatchewan)
PhD (Queen's)

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8.5 Faculty of Science and Technology

Shauna Zenteno
Dean Faculty of Science and Technology
Associate Professor, Human Biology
BSc (Calgary)
PhD (Calgary)

8.5.1 Centre for Science

Academics

Farook Al-Shamali
Academic Coordinator, Astronomy
BSc (Hons.) (King Fahd Univ)
MSc (King Fahd Univ)
PhD (Alberta)

Angela Beltaos
Academic Coordinator, Applied Math

Gustavo Carrero
Assistant Professor, Mathematics
Program Director, FST
BSc (Cum Laude) (University Simon Bolivar)
MSc (University de Los Andes)
PhD (Alberta)

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Lisa Carter
Associate Professor
BSc (Hons.) (New South Wales, Australia)
PhD (New South Wales, Australia)

Martin Connors
Professor, Space Science/Physics
BSc (Hons.) (Western Ontario)
MSc (Alberta)
PhD (Alberta)

Christopher Glover
Associate Professor
CAIP Chair
BSc (Hons.) (Canterbury)
MS (Kentucky)
PhD (London)

James Greenwood-Lee
Assistant Professor, Applied Math
PhD (Queen's)

Dietmar Kennepohl
Professor, CHEM
BSc (Hons.) (McMaster)
PhD (Alberta)

Scott Ketcheson
Assistant Professor, Science and Technology
NSERC CRC Hydrological Sustainability
BSc (McMaster)
MSc (Waterloo)
PhD (Waterloo)

Shawn Lewenza
Associate Professor, Environmental Health
BSc (Hons.) (Manitoba)
PhD (Calgary)

Tarah Lynch
Academic Coordinator, Biology
BSc (Calgary)
PhD (Calgary)

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Ken Munyikwa
Associate Professor, Earth Sciences
BSc (Zimbabwe)
MSc (Brussels)
PhD (Brussels)

Julie Peschke
Academic Coordinator, Mathematics
UDip Database Admin (Alberta)
BA (Hons.) (Manitoba)
MA (Manitoba)
Oracle Cert Associate (Oracle)

Frédérique Pivot
Assistant Professor, Physical Geography
Dip D'Etudes Approf en Geog (Distinction) (Universite des Sciences et Technologies de Lille)
Diplome D'Etudes U Gen en Geog (Universite Paul-Valery)
MSc (Distinction) (Universite Paul-Valery)
PhD (Distinction) (Universite des Sciences et Technologies de Lille)

Lawton Shaw
Associate Professor, Chemistry
BSc (Calgary)
PhD (Calgary)

Amrit Kumar Shrestha
Academic Coordinator, Mathematics
MSc (Oslo, NO)
MSc (Alberta)

Norman Temple
Professor, Nutrition
PhD (Wolverhampton)
MI Biol (Nottingham)

Roland Treu
Associate Professor, Biology
Dipl.-Biol. (Munich)
Dr. rer. nat. (Munich)

John Ulici-Petru*t*
Academic Coordinator, Biology
DVM (Hons.) (Cluj)
PhD (Cluj)

Junye Wang
Professor
CAIP Research Chair in Computational Sustainability and Environmental Analytics
MSc (Harbin Eng University)
PhD (East China University of Science and Technology)

Tutors

Henry Agbogun
Individualized Study, Geology
BTech (Hons.) (Yola, Nigeria)
MSc (Zaria, Nigeria)
MSc (Newcastle, England)
PhD (New Brunswick)

Michael Akinwumi
Individualized Study
BSc (First Class) (Nigeria)
MSc (Dist.) (Germany)
Dipl. Ing. (Dist.) (Austria)
PhD (Alberta)

Ramon Alanis
Individualized Study
PhD (Alberta)

Carmen Allen
Academic Expert/Marker
MSc (Carleton)

Flor Argenti
Individualized Study, Mathematics
MSc (Venezuela)

Raju Aryal
Academic Expert/Marker
BSc (Tribhuvan, Nepal)
MSc (Tribhuvan, Nepal)
MSc (Nagoya University, Japan)
PhD (Northern British Columbia)

Les Barnhouse
Individualized Study, Mathematics
Academic Expert/Marker
UCert Comp and Bus Data Proc (Alberta)
CMA

Wendy Benson
Academic Expert/Marker
UCert Health Science Admin (Minnesota)
BSc (Alberta)
MPH (Minnesota)

Teresa Bosse
Academic Expert/Marker
BSc (Distinction) (Alberta)
MSc (Alberta)

Leonid Braverman
Individualized Study, Physics
BSc (Perm State University, Russia)
MSc (Distinction) (Perm State University, Russia)
PhD (Perm State University, Russia)

Christy Bredeson
Individualized Study
BSc (Hons.) (Alberta)
MSc (Calgary)

Lois Browne
Academic Expert/Marker
BSc (Alberta)
MSc (Alberta)
PhD (Alberta)

Valeriy Bulitko
Individualized Study, Mathematics
BSc (Odessa Polytechnical)
PhD (Moscow Pedagogical)
DcS (Math Inst RAN, Novosibirsk)
DcS (National Ukrainian, Kiev)

Robert Changirwa
Individualized Study, Mathematics
PhD (Dalhousie)

Karen Davison
Academic Expert/Marker
CHES
BASc (Guelph)
MSc (NBC)
RD

James Doucette
Individualized Study, Mathematics
BComm (Mount Allison)
MEcon (McMaster)

Shaniff Esmail
Academic Expert/Marker
PhD (Alberta)

Sam Fefferman
Individualized Study, Mathematics
BComm (Alberta)
MA (Hons.) (Alberta)

Dan Feng
Individualized Study
PhD (Calgary)

Fedora Gonzales Lucena
Individualized Study, Geology
BEng (Venezuela)
MSc (Ottawa)
PhD (Ottawa)

Eric Goodman
Individualized Study, Mathematics
BA (Alberta)
MSc (Alberta)

Georgia Goth
Academic Expert/Marker
BSc (Alberta)
MSc (Oklahoma)
PhD (British Columbia)

Simon Habegger
Academic Expert/Marker
MA (Duke)

Kerry Heberling
Individualized Study
BSc (Hons.) (Trent)
PhD (Alberta)

Sean Irwin
Academic Expert/Marker
BSc (Guelph)
PhD (Calgary)

Zija Jacaj
Academic Expert/Marker
MD (Tirana, Albania)
PhD (Tirana, Albania)

Nyron Jaleel
Academic Expert/Marker
BSc (Alberta)
MEd (Alberta)

Jon Johansson
Individualized Study, Science
PhD (Alberta)

Bertram Kaufhold
Individualized Study, Mathematics
BSc (Hons.) (Konstanz)
MEng (Victoria)

Alice Khin
Academic Expert/Marker
MBBS (Rangoon University)
MMedSc (Rangoon University)

Jude Kong
Individualized Study, Mathematics
BEd (Hons.) (Ecole Normale Supérieure Annexe Bambili, Cameroon)
BSc (Hons.) University of Buea, Cameroon)
MSc (University of L'Aquila, Italy / University of Hamburg, Germany)
PhD (Alberta)

Dorothy Kubsch
Individualized Study, Mathematics
BComm (Distinction) (Alberta)

David Lyder
Individualized Study, Astronomy
BSc (Alberta)
MSc (Alberta)
PhD (Victoria)

Ved Madan
Individualized Study
BSc (Hons.) (Dehli)
MSc (Dehli)
MSc (Calgary)
PhD (Toronto)

Adam Magico
Individualized Study
BSc (Alberta)
PhD (Alberta)

Ita McGrogan
Academic Expert/Marker
BSc (Toronto)
PhD (McMaster)

Victor Olobatuyi
Individualized Study

Helen Onderka
Academic Expert/Marker
BSc (Purdue)
MSc (Purdue)

Izak Paul
Academic Expert/Marker
BSc (Hons.) (McGill)
PhD (Toronto)

Marise Pinheiro
Academic Expert/Marker
BSc (Rio de Janiero)
MSc (Alberta)

Janete Poloway
Academic Expert/Marker
BSc (Alberta)
MSA (Calgary)

Lorraine Radetzky
Academic Expert/Marker
BA (Lethbridge)
BSc (Lethbridge)
MSc (Calgary)
PhD (Calgary)
RN (Mount Royal / Athabasca)

Jim Robinson
Academic Expert/Marker
BSc (Calgary)
MSc (Calgary)

Fuad Sarajov
Individualized Study, Mathematics
MA (Hons.) (Moscow State)
PhD (Moscow State)

Arzu Sardarli
Individualized Study, Mathematics
MSc (Hons.) (Azerbaijan State Univ)
PhD (Russian State Attestation Committee)

Bill Scott
Individualized Study, Astronomy
BSc (Hons.) (Manitoba)
MSc (Manitoba)
PhD (British Columbia)

Seema Sehgal
Individualized Study, Mathematics
BSc (Alberta)

Fayez Seifeddine
Individualized Study, Mathematics
BA Math (Carleton)
MSc Math (Carleton)
PhD Math (Calgary)

Nessim Tariq
Individualized Study

Klaus Thomson
Academic Expert/Marker
MSc (Albert-Ludwigs)
PhD (Albert-Ludwigs)

Shannon Tracey
Academic Expert/Marker
BSc (Houghton College)
PhD (Alberta)

Alexandra Venter
Academic Expert/Marker
BSc (Hons.) (Distinction) (Guelph)
MSc (Calgary)

Daria Vyachkileva
Individualized Study
BSc (Wyoming)
MSc (Alberta)

Paul Wagner
Individualized Study, Geology
BSc (Alberta)
MSc (Alberta)

Marie Weingartshofer
Academic Expert/Marker
BSc (St Francis Xavier)
MSc (Guelph)
RD

Christina Whittmire
Individualized Study
Academic Expert/Marker
MSc (Regina)

William Wiehler
Academic Expert/Marker
BSc (Hons.) (Lethbridge)
MSc (Hons.) (Lethbridge)

8.5.2 RAIC Centre for Architecture

Academics

Douglas MacLeod
RAIC Chair, Professor, Archit

Trevor Butler
Academic Coordinator, Architecture
Engineer, PEng
MEng (Leeds/Penn State)
MSt (Cambridge)

Veronica Madonna
Assistant Professor, Architecture
Architect, OAA, MRAIC
BArchSc (Ryerson)
B.E.D.S. (Dalhousie)
MArch (Dalhousie)

Henry Tsang
Academic Coordinator, Architecture
Architect, OAQ, MRAIC, LEED GA, WELL AP
BSc Arch (McGill)
MArch (McGill)
PhD (UTokyo)

Tutors

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Lenore Hietkamp
Academic Expert/Marker
BA – English, Art History (Guelph)
MA – Art History (Victoria)
PhD (ABD) – Art History (Washington)

Kristen Kornienko
Academic Expert/Marker
BA (San Diego)
MLA (New Mexico)
PhD (Witwatersrand, South Africa)

Phillip Kwan
Academic Expert/Marker
BASc (Toronto)

Shane Laptiste
Academic Expert/Marker
BScArch (McGill)
MArch (McGill)

Barry Magrill
Academic Expert/Marker
Architectural Historian
BA (York)
MA (York)
PhD (British Columbia)

Neil Prakash
Academic Expert/Marker

8.5.3 School of Computing and Information Systems

Academics

Ali Dewan
Chair. SCIS/FST
Assistant Professor, COMP
BSc (Dist.) (Khulna University)
PhD (Dist.) (Kyung Hee University)

Mahmoud Abaza
Associate Professor, COMP
Dip Comp Eng (Tashkent Polytechnic Inst)

MSc (Yarmouk)
PhD (Wisconsin)

Maiga Chang
Associate Professor, COMP
PhD (Chung-Yuan Christian)

Jon Dron
Professor, SCIS
BA (Hons.) (Sussex)
MSc (Distinction) (Brighton)
PhD (Brighton)

Larbi Esmahi
Grad Program Director
Associate Professor, COMP
BEng (INSEA, Morocco)
MScA (INSEA, Morocco)
PhD (Montreal)

Stella George
Assistant Professor, COMP/IS

Sabine Graf
Professor, COMP
MScIS (VUT)
PhD (VUT)

Richard Huntrods
Academic Coordinator, COMP
BSc (Calgary)
MEng (Calgary)

Vivekanandan S. Kumar
Professor, SCIS
BSc (Distinction) (Bharathiar)
MCA (Distinction) (Bharathiar)
PhD (Distinction) (Saskatchewan)

Oscar Lin
Associate Dean, FGS
Professor, COMP
BSc (South China Univ Tech)
MSc (South China Univ Tech)
PhD (Hong Kong UST)

Ching Tan
Associate Professor
BSc (Northwestern Polytechnical)
PhD (Norwegian Inst Tech)

Terrence Taylor
Academic Coordinator
UDip Ed (Alberta)
BSc (Alberta)

Harris Wang
Associate Professor, CCIS
BSc (JiLin)
MSc (JiLin)
PhD (ANU)

Grant Wen
Associate Professor, COMP
BEng (Hunan)
MSc (Tianjin)
PhD (Central South)

Xiaokun Zhang
Associate Professor, COMP
BEng (Northwestern Polytechnical)
MSc (Northwestern Polytechnical)
PhD (Northwestern Polytechnical)

Tutors

Mushtaq Ahmed
Academic Expert/Marker
BSc (Punjab)
MSc (Punjab)
MSc
MScIS (Athabasca)
Oracle Certified Professional DBA

Liaqat Ali
Academic Expert/Marker

Ebrahim Bagheri
Academic Expert/Marker
BSc (Mashhad)

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MSc (Mashhad)
PhD (New Brunswick)

Greg Dolinar
Academic Expert/Marker

Moushir Elbishouty
Academic Expert/Marker
PhD

Judy Grattan
Academic Expert/Marker
BSc (Calgary)
MEd (Calgary)

Goran Jelica
Academic Expert/Marker
BScCIS (Athabasca)
MSc IS (Athabasca)

Randy Kaltenbach
Academic Expert/Marker
BSc (Eng) (Alberta)
MA (Athabasca)
P Eng

Steve Hin Leung
Academic Expert/Marker
BSc (Hong Kong)
MSc (Glascow)

Laura Marik
Individualized Study
Academic Expert/Marker
MSc (Calgary)

Michael Proctor
Academic Expert/Marker
BSc (Calgary)
MSc (Athabasca)

Walter Ridgewell
Academic Expert/Marker
MSc (Athabasca)

Regner Sabillion
Academic Expert/Marker
CTech
Dip Francaise (San Pedro Sula)
BSc (San Pedro Sula)
MBA (Politecnica de Madrid)
MSc (UOberta de Catalunya, SPAIN)
ISP

Volodymyr Voytenko
Academic Expert/Marker
BSc (Ukraine)
MSc (Ukraine)
PhD (Ukraine)

Jiarong Wang
Academic Expert/Marker
BSc (Fudan University, China)
MSc (Cleveland State)

Professors Emeritus/Adjunct

Garth Edwards
Adjunct Professor

Robert Holmberg
Professor Emeritus
BA (Hons.) (Saskatchewan)
MSc (Saskatchewan)
PhD (Simon Fraser)

Kinshuk Kinshuk
Adjunct Professor
PhD (De Montfort)

Melanie Vile
Adjunct Professor

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8.6 Other Centres

8.6.1 Centre for Distance Education

Martha Cleveland-Innes
Chair; Professor, Distance Education
BA (Calgary)
MA (Calgary)
PhD (Calgary)

Mohamed Ally
Professor, Distance Education
BSc (York)
MA (Concordia Univ Montreal)
PhD (Alberta)

Constance Blomgren
Academic Coordinator, CDE
BEd (Calgary)
MEd (Lethbridge)
PhD (Calgary)

Debra Hoven
Associate Professor, Distance Education
TESL (Royal Society of Arts)
BA (Queensland)
BEdStud (Queensland)
PhD (Queensland)

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Faculty of Health Disciplines

Faculty of Humanities and Social Sciences

Faculty of Science and Technology

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Cindy Ives
Professor, Distance Education
BA (Hons. 1st Class) (Carleton)
MA (Carleton)
PhD (Concordia)

Rory McGreal
Professor, Distance Education
Director TEKRI
BA (Hons)(McGill)
MA (Concordia)
MEd (Dalhousie)
PhD (Nova Southeastern)

Susan Moisey
Associate Professor, Distance Education
BA (Alberta)
MEd (Alberta)
PhD (Alberta)

Nathaniel Ostashewski
Academic Coordinator
Assistant Professor, Distance Education
BSc (Alberta)
BEd (Alberta)
MEd (Alberta)
EdD (Athabasca)

Agniezka Palalas
Assistant Professor, CDE
BA (Toronto)
TESL (Toronto)
MEd (Athabasca)
EdD (Athabasca)

Pamela Walsh
Associate Professor
BSc (Memorial)
BEd (Memorial)
MEd (Memorial)
EdD (Calgary)

Professor Emeritus/Adjunct

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Dominique Abrioux
Professor Emeritus
BA (Combined Hons.) (Saskatchewan)
MA (Alberta)
PhD (Alberta)

Terry Anderson
Professor Emeritus
BA (Alberta)
BEd (Alberta)
MSc (Oregon)
PhD (Calgary)

Jonathan Baggaley
Professor Emeritus
BA (Hons.) (Sheffield)
PhD (Sheffield)

Patrick Fahy
Professor Emeritus
BSc (Minnesota)
MEd (Alberta)
PhD (Alberta)

George Siemens
Adjunct Professor
Cert Adult Education (Red River College)
CMA
MA (Royal Roads, Victoria)
PhD (Aberdeen)

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10. Student Code of Conduct and Right to Appeals Regulations

The conduct of applicants and students of Athabasca University is governed by the following three polices. Each policy is linked to an index. You can return to this index by the "View Policy Index" link at the bottom of each page.

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Student Academic Misconduct Policy
Non-Academic Misconduct Policy
Student Appeals Policy

Correspondence from a student to Athabasca University on any subject pertaining to the above three policies, must be made in writing via Canada Post, email, or fax (780.675.6174), to the Office of Registrar, Athabasca University, 1 University Drive, Athabasca, AB T9S 3A3

STUDENT ACADEMIC MISCONDUCT POLICY

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2. Intellectual Honesty
3. Academic Offences

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6. Appeals
7. Freedom of Information and Protection of Privacy
8. Time Limits for Appeal

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2. Non-Academic Offences
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   - *2.5 Written and/or Verbal Harassment*
   - *2.6 Sexual Harassment*
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   - *2.8 Non-Adherence to the University Smoking Policy*
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   - *4.3 Appeal Procedures*
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4. Appeals Process for Assignment of Grades

    4.1 Appeals on Substantive Grounds
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5. Appeals Process for Transfer Credit Evaluations and Assessments
6. Appeals on Matters of Institutional Procedure or Policy
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9.1.1 General Regulations

Athabasca University is defined by tradition as a community of people dedicated to the pursuit of advancement of knowledge and as a place where there is freedom to teach, and learn, and a concomitant obligation to respect these freedoms when they are exercised by others.

Athabasca University has the right to define the conduct that constitutes an academic offence and to apply whatever disciplinary actions it deems appropriate to deal with these offences. Possible penalties may include action ranging from a reduction in grade for a specific course to revocation of an awarded credential.

Nothing in this policy shall prevent Athabasca University from referring an individual or matter to the appropriate law enforcement agency or commencing legal action against an individual when appropriate.

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9.1.2 Intellectual Honesty

Intellectual honesty is accepted as the cornerstone of the development and acquisition of knowledge. Intellectual honesty demands that the contribution of others be acknowledged; therefore, the University insists on intellectual honesty in scholarship.

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9.1.3 Academic Offences

Academic offences include:

1. admissions offences
2. plagiarism
3. cheating
4. collusion
5. unauthorized use of Athabasca University materials
6. misrepresentation of facts and fraud
7. aiding another in committing an academic offence

9.1.3.1 Admission Offences

Any applicant who applies for admission who:

1. misrepresents, or aids another person or persons to falsify material facts for the purpose of gaining admission, enrolment, or obtaining academic advantage
2. commits, or aids another person or persons to commit an act designed to misrepresent an applicant's academic status or eligibility for admission, enrolment, or for receiving transfer credit
3. withholds records, transcripts, or other documents with the intent to gain unfair academic advantage
4. any other act of falsification or misrepresentation in the admission process that Athabasca University deems inappropriate is guilty of an admissions offence under this policy and may be subject to penalties listed under Section 5 Penalties within this policy.

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9.1.3.2 Plagiarism

Plagiarism involves submitting or presenting work in a course as if that work were the student's own, when, in fact, it was not. Often plagiarism exists when:

1. the work submitted was done in whole or in part, by an individual other than the person submitting the work
2. the whole or parts of a work are taken from another source without reference to the original author, publication, journal or Internet source
3. the whole or parts of the coursework submitted lacks citations even though a list of sources is provided
4. the coursework has been copied in whole or in part from an individual, a textbook, a solution manual, the Internet or any other source
5. when paid or professional editors are used inappropriately. Students are encouraged to contact the individual to whom their coursework is being submitted to discuss their plan on the use of an editor prior to submission of their coursework.

Anyone found guilty of plagiarism under this policy may be subject to Section 5 Penalties within this policy.

9.1.3.3 Cheating

Cheating includes:

1. submitting a proposed invigilator for approval under false pretenses. This includes, but is not limited to:

    naming one's friend, relative, fellow student or co-worker for approval

    submitting false credentials, names, occupations, and addresses

    the misrepresentation of other information related to a proposed invigilator

2. writing an invigilated examination or any part of an invigilated examination outside of an approved invigilation centre
3. removing, by any means, an examination or any part of an examination from an approved invigilation centre
4. communicating substantive content of any examination to

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course mates or others

5. in the course of writing an examination, obtaining or attempting to obtain information from another student or other unauthorized source, or giving or attempting to give information to another student, or knowingly possessing, using, or attempting to use any unauthorized material and/or electronic devices
6. leaving answer papers exposed to view, or attempting to read other students' examination papers
7. representing or attempting to represent oneself as another or having or attempting to have oneself represented by another in the taking of an examination, preparation of coursework, or other similar activity
8. submitting in any course or program of study without prior approval, all or a substantial portion of any coursework for which credit has been received or is being submitted in another course or program at AU or elsewhere
9. submitting in any course or program of study (including those courses in a clinical or laboratory setting) any coursework (including laboratory results) containing a false statement(s) intended to be perceived as fact(s), or a reference that has been fabricated
10. accessing course materials or notes pertaining to the subject matter of the course or accessing internet sites during a scheduled examination when the exam prohibits access to such materials
    Anyone found guilty of cheating under this policy may be subject to Section 5 Penalties within this policy.

9.1.3.4 Collusion

Collusion involves two or more persons who, by agreement between them, prepare and submit the substantially same or identical piece of coursework, claiming that it is the work of only the person submitting it, without the prior permission of the person to whom the coursework is being submitted.

Anyone found guilty of collusion under this policy may be subject to Section 5 Penalties within this policy.

9.1.3.5 Unauthorized Use of AU Materials

It is an offence to knowingly procure, sell, distribute, duplicate, transpose or receive any course material such as examinations, tests, quizzes, assignments, or laboratory results from any source without the proper written consent of Athabasca University except where licensing agreements permit otherwise.

Anyone found guilty of unauthorized use of Athabasca University materials under this policy may be subject to Section 5 Penalties within this policy.

9.1.3.6 Misrepresentation of Facts and Fraud

It is an offence to knowingly misrepresent material facts, the awarding of a credential, results of academic submissions, grades, or a reviewer's comments.

Forging or falsifying academic records is a serious offence that can result in expulsion and possible criminal prosecution. Specifically, it is an offence to:

Forged or Falsified Documents

Forging or falsifying academic records is a serious offence that can result in expulsion and possible criminal prosecution. Specifically, it is an offence to:

1. falsify or forge an academic record including, but not limited to, a transcript, a mid-term grade report, and/or a final grade report
2. create or present a fraudulent degree, certificate, or parchment, and/or to claim the receipt of a fraudulent credential presented as legitimate
3. assist another in falsifying or forging an academic record or credential.
   Anyone found guilty of misrepresenting facts and fraud under this policy may be subject to Section 5 Penalties within this policy.

9.1.3.7 Aiding Another in Committing an Academic Offence

It is an offence to aid another in committing any academic offence.

Anyone found guilty of aiding another in committing an academic offence under this policy may be subject to Section 5 Penalties within this policy.

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9.1.4 Penalties

Where an academic offence is found to have occurred, one or more of the following penalties will be imposed by Athabasca University, in conformance with Section 10.1.5 Disciplinary Procedures within this policy.

a. rejection of an application for admission or enrolment
b. rejection of submitted coursework with or without the option to resubmit
c. reduction of a grade on submitted coursework with or without the option to resubmit
d. reduction of, or assignment of, a failing grade in a course with or without the option to resubmit
e. suspension from Athabasca University for a period of at least six months but not more than two years*
f. expulsion from Athabasca University*
g. revocation of a grade awarded for a completed course with a failing grade assigned for the course*
h. revocation of an awarded credential*

*Penalty must be approved by Vice-President, Academic.

All penalties assigned under this policy will appear on a student's transcript for a period of two years. In circumstances where the two-year period extends beyond a student's graduation date, the penalty will be removed from the student's transcript on the date the student graduates provided that there is not more than one penalty on the student record. In cases where there are more than one penalty, all penalties will remain on the student record for the two-year period.

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In the case of an expulsion, the revocation of a grade for a completed course and the revocation of an awarded credential the penalty shall appear on the Student's transcript permanently.

9.1.4.1 Investigation of Offences

University Officers Responsible for Investigation of Offences:

OFFENCE	UNIVERSITY OFFICER
Falsifying admissions information	Associate Registrar of Admissions and Transfer Credit Services
Plagiarism	Dean (or designates)
Copying	Dean (or designates)
Collusion	Dean (or designates)
Cheating	Dean (or designates)
Unauthorized use of Athabasca University materials	Dean (or designates)
Misrepresentation of Facts and Fraud	Associate Registrar of Operations
Aiding another in committing an academic offence	In accordance with the offence as identified above.

Note: Dean (or designates) refers to the Dean responsible for the course. For the Centre of Distance Education, the Director of the Centre for Distance Education would be the designated University Officer in place of a Dean.

9.1.4.2 Assignment of Penalty

University Officers Responsible for Assignment of Penalties:

PENALTY	AUTHORITY TO DETERMINE OR APPROVE PENALTY

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Reduction of grade on submitted coursework	Dean (or designates)
Rejection of submitted coursework	Dean (or designates)
Rejection of an application for admission or enrollment	Associate Registrar of Admissions and Transfer Credit Services
Failure of an examination or coursework	Dean (or designates)
Failure of the course	Dean (or designates)
Suspension from Athabasca University of six months but not more than two years	Vice-President, Academic
Expulsion from Athabasca University	Vice-President, Academic

Notes:

Suspension from Athabasca University includes a suspension from a program. A student is not allowed to take any courses from Athabasca University during the period of the suspension.

Nothing shall prevent Athabasca University from referring an individual or matter to the appropriate law enforcement agency or commencing legal action against an individual should such action be considered appropriate. The appropriate University Official should consult with Athabasca University Legal Counsel prior to taking such action.

The authority to determine or approve penalties for the Centre for Distance Education is with the Director of the Centre for Distance Education.

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9.1.5 Disciplinary Procedures

Where there is an allegation of an academic offence, refer to the following procedures. Decisions are subject to the appeals process outlined in Section 7 Appeals within this policy. Any member of the University community who has reason to believe that a student is guilty of an academic offence may initiate proceedings against the student. Athabasca University has the right to amend and adjust these disciplinary procedures from time to time.

9.1.5.1 Initiation of Proceedings

Where a member of the Athabasca University community has reason to believe that a student has committed an academic offence, that individual may forward a written complaint to the appropriate University Officer for investigation.
The written complaint will include the following information:

a. a written summary of the allegation and
b. all supporting documentation that led to the belief that an academic offence has been committed including, but not limited to, copies of coursework and course materials, results from the use of plagiarism detection software, copies of Internet searches, invigilator statements, and any other documentation in support of the case.

9.1.5.2 Investigation

Preliminary Investigation and Summary Dismissal of Complaint

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Within fifteen (15) business days of receiving the written complaint, or such other time as may be permitted in accordance with this procedure, the University Officer may conduct a preliminary Investigation of the complaint, including, if it is in the view of University Officer desirable, discussing the complaint with the Complainant, or consulting with others (e.g. Registrar, academic staff, Athabasca University lawyers, Vice President – Academic, Associate Vice-President Academic, etc.). Where the University Officer is of the opinion the complaint is without merit, or is frivolous, trivial or vexatious, the University Officer may dismiss the complaint summarily. Where the complaint is dismissed summarily, the University Officer must notify the complainant, in writing, specifying the reason(s) for the dismissal.

Review and Determination

Within fifteen (15) business days of receiving the written complaint, or such other time as may be permitted in accordance with this procedure, and provided that the complaint has not been summarily dismissed, the University Officer must discuss the alleged offence with the student and the complainant. Other persons (e.g., Registrar, academic staff, Athabasca University lawyers, Vice-President – Academic, Associate Vice-President – Academic, etc.) may also be consulted as deemed appropriate; however, any previous record of the student alleged to have committed the offence is not to be consulted.

Determination That An Offence Has Not Occurred

Where the University Officer has determined that no offence has been committed and thus declines to proceed with the complaint, the complainant and the student must be provided with written notice of the decision within fifteen (15) business days of receipt of the complaint or such other time as may be permitted in accordance with this procedure. This notification will not form any part of the student's official student record.

Determination That An Offence Has Occurred and Imposition of Penalty

Where a student is found to have committed an academic offence, the University Officer will consult with the Office of the Registrar regarding penalties imposed generally for such offences and regarding the student's previous record. The University Officer shall consider the previous record of the student in order to determine the severity of the penalty. Where the penalty of

Suspension or Expulsion in under consideration, the University Officer investigating the matter will consult with the appropriate University Officer. No Suspension or Expulsion shall be imposed without the necessary approval. After the required consultation the University Officer may impose one or more of the Section 5 Penalties. The University Officer shall prepare a statement in writing in accordance with section 6.2.5 and 6.2.6.

Written Record

Where a penalty is to be imposed, the University Officer shall prepare a written statement setting out:

a. a brief summary of the conduct alleged to constitute the offence
b. a statement in writing that the alleged offence has been reviewed with the student and the complainant
c. a brief statement giving details of the determination and the reasons therefore
d. any special conditions that must be met by the student
e. for those penalties that require the approval of the Vice-President – Academic, documentation that the approval has been obtained.

Imposition of Penality

The University Officer shall then impose:

1. the penalty
2. any special conditions deemed appropriate by the University Officer that must be met by the student based upon the findings in the present case and the results of the review the student's record of previous discipline.

Notification to the Student and the Complainant

Within fifteen (15) business days of discussing the incident with the complainant and the student, or such other time as may be permitted in accordance with this procedure, the University Officer shall provide written notification to the complainant and the student of any penalty imposed. Such notification shall include the written statement prepared under Section 6.2.5. A copy of the correspondence shall be forwarded to the Registrar

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and be kept in the student's official student record. The written notification of the penalty imposed must also include notification of the right of appeal and must outline the procedures for appeal.

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In all cases, the University Officer will keep a file with all documentation associated with the case for a period of two (2) years. In the event of an appeal to the Student Academic Appeals Committee, the University Officer will forward a copy of this file to the Chair of the Student Academic Appeals Committee upon request.

9.1.5.3 Course and/or Program Withdrawal During Disciplinary Proceedings

A student is not eligible to withdraw from a course or program during disciplinary proceedings. If, at the conclusion of the proceedings it has been decided not to proceed with a charge of Academic Misconduct and the student wishes to withdraw from a course or program, the withdrawal may be back dated to the date the proceedings were initiated.

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9.1.6 Appeals

A student has the right to appeal any penalty assigned under this policy by Athabasca University to the Student Academic Appeals Committee by following the procedures established by Athabasca University and set out in the Student Appeals Policy. Any appeal must be filed within the time limits set out in the Student Appeals Procedures.

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9.1.7 Freedom of Information and Protection of Privacy

The use and disclosure of personal information will be only as provided for by Athabasca University's Protection of Privacy Policy and Alberta's Freedom of Information and Protection of Privacy Act.

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9.1.8 Time Limits for Appeals

It is intended that allegations of Academic Misconduct be investigated and addressed quickly, and where reasonably possible the time limits in this Procedure should be met. However, there may be circumstances where more time is required to conduct a thorough investigation, including but not limited to the absence of or inability to contact a complainant, applicant, student, or a necessary witness. Accordingly, the University Officer conducting the Investigation may request an extension of the time limits from the Chair of the Student Academic Appeals Committee, or designate. If the Chair of the Student Academic Appeals Committee, or designate, is of the opinion that an extension of the time limit is reasonably necessary to permit thorough investigation of the allegations, and does not unfairly interfere with the ability of the student to respond to the allegations, he or she may extend the time limits set out in the Procedure. Such an extension may be granted regardless of whether the request is received before or after the expiration of a time limit.

Approved by
Academic Council (Motion 75.9) 19 September, 1989

Amended Date/Motion No.
Academic Council (Motion 217-5) April 29, 2009
Academic Council (Motion 185-15) November 3, 2004 (Revised)
Academic Council (Motion 147-22) January 27, 1999 (Revised)
Athabasca University Governing Council (Motion 125-4) December 16, 1998
Academic Council (Motion 134-8) January 22, 1997 (Revised)

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July 7, 1993 (Revised)
March 20, 1990 (Revised)
Academic Council, November 19, 1991 (Revised)

Related References, Policies, and Procedures

Athabasca University Student Academic Misconduct Policy/Procedures
Athabasca University Protection of Privacy Policy
Athabasca University Information Technology Electronic Data Security Policy
Athabasca University Publication: Student Code of Conduct and Right to Appeal
Athabasca University Student Appeals Policy/Procedures

Applicable Legislation/Regulation

Alberta's Freedom of Information and Protection of Privacy Act Section 31 (1) (a) and (b) and Section 62 of the Post Secondary Learning Act (2003, c. P-19.5)

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9.2.1 General Regulations

Non-academic offences, attempted or committed by students on University premises or during University-sponsored activities, shall be grounds for disciplinary action by the University. The University reserves the right, notwithstanding anything contained herein, to refer any non-academic offence to the appropriate civil or criminal authority, as the University deems appropriate.

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9.2.2 Non-Academic Offences

Non-academic offences include

1. disruption of University activities
2. unauthorized entry or use of University facilities
3. misappropriation of, misuse of, or damage to University property
4. physical abuse or dangerous activity resulting, or likely to result in physical abuse of person or property
5. written and/or verbal abuse
6. sexual harassment
7. refusal to provide identification
8. smoking in prohibited areas

9.2.2.1 Disruption of University Activities

Disruption of University activities includes but is not limited to exam-writing, tutoring, teaching, studying, research, administration, and meetings.

9.2.2.2 Unauthorized Entry and Use

Unauthorized entry and/or use refers to any University building, facility, room, or office. Facilities include but are not limited to the central office, learning centers, University House, and parking lots.

9.2.2.3 Misappropriation of, Misuse of, or Damage to University Property

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Misappropriation of, misuse of, or damage to University property includes

1. misappropriation of or possession of misappropriated University property
2. intentional or negligent damage of University property
3. removal of books or other library and audio-visual material without proper authorization
4. mutilation or defacing of books or other library materials
5. intentionally misplacing resources or in any other way intentionally depriving other members of the University of the property or of having access to the resources.

9.2.2.4 Physical Abuse and Dangerous Activity

Physical abuse and dangerous activity include

1. actual physical abuse or threat of physical abuse to another person
2. damage to another person's property
3. knowingly, and without just cause, cause another person to fear physical abuse or fear damage to his/her property
4. creating a condition that unnecessarily endangers or threatens the health, safety, or well-being of other persons, or could cause damage to property

9.2.2.5 Written and/or Verbal Harassment

Written and/or verbal harassment includes the use of threatening, obscene, profane, or racist language, or language that is otherwise abusive in the circumstances, by a student, directed to another student, an instructor, officer, or other employee of the University, or any other person.

9.2.2.6 Sexual Harassment

Sexual harassment includes

1. written and/or verbal abuse or threats
2. unwelcome remarks, jokes, innuendoes, or taunting
3. displaying pornographic or other offensive or derogatory pictures

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4. practical jokes that cause awkwardness or embarrassment
5. unwelcome invitations or requests, whether direct, explicit, or intimidating
6. leering or other gestures
7. unnecessary physical contact such as touching, patting, pinching, punching
8. physical assault

9.2.2.7 Refusal to Provide Identification

It is an offence to refuse to provide identification upon request by an officer, employee, or agent of the University acting on behalf of the University in the course of his/her duties where the said person has reason to believe an individual is committing, has committed, or is about to commit an offence.

9.2.2.8 Non-Adherence to Smoking Policy

Smoking is prohibited at Athabasca University and its Learning Centres. Smoking is permitted outside these facilities.

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9.2.3 Disciplinary Action

Disciplinary action may include one or more of the following penalties:

- reprimand
- suspension
- expulsion
- exclusion from class
- exclusion from exam

9.2.4 Disciplinary Procedures

The following procedures do not apply to disruptive behaviour in class or disruptive behaviour in the exam room (see Section 7 Exclusion from Class or Exam for Disruptive Behaviour within this policy).

9.2.4.1 Initiation of Proceedings

Initiation

Any person who has reason to believe that a student is guilty of a non-academic offence may initiate proceedings against the student by way of a statement signed by the complainant and delivered to the Registrar.

Action

The Registrar will determine the appropriate avenue for investigation and will designate the appropriate individual to conduct the investigation (herewith called the "Investigator").

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9.2.4.2 Proceedings

Review and Investigation

The Investigator will review the complaint and conduct an investigation. This may include interviewing the relevant individuals and obtaining other information relevant to the complaint.

Complaint Declined

The Investigator may decline to proceed with a complaint under the following circumstances:

1. where the Investigator believes that no University rule has been violated
2. where the Investigator believes the complaint to be scandalous, frivolous, or vexatious
3. where the Investigator believes that an unreasonable amount of time has elapsed since the incident
4. where the Investigator believes that the offence should be referred to police or appropriate public authorities.

Complaint Declined Procedure

Where the Investigator has declined to proceed with a complaint, this decision will be delivered to the Registrar who will advise the complainant in writing within (10) calendar days of receipt of the complaint.

Action Procedure

1. The Investigator shall ensure that all documentation is provided to the Registrar.
2. If the Registrar desires more information, the Registrar shall conduct such further investigation as the Registrar deems appropriate, including reviewing the matter with the student, providing it is practical to do so.
3. The Registrar, following such investigation, may dismiss the complaint or impose one or more of the penalties.
4. In determining an appropriate penalty, the Registrar may take into account the disciplinary record, if any, of the student.
5. The Registrar shall provide written notice to the student of the decision, any penalty imposed, and of the right to appeal within twenty (20) calendar days of receipt of the original complaint.

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NOTE: In the event that the Investigator fails to act within the time limits stated herein, the student shall, upon the expiry of such time limits, be entitled to proceed to the next step: direct appeal to the Associate Vice-President, Academic. In the event that the Investigator or the Associate Vice-President, Academic is not available, a designate will carry out the following procedures.

9.2.4.3 Appeal Procedures

1. A student or complainant may appeal the decision of the Investigator not to proceed, or the decision by the Registrar, by submitting such notice of appeal in writing to the Associate Vice-President, Academic no later than ten (10) calendar days after deemed receipt of notification of the Registrar's decision. The Associate Vice-President, Academic may at his/her sole discretion accept an appeal notwithstanding that more than ten (10) calendar days have elapsed since receipt of the Registrar's decision.
2. The notice of appeal shall be in writing, signed personally or through an agent representing the appellant, and state the grounds of appeal. The appeal shall deal with the Registrar's decision, the finding of guilt and/or the penalty imposed. At this time the student may view the file upon request. Any additions to the file during the appeal process will be made available to the student who has requested access to the file.
3. If legal counsel is retained by the appellant, the Associate Vice-President, Academic must be notified of it immediately.
4. The Associate Vice-President, Academic shall consider the appeal and review the matter in a manner in which he/she, in his/her sole discretion deems appropriate, and may either sustain, quash, or vary the decision being appealed.
5. Where the Associate Vice-President, Academic sustains the finding of guilt, he/she may confirm, vary, or suspend the penalty imposed.
6. The Associate Vice-President, Academic shall communicate his/her decision to the appellant, or his/her agent/representative/lawyer, in writing, within ten (10) calendar days of receipt of the appeal or within such longer period as the Associate Vice-President, Academic deems necessary in his/her sole discretion. The penalty becomes effective immediately upon such notification. Any penalty imposed or confirmed shall take effect on the date indicated

in the written notification.

7. Decisions of the Associate Vice-President, Academic shall be final and binding, and no right of appeal lies therefrom.

NOTE: Notification mailed by single-registered post to the last known address of the student, is deemed, in the absence of evidence to the contrary, to have been received by the student ten (10) calendar days after posting to an Alberta address and twenty (20) calendar days to an address outside of Alberta.

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9.2.5 Student Records and Transcripts

Suspension imposed for disciplinary reasons shall appear on the student's records and transcripts for the full period of the suspension until the suspension is lifted. In the case of expulsion, an entry shall appear on the student's records and transcripts for the full period of the expulsion.

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9.2.6 Exclusion from Class or Exam for Disruptive Behaviour

10.2.6.1 Exclusion from Class by an Instructor

1. When a student disturbs, disrupts, or otherwise interferes with classroom activities, the instructor may immediately exclude the student from the course for a particular class and may also exclude the student from the next subsequent class in that course. In each case, the instructor is required to notify the course professor and the Program Director by the next business day.
2. If the behaviour persists when the student is re-admitted to class, the instructor may again immediately exclude the student from the class and the instructor must initiate proceedings against the student according to the procedures described above. The student's exclusion from class will be in effect until a decision is reached by the Program Director. If a student is reinstated by a decision of the Program Director, such decision shall not invalidate the prior action of the instructor. The University shall not be held legally responsible for any lost class time. The Program Director shall communicate his/her decision in writing to the student within five (5) calendar days from the date of the most recent exclusion.
3. The student may appeal the Program Director's decision as set out below. The student shall not be permitted in the class without the Program Director's written approval until such time as the appeal is heard and decided.
4. Within five (5) calendar days of receipt of the appeal, the Program Director shall provide written notice to the student

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of the decision, any penalty imposed and the deadline to appeal to the Vice-President, Academic of ten (10) calendar days.

5. The student (hereinafter cited as the appellant) must lodge a written appeal with the Vice-President, Academic within ten (10) calendar days after the decision was delivered or deemed to have been delivered to the appellant.
6. The Vice-President, Academic shall consider the appeal and review the matter in a manner which he/she, in his/her sole discretion, deems appropriate, and may either sustain, quash, or vary the decision being appealed. Where a decision against the appellant is sustained, the Vice-President Academic may also confirm, vary, extend, or suspend the exclusion from class initially imposed.
7. The Vice-President, Academic shall communicate his/her decision to the appellant, or his/her agent/ representative/lawyer, in writing within ten (10) calendar days of receipt of the appeal or within such longer period as the Vice-President, Academic deems necessary in his/her sole discretion.
8. Decisions of the Vice-President, Academic shall be final and binding, and no right of appeal lies therefrom.

9.2.6.2 Exclusion from an Exam by an Exam Supervisor

1. When a student disturbs, or otherwise interferes with exam activities, the exam supervisor may immediately exclude the student from the exam room and request that the student return immediately his/her exam test and booklet. The exam supervisor shall advise the student that he/she can request to write another version of the exam at a later date.
2. The exam supervisor is required to notify the Registrar, the course professor, and the Program Director by the next business day.
3. The student who feels that he/she has been unfairly treated can lodge a complaint with the Program Director. The decision of the Program Director and of the Vice-President, Academic, in the case of an appeal, shall not invalidate the prior action of the exam supervisor.
4. The Program Director shall communicate his/her decision in writing to the student within ten (10) calendar days of receipt of the complaint.
5. The University shall not be held legally responsible for any

contract period or credit lost.

6. The student may appeal the Program Director's decision by following the same procedures outlined under Appeal Procedures within this policy.

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9.2.7 Freedom of Information and Protection of Privacy

The use and disclosure of personal information will be only as provided for by Athabasca University's Protection of Privacy Policy and Alberta's Freedom of Information and Protection of Privacy Act.

Regulation: N/A
Procedure: N/A

Approved By:
Academic Council, (Motion 185-14) Revised 03 November, 2004
Academic Council (Motion 148-7) Revised 03 March, 1999
Academic Council (Motion 134-8) Revised 22 January, 1997
Revised 1993
Academic Council (Motion 79-3) Revised 10 March, 1990
Academic Council (Motion 71-6) Original 17 January, 1989

Amended Date/Motion No. N/A
Related References, Policies and Procedures
Athabasca University Protection of Privacy

Applicable Legislation/Regulation
Alberta Freedom of Information and Protection of Privacy Act

Responsible Position/Department
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9.3.1 Membership

9.3.1.1

The Student Academic Appeals Committee (Committee) comprises the following members:

1. members elected by Athabasca University Academic Council (AUAC)
    - Registrar (Chair)
    - three academic staff members elected by AUAC from undergraduate programs
    - two academic staff members elected by AUAC from graduate programs
    - one undergraduate student representative
    - one graduate student representative.
2. The Registrar or designate shall be an ex officio member of the Committee, and shall serve as its Chair.

9.3.1.2

Committee members elected by Academic Council shall hold office for a term of two years (except for Registrar, which is ex officio). Members elected by Academic Council shall have their terms staggered at one-year intervals.

9.3.1.3

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The quorum for committee deliberations shall be five (5) members, one of whom shall be the Chair. If the committee is obliged to consider an appeal at a time when a quorum from the regular committee membership is not possible, the Chair shall obtain alternative representatives from the various bodies sufficient to ensure a quorum. The alternative representatives selected in the above manner shall serve only until a quorum of elected members can be obtained.

9.3.1.4

The undergraduate student representative will be nominated by Athabasca University Student's Association.

9.3.1.5

The graduate student representative will be nominated by the Graduate Students' Association Advisory Committee.

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9.3.2 Consultation

The University shall consult with staff, faculty or any other person considered appropriate in the process of reviewing an academic appeal application.

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9.3.3 Appealable Actions and Decisions

A student/applicant may appeal

1. the assignment of grades on substantive grounds
2. the assignment of grades on procedural grounds
3. decisions on the evaluation and assessment of transfer credits
4. the application of institutional policies and procedures which do not directly impact the assignment of a grade. This appeal process does not apply to policies and procedures in which a decision of an University Officer is expressed as being the final decision, or where no express provision is made in the policy or procedure in question for appeal of the decision
5. the assignment of penalties resulting from decisions made under the Student Academic Misconduct Policy.

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9.3.4 Appeals Process for Assignment of Grades

A student (appellant) may appeal any grade assigned to essays, examinations and assignments, or exercises that contribute to the final grade. Appeals of both failing and passing grades may be considered.

The appellant must follow the procedures outlined in the appropriate section of this document. If the appeal is misdirected, the University Officer in receipt of the appeal shall redirect the appeal to the appropriate University Officer. Where there is disagreement as to which procedures should be followed or which University Officer should review the appeal, the Chair of the Student Academic Appeals Committee shall make the final decision.

The appeal of a grade and subsequent remarking, if appropriate, shall result in one of three possible outcomes:

1. the grade remains the same
2. the grade is raised
3. the grade is lowered.

NOTE: Reference to a Program Director means the director of the program of study in which the student is enrolled. In the case of an unclassified student, the director of the program in which the course in question resides will be assigned by the Vice-President, Academic to administer the appeal. If any question arises as to the appropriate Program Director, the Vice-President, Academic will decide.

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9.3.4.1 Appeals on Substantive Grounds

9.3.4.1.1 An appeal for the assignment of grades on substantive grounds can be made when:

1. an appellant believes a grade to coursework was assigned on some basis other than academic achievement
2. the published evaluation standards in the course syllabus differ from the evaluation standards applied to the assigned grade
3. the evaluation standards applied to the assignment of the grade are unreasonable or differ from the evaluation standards described in the student manual for the course.

9.3.4.2 Step One – Request for an Informal Review by Marker

The appellant must request an informal review of the assigned grade with the marker. This request must be made within thirty (30) days of receiving the grade.

The marker can:

1. remark the coursework in question and assign an outcome as described above;
2. decline to proceed if sufficient grounds have not been established.

The marker must discuss the matter with the appellant and provide a decision, in writing, to the appellant within ten (10) business days of receiving the informal review request.

9.3.4.3 Step Two – Appeal to Course Coordinator

An Appellant who is not satisfied with the Step One decision may appeal in writing to the Course Coordinator within thirty (30) days of receiving the Step One decision. The appeal must be in writing, specify the reasons for making a further appeal and include all additional information or documentation the Appellant wishes to be considered. When the Course Coordinator is the individual who has assigned the grade and/or is the individual who completed the Step One review, then the Centre Chair responsible for the course shall assign an alternate Course Coordinator or competent marker to review the Step Two appeal.

The Course Coordinator shall review the case, consulting with staff, faculty, the Appellant concerned, or any other person considered appropriate, providing it is practical to do so.

The Course Coordinator can:

1. remark the coursework in question and assign an outcome
2. arrange to have the coursework remarked by an alternate competent marker
3. decline to proceed if sufficient grounds have not been established.

The Course Coordinator must discuss the matter with the appellant and provide a decision, in writing, to the appellant within ten (10) business days of receiving the Step Two appeal request.

9.3.4.4 Step Three – Appeal to the Dean (or designates)

An Appellant who is not satisfied with the Step Two decision may appeal in writing to the Dean (or designates) responsible for the course within thirty (30) days of receiving the Step Two decision. The appeal must be in writing, specify the reasons for making a further appeal and include all additional information or documentation the Appellant wishes to have considered.

The Dean (or designates) shall review the case, consulting with staff, faculty, the Appellant concerned, or any other person considered appropriate, providing it is practical to do so.

The Dean (or designates) can:

1. arrange for remarking of the coursework in question by an individual who has not been involved in the step one or two decision and assign an outcome
2. decline to proceed if sufficient grounds have not been established.

The Dean (or designates) must discuss the matter with the appellant and provide a decision, in writing, to the appellant within ten (10) business days of receiving the Step Two appeal request.

The decision of the Dean (or designates) is final.

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9.3.5.5 Appeals on Procedural Grounds

9.3.5.5.1

An appeal for the assignment of a grade on procedural grounds can be made when an appellant believes a university policy or procedure has not been followed in the assignment of a grade. When it is determined, in accordance with this procedure that university procedure and policy have been followed an appeal using procedural grounds as its basis will be dismissed.

The Appellant must submit their appeal in writing to the Chair of the Student Academic Appeals Committee setting out the grounds for their appeal, including details as to the university policy or procedure they believe was not followed, and how that impacted on the grade assignment within thirty (30) days of receiving the grade.

9.3.5.5.2

The Chair shall review the case, consulting with staff, faculty, the Appellant concerned, or any other person considered appropriate providing it is practical to do so.

The Chair may:

1. present the appeal to the Student Academic Appeals Committee for consideration and review, or
2. decline to proceed if sufficient grounds have not been established.

9.3.5.5.3

In cases where the appeal has been presented to the Student Academic Appeals Committee for consideration and review, the committee may consult with the appellant if desired or delegate the Chair to consult with the appellant in the event the appellant is not available at the time of the committee's review of the appeal. The Chair shall inform the appellant of the committee's decision, in writing, within thirty (30) days of receiving the appeal. The decision of the Student Academic Appeals Committee is final.

9.3.5.5.4

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In cases where the appeal has been declined based on insufficient grounds the Chair shall inform the appellant, in writing, within ten (10) business days of receiving the appeal and include specific reasons for the decision to decline. The decision of the Chair is final.

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9.3.5 Appeals Process for Transfer Credit Evaluations and Assessments

A student (appellant) may appeal any decision concerning the awarding of transfer credit for previous education. Appeals to change the designation of certain credits, to obtain more credit or to reduce the credit granted may be allowed. Appellants should review and are expected to be familiar with Admissions and Academic Regulations in the current Athabasca University Calendar prior to appealing any decision regarding the award of transfer credits.

The appeal of a decision on transfer credit shall result in one of two possible outcomes:

1. the transfer credit award remains the same, or
2. an award of additional transfer credit.

9.3.5.1 Step One – Appeal to Coordinator of Admissions and Transfer Credit Services

9.3.5.1.1

An appellant submitting an appeal to any decision concerning the evaluation and assessment of transfer credit must contact the Coordinator of Admissions and Transfer Credit Services to discuss the award and to set out the reasons for their appeal. Such contact must be made within thirty (30) days of receiving the letter containing the transfer credit decision.

The Coordinator of Admissions and Transfer Credit Services can:

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1. change the transfer credit award, or
2. decline to proceed if sufficient grounds have not been established.

9.3.5.1.2

The Coordinator of Admissions and Transfer Credit Services must respond to the appellant within five (five) business days and provide a decision, in writing, to the appellant within thirty (30) business days of receiving the request.

9.3.5.2 Step Two – Appeal to the Associate Registrar of Admissions and Transfer Credit Services

9.3.5.2.1

An appellant who is not satisfied with the Step One decision may appeal in writing to the Associate Registrar of Admissions and Transfer Credit Services within thirty (30) days of receiving the Step One decision. The written appeal must identify precisely the decision(s) the appellant wishes to have reconsidered. All supporting documentation or evidence that the appellant wishes to have considered must be submitted at this stage of the appeal.

9.3.5.2.2

The Associate Registrar of Admissions and Transfer Credit Services shall review the file and any supporting documentation that has been submitted, and may consult with faculty members, committee members, staff members, program directors, the Appellant concerned, or other persons considered appropriate.

The Associate Registrar of Admissions and Transfer Credit Services can:

1. change the transfer credit award, or
2. decline to proceed if sufficient grounds have not been established.

The Associate Registrar of Admissions and Transfer Credit Services shall inform the appellant in writing of the decision, within thirty (30) days of receiving the appeal.

The decision of the Associate Registrar of Admissions and Transfer Credit Services is final.

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9.3.6 Appeals on Matters of Institutional Procedure or Policy

An student (appellant) may appeal any decision based upon institutional procedure or policy provided that the policy allows for an appeal.The appellant may ask that the decision be rescinded, or that it be varied.

The appeal on the application of University policy or procedure shall result in one of three possible outcomes:

1. the decision remains the same,
2. the decision will be rescinded, or
3. the decision will be varied.

9.3.6.1 Step One – Appeal to Unit Supervisor/Coordinator

An appellant who is dissatisfied with any decision based upon institutional procedure or policy, provided that the policy allows for an appeal, must contact the unit supervisor/coordinator where the initial decision was made to discuss the decision before an appeal is made. Such contact must be made within thirty (30) days of the notification of the decision.

9.3.6.2 Step Two – Appeal to Department Head

An appellant who is not satisfied with a Step One decision may appeal the decision in writing to the head of the department, or designate, of the unit where the original decision is was made, within thirty (30) days of notification of the decision. The written

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appeal must identify precisely the decision(s) the appellant wishes to have reconsidered. All supporting documentation or evidence that the appellant wishes to have considered must be submitted at this stage of the appeal.

The department head (or designate) shall review the case and any supporting documentation that has been submitted, and may consult with faculty members, committee members, staff members, program directors, the appellant concerned, or other persons as considered appropriate. After a thorough investigation of the circumstances and particulars of the case, the department head (or designate) shall inform the appellant in writing of the decision, within thirty (30) days of receiving the appeal.

9.3.6.3 Step Three – Appeal to Student Academic Appeals Committee

An appellant who is not satisfied with a Step Two decision may appeal a decision based on institutional procedure or policy, provided that the policy allows for an appeal, by submitting a letter of appeal to the Chair of the Student Academic Appeals Committee within thirty (30) days of receiving written notification from the department head (or designate). The letter of appeal must specify in detail the reasons for making a further appeal.

The Chair shall review the case, consulting with staff, faculty, the appellant concerned, or any other person considered appropriate, providing it is practical to do so.

The Chair may:

1. present the appeal to the Student Academic Appeals Committee for consideration and review, or
2. decline to proceed if sufficient grounds have not been established.

In cases where the appeal has been presented to the Student Academic Appeals Committee for consideration and review, the committee may consult with the Appellant if desired or delegate the Chair to consult with the Appellant in the event the Appellant is not available at the time of the committee's review of the appeal. The Chair shall inform the Appellant, in writing, of the Committee's decision within thirty (30) days of receiving the appeal. The decision of the Committee is final.

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9.3.7 Appeals of Penalties Arising from the Academic Misconduct Policy

The Student Academic Misconduct Policy provides rights and procedures for appeal to the Student Academic Appeals Committee.

An appeal from the assignment of a penalty for academic misconduct can be based on the following:

a. denial that the offence occurred, or
b. the appellant believes the assigned penalty is too severe.

The appeal on the assignment of penalties from the Student Academic Misconduct Policy shall result in one of three possible outcomes:

a. the penalty remains the same,
b. the penalty is altered to one that is either less or more severe in nature, or
c. the penalty is rescinded.

9.3.7.1 Step One – Consult Policy

Appellants who wishes to avail themselves of these rights are expected to be familiar with the policy in question and must follow the procedures for appeal as outlined below.

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9.3.7.2 Step Two – Appeal to Student Academic Appeals Committee

An Appellant may appeal a penalty by submitting a letter of appeal to the Chair of the Student Academic Appeals Committee within thirty (30) days of receiving notification of the decision. This letter must specify in detail the reasons for making a further appeal and the remedy the Appellant is seeking.
The Chair shall review the case, consulting with staff, faculty, the Appellant concerned, or any other person considered appropriate, providing it is practical to do so. The Chair shall then present the appeal to the Student Academic Appeals Committee for consideration and review.

The Chair may:

a. present the appeal to the Student Academic Appeals Committee for consideration and review, or
b. decline to proceed if sufficient grounds have not been established.

In cases where the appeal has been presented to the Student Academic Appeals Committee for consideration and review, the committee may consult with the Appellant if desired or delegate the Chair to consult with the Appellant in the event the Appellant is not available at the time of the committee's review of the appeal. The Chair shall inform the Appellant, in writing, of the Committee's decision within thirty (30) days of receiving the appeal. The decision of the Committee is final.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated June 23 2020 by laurab

Student Appeals Policy

9.3.8 Student Academic Appeals Committee Written Appeal

A written appeal can be sent via a formal letter to the Chair of the Student Academic Appeals Committee by fax, by post or by email.

9.3.8.1 Appeals to the Student Academic Appeals Committee can be addressed as follows:

Chair, Student Academic Appeals Committee
c/o Office of the Registrar
1 University Drive
Athabasca, AB T9S 3A3

Fax: (780) 675-6174

E-mail: registrar@athabascau.ca

9.3.8.2 All appeals to the Student Academic Appeals Committee should be addressed to the Chair of the committee and contain the following information:

a. The student's (appellant's) name
b. The appellant's student ID number
c. The appellant's return mailing address
d. What is being appealed. If the appeal is in relation to a grade, then the course name and number must be included. If the appeal is in relation to a policy, then the policy must be identified.
e. Full details regarding the grounds for appeal and copies of all

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Student Academic Misconduct Policy

Non-Academic Misconduct Policy

Student Appeals Policy

Membership

Consultation

Appealable Actions and Decisions

Appeals Process of Assignment of Grades

Appeals Process for Transfer Credit Evaluations and Assessments

Appeals of Matters of Institutional Procedures or Policy

Appeals of Penalties Arising from the Academic Misconduct Policy

Student Academic Appeals Committee

supporting documents.

f. The signature of the appellant. If the appeal is being sent by email, it must be sent as a PDF attachment and contain the appellant's signature.

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated June 23 2020 by laurab

Student Appeals Policy

9.3.9 Time Limits

Time limits for submitting appeals under the Student Appeals Procedures are mandatory and must be adhered to. Failure by an Appellant to submit an appeal within the time limits set out therein shall result in the Appellant forfeiting the right to appeal. The Chair of the Student Academic Appeals Committee, the Dean (or designates), or the Department Head (or designates) may, in their sole discretion, extend the time limit for the processing of an appeal of an Appellant where they consider an extension appropriate under the circumstances.

9.3.9.1

In all cases the time limit for submission of any appeal shall commence when the Appellant first becomes aware of the decision which they wish to appeal. Where notification of the decision has been sent to the Appellant by the University by mail, the time limit commences when the Appellant receives, or has been deemed to have received, the notification, whichever occurs first. Notification of a decision sent by mail to the last known address of the appellant is deemed, in the absence of evidence to the contrary, to have been received by the Appellant ten (10) business days after mailing if sent to an Alberta address and twenty (20) business days if sent to an address outside Alberta. Registered mail signed for by or on behalf of an Appellant is deemed to have been received on the day it was signed for.

Where notification has been sent to the Appellant by the University through electronic means (e-letter, email, etc.), the time limit commences on five (5) business days from the date the electronic communication was generated.

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Student Academic Misconduct Policy

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Appeals of Matters of Institutional Procedures or Policy

Appeals of Penalties Arising from the Academic Misconduct Policy

Student Academic Appeals Committee

Procedure:
Student Appeals Procedure

Approved By:
Original: Academic Council (Motions 71.4 and 71.5) 17 January, 1989

Amended Date/Motion No.
April 29, 2009 (Academic Council motion 217-7)
November 3, 2004 (Academic Council motion 185-16)
February 1991 (Revised)
January 22, 1997 (Motion 134-7)

Related References, Policies, and Procedures:
Student Academic Misconduct Policy

Applicable Legislation/Regulation:
The Canadian Charter of Rights and Freedoms
Alberta Freedom of Information and Protection of Privacy Act

Responsible Position/Department:
Registrar

Information effective Sept. 1, 2020 to Aug. 31, 2021.

Updated June 23 2020 by laurab

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Undergraduate Calendar Home
General Information
Student Support Services
Admission, Registration and Evaluation
Undergraduate Programs
Undergraduate Courses
Examinations and Grades
Undergraduate Fees and Refunds
Faculty
Student Code of Conduct and Right to Appeals Regulations

11. Glossary

A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z

Academic misconduct. Intellectual dishonesty includes such offences as plagiarism, cheating, and falsification of records. Refer to Student Code of Conduct and Right to Appeals Regulations.

Academic Expert. An academic expert (like a tutor) is an academic who guides students through a course and marks assignments and exams. This staff member is like a professor in a traditional university setting. Not all AU courses have an academic expert assigned. Some have tutors.

Academic Probation. A specified period of time during which a student will have limits on the number of courses for which they can register.

Academic Suspension. A period during which a student will not be allowed to register in credit courses, receive letters of permission or transfer credits, or apply to or graduate from a program of study at AU.

Academic year. The academic year at AU runs from September 1 to August 31.

Active student. A student who is able to register in courses and who is in Good Academic Standing.

Admission. As an open university, AU admits students 16 years of age or older. All students must first be admitted to the University before they can enrol in a program or register in courses. Students are admitted after completing a General Application Form and paying the applicable, one-time, non-refundable General Application Fee. See the Admissions section for more information.

Advisors. Academic advisors can assist you in areas ranging from clarifying your undergraduate program requirements to helping choose the next course for your program of studies. They also provide information about university regulations and procedures, and assist with the interpretation of your transfer credit evaluation. Contact an advisor.

Appeal. Requesting a review of a decision made by an official of AU. Students may appeal decisions on transfer credit, marks, tests, assignments, final grades, questions of process, disciplinary action, etc. All appeals must be made to the person responsible for overseeing the initial decision. Review the Student Code of Conduct and Right to Appeal Regulations.

Applied Studies (area of study). There are two groups in the Applied Studies area of study: Business and Administrative Studies and Applied Studies.

> ***Applied Studies*** *includes courses in Architectural Design Studio (ADST), Applied Studies (APST), Architecture (ARCH), Communication Studies (CMNS), Criminal Justice (CRJS), Education (EDUC), Educational Psychology (EDPY), Health Studies (HLST), Indigenous Studies (INST), and Nursing (NURS).*
>
> ***Applied Studies (Business and Administrative)*** *includes courses in the disciplines of Accounting (ACCT), Administration (ADMN), Communications (COMM), Computers and Management Information Systems (CMIS), e-Commerce (ECOM), Economics (ECON), Entrepreneurship (ENTP), Finance (FNCE), Governance (GOVN), Health Administration (HADM), Human Resources Management (HRMT), Industrial Relations (IDRL), Legal Studies (LGST), Management Science (MGSC), Marketing (MKTG), Organizational Behaviour (ORGB), and Taxation (TAXX).*

Area of study. AU's division of courses into groups of related subjects. The four areas are:

Humanities
Social Science
Science
Applied Studies

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The requirement for Arts in some degree regulations refers to Humanities and Social Science area of study. The requirement for Sciences includes all science courses. The requirement for Applied Studies includes courses in administrative studies, nursing courses and a wide range of professionally-oriented courses. The area designation for each course is shown in each course syllabus. Search for a course by its Area of Study.

Arts (area of study). Courses in the Arts area of study can be found in the Humanities and Social Science areas of study.

Assessment/Evaluation. The assessment and evaluation of previous post-secondary education for possible transfer credit toward an AU program.

Asynchronous Communication. Communication that does not occur simultaneously. Email, for example, is asynchronous. See Communication.

Athabasca University Exam Centre. The University provides exam services at the Athabasca, Calgary, and Edmonton locations.

Audio component. Some courses are supplemented by audio components (CDs and/or online audio), some of which are required listening, others are optional. If supplemented, the course syllabus will note this in the delivery mode section. Overseas students are asked to contact the AU Library before registering in a course that has an audio component.

Audit course. A student may register in a course without intending to obtain credit. This course will appear on the student's transcript but will not have a grade associated with it. Audit students are not allowed to write midterms or finals, but the student can choose whether they would like to submit assignments for grading. They receive the same tutorial support as a Credit course.

AU approved invigilator. An individual or institution authorized by Examination Services Unit in the Office of the Registrar to supervise an AU course examination. For a list of approved invigilators, see the Exam Invigilation Network on the Office of the Registrar site.

Awards/scholarships. Whether you receive top grades; balance academic with family, career, and community roles; or have financial shortcomings, Athabasca University has a Student

Awards Program that can potentially benefit you. Refer to Student Awards on the Office of the Registrar website.

B

Bachelor degree. An undergraduate academic degree awarded to someone who successfully completed a undergraduate program of study that generally lasted three or four years. Also called baccalaureate.

Block transfer. Students who are granted admission to a post-diploma program, for example, may be granted a block of transfer credit based on a completed credential. In these cases, the student's transcript is reviewed and transfer credit is awarded as a block of credit rather than on a course-by-course basis. See Block Transfer Credit.

Business and Administrative (area of study). A group of courses within the Applied Studies area: Accounting (ACCT), Administration (ADMN), Communications (COMM), Computers and Management Information Systems (CMIS), e-Commerce (ECOM), Economics (ECON), Entrepreneurship (ENTP), Finance (FNCE), Governance (GOVN), Health Administration (HADM), Human Resources Management (HRMT), Industrial Relations (IDRL), Legal Studies (LGST), Management Science (MGSC), Marketing (MKTG), Organizational Behavior (ORGB), and Taxation (TAXX).

C

Calendar. This is the document containing the University's regulations. The online Calendar is the official Calendar. In the event of any discrepancies between the program websites and the online Calendar, the online Calendar will be binding.
US = catalogue
UK = prospectus

Challenge for credit process. A university process whereby students have the opportunity to demonstrate that they have acquired a command of the general subject matter, knowledge, intellectual and/or skills that would normally be found in a university level course. Refer to Challenge for Credit.

Changing programs. You may change from one undergraduate program to another by logging in to myAU.

Communication. Communication between students and AU staff is done by a variety of methods. Asynchronous communication describes communication that does not occur simultaneously. Email, for example, is asynchronous. Synchronous communication is live. It describes communication that occurs simultaneously; for example, chatrooms, teleconference, and videoconference.

Computer requirements. AU's standard computing platform is a computer running Microsoft Windows with MS Office. The minimum requirements for students using a Mac or PC are access to a web browser, email, and the software capability to submit assignments as Word documents. See the AU IT website for current requirements. Some courses support other hardware and software platforms and may have more specific requirements noted in the online syllabus. AU courses that use eTextbooks may have specific technical requirements. See the eText Initiative website for updated information.

Concentration. A designated study focus within a three-year program, such as the Bachelor of Arts, Anthropology Concentration.

Convocation. The ceremony held every year where graduates participate in the conferral of degrees, usually in Athabasca, Alberta. Visit the Convocation website for specific dates.

Corequisite. A course that must be taken concurrently with another course.

Counsellors. Counsellors can help students clarify their educational and career goals, decide on a program of study, develop sound study and personal management skills, identify and overcome barriers to learning. Visit the Counselling website.

Courier Services – Examination Request. Because postal and courier times vary, students must request their examination well in advance of the requested write date. If not enough time is allowed, AU cannot guarantee that the student's examination will arrive before the requested write date.

Examination Request Timelines

Courier Recovery Fees

Courier Services – Transcripts. Students can request their transcript be sent to themselves or another institution by courier. See the current fees.

Course Administration and Technology Fee. This mandatory fee supports the delivery of Athabasca University-produced learning resources, student learning systems, library services, and learning design and development. The fee is charged for all course registrations: initial or re-registration.

Course composite grade. The final grade for a course expressed as an Alpha grade. The course composite grade reflects a student's understanding of the course materials. The course composite grade is often a weighted average of the student's marks for quizzes, assignments, tests, and examinations. See Undergraduate Grading Policy.

Course contract period. The time that students are actively registered in a course. The course begins on the course contract start date and runs until the course contract end date.

> ***Course contract start date.*** *The date students officially start a course. For individualized study students this is usually the first day of the month of the course contract period. For grouped and paced online study, this is the date of the first scheduled class.*
>
> ***Course contract end date.*** *The last day for students to complete an individualized study course is always the last day of the month (or the day the student finishes the course, if earlier). The last day for students to complete a grouped study course is always the date of the last scheduled course meeting.*

Course Coordinator. The University faculty member (professor) responsible for the course.

Course extension. The purchase of additional time and access to AU resources in order to complete a course. See relevant section of Calendar.

Course load. The number of courses a student is actively registered in at one time. The maximum course load is six courses at a time. See the relevant section of the Calendar for more detail.

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Course Materials Fee. This fee covers the cost of mandatory course resources such as publisher text and e-texts, or other third-party learning resources. Courses that do not include these resources do not charge the fee. See Undergraduate Courses Without Course Packages.

Course overload. Course(s) that have been approved to be taken above the Maximum Undergraduate Course Load regardless of delivery mode (e.g. individualized study, grouped study). See the relevant section of the Calendar for more detail.

Course syllabus. It is the description of the course that students, institutions, and others can consult to determine course prerequisites, course content, learning outcomes, required activities, and evaluation strategies. It contains information needed in order for a student to be able to register for the course (course overview, outline, number of credits, prerequisites and precluded, delivery mode, area of study, faculty, availability and if it is available for challenge for credit) and includes information needed for students currently registered in the course (evaluation: assignments and exams, course materials needed, challenge for credit information (if applicable) and challenge evaluation). Check the online course syllabi.

Course work. All required activities (assignments, clinical or practicum placements, quizzes, papers, examinations, etc.) that are submitted for marking towards the final grade.

Courses with more than one area of study. Courses listed under one discipline may be listed under two areas of study. For example, a course listed as PSYC under the Social Science area of study may have a notation that it can also be used to fulfill the Science area of study for AU credential students only. This situation is not considered cross-listing.

Credential. Degrees, diplomas, or certificates awarded on successful completion of a program.

Credits. The value assigned to a course. Normally, AU courses are either three-credits or six-credits which corresponds to conventional universities of one semester or two semesters respectively. Some courses in the Bachelor of Nursing degree carry a practicum component with a weight of four or nine credits. The course syllabus for each course will indicate how many credits it is.

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Credit course. A course taken with the intention of obtaining credit. See also Audit course.

Cross-listed course. Cross-listed courses appear under two (or more) disciplines and in effect may be listed under two (or more) areas of study. For example, HIST/CLAS/HUMN 309. The online syllabus will indicate whether a course is cross-listed. You can only receive credit for one discipline.

D

Delivery mode. The method by which a course is taught. Different delivery modes at AU are individualized study, grouped study, practicum, and paced online. The delivery mode for each course is noted in the course syllabus.

- Individualized study
- Grouped study
- Practicum
- Paced online

DegreeWorks. DegreeWorks is a web-based, academic advising and degree audit solution that retrieves the student's academic record from and organizes it into an educational plan on the web, easily identifying program requirements, which courses have been completed, and which courses students still need in order to complete their credential.

Designated bilingual programs. Programs through which students demonstrate proficiency in more than one language by completing at least 30 credits in each recognized language. Currently AU only has this available for French/English languages.

Digital Reading Room. The Digital Reading Room (DRR) is an electronic version of a library reserve system, or a virtual reading room. The material accessed is either required course readings or it supplements the course, and is of use for further study and a deeper understanding of the subject matter. Refer to the library's Digital Reference Centre. Tips on searching the journal databases and help with researching, writing, and citing (referencing) can be found in the Library Help Centre.

Directed study. A 400-level course that does not have a prescribed curriculum. In consultation with the course professor, you will choose a specific topic and then undertake an in-depth

study. Professor approval is required for all directed study courses before registration can occur.

Discipline. The specific subject area for a course. For example: Psychology (PSYC), English (ENGL), and Women's and Gender Studies (WGST); are all disciplines at AU.

E

Early access to courses (individualized study). Some courses offered in the Moodle learning management system allow early access by the student the day after their course registration is processed. Access is not allowed for quizzes, tutor or faculty support, and students are not allowed to submit assignments until the course contract start date.

Electives. A list of courses or disciplines that students choose from in order to fulfill degree requirements.

e-letters. The method by which AU primarily corresponds with students. e-Letters are available through the myAU portal and are stored for six months.

English Language Proficiency. The minimum level of English written and oral communication skills needed to undertake courses offered by Athabasca University.

Enrol. AU students may enrol in a credential (degree, diploma, or university certificate) program or as a non-program student. The program regulations in effect at the time of enrolment, or re-enrolment, are the regulations that govern that student's program.

eTextbook (electronic textbook). The digital version of a textbook, which may include other learning resources such as workbooks, problem sets, tutorials, videos, simulations, and interactive software.

Evaluation. A review of a student's post-secondary studies to determine if any credit can be transferred towards the AU program the student has enrolled in.

Exam Invigilation Network. A network of approved exam invigilation centres in Canada. The Exam Invigilation Network list is approved and maintained by the Office of the Registrar and made available to students.

Exam write date. The date a student has scheduled to write an Athabasca University exam with the exam centre or an invigilator.

Examination rebooking fee. A fee is levied when a student rebooks a scheduled examination at AU Edmonton, AU Calgary, or AU Athabasca.

Exemption. There are two kinds of exemptions at AU:

1. AU may award a block transfer of credit to holders of an approved diploma or degree. Within the previous diploma or degree, you may have course equivalents to AU courses required within your current program. These courses would be awarded an exemption. In order to fulfill the program requirements, you will be required to replace these courses with courses of the same (or higher) level in the same area of study or discipline.
2. In program regulations where students are required to have ENGL 255, students can be exempted* from taking this course if they meet the following criteria:

   have a grade of B- (70 per cent) or better in an AU English course above the preparatory (100) level; or

   received credit for an English course in which a grade of B- or better was achieved.

** The exemption must be replaced with a 3-credit course in any discipline at the junior/senior (200 to 400) level.*

Extension. Lengthening the time allowed to complete an individualized study course by two months is called an extension. A maximum of three extensions are allowed and a fee is charged for each extension.

Extra to degree. Successfully completed course that is not included in a student's AU program requirements and is not included in the calculation of the program GPA.

F

Faculty member. The person responsible for the normal delivery of the course in question (professor, course coordinator).

Final grade. See Grade.

Financial aid agencies. Financial assistance is available to students from the students' local agencies. Students may be eligible for loans, grants, bursaries, or scholarships.

Full course load. A full course equates to 18 credits over 6 months for non-SFA students or 15 credits over 4 months for SFA funded students (100 per cent). All courses for full course load purposes must have the same start date.

Full-time SFA student. A student who is in receipt of a student loan and/or grant from one of the provincial or territorial government financial assistance agencies in Canada. Additionally, the student must be registered in a minimum of 60 per cent of a full course load, or 9 credits over four months for one semester, or 18 credits over eight months for two semesters.

Full-time student (non-SFA). Full-time students are enrolled in a minimum of 60 per cent of a full course load. At the undergraduate level, a full course load is defined as 3.75 credits per month at AU. The minimum requirement for full-time status is 2 credits per month.

> *For more information on SFA and non-SFA students, visit the AU Student Financial Aid section of the Office of the Registrar site.*

G

General Application Form. The form completed in order to become an AU student.

Good Academic Standing. The status of a student who has met or exceeded the minimum requirements specified in AU's Undergraduate Academic Standing Policy and who does not have active sanctions for misconduct per the Academic or Non-Academic Misconduct policies.

Grade. The final grade that is achieved in your completed course. Marks are applied to your assignments, essays, and examinations. See Undergraduate Grading Policy.

Grade point. A grade point is a number between 0 and 4.00 that is assigned to a grade (alpha or percentage) and then used to calculate a grade point average (GPA). The grade point value is reflected on the Official Student Record. See also Undergraduate Grading Policy.

Grade point average. The grade point average is a weighted average calculated as follows: Sum of (grade point x credit hours) / (sum of credit hours). Courses graded on a pass/fail basis and those courses accepted on transfer credit are not included in the GPA calculations. See Undergraduate Grading Policy.

Graduate studies. Advanced studies beyond the undergraduate level leading to an award of post-baccalaureate certificate, diploma, master's, or doctoral degree. Generally requires an undergraduate degree for admission. AU provides innovative, Internet-based graduate programs that reach students around the world. View the Graduate Program Calendar.

Graduation. Completion of all requirements of a program of study verified by the Office of the Registrar and approved by General Faculties Council.

Graduation with Distinction or Great Distinction. Graduation with Distinction is presented to students with a final program GPA of 3.60 to 3.84. Graduation with Great Distinction is presented to students with a final program GPA of 3.85 or higher. More information.

Grouped lab. Supervised science labs that are taken at specific locations and times. Supervised labs involve a substantial amount of work. Science lab information.

Grouped study. A delivery mode in which the course takes place in a physical classroom setting. Contact with the instructor is face to face.

Other delivery modes
Collaborating Institutions

Grouped study exam. An exam for a course in which all the students at each site write at the same time on the same day.

Grouped study tutor. An individual approved by the Academic Coordinator to teach an Athabasca University grouped study course and invigilate the exams for that course.

H

Health Administration Practicum Course. A Health Administration Practicum Course includes both project proposal and field placement components and is offered within a

designated four-month timeframe. Project proposal components are online, while field placement components are at varied locations and times.

Helpdesk. AU's Helpdesk attendants will help students solve most problems relating to their computing resources. Students may contact AU's Helpdesk by submitting the online form, or by phone: 1.800.788.9041, extension 6405 (toll free from anywhere in Canada or the United States) or direct at 1.780.675.6405.

Home labs. Home labs are compulsory components of some of AU's science courses. Home labs are learning activities, such as demonstrations, observations, simulations, and experiments, which students do in or near their own homes rather than in a university laboratory.

These labs usually require a lab kit that students order online from the relevant course syllabus. Some home lab activities require some materials that most students have in their homes or materials can be purchased locally without great cost. The kits may contain materials that are hazardous in some way (especially for young children and pets) and as such, they must be handled and stored appropriately.

Students who are in correctional institutions may have some difficulty taking certain courses with home labs (e.g., some kits contain sharp objects that may not be allowed). Also, be aware that certain home lab kits cannot cross international borders (e.g., some contain seeds that may not be allowed in, others contain electronic equipment that required duty payments). Therefore, before registering, it is recommended that students contact the lab coordinator regarding the availability of home lab kits in each particular situation. Check the course syllabus for details.

Humanities (area of study). An area of university studies that includes courses in Art History, Classics, Communication Studies, English, French, Global Studies, Heritage Resources Management, History, Humanities, Indigenous Studies, Information Systems, Legal Studies, Music, Philosophy, Religious Studies, Spanish, and Women's and Gender Studies.

I

ID Number. See student ID number.

Inactive student. A student who has let their active status lapse.

Independent labs. AU has developed a framework that allows students to access the laboratory component of certain science courses without taking the remaining instructional component, provided they meet strict prerequisite requirements and have professor approval before registering in the course. Each lab is worth one credit. Should a student decide to take the remaining instructional portion of the course, the additional credit earned for laboratory modules is recognized.

Independent labs are supervised by AU lab instructors and professors and are only offered at specific locations at specific times. Most labs run between two to eight days. Students have up to two months to complete a lab from the date of registration. No extensions are allowed in independent labs unless specifically authorized by the course professor. Independent labs are not available for challenge. If a student is enrolled at another institution, the student should receive approval in writing by their home institution to ensure that it will grant credit for the lab. If the student is using this course to update laboratory skills (e.g., you are a teacher or instructor), the student must provide evidence of having previously taken an equivalent science course or have the equivalent theoretical requirements. When the student attends the lab, they are responsible for making their own arrangements and payments for transportation, accommodation, and food.

Science lab information.

Individualized study. AU's main method of course instruction. Students set their own schedule within the time allowed to take the course (course contract period). Contact with the tutor, academic expert or course coordinator is done online or by email and students may interact with classmates in online forums within the course. For information on course start dates and registration deadlines, refer to the registration section. Also, see other delivery modes.

Intellectual honesty. The acknowledgment of scholarly contributions of others by citing references, attributing quotations, etc. Failure to do so is academic misconduct.

International undergraduate student. This is a student who is pursuing their AU undergraduate studies from outside of Canada and the United States, with the exception of Canadians in Canadian embassies or consulates, employees of Canadian

governments (federal or provincial) working outside Canada, and Canadian Armed Forces located abroad. All information about international undergraduate students taking courses can be found in the Registration section.

Invigilator (or proctor). This is someone who is approved to supervise students at an examination. See also AU approved invigilator.

J

Junior courses. These courses are usually introductory (200 level) and are equivalent to first-year courses at most universities.

KL

Lab component only. See independent labs.

Laboratory science courses. Courses that contain a substantial amount of work including exercises, techniques, and sample-handling relevant to the course discipline. The lab portion of these courses is usually site-specific and supervised. For current lab information, contact the Centre for Science.

Late Examination Request. A request for an exam that has been received after the exam request deadline but before the student's contract end date. In such cases the late examination request fee is applied. See the late exam request section of the Calendar.

Letter of Certification. An official confirmation of information extracted from a student's record that is not available on a transcript. More information.

Letter of Permission. A document permitting an AU credential student to take one or more courses at another post-secondary institution for credit toward the student's AU program. More information.

Levels. Describes preparatory (100), junior (200), or senior (300 or 400) level courses.

Lost exam. A written exam is considered lost when the exam, or part of the exam, through no fault of the student, has no been received by the University within the timelines as noted in the Lost Exam Procedures.

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Lost Examination Reimbursement. When a written exam is believed lost by AU, and the student is re-tested, the student may be issued a refund to compensate for additional costs they may incur. The reimbursement amount of the refund will not exceed the Lost Exam Reimbursement amount. See the Lost Exam Policy for more information.

MN

Major. A designated focus of study within a four-year program discipline such as the Bachelor of Arts, Anthropology Major; or the Bachelor of Science, Human Science Major.

Marks. Marks are applied to assignments, essays, and examinations. See also Grade.

Maximum course load. The maximum number of courses a student may be actively registered in at one time. For more information, see Registration section.

Moodle. AU's learning management software; a tool for learning online. Moodle allows students to interact with their tutor and other students, participate in forums for online discussions between instructors and students, and access the library, digital reading rooms, and other research resources.

Multiple Examination Request. This is an exam request for a previously unwritten examination, which has been returned to the University by the AU approved invigilator. See also to Unwritten/Multiple Examinations.

myAU. myAU is AU's student web portal which allows students access to their courses, their student records, and their e-letters. Students may also take care of administrative matters, such as booking examinations, submitting assignments, and applying for extensions.

No area of study indicates that a course cannot be used to fulfill an area of study requirement in a program. The course may, however, fulfill part of the overall degree requirements if it is appropriate to the program.

Non-Academic Misconduct Policy. Non-academic offences attempted or committed by students on University premises or during University-sponsored activities shall be grounds for

disciplinary action by the University under the Non-Academic Misconduct Policy.

Non-Business and Administrative (area of study). These courses are any courses outside of the Business and Administrative area of study listing.

Non-program student. A student who has applied to the University, but is not enrolled in a degree, diploma, or certificate program. Non-program students can register in courses. See also Program student.

Not-to-take. Awarded when equivalent knowledge of a particular course has been identified within a student's transfer credit assessment. Courses awarded a not-to-take do not carry credit and will serve as a prerequisite if required.

Nursing practicum course. Nursing practicum courses include both theory and clinical components and are offered within a designated four-month time frame. Theory components are online, while clinical components are at varied locations and times.

O

Official Student Record. A file containing documents and data, regardless of their physical medium (paper, electronic), their format, type or characteristics, created to gather, to store, and to preserve information regarding a student's entire history of learning at a post-secondary institution. The file contains courses, grades, credits, and degrees pertaining to the file's subject.

Online Labs: Online labs (virtual labs) are compulsory components of some of AU's science courses. They are series of interactive, inquiry-based science simulations and exercises. These labs are delivered via the Internet and are required to be completed by students on their own computers. Registered students will be allowed the access to these labs through the course webpage (Moodle course site), or through external links (individually provided for each specific course). Some online lab activities are interactive simulations of experiments that are typically conducted in a laboratory setting and other online lab activities are realistic simulations of systems in nature (virtual labs).

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Open admission: Admission to the University and registration in courses (except where a prerequisite is needed) is not based on prior academic achievement. The only admission requirement is that a student must be 16 years of age or older unless specifically exempt from the age requirement. See Admissions for more information.

Open Educational Resources (OERs): Any type of educational materials that are in the public domain or introduced with an open license. The nature of these open materials means that anyone can legally and freely copy, use, adapt and re-share them. OERs range from textbooks to curricula, syllabi, lecture notes, assignments, tests, projects, audio, video, and animation.

Options. One or more courses chosen from any discipline to complete degree requirements. Students should be cognizant of the level and area of study requirements if either have not already been met.

P

Paced online. A course that is offered online, but students follow along a schedule of assignments, discussion, and examination as set out by the instructor. See other delivery modes.

Parchment. Document issued by AU that communicates the nature of the credential and date of its conferral. This document is signed and sealed by AU officials.

Part-time student (non-SFA). Those who are registered in less than 60 per cent of a full course load with AU. Part-time status means less than two credits per month. See also Full-time student.

Part-time student financial assistance funded (SFA) student. AU's term for a student who is in receipt of a part-time student loan and/or a part-time grant from one of the Provincial or Territorial Government's Financial Assistance Agencies in Canada. Part-time status then means less than 60 per cent of a full course load, or less than nine credits over a four-month term or less than 12 credits over a six month term.

Pilot course. A course that is being offered to test, measure and assess new educational technologies, methodologies, resources, and/or course delivery methods. A pilot course is a trial that is

offered for a limited period of time and has a finite number of students registered.

Plagiarism. Plagiarism is the use of another individual's words, ideas, images, or results without giving that individual appropriate credit.

PLAR. See Prior Learning and Assessment Recognition below.

Post diploma. Students who have received a diploma from a recognized college, may be able to transfer credit to a post-diploma program at AU. Recognized diplomas may also be considered for some programs on a course-by-course basis. For a list of approved diplomas, review the Transfer Credit Database.

Practicum. A course that includes both theory and field placement components offered within a designated time frame. Theory components are online, while field placement components are at varied locations and times. See other delivery modes.

Pre-enrolment. For those programs that have an admission requirement, students are placed in a pre-enrolment admission category until they have provided documentation providing the requirements. Refer to the specific program regulations.

Precluded course. An AU course whose curriculum overlaps another course to the extent that students would be duplicating course work if they complete both courses. Precluded courses are usually the result of course revision, course renumbering, or cross-listing.

Students cannot receive credit for both courses.

Preparatory level courses. Courses numbered at the 100 level that prepare students for university level studies.

Pre-registered courses. Courses in which the student has registered for up to five months in advance.

Pre-registration. Registering in a course up to five months in advance. Preregistration is considered a registration and guarantees a particular start date.

Prerequisite. A requirement that must be met before a student takes a course. The requirement is usually another course that would prove the students has the required background to successfully complete the course in question. Prerequisites, if any, are listed in the course syllabus.

Prior Learning and Assessment Recognition (PLAR). PLAR provides opportunities for students to gain credit for non-formal, informal and experiential learning. A mentored process will assist you in preparing a portfolio for assessment. Refer to the Centre for Learning Accreditation.

Professor approval. Approval given by the course coordinator to the student to register in the course.

Program GPA. The grade point average calculated from the grades of the courses completed towards a specific program. The program GPA is used for program graduation requirements, awards, honours list, and Graduation with Distinction and Great Distinction.

Program student. A student who is enrolled in a degree, diploma, or certificate program at the University. See also Non-program student.

Programs, time to complete. The maximum amount of time to complete a program as indicated in the program regulations.

Q, R

Reading course. A course offered at the senior level that involves a specialized field of study and professor approval.

Registration. The process of selecting and registering in courses at AU.

Re-registration. A subsequent registration in the same course, regardless of delivery mode.

Residency. The minimum number of AU credits that must be completed to fulfill a program's requirements. For more information, see Residency Requirement section of the Calendar.

Required courses. A list of courses in a program's regulations that a student must take in order to complete the degree requirements.

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S

Science (area of study). This area of study normally comprises courses based on a knowledge of facts, phenomena, laws, and proximate cause. It includes courses in Astronomy and Astrophysics, Biology, Chemistry, Computer Science, Environmental Science, Geography, Geology, Health Studies, Mathematics, Nutrition, Physics, Psychology, and Science.

Science labs. Some science labs can be conducted from your own home. Others are supervised and taken in a group at a specific time and location. Science lab information.

Second undergraduate degree. Students who hold a recognized undergraduate degree and who wish to obtain an AU undergraduate degree in a different subject area, will be admitted to the second undergraduate degree regulations. See Second Undergraduate Degree Policy for more information.

Senior courses. Designated by a course number in the 300s or 400s, these courses assume a background of university learning.

Significant Exam Disruption. A significant exam disruption occurs if a student is unable to complete an exam due to an unforeseen, uncontrollable event such as fire, an evacuation, or technological failure.

Social Science (area of study). An area of university study that includes courses in Anthropology, Communication Studies, Criminal Justice, Cultural Studies, Economics, Education, Environmental Studies, Geography, Global Studies, Governance, Health Administration, Human Resources Management, Human Services, Industrial Relations, Indigenous Studies, Labour Studies, Legal Studies, Political Economy, Political Science, Psychology, Social Science, Sociology, Sociology/Anthropology, and Women's and Gender Studies.

Stale dated courses: A course or program will not be accepted for credit if older than the stale date noted for the program.

Student. A person enrolled at Athabasca University.

Student awards/scholarships. Refer to website.

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Student Code of Conduct and Right to Appeal Regulations. Student offences and penalties are identified within the Student Code of Conduct and Right to Appeal Regulations.

Student, full-time. See Full-time student.

Student ID number. The seven-digit number assigned to each student. Always use your student ID number when you contact AU.

Student, part-time. See Part-time student.

Supervised labs. Compulsory learning activities in some of AU's science courses that take place in person at specified times and locations. These lab sessions concentrate a great deal of work in a short period of time—usually from two to eight days. The sessions are conducted in teaching laboratories in buildings owned or leased by AU. Science lab information.

Supplemental examination. A secondary midterm or final examination written by a student in an attempt to improve the final course grade.

Syllabus. See Course syllabus.

Synchronous communication. Synchronous communication is live. It describes communication that occurs simultaneously; for example, chatrooms, teleconference, and videoconference. See Communication.

T

Transcript. An official document issued by AU that conveys information related to the Official Student Record.

Transfer credit. Credit granted for the successful completion of post-secondary level courses or programs completed at another recognized organization or institution.

Tutor. A tutor is an academic staff member who guides students through a course and marks assignments and exams. This staff member is like a professor at a traditional university setting. Not all AU courses have a tutor assigned. Some have academic experts.

U,V,W,X,Y,Z

Unclassified (non-program/visiting) students. Students who are not enrolled in an AU degree, diploma, or certificate program. See Admission Classifications.

Undergraduate studies. Post-secondary studies leading to an award of a bachelor degree, diploma, or certificate.

Unwritten Examination. An exam which a student has requested, but did not write. Refer to Unwritten/Multiple Examinations.

Video/DVD component. In many AU courses, AU students have the option of viewing videos online, or on DVD and/or videotapes provided in the course package. To ensure viewing components are compatible, overseas students are asked to contact the AU library before registering in a course that has a videotape/DVD component.

Virtual Helpdesk. The Virtual Helpdesk (VHD) provides computer science students technical assistance with their courses. The VHD is staffed by senior students and should not be confused with AU's Computing Services Helpdesk.

Visiting students. Students taking courses at AU for transfer credit to another post-secondary institutions. Unclassified (Non-Program/Visiting) Students.

Wait-listed courses. A course is wait listed if course materials are not currently available for that course. Students are given the option of placing themselves on a waitlist until course materials become available.

Withdrawal. The process of withdrawing from an AU course. Withdrawal timeframes are important to monitor since the timing of a withdrawal may have bearing on what is recorded on the academic transcript.

Zero-credit course. Students in zero-credit courses receive the same academic support, have access to all services provided to AU students, but the courses won't fulfill any requirement towards a credential. Zero-credit courses are assessed the same fee structure as three-credit courses minus the Students' Union Fees and Alumni Fees. Other academic-related fees and regulations also apply to zero-credit courses.

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Updated December 08 2020 by laurab

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