

University of
Lethbridge



Graduate Studies Calendar

2014/2015

The UofL Calendar is also available online at
www.uleth.ca/ross/academic-calendar

This Calendar sets forth the intention of the University, at the time of its publication, with respect to all matters contained therein. The University reserves the right at any time to deviate from what appears in the Calendar, either in order to serve the best interests of the University, or because of circumstances or occurrences beyond the University's reasonable control. The University expressly denies responsibility or liability to any person who may suffer loss or who may be otherwise adversely affected by such change.

The Calendar is updated annually. If necessary, a list of corrections and post-publication updates to the print edition of the 2014/2015 Calendar, which have been changed in the online edition, will be posted at www.uleth.ca/ross/academic-calendar/updates. Check this web page regularly to keep informed of changes.

To our students, we make a promise:

A promise to do our best, so they can be their best.

A promise to foster exploration, to share ideas and information, to teach but also to learn.

A promise to build the buildings, acquire the technology, cultivate the partnerships, and welcome the people essential to advancing an environment that excites and ignites learning.

A promise to create an environment where professors and students are colleagues and everyone grows together, an environment that recognizes the power of every student's dream. And helps that dream come true.



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THE UNIVERSITY SHIELD



The University of Lethbridge adopted its official Shield in 1973 (shown left), six years after the University's inception. Developed by a Senate committee with the leadership of University President Dr. William E. Beckel, the Shield design and Heraldic description was approved by the Senate on October 2, 1973 and ratified by the Board of Governors later that month.

The Shield was designed primarily in the University's colours of blue and gold. The gold sun on the blue shield represents southern Alberta. The blue and silver book above the gold and blue wreath represents the search for knowledge. The University's motto, 'Fiat Lux,' the Latin for 'Let there be light,' is lettered on a gold and silver band below the shield.

In 2003, the original design was simplified (shown right). The new shield brings focus to the fiery sun with twisted Aztec rays and to the motto, 'Fiat Lux.'



STATEMENT OF PHILOSOPHY

In the process of transmitting and advancing higher learning, the University of Lethbridge endeavours to cultivate humane values; it seeks to foster intellectual growth, social development, aesthetic sensitivity, personal ethics and physical well-being; it seeks to cultivate the transcendental dimension of the scholar's personality.

Flexibility and openness to innovation will be the distinguishing feature of the University of Lethbridge.

Notwithstanding its intention to offer diverse subject matter contributing to the acquisition of professional skills, the University regards learning as an end in itself, not merely as a means to material ends. Its primary aims are to foster the spirit of free inquiry and the critical interpretation of ideas.

The undergraduate is, and should remain, the focus of the University's endeavour. Students are invited to participate in all phases of university life. The highest degree of interaction between students and faculty is encouraged, and should not be confined to the physical limits of the campus.

It is desirable and necessary that the University should relate closely to the local community. Nevertheless, its outlook should not be determined by any regional or sectional interest. Through exposures to cosmopolitan influences and diverse cultures, scholars are best able to evaluate their own social and cultural milieux.

The University asserts its right and responsibility for free expression and communication of ideas. It is self-evident that a university cannot function without complete autonomy in this domain.

MANDATE STATEMENT

The University of Lethbridge is a public, board-governed university operating as a Comprehensive Academic and Research Institution under the authority of the Post-secondary Learning Act of Alberta.

Founded on the principles of liberal education, the University of Lethbridge provides undergraduate and graduate programs in education, fine arts, health sciences, humanities, management, nursing, sciences, and social sciences, leading to bachelor's, master's, and doctoral degrees. The institution also provides certificate programs, post-baccalaureate certificate programs, post-graduate certificate programs, post-master's certificate programs, programs and degrees that lead to professional specialization, and open studies for lifelong learners.

The University of Lethbridge conducts pure and applied research and establishes and sustains facilities for pursuing original research. The University develops centres of research excellence in areas in which it has special expertise or that have particular relevance to the region or province. Programs of research, scholarship, and creative activity include the study of fundamental issues for their intrinsic intellectual, aesthetic, or philosophical interest, and of practical challenges of direct importance for social, cultural, economic, or environmental wellbeing. The University of Lethbridge protects free inquiry and scholarship, facilitates access to scholarly resources, and supports artistic expression and the free and open scholarly discussion of issues.

In support of Campus Alberta, the University of Lethbridge collaborates with other institutions to ensure transferability within the province's postsecondary education system and deliver seamless learning opportunities. As part of this commitment, the University works with other institutions to provide degree completion opportunities for university transfer students and diploma graduates.

Across the spectrum of intellectual pursuit, the University of Lethbridge continually develops innovative programs and research collections in existing and emerging disciplines to meet the needs of students, society, and the economy. This includes collaborating with First Nations, Métis, and Inuit peoples to develop programs and collections that are relevant and accessible to them.

The University of Lethbridge serves a variety of student groups: undergraduate and graduate students; transfer students; high school graduates; First Nations, Métis, and Inuit students; adult learners; international students; and immigrants. It also serves students on campuses in Edmonton and Calgary and, through distance learning technology, students across the province, the country, and the world. The University of Lethbridge strives to make university-level education available to all Albertans, including those living outside major urban centres and those who have traditionally not sought university education.

The University of Lethbridge fosters a learning community that meets the educational and personal growth needs of its students. This learning community emphasizes teaching excellence, exposure to research, information literacy, interaction with professors and instructors, effective academic advising and personal counselling, and a spectrum of cultural, recreational and extracurricular opportunities. The University of Lethbridge values a high quality of teaching and emphasizes the mutually beneficial relationship between teaching and research. Other facilities and services, such as the Library, student residences, health services, theatres and other performance spaces, and sports and recreation facilities support and enrich the student experience and the lives of community members while respecting environmental sustainability. The University strives to enhance its educational environment through innovation and creativity.

The University of Lethbridge builds mutually supportive relationships and partnerships, addresses the cultural and societal needs of the communities it touches, and advocates the critical role that education plays in the growth and well-being of an informed society. The University further contributes to society by discovering, preserving, synthesizing, and disseminating knowledge for the benefit of all.

*Approved by the Minister, Alberta Advanced Education and Technology
June 24, 2010*

WHO WE ARE

A Board-governed public university functioning under Alberta's *Post-Secondary Learning Act*, the University of Lethbridge is a premier institution of higher education and research. A comprehensive university founded on the principles of liberal education, the U of L emphasizes inspiring teaching, a personalized and interactive learning environment, and student engagement in learning, creative activities, and research.

We provide undergraduate and graduate programs in education, fine arts, health sciences, humanities, management, nursing, sciences, and social sciences, leading to academic degrees at the Bachelor, Master's, and Doctoral levels. We offer targeted programming at our campuses in Calgary and Edmonton and through distance delivery. The University collaborates with First Nations, Metis, and Inuit (FNMI) peoples to develop programs that are relevant and accessible to them. The University of Lethbridge fosters an environment that meets the educational and personal needs of students through excellent teaching, exposure to research, interaction with professors and instructors, academic advising, counseling, and cultural, recreational and extracurricular programs. We value and support many approaches to teaching and learning, and strive to be a leader in using teaching tools, techniques, and technologies to facilitate, ameliorate, and refine the educational experience.

We establish and sustain facilities for pursuing original research and creative activities, and conduct research in all disciplines, developing and sustaining centres of research excellence in areas where we have special expertise or that have particular relevance to the region.

We build mutually supportive relationships and partnerships with governments, institutions, communities, organizations, and individuals, to evolve and improve the value of the University to the region, the province, the country, and the world.

WHY WE EXIST

The University of Lethbridge exists to build a better society.

We do this in six essential ways:

1. We prepare students for their personal and professional paths.
2. We develop creative discoverers and independent learners at the undergraduate and graduate levels.
3. We create, discover, disseminate, and apply knowledge through excellence in basic and applied research of regional and global impact.
4. We encourage and nurture creative expression.
5. We pursue community engagement.
6. We value, encourage, and celebrate the talents and efforts of our students, faculty, staff, and alumni.

WHERE WE ARE GOING

The University of Lethbridge will continue to build a comprehensive university that advances its sense of community, engagement, diversity, and connection.

The University of Lethbridge will be the institution of choice for those seeking an intimate and supportive environment, excellence in research and creative activity, an engaging and challenging learning experience, and respect for diversity. We will continue to broaden the scope of our programs and research while staying committed to our founding principles of liberal education and retaining the intimate academic experiences on which we have established a tradition of excellence.

We will welcome our students to a community of scholars that offers relevant and academically challenging programs. Opportunities for engagement in learning and research will exist across all disciplines and levels of program, from undergraduate to graduate. Rigorous research and creative work will continue to form the basis for inquiry and teaching across the learning contexts we provide. Our University will continue to increase the diversity of its scholarly activity and contributions. In achieving this we will be defined by collegiality.

The University of Lethbridge community—which includes all students, faculty, staff, and alumni who contribute to its operation and success—will extend beyond the walls of our institution. We will remain an integral part of our communities while fostering scholarly contributions of international excellence. We will support and enrich the diverse communities we serve with fresh insights and new directions.

OUR FUNDAMENTAL PRINCIPLES

The University of Lethbridge is committed to the following fundamental principles.

OUR COMMITMENT TO SOCIETY

We cultivate responsible citizenship. The University develops and promotes good citizens who contribute to the building of better societies by applying their knowledge, skills, creativity, and powers of critical inquiry for the improvement of regional and global communities.

We protect and encourage free inquiry and expression. In keeping with the unique mandate of the university in society, the University of Lethbridge supports and protects artistic expression and the free and open scholarly discussion of issues, including those that are controversial. In the tradition of academic freedom, the University models collegial and civil debate, dissent, and controversy to critically explore and resolve issues in an atmosphere of professionalism, respect, and good will. We also have an obligation to address long-term issues and those of broad scope.

We work for the public good. As a public institution, the University of Lethbridge promotes and provides degree-level education for the public good and anticipates and responds to societal needs. The University bases its decisions about programs, standards, and capacity on the best available evidence. Within that context, we use innovative methods and processes to optimize the openness of the institution to qualified students.

We are connected with the community. The University publicizes its research, scholarship, creative activities, and other initiatives that have significance for society. Members of the University contribute to the community based on their professional expertise. The University develops relationships with organizations and individuals, and shares its facilities and resources for the good of the community. We acknowledge faculty, staff, students, and alumni for initiative and creativity that leads to the increased involvement of the University in the community.

The University of Lethbridge values its close and mutually supportive relationship with its alumni, who exemplify the benefits of the University and communicate its value locally, provincially, nationally, and globally.

We adopt a global perspective. Social, political, and economic divisions across the globe threaten the peace and prosperity of all. We nourish a global mindset in our students, faculty, staff, and alumni that facilitates cultural awareness and sensitivity that leads to a mature understanding and appreciation of the things that divide and unite us.

We promote diversity and ensure equal opportunity for participation. Diversity strengthens the University and enriches the experience of our students, staff, faculty members, and alumni. We respect, appreciate, and encourage diversity, and provide equal opportunity for full participation in the University. We are an inclusive community, in which students, staff, faculty members, and alumni feel welcome, respected, valued, and empowered to contribute fully. The University facilitates accessibility by all students, staff, faculty members, and alumni to the intellectual, physical, and social aspects of the institution.

We promote gender equity. The University of Lethbridge honours the rights of all and treats people with dignity and respect. We acknowledge the similarities and differences among women and men, and seek to remove all barriers that inhibit an individual's aspirations and potential. The University will create a supportive environment through education and communication. Equity is inclusive.

We increase the participation of FNMI peoples in all aspects of the University community. The University of Lethbridge values its relationship with FNMI peoples, and collaborates widely to develop programs that are relevant and available to them. We work with FNMI peoples to ensure that these partnerships, and the resulting programs, continue to meet all students' needs.

We promote a healthy lifestyle for our students, faculty, and staff. The U of L offers proactive health education, on-site health care, and health insurance information. We work to provide non-judgmental and confidential health care in a safe and caring environment. University facilities and programs provide opportunities to participate in sport, exercise, and recreation.

OUR COMMITMENT TO CREATIVITY, INQUIRY, AND DISCOVERY

We encourage and support research, scholarship, and creative work. The University of Lethbridge stimulates and supports research, scholarship, and creative work in all areas in which we teach, and in areas of special relevance to the region and province. This link between research and teaching allows us to explore what is known, challenge how it is known, and thus influence the nature of teaching. We value and protect an environment of free inquiry in which to conduct research, scholarship, and creative work, and communicate the results of these activities with others. We conduct ourselves on the basis of informed, evidence-based practice. We encourage students at all levels to become involved in research, scholarship, and creative activity.

We conduct research in many forms. Given the range of disciplines involved, research at the University takes many forms, including that with the broadest scope and longest term. The University has a responsibility to analyze and reflect on these matters, and to communicate the outcome of these efforts.

We believe that research—intellectual inquiry, study, and artistic investigation aimed at establishing facts and reaching new conclusions—is an inherent societal good and an end in itself. But, wherever possible, we connect our research to the needs and aspirations of the communities we serve.

OUR COMMITMENT TO STUDENTS

We give students the best preparation for their future. The University of Lethbridge provides students with a liberal education—a solid foundation for personal and professional growth. Liberal education promotes the development of academic skills that students can apply to a wide range of experiences, and a broad base of knowledge in the human, aesthetic, ethical, scientific, and organizational disciplines. It encourages a multi-faceted, reflective approach to the complex challenges of the 21st century.

We strive to develop a culture of achievement and motivation among students. The U of L helps students to identify strengths and overcome weaknesses. We seek to foster: a sense of responsibility for students' learning and personal development; effective student relations to peers and teachers; and student involvement in local, provincial, and national communities.

We are student-centred. Students give focus and meaning to the University of Lethbridge. The University helps students achieve their full potential by facilitating their intellectual growth and academic and personal excellence. To this end, the University maintains high academic standards and excellent programs, supported by high-quality, responsive services.

The University of Lethbridge supports and encourages the growth of students as whole persons, in an atmosphere of engagement, freedom from discrimination, and responsible use of authority.

We are a comprehensive university. Broad in scope, we offer undergraduate and graduate university education across Faculties and Schools and apply a balance between our focus on teaching and our commitment to research, scholarship, and creative activities.

We believe in excellence in undergraduate education. The University of Lethbridge treasures its reputation for quality, responsiveness, and innovation at the undergraduate level. We will continue to enhance our reputation as an institution offering outstanding programming to undergraduate students in a comprehensive university environment. We enhance our value for students and society by concentrating on fields that reflect the excellence of our faculty members and the interests of both students and society.

We are fully engaged in graduate education. The University of Lethbridge offers master's and doctoral programming, and we integrate graduate studies with undergraduate and research programs. Through our graduate offerings across all academic units, we contribute to our students' personal, intellectual, and professional development and help meet society's need for citizens with the highest levels of professional and intellectual achievement.

We promote effective teaching and learning. For the undergraduate student, we promote primarily face-to-face learning, which reflects our belief that people benefit from spending time working together in the same place. We provide online and distance learning for courses and programs where these delivery modes make the best sense. Our use of appropriate technology permeates teaching and learning activities, enhancing both.

OUR COMMITMENT TO INSPIRATION

We inspire. The University of Lethbridge aspires to inspirational teaching that ignites intellectual passion and stimulates a thirst for knowledge. We value and support many approaches to teaching and learning, in a variety of settings within the University and in the broader community.

We believe education is a journey, not a destination. A true measure of our success is our alumni's continuing interest in a lifetime of learning, and their commitment to this goal. The University welcomes those students pursuing degrees and those taking courses out of general interest and intellectual curiosity. We are open to offering quality programs for degree completion and programs that are approved and recommended by professional associations and organizations.

We expand horizons. A global perspective is essential to the University of Lethbridge in its teaching, learning, and research. The University educates its students to become well-rounded citizens of a complex society, capable of making important contributions in Canada and elsewhere in the world.

The University of Lethbridge invites students and faculty members from around the world to participate in learning at the University, and provides international opportunities for our students and faculty members to experience other cultures.

OUR COMMITMENT TO RESPONSIBLE ACTION

We advance the interests of the University of Lethbridge. The University of Lethbridge communicates with its internal and external communities so that its mission, goals, and work are well understood. We engage our alumni and other supporters in the activities of the University. We build the value of the University to society by developing mutually supportive relationships with governments, individuals, and organizations.

We practice procedural fairness. All internal and external University processes are fair, open, and transparent. We act in accordance with all applicable codes of professional and ethical practice, and practice professionalism and civility in all interactions.

We are active and innovative in recruitment and retention. In developing a coordinated approach to recruiting and retaining excellent faculty members and staff, the University of Lethbridge pursues new and innovative ideas, implements the most effective strategies, and monitors their success. We encourage and pursue the training and professional development of all our people.

We practice sound financial and resource management. The University of Lethbridge maintains exemplary financial management of our public and private funds and resources. We practice resource management in a transparent manner.

We use technology effectively. We use technology to facilitate and enhance, not supplant, learning and research relationships among students, faculty members, and other university stakeholders. The University considers technology a means, not an end.

We are environmentally and socially responsible. When making decisions about the design and operation of the University of Lethbridge, we act ethically and responsibly, considering environmental sustainability and good citizenship.

*Approved by the General Faculties Council
December 1, 2008*

*Approved by the Board of Governors
December 18, 2008*

*Approved by the Minister, Alberta Advanced Education and Technology
August 12, 2010*

THE UNIVERSITY

The University of Lethbridge is a non-denominational, coeducational university incorporated under the provisions of the *Post-secondary Learning Act* of the Province of Alberta. It is a provincial university with membership in the Association of Commonwealth Universities and the Association of Universities and Colleges of Canada. The University of Lethbridge participates with the universities and other post-secondary institutions of Alberta in a variety of co-operative programs and activities.

The University of Lethbridge was established in 1967 with a student population of 638. It has grown to a current population of roughly 8,200 full-time and part-time students, both graduate and undergraduate, with a campus overlooking the beautiful Oldman River. Approximately 3,000 students are enrolled in Summer Session. The University also offers programs in Calgary and Edmonton, serving approximately 1,000 students. There are more than 36,000 UofL alumni worldwide.

The University is situated on over 550 acres in west Lethbridge, a sub-division in Alberta's fourth largest city with a population of approximately 90,000.

The centre of a prosperous farming and ranching area, Lethbridge is characterized by its many green areas and parks, and its abundant cultural and recreational facilities. It is located in southern Alberta, approximately 145 kilometres (90 miles) east of the Canadian Rockies and 95 kilometres (60 miles) north of the United States border.

University Hall, designed by architect Arthur Erickson, has received international acclaim for its architectural originality and functional design.

PROGRAMS

The Faculty of Arts and Science offers instruction leading to the following degrees: Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.) and Bachelor of Arts and Science (B.A.Sc.). The Co-operative Education/Internship Program option is available for all majors. The Faculty also offers a Post-Diploma Bachelor of Arts in Agricultural Studies, as well as Post-Diploma Bachelor of Science degrees in Agricultural Studies, Computer Science, Environmental Science, and Geography, with a Concentration in Geographical Information Science.

The Faculty of Education offers instruction leading to the Bachelor of Education (B.Ed.) degree. The Faculty also offers the Diploma in Education (D.P.E.) program for certified practicing educators.

The Faculty of Fine Arts offers instruction leading to the following degrees: Bachelor of Fine Arts (B.F.A. - Art), Bachelor of Fine Arts (B.F.A. - Dramatic Arts), Bachelor of Fine Arts (B.F.A. - Multidisciplinary), Bachelor of Fine Arts (B.F.A. - New Media), and Bachelor of Music (B.Mus.), as well as a number of post-diploma programs leading to these degrees. The Co-operative Education/Internship Program option is available for all Fine Arts programs.

The Faculty of Health Sciences, in collaboration with Lethbridge College, prepares baccalaureate graduates as beginning practitioners in the Nursing Education in Southwestern Alberta (NESA) programs, Bachelor of Nursing and Bachelor of Nursing After Degree. The Faculty also offers the Bachelor of Health Sciences degree in

Addictions Counselling and Public Health. Post-diploma degree programs are also available for Addictions Counselling majors in the Bachelor of Health Sciences. The Co-operative Education/Internship Program option is available for Faculty of Health Sciences programs.

The Faculty of Management offers instruction leading to the Bachelor of Management (B.Mgt.) degree as well as post-diploma programs. The Faculty also offers certificate programs and the Professional Diploma in Accounting program. The Co-operative Education/Internship Program option is available for all Management majors.

The University offers instruction leading to the following Combined Degrees:

- Bachelor of Arts/Bachelor of Education (B.A./B.Ed.)
- Bachelor of Science/Bachelor of Education (B.Sc./B.Ed.)
- Bachelor of Fine Arts (Art)/Bachelor of Education (B.F.A. - Art/B.Ed.)
- Bachelor of Fine Arts (Dramatic Arts)/Bachelor of Education (B.F.A. - Dramatic Arts/B.Ed.)
- Bachelor of Music/Bachelor of Education (B.Mus./B.Ed.)
- Bachelor of Management/Bachelor of Education (B.Mgt./B.Ed.)
- Bachelor of Arts/Bachelor of Management (B.A./B.Mgt.)
- Bachelor of Science/Bachelor of Management (B.Sc./B.Mgt.)
- Bachelor of Fine Arts (New Media)/Bachelor of Management (B.F.A. - New Media/B.Mgt.)
- Post-Diploma Bachelor of Fine Arts (Art)/Bachelor of Education (B.F.A. - Art/B.Ed.)
- Post-Diploma Bachelor of Fine Arts (Dramatic Arts)/Bachelor of Education (B.F.A. - Dramatic Arts/B.Ed.)
- Post-Diploma Bachelor of Music/Bachelor of Education (B.Mus./B.Ed.)
- Post-Diploma Bachelor of Management/Bachelor of Education (B.Mgt./B.Ed.)

The School of Graduate Studies offers instruction leading to the following degrees: Master of Arts (M.A.), Master of Science (M.Sc.), Master of Counselling (M.C.), Master of Education (M.Ed.), Master of Fine Arts (M.F.A.), Master of Music (M.Mus.), Master of Science (M.Sc. - Management), and, in limited research areas, Doctor of Philosophy (Ph.D.).

The University also offers programs for transfer to professional faculties at other universities in Dentistry, Engineering, Journalism, Law, Medicine, Social Work, and Veterinary Medicine.

A four-year Bachelor of Social Work (B.S.W.) is offered by the University of Calgary, in co-operation with the University of Lethbridge, on the Lethbridge campus.

The University of Lethbridge offers Canada's premier learning experience. It is grounded in liberal education and committed to providing its students with small classes, a personal experience, and the most vital and engaging learning environment in the country.

UNIVERSITY OF LETHBRIDGE PRINCIPLES OF STUDENT CITIZENSHIP

A. PREAMBLE

Definition

Student means any person, including a faculty or staff member, who is:

1. Registered or enrolled in one or more credit and non-credit courses and programs at the University of Lethbridge for the current or a future term; or
2. Registered or enrolled in any University-sponsored program.

Purpose & Scope

These Principles of Student Citizenship define the University of Lethbridge's expectations for the behaviour for its students. It does not define academic and non-academic offences, disciplinary procedures and actions, or appeals and complaints procedures; these are defined in the UofL Calendar.

Application

The Principles of Student Citizenship apply to all students at the University of Lethbridge. They outline the behaviour that the University of Lethbridge expects of its students while they are on University premises, on professional practice assignment, on paid and volunteer placements, or off-campus for academic or University purposes.

Philosophy Behind the Principles

The educational environment at the University of Lethbridge encourages intellectual exchange, creativity, originality, and discovery. It also emphasizes free inquiry and expression, diversity, equality, and equal opportunity for participation. The Principles of Student Citizenship are designed to support and protect this educational environment by defining students' responsibilities as members of the academic community. These principles operate within the framework provided by the institution's *Statement of Philosophy, Vision, Mission, and Fundamental Principles*.

The University of Lethbridge has a tradition of academic integrity and personal civility. The Principles of Student Citizenship aim to promote and continue this tradition.

B. FUNDAMENTAL PRINCIPLES OF STUDENT CITIZENSHIP

1. Students honour the following basic values of academic integrity:
 - a. Honesty in learning, teaching, research, and service.
 - b. Respect of a wide range of thoughts, opinions and ideas; of colleagues, instructors, and administration; and of the work of others.
 - c. Responsibility for upholding the integrity of scholarship and research.
2. Students conduct themselves in a manner consistent with the Fundamental Principles of the University of Lethbridge.
3. Students respect the rights of every student and faculty member to attain their educational goals fairly.

4. Students respect the health, safety, and welfare of every member of the University of Lethbridge community.
5. Students respect and uphold the rights and freedoms of all members of the University of Lethbridge community, in accord with the principles articulated in the Canadian Charter of Rights and Freedoms.
6. Students treat with consideration the buildings, grounds, facilities, and equipment of the University of Lethbridge.
7. Students strive to maintain collegial relationships with fellow students, peers, faculty, staff, and administration.
8. Students abide by the policies, regulations, rules, and procedures of the University of Lethbridge and its academic and administrative units.
9. Students abide by reasonable oral or written instructions given by University of Lethbridge personnel in the implementation of their duties to ensure compliance with institutional policies, regulations, rules, and procedures.
10. All students accept the responsibility to abide by the University of Lethbridge Principles of Student Citizenship.

C. IMPLEMENTATION OF THE PRINCIPLES

1. The Principles of Student Citizenship came into effect when approved by the General Faculties Council.
2. The Associate Vice-President (Students) is responsible for establishing processes to monitor the effectiveness of the Principles of Student Citizenship in influencing student behaviour.

D. AMENDMENT OF THE PRINCIPLES

1. Proposed changes to the Principles of Student Citizenship can be forwarded by students, faculty, staff, or senior administrators of the University of Lethbridge to the Executive Committee of the General Faculties Council.
2. The Executive Committee of the General Faculties Council sends proposed changes to the Associate Vice-President (Students) and the General Assembly of the Students' Union, which provides its feedback to the Associate Vice-President (Students).
3. The Associate Vice-President (Students) considers all student feedback on the proposed changes and forwards recommendations to the Executive Committee of the General Faculties Council. On behalf of the General Faculties Council, the Executive Committee may approve minor editorial changes.
4. Proposals for substantive changes to the Principles of Student Citizenship must be published in the *Meliorist* and on the University of Lethbridge website at least 10 days before they are considered for approval by the General Faculties Council.
5. The proposed changes come into effect immediately upon approval by the General Faculties Council.

NOTICES TO STUDENTS

Regarding the Collection of Personal Data

THE COLLECTION OF PERSONAL INFORMATION

The University of Lethbridge handles personal information collected from or about students according to the Confidentiality of Student Records Policy approved by the Board of Governors and General Faculties Council. The policy was developed to ensure that sensitive information required to operate and promote the University's programs and activities is used only for those purposes.

The University collects only that personal information which is necessary to fulfill the University Mandate (p. 8), in accordance with Alberta's *Freedom of Information and Protection of Privacy (FOIP) Act*, and that which the University is required to collect by federal or provincial law.

The subsections which follow outline personal information collected by the University. In general terms, this information is used for the operation and promotion of the University's programs and activities. Where there is a specific legal requirement to collect information, it is noted in the subsection. Your information may be shared with academic and administrative units to administer scholarships and awards, student services, planning and research, and alumni relations. Specific data will also be disclosed to the federal and provincial governments to meet reporting requirements and to the relevant student associations. Personal information included in statistical reports is reported in a non-identifying format and is used for public information and for reporting to government and other agencies. For questions on the collection, use, and disclosure of this information, please contact the University's FOIP Coordinator at foip@uleth.ca or 403-332-4620.

The University's practices for the collection, use, and disclosure of personal information about students, and this Notice, comply with the provisions of Alberta's *Freedom of Information and Protection of Privacy (FOIP) Act*.

THE OFFICIAL STUDENT RECORD

The Registrar of the University maintains the Official Student Record. It includes: information provided when an Application for Admission is submitted or when registration for and change to programs and courses are submitted; the student identification number; academic record; graduation status; immigration status (collection is specifically authorized by the *Immigration and Refugee Protection Act*); correspondence. It is used to determine a student's eligibility for admission and registration, to track progress at the University, to contact the student when necessary, to confirm a student's status and identity, to develop statistical reports (although the information in statistical reports is grouped to protect individual privacy of individuals).

Some personal information in the Official Student Record is available to and used by other units of the University in order to meet the University's Mandate. However, access to the Official Student Record is limited in accordance with the University's Confidentiality of Student Records Policy and the FOIP Act.

When a student is eligible, certain elements from the Official Student Record are used in the Alumni and Development Record. These are name, address, faculty and graduation status. They are used for ongoing contact with alumni and for the University's development activities.

For further information about the Official Student Record, please contact the Acting Registrar:

403-320-5700 regoffice.inquiries@uleth.ca

FACULTY/SCHOOL RECORDS

The University's Faculties and Schools collect personal information about students. This information includes class lists including pictures, records of a student's attendance at class, completion of assignments, marks received for assignments and examinations, correspondence to and from the student, honours received by the student, contact addresses or telephone numbers, student advising information and graduation status.

The information is used to identify the student, to track the student's progress, to contact the student as necessary, to operate the programs of the Faculty or School, to provide advice to the student as requested and to permit participation in the programs offered by the Faculty or School.

For further information about personal information collected by the Faculties and Schools, please contact the Office of the Dean:

Arts and Science 403-329-5101 artsci.deansoffice@uleth.ca

Education 403-329-2051 darcy.mckenna@uleth.ca

Fine Arts 403-329-2126 angela.luck@uleth.ca

Health Sciences 403-329-2676 dean.hlsc@uleth.ca

Management 403-329-2633 management.dean@uleth.ca

Graduate Studies 403-329-2793 sgsinquiries@uleth.ca

LIBRARY

The Library collects the personal information about students that is necessary to operate the lending activities and reference services of the University Library.

For further information about personal information collected by the Library, please contact the University Librarian:

403-329-2261 libadmin@uleth.ca

SCHOLARSHIPS AND STUDENT FINANCE

The Scholarships and Student Finance Office collects specific personal information from and about students who have applied for scholarships, bursaries, awards and other financial aid. The information collected is determined by the donors of the awards and relates to specific eligibility requirements set by the donors. The University also administers student loan programs under contracts with the Alberta Students Finance Board. Personal information collected from and about students who apply for Alberta and Canada Student Loans are authorized by the *Alberta Students Finance Act* and related regulations, and by the *Canada Student Loans Act*, the *Canada Student Financial Assistance Act* and the *Income Tax Act*.

The information collected by the Scholarships and Student Finance Office is used to administer the awards programs of the University, and the loan programs of the provincial and federal governments.

For further information about personal information collected by the Scholarships and Student Finance Office, please contact the Associate Vice-President (Students):

403-320-5700 regoffice.inquiries@uleth.ca

STUDENT HOUSING AND FOOD SERVICES

The Housing Services and Food and Catering Services Offices collect personal information necessary to operate student housing and food services programs, including the assignment to housing units, financial records related to payment for housing, and food services.

For further information about personal information collected by the Housing Services and Food and Catering Services Offices, please contact the Executive Director, Ancillary Services:

403-329-2239 booth@uleth.ca

INFORMATION TECHNOLOGY

The University offers email services and computer access to students. The primary purposes of the service are to enable the students to contact one another and their faculty members, to participate in online research and discussions, and to allow assignments to be completed. Information Technology collects personal information about students in order to assign access to the University servers, to monitor the use of University equipment in accordance with agreements signed by students to obtain access, and to obtain assistance with the use of University equipment.

For further information about personal information collected by the Department of Information Technology, please contact the Chief Information Officer:

403-332-4664 mark.humphries@uleth.ca

FINANCIAL SERVICES

University Financial Services collects personal information about students in order to ensure debts owed to the University are recorded and collected.

The information is used to determine eligibility to participate in University programs and activities, including ongoing registration for academic programs, graduation, Library Services, Housing and Catering and Food Services programs, Students' Union programs, Recreation Services programs, and Health Centre programs.

For further information about personal information collected by Financial Services, please contact the Executive Director, Financial Services:

403-329-2387 takeyasuc@uleth.ca

HEALTH CENTRE

The Health Centre collects personal information that is necessary to operate clinical health services and to manage health care for students and University employees who visit the Health Centre. In addition to information collected under the general authority, the *Alberta Health Care Insurance Act* authorizes the collection of the individual's Alberta Health Care Insurance number or its equivalent for billing purposes. Collection of personal information by health practitioners and confidentiality of clinical records are also subject to the provisions of the *Alberta Health Disciplines Act*, *Health Facilities Review Act*, *Health Information Act*, and *Medical Professions Act*.

For further information about personal information collected by Health Services, please contact the Associate Vice-President (Human Resources and Administration):

403-329-2484 health.centre@uleth.ca

SPORT AND RECREATION SERVICES

Sport and Recreation Services collects personal information about students necessary to operate and promote intramural programs, to offer recreational classes and to offer drop-in programs. The information is used to determine eligibility to participate in the programs and to assess and collect fees where applicable.

For further information about personal information collected by Sport and Recreation Services, please contact the Executive Director, Sport and Recreation Services:

403-329-2380 slavin@uleth.ca

INTERCOLLEGIATE AND CLUB ATHLETICS

The University intercollegiate athletic teams collect the personal information necessary for student athletes to participate in Canadian Interuniversity Sport (CIS) programs at both regional and national levels. University Club teams collect personal information necessary for student athletes to participate in competitive sports outside CIS programs at local, regional and national levels.

The information is used to determine eligibility and fitness for teams or competitions, and to operate and promote the teams.

For further information about personal information collected by athletic teams, please contact the Executive Director, Sport and Recreation Services:

403-329-2380 slavin@uleth.ca

FACULTY OF FINE ARTS

The Faculty of Fine Arts collects personal information necessary for students to participate in fine arts programs and activities. The University considers that recordings of performances or photographs of students carrying out their work are necessary for the proper operation of the programs offered by the Faculty; and that the same may be used for the promotion of the Faculty and the programs it offers and may be retained in the archives of the University.

For further information about personal information collected by the Faculty of Fine Arts, please contact the Dean, Faculty of Fine Arts:

403-329-2126 angela.luck@uleth.ca

CAMPUS SAFETY

Risk and Safety Services, Security Services, and Parking Services all collect personal information about students in the reporting and investigation of risk, safety, and security matters at the University, and for the operation of the University's parking services.

For further information about personal information collected by Campus Safety departments, please contact the Executive Director, Campus Safety:

403-329-2603 john.okeeffe@uleth.ca

UNIVERSITY OF LETHBRIDGE STUDENTS AND THE ALBERTA WORKERS' COMPENSATION BOARD

In 1985, the Alberta Workers' Compensation Board issued an Order under Section 7 of the *Workers' Compensation Regulation* which provides that the *Workers' Compensation Act* applies to students registered in and attending the University of Lethbridge (and other post-secondary institutions in Alberta) while they are in attendance. The Workers' Compensation Board coverage does not extend to students who suffer accidents while engaging or participating in extracurricular sporting, recreational, social or personal fulfillment activities which are not a current academic requisite or which are not required as a part of the course of study in which the student is registered. Workers' Compensation Board coverage means students are treated as employees when injured in an incident related to the course of studies.

The University's Risk and Safety Services is available to assist the student if a Workers' Compensation claim is required.

403-329-2190 darlene.konynenbelt@uleth.ca

403-329-2350 carolin.cattoidemkiw@uleth.ca

ERRATA AND ADDENDA

The University of Lethbridge Graduate Studies Calendar is updated annually and is effective for the academic year that runs from May 1 to April 30.

From time to time, the Minister of Advanced Education and Technology may provide the University with approval to offer new programs and majors. Such approval may be given after the Calendar has gone to print. In this event, the University will list newly approved programs and majors along with complete descriptions and requirements on the University website.

In addition, a list of corrections and post-publication updates to the print edition of the 2014/2015 Calendar will be posted at www.uleth.ca/ross/calendar/sgs/index.html. The online edition of the Calendar will be changed to reflect these changes. Please check this web page regularly for information about changes.

MASTER OF ARTS (M.A.) PROGRAM

1. M.A. PROGRAM GRID	20	12. AWARDS AND SCHOLARSHIPS	
2. STATEMENT OF PURPOSE	20	See Awards and Scholarships on p. 193. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca .	
3. ADMISSION REQUIREMENTS	20	13. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS	27
a. Academic Qualifications for Admission	20	14. INTERNATIONAL STUDENTS	
b. Application Deadlines	20	See International Students on p. 159 in the Information for All Programs section.	
c. Process for Application/Admission	21	15. WESTERN DEANS' AGREEMENT	28
d. Admission Criteria	22	16. ACADEMIC SCHEDULE	
e. Admission After an Approved Master's Degree	23	See Academic Schedule on p. 113 in the Information for All Programs section.	
f. Exchange Students	23	17. REGISTRATION	
g. Visiting Students	23	See Registration on p. 119 in the Information for All Programs section.	
4. REQUIREMENTS FOR DEGREE	23	18. GRADUATION	
a. Course Work	23	See Graduation on p. 155 in the Information for All Programs section.	
b. Thesis (90.0 credit hours)	25	19. GENERAL SERVICES	
c. Thesis Oral Defence	25	See General Services on p. 207 in the information for All Programs section.	
5. COURSES	25	20. ACADEMIC STAFF	
6. CO-OPERATIVE EDUCATION/INTERNSHIP OPTION	25	See Academic Staff on p. 223 in the information for All Programs section.	
a. Admission	25	21. UNIVERSITY ORGANIZATION	
b. Requirements	26	See University Organization on p. 237 in the information for All Programs section.	
c. Continuation in the Programs	26	22. AWARDS OF DISTINCTION	
d. Transfer of Co-op Terms	26	See Awards of Distinction on p. 245 in the information for All Programs section.	
7. GENERAL REGULATIONS	26	23. COLLABORATING AND PARTNERING INSTITUTIONS	
a. Credit for Previous Work	26	See Collaborating and Partnering Institutions on p. 251 in the information for All Programs section.	
b. Residence Requirements and Time Limits	26		
c. Academic Standards	26		
d. Appeals	27		
e. Academic Offences and Discipline	27		
f. Fees	27		
g. Full- and Part-Time Studies	27		
8. ACADEMIC REGULATIONS AND POLICIES			
See Academic Regulations and Policies on p. 135 in the Information for All Programs section.			
9. SUPERVISION	27		
10. FEES			
See Fees on p. 123 in the Information for All Programs section.			
11. FINANCIAL OPPORTUNITIES			
For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca .			

I. M.A. PROGRAM GRID

Degree

M.A. (offered in the Faculty of Arts and Science and the Faculty of Fine Arts)

Major

Agricultural Studies
Anthropology
Archaeology
Art
Canadian Studies
Dramatic Arts
Economics
Education
English
French
French/German
French/Spanish
Geography
German
History
Kinesiology
Individualized Multidisciplinary*
Music
Native American Studies
New Media
Philosophy
Political Science
Psychology
Religious Studies
Sociology
Urban and Regional Studies
Women and Gender Studies

*Students who choose an Individualized Multidisciplinary major may elect to complete a Concentration—e.g., Social Sciences Concentrations are available in Anthropology, Kinesiology, Sociology, or Women and Gender Studies; see *Individualized Multidisciplinary Majors* (p. 23).

2. STATEMENT OF PURPOSE

The Master of Arts program offers students in a wide range of disciplines the opportunity to earn a master's degree by writing a thesis and successfully completing a limited number of courses. The number and details of the courses are determined within the first semester of the student's program.

Students may complete their degrees in either a full- or part-time capacity. Full-time students complete a 24-month program while part-time students complete a 48-month program. Part-time students will normally complete all required course work in the first 24 months, with the subsequent months committed to continued research and production of the thesis.

Although degrees are awarded in specific disciplines, the program is administered centrally by the School of Graduate Studies, rather than by individual departments or faculties/schools.

Graduate degrees traditionally have been awarded for the successful completion of a satisfactory thesis. The thesis route expresses the fundamental tradition of academic scholarship. It also relates to the University's undergraduate programs, because the creation of a thesis in any discipline calls for a range of skills which are central to the liberal education tradition, including analysis and synthesis of ideas, empirical investigations, the construction and articulation of arguments, and writing skills.

Because of the nature of the M.A. program, the thesis forms the central requirement of the program. At the master's level, a thesis involves close collaboration between supervisor and student. Consequently, it is necessary for a candidate to establish contact with potential supervisors prior to application for admission. Candidates seeking potential supervisors should contact either the relevant academic department or the School of Graduate Studies.

3. ADMISSION REQUIREMENTS

a. Academic Qualifications for Admission

Applicants normally must meet the following minimum requirements before the University will consider admission:

1. A University of Lethbridge baccalaureate degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.
2. A minimum grade point average of 3.00 (based on a 4.00 scale) on the last 20 graded university-level semester courses.

Applicants are considered on a case-by-case basis. Preference is given to students whose proposed research is related to the supervisor's funded research program.

Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Studies (see **Section 13. English Language Proficiency for Graduate Students, p. 27**).

b. Application Deadlines

Students may be admitted to the M.A. program in order to begin their studies for the Fall semester (January to April), Summer semester (May to August), or Fall semester (September to December). Some majors within the M.A. program only admit students for the Fall semester (see **Table 1: Application Deadlines**).

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Arts – All majors except for Individualized Multidisciplinary major with a Social Sciences Concentration in Anthropology, Kinesiology, Sociology or Women and Gender Studies.	October 1	February 1	February 1 (First Round) ¹ OR May 1 (Second Round) ¹
Master of Arts – Individualized Multidisciplinary major with a Social Sciences Concentration in Anthropology, Kinesiology, Sociology or Women and Gender Studies.	October 1	N/A	February 1 (First Round) ¹ OR May 1 (Second Round) ¹

¹ There are two rounds of admission for Fall (September to December) entry to the M.A. program. The Second Round of admission is intended for applicants who are unable to confirm funding from external agencies (e.g., SSHRC) before February 1. Applicants who can confirm funding before February 1 should submit their application, via the online application system, for the First Round of admission.

Application deadlines for all Graduate Studies programs and application deadline extensions are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Spaces are limited in this program; the School of Graduate Studies encourages early application. However, students are admitted on a case-by-case basis.

Until commitment is obtained from a faculty member who is eligible to supervise graduate students, consideration for an application will not begin.

Applications and all required admission decision documentation (See **Table 2: M.A. Program Application Process (p. 22)**) with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system by the deadline. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

c. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline and submit it as soon as possible (see **Section b. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to other officers of the University as required by University procedures.

Note: Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.

Eligible applicants must apply for admission by following the process outlined in **Table 2: M.A. Program Application Process (p. 22)** (see also **Section a. Academic Qualifications for Admission, p. 20**).

Table 2: M.A. Program Application Process

<p>STEP 1 - Applicant finds a potential supervisor</p>	<p>To find a potential supervisor, the applicant contacts a University of Lethbridge faculty member with expertise in the applicant's research area. For assistance in identifying a potential supervisor, visit www.uleth.ca/graduate-studies/content/finding-supervisor.</p> <p>The University of Lethbridge Experts Database (www.uleth.ca/experts-database) is an information source that enables users the opportunity to search a wide variety of subjects and research areas.</p> <p>The applicant is advised to provide the potential supervisor a copy of unofficial transcripts in the consultation process.</p> <p>Should the previous program undertaken by the applicant show weaknesses, additional course work or other study may be required. Such work will not count toward the requirements for the master's degree.</p>												
<p>STEP 2 - Applicant submits the application online by the application deadline date</p>	<p>The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply:</p> <table border="1" data-bbox="294 445 1426 880"> <tr> <td data-bbox="294 445 462 506">Unofficial academic transcripts</td> <td data-bbox="469 445 1426 506">Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.</td> </tr> <tr> <td data-bbox="294 517 462 609">Three references</td> <td data-bbox="469 517 1426 609">Contact information for three referees who are willing to submit a confidential assessment via the online system. Three referees, two must be academic (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least one referee.</td> </tr> <tr> <td data-bbox="294 619 462 680">Curriculum Vitae (c.v.)</td> <td data-bbox="469 619 1426 680">The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.</td> </tr> <tr> <td data-bbox="294 690 462 752">Letter of intent</td> <td data-bbox="469 690 1426 752">The Letter of intent indicates the applicant's reasons for applying (e.g. goals, or objectives for seeking a graduate degree in the chosen discipline).</td> </tr> <tr> <td data-bbox="294 762 462 823">English Language Proficiency (ELP)</td> <td data-bbox="469 762 1426 823">Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 27 of the UofL Graduate Studies Calendar).</td> </tr> <tr> <td data-bbox="294 833 462 895">Additional documentation</td> <td data-bbox="469 833 1426 895">If additional documentation is required, the School of Graduate Studies will contact the applicant.</td> </tr> </table> <p>Submission Process Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 21 of the UofL Graduate Studies Calendar).</p> <p>By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).</p>	Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.	Three references	Contact information for three referees who are willing to submit a confidential assessment via the online system. Three referees, two must be academic (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least one referee.	Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.	Letter of intent	The Letter of intent indicates the applicant's reasons for applying (e.g. goals, or objectives for seeking a graduate degree in the chosen discipline).	English Language Proficiency (ELP)	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 27 of the UofL Graduate Studies Calendar).	Additional documentation	If additional documentation is required, the School of Graduate Studies will contact the applicant.
Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.												
Three references	Contact information for three referees who are willing to submit a confidential assessment via the online system. Three referees, two must be academic (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least one referee.												
Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.												
Letter of intent	The Letter of intent indicates the applicant's reasons for applying (e.g. goals, or objectives for seeking a graduate degree in the chosen discipline).												
English Language Proficiency (ELP)	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 27 of the UofL Graduate Studies Calendar).												
Additional documentation	If additional documentation is required, the School of Graduate Studies will contact the applicant.												
<p>STEP 3 - Applicant arranges for official documents</p>	<p>Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration.</p> <p>Applicants who have attended or are currently attending institutions NOT participating in ApplyAlberta must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca.</p>												
<p>STEP 4 - Admission decision process</p>	<p>The Departmental Review Committee reviews the application and makes a recommendation on admission to the Program Committee. The office of the School of Graduate Studies, on behalf of the Dean of the School of Graduate Studies, unofficially informs the applicant of the Program Committee's decision. Official admission decision will be sent electronically from the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1, July 1 or December 1. Successful applicants will be advised of registration procedures at that time.</p>												

d. Admission Criteria

Because the capacity of the program is limited, not all students meeting the minimum admission requirements can be admitted.

Criteria used for admission include:

- the student's record and letters of recommendation;
- the proposed supervisor's record of scholarship, completed and current, especially in relation to the proposed work;
- the feasibility of the project in the light of available resources; and,
- financial support for the student.

Students judged to be of suitable calibre but lacking in some necessary preparation may be considered for admission subject to those conditions judged necessary to correct the deficiencies. Candidates may be given one of two options: the required preparation may be undertaken prior to admission, with the permission of the Program Committee; or it may be taken after admission and within the maximum time limit of 24 months for full-time students and 48 months for part-time students. In

either case the Program Committee establishes a definite date by which all conditions must be fully satisfied.

Unless alternative arrangements have been made, a student receiving an offer of admission to the program must register in the program no later than the date specified in the offer of admission. Failing to register in this way will result in the student forfeiting admission status.

Newly admitted students in the M.A. program are required to pay a non-refundable \$100 deposit to confirm their acceptance of their admission. This deposit is credited toward their registration in the program.

It is highly recommended that full-time students not be employed outside their program more than 10 hours per week. Full-time students who would like to engage in outside employment during their program of study should contact the Dean to discuss their circumstances. Part-time students are typically employed in full-time jobs or are engaged in family or other personal obligations that prevent full-time studies. All applicants for part-time studies should contact the School of Graduate Studies prior to application.

e. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

f. Exchange Students

Under approved exchange arrangements, M.A. students registered in programs at other post-secondary institutions who are not pursuing a degree at the University of Lethbridge may be admitted to take courses. The University of Lethbridge is a signatory of the Western Deans' Agreement (see **Section 15. Western Deans' Agreement, p. 28**). Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.a. Academic Qualifications for Admission, p. 20**).

g. Visiting Students

Where applicable, the appropriate permission of the sending and receiving institutions, students may be admitted as Visiting Students for study where formal exchange arrangements are not in place. They must satisfy the normal admission requirements of the University of Lethbridge. Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.a. Academic Qualifications for Admission, p. 20**).

4. REQUIREMENTS FOR DEGREE

For the M.A. program, students are required to complete courses, a thesis, and a thesis oral defence. Students develop their programs in consultation with their supervisors.

a. Course Work

For an M.A. student who is admitted unconditionally, from three to six graduate semester courses or equivalent (9.0 to 18.0 credit hours), are required. The program may include one or more senior undergraduate courses provided that at least three graduate-level courses are included in the program. Any courses credited toward any other university credential are not counted toward the program. Certain majors, and concentrations within majors, have required courses, as listed below:

1. Individualized Multidisciplinary Major (Social Science Concentration in Anthropology)

Students who choose a Social Science Concentration in Anthropology will complete the following courses:

Note: *Not all courses are offered each year. Students are advised to discuss their course options with their potential supervisor.*

Research Methods (3.0 credit hours)

Social Sciences 5101 - Research Design (1.5 credit hours)

One of the following (each worth 1.5 credit hours):
Social Sciences 5103 - Qualitative Interviewing
Social Sciences 5105 - Ethnographic Methods
Social Sciences 5107 - Discourse Analysis

Classical Social Theory (3.0 credit hours)

Two of the following (each worth 1.5 credit hours):
Social Sciences 5201 - Classical Feminist Theory
Social Sciences 5203 - Historical Materialism
Social Sciences 5205 - Structuralism/Functionalism
Social Sciences 5207 - Culture and History

Contemporary Social Theory (3.0 credit hours)

Two of the following (each worth 1.5 credit hours):
Social Sciences 5301 - Contemporary Feminist Theory
Social Sciences 5303 - Critical Theory
Social Sciences 5305 - Postmodernism/Poststructuralism
Social Sciences 5307 - Postcolonialism

Professional Semester (3.0 credit hours)

Social Sciences 5701 - Professional Seminar I (1.5 credit hours)
Social Sciences 5703 - Professional Seminar II (1.5 credit hours)

Up to 6.0 credit hours in additional course work may be required. Courses are chosen in consultation with the supervisor and may include Independent Study courses.

For students who complete all of the degree requirements, the Concentration will be acknowledged on the official transcript.

One or more courses may be waived for students who are deemed to have the necessary background. Such waivers will be granted on a case-by-case basis upon recommendation from the supervisor to the Dean of Graduate Studies.

Note: *Effective May 1, 2012, substantial changes have been made to course offerings for the Social Science Concentrations for the Individualized Multidisciplinary Major in the M.A. program. Students who have completed any deleted course offerings, and who subsequently wish to incorporate new course offerings into their program of study, must submit to the School of Graduate Studies a "Request for Program Change" form that includes the new courses. This new selection of courses must be approved by the supervisor, the Chair of the M.A. Program Committee, and the Dean of the School of Graduate Studies.*

2. Individualized Multidisciplinary Major (Social Science Concentration in Kinesiology)

Students who choose a Social Science Concentration in Kinesiology will complete the following courses:

Note: *Not all courses are offered each year. Students are advised to discuss their course options with their potential supervisor.*

Research Methods (3.0 credit hours)

Social Sciences 5101 - Research Design (1.5 credit hours)

One of the following (each worth 1.5 credit hours):

- Social Sciences 5103 - Qualitative Interviewing
- Social Sciences 5105 - Ethnographic Methods
- Social Sciences 5107 - Discourse Analysis

Classical/Contemporary Social Theory (3.0 credit hours)

Two of the following (each worth 1.5 credit hours):

- Social Sciences 5201 - Classical Feminist Theory
- Social Sciences 5203 - Historical Materialism
- Social Sciences 5205 - Structuralism/Functionalism
- Social Sciences 5207 - Culture and History
- Social Sciences 5301 - Contemporary Feminist Theory
- Social Sciences 5303 - Critical Theory
- Social Sciences 5305 - Postmodernism/Poststructuralism
- Social Sciences 5307 - Postcolonialism

Professional Semester (3.0 credit hours)

- Social Sciences 5701 - Professional Seminar I (1.5 credit hours)
- Social Sciences 5703 - Professional Seminar II (1.5 credit hours)

Up to 9.0 credit hours in additional course work may be required. Courses are chosen in consultation with the supervisor and may include Independent Study courses.

For students who complete all of the degree requirements, the Concentration will be acknowledged on the official transcript.

One or more courses may be waived for students who are deemed to have the necessary background. Such waivers will be granted on a case-by-case basis upon recommendation from the supervisor to the Dean of Graduate Studies.

Note: *Effective May 1, 2012, substantial changes have been made to course offerings for the Social Science Concentrations for the Individualized Multidisciplinary Major in the M.A. program. Students who have completed any deleted course offerings, and who subsequently wish to incorporate new course offerings into their program of study, must submit to the School of Graduate Studies a "Request for Program Change" form that includes the new courses. This new selection of courses must be approved by the supervisor, the Chair of the M.A. Program Committee, and the Dean of the School of Graduate Studies.*

3. Individualized Multidisciplinary Major (Social Science Concentration in Sociology)

Students who choose a Social Science Concentration in Sociology will complete the following courses:

Note: *Not all courses are offered each year. Students are advised to discuss their course options with their potential supervisor.*

Research Methods (3.0 credit hours)

Social Sciences 5101 - Research Design (1.5 credit hours)

One of the following (each worth 1.5 credit hours):

- Social Sciences 5103 - Qualitative Interviewing
- Social Sciences 5105 - Ethnographic Methods
- Social Sciences 5107 - Discourse Analysis

Classical Social Theory (3.0 credit hours)

Two of the following (each worth 1.5 credit hours):

- Social Sciences 5201 - Classical Feminist Theory
- Social Sciences 5203 - Historical Materialism
- Social Sciences 5205 - Structuralism/Functionalism
- Social Sciences 5207 - Culture and History

Contemporary Social Theory (3.0 credit hours)

Two of the following (each worth 1.5 credit hours):

- Social Sciences 5301 - Contemporary Feminist Theory
- Social Sciences 5303 - Critical Theory
- Social Sciences 5305 - Postmodernism/Poststructuralism
- Social Sciences 5307 - Postcolonialism

Professional Semester (3.0 credit hours)

- Social Sciences 5701 - Professional Seminar I (1.5 credit hours)
- Social Sciences 5703 - Professional Seminar II (1.5 credit hours)

Up to 6.0 credit hours in additional course work may be required. Courses are chosen in consultation with the supervisor and may include Independent Study courses.

For students who complete all of the degree requirements, the Concentration will be acknowledged on the official transcript.

One or more courses may be waived for students who are deemed to have the necessary background. Such waivers will be granted on a case-by-case basis upon recommendation from the supervisor to the Dean of Graduate Studies.

Note: *Effective May 1, 2012, substantial changes have been made to course offerings for the Social Science Concentrations for the Individualized Multidisciplinary Major in the M.A. program. Students who have completed any deleted course offerings, and who subsequently wish to incorporate new course offerings into their program of study, must submit to the School of Graduate Studies a "Request for Program Change" form that includes the new courses. This new selection of courses must be approved by the supervisor, the Chair of the M.A. Program Committee, and the Dean of the School of Graduate Studies.*

4. Individualized Multidisciplinary Major (Social Science Concentration in Women and Gender Studies)

Students who choose a Social Science Concentration in Women and Gender Studies will complete the following courses:

Note: *Not all courses are offered each year. Students are advised to discuss their course options with their potential supervisor.*

Research Methods (3.0 credit hours)

Social Sciences 5101 - Research Design (1.5 credit hours)

One of the following (each worth 1.5 credit hours):

Social Sciences 5103 - Qualitative Interviewing

Social Sciences 5105 - Ethnographic Methods

Social Sciences 5107 - Discourse Analysis

Classical Social Theory (3.0 credit hours)

Two of the following (each worth 1.5 credit hours):

Social Sciences 5201 - Classical Feminist Theory

Social Sciences 5203 - Historical Materialism

Social Sciences 5205 - Structuralism/

Functionalism

Social Sciences 5207 - Culture and History

Contemporary Social Theory (3.0 credit hours)

Two of the following (each worth 1.5 credit hours):

Social Sciences 5301 - Contemporary Feminist Theory

Social Sciences 5303 - Critical Theory

Social Sciences 5305 - Postmodernism/

Poststructuralism

Social Sciences 5307 - Postcolonialism

Professional Semester (3.0 credit hours)

Social Sciences 5701 - Professional Seminar I (1.5 credit hours)

Social Sciences 5703 - Professional Seminar II (1.5 credit hours)

Up to 6.0 credit hours in additional course work may be required. Courses are chosen in consultation with the supervisor and may include Independent Study courses.

For students who complete all of the degree requirements, the Concentration will be acknowledged on the official transcript.

One or more courses may be waived for students who are deemed to have the necessary background. Such waivers will be granted on a case-by-case basis upon recommendation from the supervisor to the Dean of Graduate Studies.

Note: *Effective May 1, 2012, substantial changes have been made to course offerings for the Social Science Concentrations for the Individualized Multidisciplinary Major in the M.A. program. Students who have completed any deleted course offerings, and who subsequently wish to incorporate new course offerings into their program of study, must submit to the School of Graduate Studies a "Request for Program Change" form that includes the new courses. This new selection of courses must be approved by the supervisor, the Chair of the M.A. Program Committee, and the Dean of the School of Graduate Studies.*

b. Thesis (90.0 credit hours)

Thesis Proposal

Students must complete a thesis proposal and submit it to the School of Graduate Studies.

Full-time M.A. students must submit their initial thesis proposal within five months of the start of their program and their final thesis proposal by the end of the third semester of their program.

Part-time M.A. students must submit their initial thesis proposal within 10 months of the start of their program and their full thesis proposal by the end of the sixth semester of their program.

Thesis proposal details are outlined in the *University of Lethbridge M.A. Program: Policies and Guidelines* manual available at www.uleth.ca/graduatestudies.

Written Thesis

Although there is some variation over disciplines, most theses follow a conventional format. Standards and conventions widely used in Canada and adopted by the University are to be found in the *University of Lethbridge M.A. Program: Policies and Guidelines* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies.

c. Thesis Oral Defence

When the thesis (90.0 credit hours) is complete, the candidate must defend it in an oral examination. A Thesis Examination Committee is appointed to conduct the examination in accordance with the procedures described in the *University of Lethbridge M.A. Program: Policies and Guidelines* manual. Once the thesis is final (i.e., assessed and corrected, if necessary), it must be submitted to the School of Graduate Studies for approval by the Dean.

5. COURSES

See Courses on p. 167. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

6. CO-OPERATIVE EDUCATION/INTERNSHIP OPTION

The Co-operative Education/Internship Option is available to students for the Master of Arts (M.A.) program.

Co-operative education is an educational model that formally integrates academic study at the master's level with relevant, paid work experience in appropriate employment fields such as government, institutions, and industry. The University, the employer, and the student are in partnership to ensure an enriching experience toward the student's professional development.

Further information and details concerning admission and requirements may be obtained from the Faculty of Arts and Science Office of Co-operative Education/Internship Programs (AH154; tel. 403-382-7154; email: artsci.coop@uleth.ca; website: <http://www.uleth.ca/coop/fas>).

a. Admission

Students may be accepted into the Co-op Option in the first semester of their graduate program. Students are therefore encouraged to contact the Faculty of Arts and Science Co-operative Education Office as soon as possible upon admission to their graduate program.

The criteria for admission include:

1. Admission to a Master of Arts program
2. Grade point average and academic standing
3. A resumé and application form
4. A personal interview
5. Approval of the student's supervisor, in consultation with the School of Graduate Studies and the Arts and Science Co-operative Education Office

Other factors such as labour market conditions, work experience, volunteer experience and extracurricular activities are also considered when selecting participants for the program.

b. Requirements

Normally, students are required to complete successfully two work terms of four months each (or one of eight months) to earn the Co-op designation for the M.A. degree.

To receive the Co-op designation for the degree, students must complete successfully in addition to the course, major, and degree requirements, two work terms:

Arts and Science 5011 - Co-op Work Experience I
Arts and Science 5012 - Co-op Work Experience II

Students may also opt for an additional work term:

Arts and Science 5013 - Co-op Work Experience III

Students must be registered for the entire duration of the work term(s) applied for through the Co-op program, including extensions, and, once registered, are not permitted to withdraw from the work placement without penalty of failure. A grade of 'F'-Fail-will be entered on the transcript for the whole term(s) unless extenuating circumstances warrant granting of a Withdrawal with Cause ('WC'), in accordance with University of Lethbridge policy (see **Part 4, Section 3, p. 137**).

Where approval is granted by the Coordinator of Co-operative Education and the Dean of Graduate Studies, a 'WC' will be entered on the transcript. Tuition fees will be assessed as per the University's Withdrawal with Cause policy. Students may consult the Co-op student handbook for further information/regulations and should contact the Coordinator of Co-operative Education for assistance with the procedure.

c. Continuation in the Programs

Students must acknowledge, accept, and abide by the requirements and regulations as outlined in the Calendar and the Co-op student handbook.

d. Transfer of Co-op Terms

Students enrolled in a Master of Arts program may not transfer Co-op terms from other institutions.

7. GENERAL REGULATIONS

a. Credit for Previous Work

With the express permission of the Program Committee in each case, courses which have not already been credited toward a completed university credential may be accepted for credit in the master's program. All courses considered for transfer credit must carry a grade of 'B-' or higher and must have been completed no longer than seven years prior to the student's admission to the program.

b. Residence Requirements and Time Limits

Residence is defined as the period during which the student is registered in the program, taking courses or pursuing scholarly work, or both, at the University of Lethbridge.

The minimum residence requirement for full-time students shall be 12 months continuous registration in the program (three semesters per year). Residency requirements for part-time students may be adjusted.

For full-time students, the maximum time limit for degree completion shall be 24 months continuous registration in the program. For part-time students, the maximum time limit for degree completion shall be 48 months continuous registration in the program.

All courses specified by the Program Committee must be completed and the thesis submitted within the maximum time limit. Except with the written permission of the Program Committee, students must maintain continuous registration in the program.

At the end of the maximum time limit, in cases where there is judged to be cause and where completion is imminent, the Program Committee may approve a leave of absence or extend the time limit for a maximum period of 12 months. Failure to complete within this period will result in the candidate being required to withdraw from the program.

Full-time or part-time students who do not register in the program in any semester will be considered to have withdrawn unless a leave of absence has been granted by the Program Committee. Since permission is not automatic, students who anticipate an interruption in their program should notify the School of Graduate Studies, seeking prior approval for a leave of absence. Residence requirements must still be met.

Leave of Absence

During an approved Leave of Absence, the student is not required to register, no fees are assessed, and the time granted is not counted toward the residency requirement. The Leave of Absence may be granted up to a maximum of one year during the tenure of study in the master's program.

With the expressed permission of the Program Committee, a student may maintain resident status while conducting research off-campus (e.g., on field trips, using facilities or consulting libraries elsewhere).

It may be necessary for students to include in their program courses to be completed at other institutions. Proposals for such courses must be approved by the Program Committee and the residence requirements may be adjusted, if necessary.

c. Academic Standards

Students must receive a minimum grade of 'B-' (2.70 on a 4.0 scale) in all courses which are graded and which count toward the degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the program. All courses completed in the M.A. program or transferred into the program are included in the calculation of the program GPA for graduation purposes. Transfer credit is not included in the GPA on the official transcript. A student must obtain a minimum cumulative program GPA of 3.00 in order to graduate from the program.

A student whose performance in the program is judged unsatisfactory by the Program Committee may be placed on probation; continued unsatisfactory performance may result in the student being required to withdraw from the program.

d. Appeals

All appeals in the M.A. program should be directed to the Chair of the M.A. program. Grade appeals for courses in the M.A. program will be processed through the School of Graduate Studies. Other appeals will be heard by the Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

Students should consult the full description of the University policies on Appeal of Grade in the Calendar (see **Section 3. Grade Appeal Policy in Academic Regulations on p. 141**).

e. Academic Offences and Discipline

Graduate students are expected to exemplify high standards of academic and ethical behaviour and are subject to the University's student discipline and ethical behaviour policies.

f. Fees

Fees are charged on a program basis. Fees for full-time students are assessed for the first calendar year (three semesters of study) and to be paid over three semesters of study—once in each of the three semesters. Full-time students are assessed a continuation fee per semester effective in their second year of study. Part-time students are assessed fees over the first six semesters of their program. Part-time students are assessed a continuation fee per semester effective in their third year of study.

Note: *The total tuition assessed for full-time students is equal to that of part-time students over the tenure of their respective programs. Tuition will not be reduced if students complete their programs earlier than the minimum time limit.*

A Continuation Fee shall be assessed for each subsequent semester while a student remains in the program, whether the student is resident for all or part of that semester. The semester fee shall be set each year by the Board of Governors.

See the **Graduate Programs 2014/2015 Fee schedule in Fees on p. 128**.

For fee payment deadlines, see **Section 11. Fee Deadlines in Fees on p. 132**.

g. Full- and Part-Time Studies

Students continue with the participation status under which they started, i.e., full-time or part-time studies. However, under extraordinary circumstances, students may seek approval to change their participation status. Students seeking approval to change participation from full-time to part-time studies or vice versa must obtain approval from their supervisor, the Chair of the department or department graduate coordinator, and the Dean of the School of Graduate Studies. Such approval must be obtained no later than at the end of the first 12 months of study. Students may not change their status after 12 months of study.

8. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies on p. 135 in the Information for All Programs section*.

9. SUPERVISION

Guidelines for supervisory procedures, including the conduct of a supervisor and suggestions for good practice, are contained in the *University of Lethbridge M.A. Program: Policies and Guidelines* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies.

10. FEES

See *Fees on p. 123 in the Information for All Programs section*.

11. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

12. AWARDS AND SCHOLARSHIPS

See *Awards and Scholarships on p. 193*. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

13. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

1. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).
2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the Information for All Programs section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.
6. Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years. Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis
Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

14. INTERNATIONAL STUDENTS

See *International Students* on **p. 159** in the *Information for All Programs* section.

15. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

1. the period for which the fees are remitted does not exceed two academic terms of four months each;
2. the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university, and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

16. ACADEMIC SCHEDULE

See *Academic Schedule* on **p. 113** in the *Information for All Programs* section.

17. REGISTRATION

See *Registration* on **p. 119** in the *Information for All Programs* section.

18. GRADUATION

See *Graduation* on **p. 155** in the *Information for All Programs* section.

19. GENERAL SERVICES

See *General Services* on **p. 207** in the *Information for All Programs* section.

20. ACADEMIC STAFF

See *Academic Staff* on **p. 223** in the *Information for All Programs* section.

21. UNIVERSITY ORGANIZATION

See *University Organization* on **p. 237** in the *Information for All Programs* section.

22. AWARDS OF DISTINCTION

See *Awards of Distinction* on **p. 245** in the *Information for All Programs* section.

23. COLLABORATING AND PARTNERING INSTITUTIONS

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MASTER OF SCIENCE (M.Sc.) PROGRAM

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11. FINANCIAL OPPORTUNITIES			
For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca .			

I. M.Sc. PROGRAM GRID

Degree

M.Sc. (offered in the Faculty of Arts and Science and the Faculty of Health Sciences)

Major

Addictions Counselling
 Agricultural Biotechnology
 Agricultural Studies
 Archaeology
 Biochemistry
 Biological Sciences
 Chemistry
 Computer Science
 Computer Science and Geographical Information Science
 Environmental Science
 Exercise Science
 Geography
 Health Sciences
 Kinesiology
 Mathematics
 Individualized Multidisciplinary
 Neuroscience
 Nursing
 Physics
 Psychology

2. STATEMENT OF PURPOSE

The Master of Science program offers students in a wide range of disciplines the opportunity to earn a master's degree by writing a thesis and successfully completing a limited number of courses. The number and details of the courses are determined within the first semester of the student's program.

Students may complete their degrees in either a full- or part-time capacity. Full-time students complete a 24-month program while part-time students complete a 48-month program. Part-time students will normally complete all required course work in the first 24 months, with the subsequent months committed to continued research and production of the thesis.

Although degrees are awarded in specific disciplines, the program is administered centrally by the School of Graduate Studies, rather than by individual departments or faculties/schools.

Graduate degrees traditionally have been awarded for the successful completion of a satisfactory thesis. The thesis route expresses the fundamental tradition of academic scholarship. It also relates to the University's undergraduate programs, because the creation of a thesis in any discipline calls for a range of skills which are central to the liberal education tradition, including analysis and synthesis of ideas, empirical investigations, the construction and articulation of arguments, and writing skills.

Because of the nature of the M.Sc. program, the thesis forms the central requirement of the program. At the master's level, a thesis involves close collaboration between supervisor and student. Consequently, it is necessary for a candidate to establish contact with potential supervisors prior to application for admission. Candidates seeking potential supervisors should contact either the relevant academic department or the School of Graduate Studies.

3. ADMISSION REQUIREMENTS

a. Academic Qualifications for Admission

Applicants normally must meet the following minimum requirements before the University will consider admission:

1. A University of Lethbridge baccalaureate degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.
2. A minimum grade point average of 3.00 (based on a 4.00 scale) on the last 20 graded university-level semester courses.

Applicants are considered on a case-by-case basis. Preference is given to students whose proposed research is related to the supervisor's funded research program.

Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Studies (see **Section 13. English Language Proficiency for Graduate Students, p. 35**).

b. Application Deadlines

Students may be admitted to the M.Sc. program in order to begin their studies for the Fall semester (January to April), Summer semester (May to August), or Fall semester (September to December). Some majors within the M.Sc. program only admit students for the Fall semester (see **Table 1: Application Deadlines**).

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Science – All majors except for Addictions Counselling, Health Sciences, and Nursing.	October 1	February 1	February 1 (First Round) ¹ OR May 1 (Second Round) ¹
Master of Science – Addictions Counselling, Health Sciences, and Nursing.	N/A	N/A	February 1

¹ There are two rounds of admission for Fall (September to December) entry to the M.Sc. program. The Second Round of admission is intended for applicants who are unable to confirm funding from external agencies (e.g., NSERC) before February 1. Applicants who can confirm funding before February 1 should submit their application, via the online application system, for the First Round of admission.

Application deadlines for all Graduate Studies programs and application deadline extensions are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Spaces are limited in this program; the School of Graduate Studies encourages early application. However, students are admitted on a case-by-case basis.

Until commitment is obtained from a faculty member who is eligible to supervise graduate students, consideration for an application will not begin.

Applications and all required admission decision documentation (See **Table 2: M.Sc. Program Application Process (p. 31)**) with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system by the deadline. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

c. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline and submit it as soon as possible (see **Section b. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to other officers of the University as required by University procedures.

Note: *Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.*

Eligible applicants must apply for admission by following the process outlined in **Table 2: M.Sc. Program Application Process (p. 31)** (see also **Section a. Academic Qualifications for Admission, p. 30**).

Table 2: M.Sc. Program Application Process

<p>STEP 1 - Applicant finds a potential supervisor</p>	<p>To find a potential supervisor, the applicant contacts a University of Lethbridge faculty member with expertise in the applicant's research area. For assistance in identifying a potential supervisor, visit www.uleth.ca/graduate-studies/content/finding-supervisor.</p> <p>The University of Lethbridge Experts Database (www.uleth.ca/experts-database) is an information source that enables users the opportunity to search a wide variety of subjects and research areas.</p> <p>The applicant is advised to provide the potential supervisor a copy of unofficial transcripts in the consultation process.</p> <p>Should the previous program undertaken by the applicant show weaknesses, additional course work or other study may be required. Such work will not count toward the requirements for the master's degree.</p>														
<p>STEP 2 - Applicant submits the application online by the application deadline date</p>	<p>The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply:</p> <table border="1" data-bbox="295 1111 1426 1698"> <tr> <td data-bbox="295 1111 468 1173">Unofficial academic transcripts</td> <td data-bbox="474 1111 1426 1173">Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.</td> </tr> <tr> <td data-bbox="295 1177 468 1279">Three references</td> <td data-bbox="474 1177 1426 1279">Contact information for three referees who are willing to submit a confidential assessment via the online system. Three referees, two must be academic (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least one referee.</td> </tr> <tr> <td data-bbox="295 1283 468 1344">Curriculum Vitae (c.v.)</td> <td data-bbox="474 1283 1426 1344">The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.</td> </tr> <tr> <td data-bbox="295 1349 468 1410">Letter of intent</td> <td data-bbox="474 1349 1426 1410">The Letter of intent indicates the applicant's reasons for applying (e.g. goals, or objectives for seeking a graduate degree in the chosen discipline).</td> </tr> <tr> <td data-bbox="295 1414 468 1475">English Language Proficiency (ELP)</td> <td data-bbox="474 1414 1426 1475">Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 35 of the UofL Graduate Studies Calendar).</td> </tr> <tr> <td data-bbox="295 1479 468 1541">Additional documentation</td> <td data-bbox="474 1479 1426 1541">If additional documentation is required, the School of Graduate Studies will contact the applicant.</td> </tr> <tr> <td data-bbox="295 1545 468 1698">Submission Process</td> <td data-bbox="474 1545 1426 1698">Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 30 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).</td> </tr> </table>	Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.	Three references	Contact information for three referees who are willing to submit a confidential assessment via the online system. Three referees, two must be academic (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least one referee.	Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.	Letter of intent	The Letter of intent indicates the applicant's reasons for applying (e.g. goals, or objectives for seeking a graduate degree in the chosen discipline).	English Language Proficiency (ELP)	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 35 of the UofL Graduate Studies Calendar).	Additional documentation	If additional documentation is required, the School of Graduate Studies will contact the applicant.	Submission Process	Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 30 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).
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Three references	Contact information for three referees who are willing to submit a confidential assessment via the online system. Three referees, two must be academic (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least one referee.														
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Letter of intent	The Letter of intent indicates the applicant's reasons for applying (e.g. goals, or objectives for seeking a graduate degree in the chosen discipline).														
English Language Proficiency (ELP)	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 35 of the UofL Graduate Studies Calendar).														
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<p>STEP 3 - Applicant arranges for official documents</p>	<p>Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration.</p> <p>Applicants who have attended or are currently attending institutions NOT participating in ApplyAlberta must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca.</p>														
<p>STEP 4 - Admission decision process</p>	<p>The Departmental Review Committee reviews the application and makes a recommendation on admission to the Program Committee. The office of the School of Graduate Studies, on behalf of the Dean of the School of Graduate Studies, unofficially informs the applicant of the Program Committee's decision. Official admission decision will be sent electronically from the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1, July 1 or December 1. Successful applicants will be advised of registration procedures at that time.</p>														

d. Admission Criteria

Because the capacity of the program is limited, not all students meeting the minimum admission requirements can be admitted.

Criteria used for admission include:

- the student's record and letters of recommendation;
- the proposed supervisor's record of scholarship, completed and current, especially in relation to the proposed work;
- the feasibility of the project in the light of available resources; and,
- financial support for the student.

Students judged to be of suitable calibre but lacking in some necessary preparation may be considered for admission subject to those conditions judged necessary to correct the deficiencies. Candidates may be given one of two options: the required preparation may be undertaken prior to admission, with the permission of the Program Committee; or it may be taken after admission and within the maximum time limit of 24 months for full-time students and 48 months for part-time students. In either case the Program Committee establishes a definite date by which all conditions must be fully satisfied.

Unless alternative arrangements have been made, a student receiving an offer of admission to the program must register in the program no later than the date specified in the offer of admission. Failing to register in this way will result in the student forfeiting admission status.

Newly admitted students in the M.Sc. program are required to pay a non-refundable \$100 deposit to confirm their acceptance of their admission. This deposit is credited toward their registration in the program.

It is highly recommended that full-time students not be employed outside their program more than 10 hours per week. Full-time students who would like to engage in outside employment during their program of study should contact the Dean to discuss their circumstances. Part-time students are typically employed in full-time jobs or are engaged in family or other personal obligations that prevent full-time studies. All applicants for part-time studies should contact the School of Graduate Studies prior to application.

e. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

f. Exchange Students

Under approved exchange arrangements, M.Sc. students registered in programs at other post-secondary institutions who are not pursuing a degree at the University of Lethbridge may be admitted to take courses. The University of Lethbridge is a signatory of the Western Deans' Agreement (see **Section 15. Western Deans' Agreement, p. 36**). Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.a. Academic Qualifications for Admission, p. 30**).

g. Visiting Students

Where applicable, the appropriate permission of the sending and receiving institutions, students may be admitted as Visiting Students for study where formal exchange arrangements are not in place. They must satisfy the normal admission requirements of the University of Lethbridge. Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.a. Academic Qualifications for Admission, p. 30**).

4. REQUIREMENTS FOR DEGREE

For the M.Sc. program, students are required to complete courses, a thesis, and a thesis oral defence. Students develop their programs in consultation with their supervisors.

a. Course Work

For an M.Sc. student who is admitted unconditionally, from two to six graduate semester courses or equivalent (6.0 to 18.0 credit hours), are required. The program may include one or more senior undergraduate courses provided that at least two graduate-level courses are included in the program. Any courses credited toward any other university credential are not counted toward the program.

Certain majors, and concentrations within majors, have required courses, as listed below:

1. Computer Science Major

Two of:

Computer Science 5110 - Studies in Algorithms (Series) (3.0 credit hours)

Computer Science 5210 - Studies in Systems (Series) (3.0 credit hours)

Computer Science 5310 - Studies in Computational Intelligence (Series) (3.0 credit hours)

Two additional courses (6.0 credit hours) at the 5000 level

2. Mathematics Major

Mathematics 5405 - Algebra (Series) (3.0 credit hours)

Mathematics 5505 - Analysis (Series) (3.0 credit hours)

One additional course (3.0 credit hours) in Mathematics at the 5000 level

b. Thesis (90.0 credit hours)

Thesis Proposal

The Student must complete a thesis proposal and submit it to the School of Graduate Studies.

Full-time M.Sc. students must submit their thesis proposal by the end of the second semester of their program.

Part-time M.Sc. students must submit their thesis proposal by the end of the fourth semester of their program.

Thesis proposal details are outlined in the *University of Lethbridge M.Sc. Program: Policies and Guidelines* manual available at www.uleth.ca/graduatestudies.

Written Thesis

Although there is some variation over disciplines, most theses follow a conventional format. Standards and conventions widely used in Canada and adopted by the University are to be found in the *University of Lethbridge M.Sc. Program: Policies and Guidelines* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies.

c. Thesis Oral Defence

When the thesis (90.0 credit hours) is complete, the candidate must defend it in an oral examination. A Thesis Examination Committee is appointed to conduct the examination in accordance with the procedures described in the *University of Lethbridge M.Sc. Program: Policies and Guidelines* manual. The final version of the thesis (i.e., assessed and corrected, if necessary) must be submitted to the School of Graduate Studies for approval by the Dean.

5. COURSES

See Courses on p. 167. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

6. CO-OPERATIVE EDUCATION/INTERNSHIP OPTION

The Co-operative Education/Internship Option is available to students for the Master of Science (M.Sc.) program.

Co-operative education is an educational model that formally integrates academic study at the master's level with relevant, paid work experience in appropriate employment fields such as government, institutions, and industry. The University, the employer, and the student are in partnership to ensure an enriching experience toward the student's professional development.

Further information and details concerning admission and requirements may be obtained from the Faculty of Arts and Science Office of Co-operative Education/Internship Programs (AH154; tel. 403-382-7154; email: artsci.coop@uleth.ca; website: <http://www.uleth.ca/coop/fas>).

a. Admission

Students may be accepted into the Co-op Option in the first semester of their graduate program. Students are therefore encouraged to contact the Faculty of Arts and Science Co-operative Education Office as soon as possible upon admission to their graduate program.

The criteria for admission include:

1. Admission to a Master of Science program
2. Grade point average and academic standing

3. A resumé and application form
4. A personal interview
5. Approval of the student's supervisor, in consultation with the School of Graduate Studies and the Arts and Science Co-operative Education Office

Other factors such as labour market conditions, work experience, volunteer experience and extracurricular activities are also considered when selecting participants for the program.

b. Requirements

Normally, students are required to complete successfully two work terms of four months each (or one of eight months) to earn the Co-op designation for the M.Sc. degree.

To receive the Co-op designation for the degree, students must complete successfully in addition to the course, major, and degree requirements, two work terms:

- Arts and Science 5011 - Co-op Work Experience I
- Arts and Science 5012 - Co-op Work Experience II

Students may also opt for an additional work term:

- Arts and Science 5013 - Co-op Work Experience III

Students must be registered for the entire duration of the work term(s) applied for through the Co-op program, including extensions, and, once registered, are not permitted to withdraw from the work placement without penalty of failure. A grade of 'F'-Fail-will be entered on the transcript for the whole term(s) unless extenuating circumstances warrant granting of a Withdrawal with Cause ('WC'), in accordance with University of Lethbridge policy (see **Part 4, Section 3, p. 137**). Where approval is granted by the Coordinator of Co-operative Education and the Dean of Graduate Studies, a 'WC' will be entered on the transcript. Tuition fees will be assessed as per the University's Withdrawal with Cause policy. Students may consult the Co-op student handbook for further information/regulations and should contact the Coordinator of Co-operative Education for assistance with the procedure.

c. Continuation in the Programs

Students must acknowledge, accept, and abide by the requirements and regulations as outlined in the Calendar and the Co-op student handbook.

d. Transfer of Co-op Terms

Students enrolled in a Master of Science program may not transfer Co-op terms from other institutions.

7. GENERAL REGULATIONS

a. Credit for Previous Work

With the express permission of the Program Committee in each case, courses which have not already been credited toward a completed university credential may be accepted for credit in the master's program. All courses considered for transfer credit must carry a grade of 'B-' or higher and must have been completed no longer than seven years prior to the student's admission to the program.

b. Residence Requirements and Time Limits

Residence is defined as the period during which the student is registered in the program, taking courses or pursuing scholarly work, or both, at the University of Lethbridge.

The minimum residence requirement for full-time students shall be 12 months continuous registration in the program (three semesters per year). Residency requirements for part-time students may be adjusted.

For full-time students, the maximum time limit for degree completion shall be 24 months continuous registration in the program. For part-time students, the maximum time limit for degree completion shall be 48 months continuous registration in the program.

All courses specified by the Program Committee must be completed and the thesis submitted within the maximum time limit. Except with the written permission of the Program Committee, students must maintain continuous registration in the program.

At the end of the maximum time limit, in cases where there is judged to be cause and where completion is imminent, the Program Committee may approve a leave of absence or extend the time limit for a maximum period of 12 months. Failure to complete within this period will result in the candidate being required to withdraw from the program.

Full-time or part-time students who do not register in the program in any semester will be considered to have withdrawn unless a leave of absence has been granted by the Program Committee. Since permission is not automatic, students who anticipate an interruption in their program should notify the School of Graduates Studies, seeking prior approval for a leave of absence. Residence requirements must still be met.

Leave of Absence

During an approved Leave of Absence, the student is not required to register, no fees are assessed, and the time granted is not counted toward the residency requirement. The Leave of Absence may be granted up to a maximum of one year during the tenure of study in the master's program.

With the expressed permission of the Program Committee, a student may maintain resident status while conducting research off-campus (e.g., on field trips, using facilities or consulting libraries elsewhere).

It may be necessary for students to include in their program courses to be completed at other institutions. Proposals for such courses must be approved by the Program Committee and the residence requirements may be adjusted, if necessary.

c. Academic Standards

Students must receive a minimum grade of 'B-' (2.70 on a 4.0 scale) in all courses which are graded and which count toward the degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the program. All courses completed in the M.Sc. program or transferred into the program are included in the calculation of the program GPA for graduation purposes. Transfer credit is not included in the GPA on the official transcript. A student must obtain a minimum cumulative program GPA of 3.00 in order to graduate from the program.

A student whose performance in the program is judged unsatisfactory by the Program Committee may be placed on probation; continued unsatisfactory performance may result in the student being required to withdraw from the program.

d. Appeals

All appeals in the M.Sc. program should be directed to the Chair of the M.Sc. program. Grade appeals for courses in the M.Sc. program will be processed through the School of Graduate Studies. Other appeals will be heard by the Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

Students should consult the full description of the University policies on Appeal of Grade in the Calendar (see **Section 3. Grade Appeal Policy in Academic Regulations on p. 141**).

e. Academic Offences and Discipline

Graduate students are expected to exemplify high standards of academic and ethical behaviour and are subject to the University's student discipline and ethical behaviour policies.

f. Fees

Fees are charged on a program basis. Fees for full-time students are assessed for the first calendar year (three semesters of study) and to be paid over three semesters of study—once in each of the three semesters. Full-time students are assessed a continuation fee per semester effective in their second year of study. Part-time students are assessed fees over the first six semesters of their program. Part-time students are assessed a continuation fee per semester effective in their third year of study.

Note: *The total tuition assessed for full-time students is equal to that of part-time students over the tenure of their respective programs. Tuition will not be reduced if students complete their programs earlier than the minimum time limit.*

A Continuation Fee shall be assessed for each subsequent semester while a student remains in the program, whether the student is resident for all or part of that semester. The semester fee shall be set each year by the Board of Governors.

See the **Graduate Programs 2014/2015 Fee schedule in Fees on p. 128**.

For fee payment deadlines, see **Section 11. Fee Deadlines in Fees on p. 132**.

g. Full- and Part-Time Studies

Students continue with the participation status under which they started, i.e., full-time or part-time studies. However, under extraordinary circumstances, students may seek approval to change their participation status. Students seeking approval to change participation from full-time to part-time studies or vice versa must obtain approval from their supervisor, the Chair of the department or department graduate coordinator, and the Dean of the School of Graduate Studies. Such approval must be obtained no later than at the end of the first 12 months of study. Students may not change their status after 12 months of study.

8. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies* on p. 135 in the *Information for All Programs* section.

9. SUPERVISION

Guidelines for supervisory procedures, including the conduct of a supervisor and suggestions for good practice, are contained in the *University of Lethbridge M.Sc. Program: Policies and Guidelines* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies.

10. FEES

See *Fees* on p. 123 in the *Information for All Programs* section.

11. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

12. AWARDS AND SCHOLARSHIPS

See *Awards and Scholarships* on p. 193. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

13. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

1. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).
2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the *Information for All Programs* section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.Website: www.toefl.org
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.

6. Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years.

Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis
Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

14. INTERNATIONAL STUDENTS

See *International Students* on p. 159 in the *Information for All Programs* section.

15. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

1. the period for which the fees are remitted does not exceed two academic terms of four months each;
2. the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university, and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

16. ACADEMIC SCHEDULE

See *Academic Schedule* on **p. 113** in the *Information for All Programs* section.

17. REGISTRATION

See *Registration* on **p. 119** in the *Information for All Programs* section.

18. GRADUATION

See *Graduation* on **p. 155** in the *Information for All Programs* section.

19. GENERAL SERVICES

See *General Services* on **p. 207** in the *Information for All Programs* section.

20. ACADEMIC STAFF

See *Academic Staff* on **p. 223** in the *Information for All Programs* section.

21. UNIVERSITY ORGANIZATION

See *University Organization* on **p. 237** in the *Information for All Programs* section.

22. AWARDS OF DISTINCTION

See *Awards of Distinction* on **p. 245** in the *Information for All Programs* section.

23. COLLABORATING AND PARTNERING INSTITUTIONS

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I. M.C. PROGRAM GRID

Degree

Master of Counselling (Offered in the Faculty of Education)

Major

Applied Psychology

Specialization

Counselling Psychology

2. STATEMENT OF PURPOSE

The Master of Counselling (M.C.) program provides a blend of online courses and face-to-face summer institutes for individuals who wish to develop professional skills in counselling psychology. This accessible and flexible program is delivered through a variety of means including online delivery, home-study, video-conferencing, and on-campus seminars and summer institutes. The degree awarded is the Master of Counselling (M.C.).

The M.C. program prepares individuals to function effectively as Certified Canadian Counsellors or Registered Psychologists in a wide range of work environments.

With the completion of the appropriate courses, graduates may be eligible for certification as a Certified Canadian Counsellor under the guidelines of the Canadian Counselling and Psychotherapy Association (CCPA). CCPA certification attests to the level of professional counselling competence and is considered the minimum professional standard in Canada.

Students who wish to become a Registered Psychologist should be aware that in Alberta, the College of Alberta Psychologists (CAP) regulates the process of registering. The CAP has additional requirements beyond what is provided within the M.C. program at the University of Lethbridge, including undergraduate psychology courses, supervised clinical hours, and oral and written examinations. Students are responsible for ensuring that they meet the requirements for registering as established by the College of Alberta Psychologists or the corresponding body in the province/state in which they wish to achieve a professional designation.

Courses are sequenced in such a way that students must follow the cohort schedule to be assured of completing the requirements for their degree.

3. ADMISSION REQUIREMENTS

a. Academic Qualifications for Admission

- I. A University of Lethbridge baccalaureate degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.

2. Evidence of academic ability and promise, normally shown by a minimum GPA of 3.00 in the semesters containing the last 20 university courses (60.0 credit hours).
3. Evidence of successful experience in a related area. Preference is given to applicants who have two or more years of work experience in a counselling or related setting. Volunteer experience in counselling settings is also desirable.
4. Applicants must present a breadth of undergraduate courses in counselling, educational psychology, or psychology. Particular emphasis is paid to courses in human development, learning, personality, psychological disorders, and counselling and/or interpersonal skills.

Applicants whose first language is not English must meet the English Language Proficiency Requirement for Graduate Students (see **Section 12. English Language Proficiency for Graduate Students, p. 45**).

Students are admitted to the Master of Counselling program on a competitive selection basis. For each cohort, a short-list of applicants will be developed. Each of the short-listed candidates will be interviewed by the Master of Counselling Selection Committee.

The following criteria are used in the selection process:

- Grade point average;
- Relevancy of undergraduate degree;
- Breadth of undergraduate courses;
- Relevant work and/or volunteer experience; and,
- Results of interview.

b. Application Deadlines

Normally students are admitted to the M.C. program in order to begin their studies in the Summer Session.

Application deadlines for all Graduate Studies programs and application deadline extensions are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Applications and all required admission decision documentation (see **Table 2: M.C. Program Application Process**), with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system by the deadline. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

Students who are not successful in gaining admission must reapply if they wish to be considered for the next available intake.

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Counselling	N/A	December 1	N/A

c. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline (see **Section b. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to

other officers of the University as required by University procedures.

Note: Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.

Eligible applicants must apply for admission by following the process outlined in **Table 2: M.C. Program Application Process (p. 39)** (see also **Section a. Academic Qualifications for Admission, p. 38**).

Table 2: M.C. Program Application Process

STEP 1 - Applicant submits the application online by the application deadline date	The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply :
	Unofficial academic transcripts Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.
	Three references Contact information for three referees who are willing to submit a confidential assessment via the online system. <ul style="list-style-type: none"> • One referee under whom the applicant has studied at the university level. • Two referees with whom the applicant has worked professionally, preferably referees who have served in a supervisory capacity.
	Curriculum Vitae (c.v.) The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.
	Letter of intent The Letter of intent indicates the applicant's reasons for applying (e.g., the nature of interest in the program and the intended career outcome upon completion).
	Fieldwork Experience Form The <i>Fieldwork Experience</i> form defines the types of related paid or volunteer experience that are relevant to the admission process. Using the form, the applicant will describe the details of the related experience. Preference is given to applicants that have at least two years of related experience.
	English Language Proficiency Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 45 of the UofL Graduate Studies Calendar).
	Additional documentation If additional documentation is required, the Office of Graduate Studies and Research in the Faculty of Education will contact the applicant.
Submission Process Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 38 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).	
STEP 2 - Applicant arranges for official documents	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any are required prior to course registration. Applicants, who have attended or are currently attending institutions NOT participating in ApplyAlberta, must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca .
STEP 2 - Admission decision process	The Selection Committee reviews the application and may interview short-listed candidates. The Selection Committee makes a recommendation on admission to the Graduate Programs in Education Committee. The Office of Graduate Studies and Research in the Faculty of Education unofficially informs the applicant of the Graduate Programs in Education Committee's decision. Official admission decisions will be sent electronically by the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1. Successful applicants will be advised of registration procedures at that time.

d. Admission Decisions

Admission is determined by the Graduate Programs in Education Program Committee, on the recommendation of the Selection Committee, following the application deadline. Members of the Committee base admission decisions on all the available information submitted by or on behalf of the applicant.

If the previous program undertaken by the student shows gaps or weaknesses, additional coursework or other study may be required. Such work will normally be in addition to the requirements for the Master of Counselling degree.

e. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

4. REQUIREMENTS FOR DEGREE

The program consists of the equivalent of 12 courses (36.0 credit hours) of study including common core courses, elective courses, and a culminating activity as outlined below:

a. Common Core (27.0 credit hours)

CAAP 6601 - Theories of Counselling and their Application to Client Change
CAAP 6603 - Professional Ethics and Conduct
CAAP 6605 - Foundational Counselling and Conflict Resolution Skills
CAAP 6607 - Counselling Diverse Clients
CAAP 6611 - General Counselling Practicum
CAAP 6613 - Assessment: Processes and Application
CAAP 6615 - Counselling Strategies and Interventions
CAAP 6617 - Research and Program Evaluation Skills
CAAP 6619 - Specialized Counselling Practicum

b. Elective Courses (9.0 credit hours)

Students successfully completing three of the following elective courses will have a Counselling Psychology specialization acknowledged on the official transcript.

CAAP 6631 - Cognitive and Affective Bases of Behaviour
CAAP 6633 - Counselling Issues Across the Life Span
CAAP 6635 - Biosocial Foundations of Health Psychology
CAAP 6637 - Group Counselling and Process Skills

c. Culminating Activity

CAAP 6699 - Project

Students will be required to complete an independent project as the culminating activity of the Master of Counselling program. The project may be theoretical or applied, shall be relevant to the practice of counselling or counselling psychology, and shall demonstrate a depth of knowledge and understanding of the discipline, as well as the student's area of specialization. The project is intended as a means for students to integrate their conceptual learning with applied practice in a contextually meaningful fashion. The structure of the project will be flexible in order to accommodate various creative endeavours and it may be work-based.

Some possible examples for final projects include:

- theoretical analysis or critique
- synthesis and extension of scholarly literature
- curriculum development
- model development: assessment, intervention, consultation, etc.
- case analyses of individuals, groups, or systems
- needs assessment, program development, or program evaluation

Guidelines for completing the culminating activity are contained in the *University of Lethbridge Graduate Programs in Education: Policies and Guidelines* manual, available from the Office of Graduate Studies and Research in the Faculty of Education or online at www.uleth.ca/education/grad.

Students who intend to continue studies beyond the M.C. level are reminded that a thesis, which is not available as a culminating activity option in the M.C. program, may be required to allow uninterrupted study beyond the master's level. Some universities may allow qualifying work for admission to advanced degree programs if the project option is exercised. Students are advised to confirm admission requirements for programs of interest.

5. COURSES

See Courses on p. 167. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

CAAP 6601

Theories of Counselling and their Application to Client Change

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students are engaged in a critical evaluation of a range of contemporary counselling theories and they will begin to develop a description of their own emerging theory.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 601; Education 5705

CAAP 6603

Professional Ethics and Conduct

Credit hours: 3.0

Contact hours per week: Online facilitated instruction/face-to-face summer institute

Addresses legal and ethical issues in the practice and regulation of counselling in a variety of contexts including school counselling, private practice, and non-profit agencies. The focus is on ethical decision-making models and codes of conduct, professional standards and guidelines, federal and provincial laws/statutes, and the impact of counsellor's values on the counselling process.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 603; Education 5621; Education 5620 (Ethics and Professional Practice) (prior to 2012/2013)

CAAP 6605

Foundational Counselling and Conflict Resolution Skills

Credit hours: 3.0

Contact hours per week: Online facilitated instruction/face-to-face summer institute

Focuses on the understanding and acquisition of skills that are essential for the development of working alliances in counselling contexts. The course will introduce a theoretical framework for the application of counselling skills in addition to providing opportunity for skill practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 605; Education 5704

CAAP 6607

Counselling Diverse Clients

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Focuses on increasing personal awareness, identification of conceptual frameworks, and development of in-depth knowledge of equity and diversity issues in counselling. Students will be expected to examine their own attitudes, behaviours, perceptions, and biases.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 607; Education 5622; Education 5620 (Gender and Culture) (prior to 2012/2013)

CAAP 6611

General Counselling Practicum

Credit hours: 3.0

Contact hours per week: 2-0-0 Online facilitated instruction/face-to-face seminar

Provides an opportunity for professional development and supervised practice in a general counselling setting. Students will be involved in direct work with clients under the supervision of a qualified professional.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND

*CAAP 6601 (CAAP 601) AND
CAAP 6603 (CAAP 603) AND
CAAP 6605 (CAAP 605) AND
CAAP 6607 (CAAP 607) AND
CAAP 6613 (CAAP 613) AND
CAAP 6615 (CAAP 615)*

Equivalent: CAAP 611; Education 5709

Grading: Pass/Fail

Note: *All prerequisite courses must have a minimum 'B minus' ('B-') grade.*

CAAP 6613

Assessment: Processes and Application

Credit hours: 3.0

Contact hours per week: Online facilitated instruction/face-to-face summer institute

Addresses the measurement of characteristics of individuals across the life span and diverse groups in a variety of contexts. Assessment models, psychometric theory and concepts, ethics of testing, and utilization of various classification systems for diagnosing client functioning are addressed. Standardized and non-standardized assessment techniques are examined to measure client change and individual characteristics.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND

*CAAP 6601 (CAAP 601) AND
CAAP 6605 (CAAP 605)*

Equivalent: CAAP 613; Education 5707

Note: *All prerequisite courses must have a minimum 'B minus' ('B-') grade.*

CAAP 6615

Counselling Strategies and Interventions

Credit hours: 3.0

Contact hours per week: Online facilitated instruction/face-to-face summer institute

An intensive study of a variety of counselling techniques arising from counselling theories to address common presenting problems in children, youth and adults. Skill development in laboratory settings emphasizes counsellor self-evaluation, case conceptualization, the ethical practice of delivering the treatment plan, intervention efficacy, matching of interventions to client issues, and consultation issues.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6605 (CAAP 605)

Equivalent: CAAP 615; Education 5706

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6617

Research and Program Evaluation Skills

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Qualitative and quantitative research methods are examined, ranging from single-subject designs to program evaluation strategies, applicable to counselling settings.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 617; Education 5410 (Methods of Inquiry)

CAAP 6619

Specialized Counselling Practicum

Credit hours: 3.0

Contact hours per week: 2-0-0 Online facilitated instruction/face-to-face seminar

Provides an opportunity for professional development and supervised practice in a specialized counselling context. Students will be involved in direct work with clients under the supervision of a qualified professional. The practicum allows students to actively explore issues encountered in working with a specialized client population or area of practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6613 (CAAP 613) AND CAAP 6615 (CAAP 615)

Corequisite(s): CAAP 6611 (CAAP 611)

Equivalent: CAAP 619; Education 5711

Grading: Pass/Fail

Note: Students must have a minimum 'B minus' ('B-') grade in CAAP 6613 (CAAP 613) AND CAAP 6615 (CAAP 615).

CAAP 6631

Cognitive and Affective Bases of Behaviour

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Focuses on theories of Cognition and Affect by examining how humans process information and organize their knowledge and emotional experiences. Contemporary issues will be addressed in several areas of application including regulation of affect and behaviour in everyday life and in unusual circumstances.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 631; Education 5623; Education 5620 (Learning Processes) (prior to 2012/2013)

CAAP 6633

Counselling Issues Across the Life Span

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

In-depth study of human development and functioning across the lifespan. Focus is on normative life transitions, the family life cycle, atypical developmental risk factors, and selected emotional and behavioral disorders in children and adolescents. Special attention is given to attachment theory across the life span and implications for relational development.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 633; Education 5620 (Human Development)

CAAP 6635

Biosocial Foundations of Health Psychology

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Current research in biosocial health psychology is addressed including the study of behavioural responses to stress, addictions, and chronic illness. Emphasis is on interpersonal emotional processes and lifestyle modifications to adjust to health-related stressors. Additional topics include consequences of common psychophysiological reactions and syndromes such as anxiety disorders, eating disorders, and depressive disorders including grief and loss.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6607 (CAAP 607) AND CAAP 6617 (CAAP 617)

Equivalent: CAAP 635; Education 5620 (Health Psychology)

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6637

Group Counselling and Process Skills

Credit hours: 3.0

Contact hours per week: Online facilitated instruction/face-to-face summer institute

This course will provide a conceptual understanding of group process, applied to a wide range of contexts and clientele. The course will build on the construct of the working alliance as a foundation for the counselling process and will incorporate various theories of group counselling and group process into an overall conceptual framework. The course delivery will consist of two integrated components: (a) an online component focusing on group theories and conceptual aspects of working in group contexts and (b) a face-to-face component delivered during a summer institute.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND

CAAP 6601 (CAAP 601) AND

CAAP 6603 (CAAP 603) AND

CAAP 6605 (CAAP 605) AND

CAAP 6607 (CAAP 607)

Equivalent: CAAP 637; Education 5620 (Group Counselling and Process Skills)

Note: *All prerequisite courses must have a minimum 'B minus' ('B-') grade.*

CAAP 6681

Clinical Supervision

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

The purpose of this course is for students to learn the process of clinical supervision and, as a result, become better consumers of supervision, more effective supervisors, and more able to evaluate their current and future development and involvement in supervisory roles.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND

CAAP 6601 (CAAP 601) AND

CAAP 6603 (CAAP 603) AND

CAAP 6605 (CAAP 605) AND

CAAP 6607 (CAAP 607)

Equivalent: CAAP 681

Note: *All prerequisite courses must have a minimum 'B minus' ('B-') grade.*

CAAP 6695

Graduate Practicum: Selected Topics

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students will negotiate a suitable description for this course with their instructor.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Any offering in the CAAP 695 Series with the same title as the offering in the CAAP 6695 Series

CAAP 6699

Project

Credit hours: 0.0

Students will be required to complete an independent project as the culminating activity of the Master of Counselling program. The project may be theoretical or applied, shall be relevant to the practice of counselling or counselling psychology, and shall demonstrate a depth of knowledge and understanding of the discipline, as well as the student's area of specialization. The project is intended as a means for students to integrate their conceptual learning with applied practice in a contextually meaningful fashion. The structure of the project will be flexible in order to accommodate various creative endeavours and it may be work-based.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

Note: *No fees are assessed for this registration.*

CAAP 6850

Graduate Seminar: Selected Topics

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students will negotiate a suitable description for this course with their instructor.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Any offering in the CAAP 693 Series with the same title as the offering in the CAAP 6850 Series

CAAP 6990

Independent Study

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students may be permitted to earn credit by Independent Study, which is designated by the course number CAAP 6990.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

CAAP 6999

CAAP Placeholder

This is a placeholder registration for students admitted to the CAAP program, who are not registered in a course in a particular semester.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: 'X' grade

Note: *No fees are assessed for this registration.*

6. GENERAL REGULATIONS

a. Computer Proficiency

Students must be proficient in the use of a computer, and in particular, they must be comfortable in a web-based environment. To participate in the program, each student must own or have access to computer hardware and software that meets the minimum requirements (see www.uleth.ca/education/grad).

b. Residence Requirements

Residence is defined as courses offered by the University of Lethbridge. A minimum of ten such course equivalents (30.0 credit hours) is required.

It may be an option for students who have been admitted to the M.C. program to include in their program courses to be completed at other institutions. Proposals for such courses should be approved preferably during the initial planning of the program and are to be effected through Visiting Student or Western Deans' Agreement (see **Section 14. Western Deans' Agreement, p. 46**) procedures. A waiver of residence requirement may be allowed for courses completed in this manner, subject to approval by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

c. Academic Standards

Students must receive a minimum grade of 'B-' (2.70) in all courses which are graded and count toward the degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the program. All courses completed in the Master of Counselling program, or transferred into the program, are included in the calculation of the GPA for graduation purposes. Transfer credit is not included in the GPA on the official transcript. A student must have a minimum cumulative GPA of 3.00 in order to graduate from the Master of Counselling program.

d. Appeals

All appeals in the M.C. program should be directed to the Dean, Faculty of Education. Grade appeals for courses in the M.C. program will be processed through the School of Graduate Studies. Other appeals will be heard by the Graduate Programs in Education Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

Students should consult the full description of the University policies on Appeal of Grade in the Calendar (see **Section 3. Grade Appeal Policy in Academic Regulations on p. 141**).

e. Time Limits

Students must complete their program between a minimum of two years and a maximum of six years. The normal time of completion is expected to be three years.

f. Leave of Absence

Students occasionally have legitimate reasons for having to put their studies on hold. Students may apply to the Assistant Dean of Graduate Studies and Research (Faculty of Education) for permission to take a Leave of Absence. Term-specific Leaves of Absence may be granted for not less than three consecutive semesters. A maximum of two Leaves of Absence per student program may be granted. If required, the maximum six-year time for completion of the Master of Counselling program will be extended by the amount of Leave of Absence time granted.

g. Fees

See the **Master of Education and Master of Counselling Programs 2014/2015 Fee Schedule on p. 129**.

For fee payment deadlines, see **Section 11. Fee Deadlines in Fees on p. 132**.

h. Credit for Previous Work

A maximum of two semester courses (6.0 credit hours) which have not been credited toward a completed university credential may be accepted for credit in the Master of Counselling program.

Students must demonstrate that previous course work is equivalent to CAAP courses or appropriate for elective course credit.

Courses cannot be considered for advance credit if they have already been used towards another degree or as prerequisite credit in applying to the M.C. program. Students may not apply for advance credit for CAAP 6611 or CAAP 6619.

i. Independent Study

Students may be permitted to earn credit by Independent Study, which is designated by the course number CAAP 6990. Independent Study may be undertaken only in areas not covered by courses offered in the M.C. program. Independent Study proposals must be submitted to an instructor who agrees to serve as examiner for the proposed study. Formal registration occurs after approval by the instructor, the Assistant Dean of Graduate Studies and Research (Faculty of Education), and the Dean (or designate) of the Faculty of Education. A maximum of two Independent Studies may count toward requirements for the M.C. program. Students are advised to register in the semester in which the work will be completed.

7. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies on p. 135 in the Information for All Programs section*.

8. FEES

See *Fees on p. 123 in the Information for All Programs section*.

9. GRADUATE ASSISTANTS

a. Definitions

Three University terms are defined for the purpose of graduate assistantships:

Fall Semester - September 1 to December 31

Spring Semester - January 1 to April 30

Summer Semester - May 1 to August 31

In the Fall and Spring Semesters, full-time graduate student status is granted to students registered in a program of graduate work equivalent to at least three courses. Graduate students taking fewer than three courses are considered part-time, unless they have inactive status.

Graduate Assistants (G.A.s) are graduate students registered full-time in the program and paid to carry out either:

1. Teaching duties including the preparation, delivery and evaluation of teaching or laboratory assignments, instructing in laboratories or the equivalent, assisting in the supervision of practicum students and the grading of assignments. In this instance, the instructor of record will be a regular member of the Faculty and the G.A. will not assume full or final responsibility for any course; or
2. Research duties consisting of working for a staff member on a research project(s), the results of which may or may not be used in their thesis. Clerical or administrative work not related to research is not suitable for a G.A.

Full-time G.A.s are full-time graduate students holding a Graduate Assistantship which requires them to devote up to eight hours per week to teaching or research duties. If a full-time G.A. is performing research duties, the results of which may be used in a thesis, the student may be required to devote more than eight hours per week to these duties.

b. Appointment of Graduate Assistants

1. Applications for Graduate Assistantships will be approved by the Assistant Dean, Graduate Studies and Research (Faculty of Education).
2. A Letter of Appointment is forwarded to the appointee. G.A.s are entitled to know:
 - a. The number of hours per week of the appointment.
 - b. The total remuneration.In addition, the Letter of Appointment will include as specific a list of duties as possible at the time of appointment. It is understood that minor changes of appointments may be required from time to time but these modifications are to be completed no later than the end of the first week of classes with appropriate written notification to all G.A.s affected.
3. A graduate student who has been appointed to a Graduate Assistantship must report any other remuneration during tenure of the assistantship. If the student accepts some major award or some

other paid employment, where payment is from funds administered by the University, the appointment may be cancelled or reduced. Normally, assistantships will not be available to students who are employed full-time while registered in the program.

4. Depending upon the amount of funding available and the number of full-time graduate students, a portion of an assistantship may be awarded. The stipend awarded and the hours of work required would be adjusted accordingly. No assistantship shall require fewer than six hours per week. Normally, full-time students are eligible for assistantships for one calendar year.

c. Remuneration of Graduate Assistants

1. For the purpose of Graduate Assistantship awards, a full-time graduate student is defined as 'a student attending full-time for both Fall and Spring Semesters of a given academic year. 'One semester' stipends may be available depending on the number of full-time students awarded Graduate Assistantships.

Details describing the value of assistantships and expected hours of assistance are available from the Assistant Dean of Graduate Studies and Research (Faculty of Education).

2. Assistantships are inclusive of all vacation entitlement. There is no vacation pay on contract expiry or termination in lieu of any time not taken.

For further details about the Master of Education degree program, please contact the Assistant Dean of Graduate Studies and Research, Faculty of Education, University of Lethbridge, T1K 3M4, tel. 403-329-2425, fax 403-329-2372.

10. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

11. AWARDS AND SCHOLARSHIPS

See *Awards and Scholarships* on p. 193. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

12. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

1. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).

2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the Information for All Programs section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.
 Website: www.toefl.org
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.
6. Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years. Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis
Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

13. INTERNATIONAL STUDENTS

See *International Students* on p. 159 in the *Information for All Programs* section.

14. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

1. the period for which the fees are remitted does not exceed two academic terms of four months each;
2. the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university, and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

15. ACADEMIC SCHEDULE

See *Academic Schedule* on **p. 113** in the *Information for All Programs* section.

16. REGISTRATION

See *Registration* on **p. 119** in the *Information for All Programs* section.

17. GRADUATION

See *Graduation* on **p. 155** in the *Information for All Programs* section.

18. GENERAL SERVICES

See *General Services* on **p. 207** in the *Information for All Programs* section.

19. ACADEMIC STAFF

See *Academic Staff* on **p. 223** in the *Information for All Programs* section.

20. UNIVERSITY ORGANIZATION

See *University Organization* on **p. 237** in the *Information for All Programs* section.

21. AWARDS OF DISTINCTION

See *Awards of Distinction* on **p. 245** in the *Information for All Programs* section.

22. COLLABORATING AND PARTNERING INSTITUTIONS

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I. M.ED. PROGRAM GRID

Degree

Master of Education (Offered in the Faculty of Education)

Major

General

Educational Leadership

Counselling Psychology

2. MASTER OF EDUCATION (GENERAL)

a. Statement of Purpose

The Master of Education (General) degree program is intended for practicing educators. While the majority of candidates for the degree will be pursuing careers within the educational system, the program is also available to those candidates whose teaching experience and credentials apply to other educational contexts. The degree awarded is the Master of Education (M.Ed.).

The core of the program, common to all candidates, is based on the principle that professional educators should understand the evolution of theory and practice in education, in curriculum, in educational research and in teaching, and should be able to analyze, interpret, critique and advance current thinking, particularly within the context of their own practice.

The theme of the student's program is also reflected in a required culminating activity (thesis, project, or capstone), which contributes to the advancement of knowledge and practice through scholarly activity and/or creative work.

Courses are sequenced in such a way that students must follow the cohort schedule to be assured of completing the requirements for their degree. For some cohorts, selecting the thesis or project route will require students to complete more than the minimum 12 courses (36.0 credit hours). In such cases, these courses will be extra to program.

Courses may be delivered using a combination of face-to-face and distance-delivery formats.

b. Admission Requirements

I. Academic Qualifications for Admission

- a. A University of Lethbridge Bachelor of Education degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs

completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.

- b. Evidence of academic ability and promise, normally shown by a GPA of 3.00 in the semesters containing the last 20 university courses (60.0 credit hours).
- c. Approximately two years of successful teaching or other relevant educational experience.
- d. Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Students (see **Section 11. English Language Proficiency for Graduate Students, p. 71**).
- e. This program is intended for advanced study in the field of Education. Candidates preparing themselves for a career which involves teacher certification must hold Teacher Certification at the time of admission; this program does not lead to a recommendation from the University for Teacher Certification. Individuals seeking Teacher Certification in the province of Alberta should refer to the Bachelor of Education program (see **Programs Leading to Alberta Teacher Certification in Part 8 - Faculty of Education in the Undergraduate UoL Calendar**).

2. Application Deadlines

Normally students are admitted to the M.Ed. (General) program in order to begin their studies in the Summer Session.

Application deadlines and application deadline extensions for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Applications and all required admission decision documentation (see **Table 2: M.Ed. (General) Program Application Process (p. 51)**), with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system by the deadline. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

Students who are not successful in gaining admission must reapply if they wish to be considered for the next available intake.

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Education – All majors	N/A	December 1	N/A

3. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline and submit it as soon as possible (see **Section 2. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to other officers of the University as required by University procedures.

Note: Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.

Eligible applicants must apply for admission by following the process outlined in **Table 2: M.Ed. (General) Program Application Process (p. 51)** (see also **Section 1. Academic Qualifications for Admission, p. 50**).

Application deadlines for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Table 2: M.Ed. (General) Program Application Process

STEP 1 - Applicant submits the application online by the application deadline date	The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply :
	Unofficial academic transcripts Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.
	Three references Contact information for three referees who are willing to submit a confidential assessment via the online system. <ul style="list-style-type: none"> One referee under whom the applicant has studied at the university level. Two referees with whom the applicant has worked professionally, preferably referees who have served in a supervisory capacity.
	Curriculum Vitae (c.v.) The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.
	Letter of intent The Letter of Intent indicates the applicant's reasons for applying (e.g., the nature of interest in the program and the intended career outcome upon completion).
	English Language Proficiency Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 71 of the UofL Graduate Studies Calendar).
	Additional documentation If additional documentation is required, the Office of Graduate Studies and Research in the Faculty of Education will contact the applicant.
	Submission Process Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 50 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).
STEP 2 - Applicant arranges for official documents	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration. Applicants, who have attended or are currently attending institutions NOT participating in ApplyAlberta, must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca .
STEP 3- Admission decision process	The Selection Committee reviews the application and may interview short-listed candidates. The Selection Committee makes a recommendation on admission to the Graduate Programs in Education Committee. The Office of Graduate Studies and Research in the Faculty of Education unofficially informs the applicant of the Graduate Programs in Education Committee's decision. Official admission decisions will be sent electronically by the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1. Successful applicants will be advised of registration procedures at that time.

4. Admission Decisions

Admission is determined by the Graduate Programs in Education Program Committee, on the recommendation of the Selection Committee, following the application deadlines. Members of the committee base admission decisions on all the available information submitted by or on behalf of the applicant.

If the previous program undertaken by the student shows gaps or weaknesses, additional course work

or other study may be required. Such work will not normally count toward the requirements for the M.Ed. degree.

5. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program

provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

c. Requirements for the M.Ed. (General) Degree

The M.Ed. (General) program consists of the equivalent of 12 courses (36.0 credit hours) of study including common core courses, courses required for the program focus, and a culminating activity as outlined below.

Courses are sequenced in such a way that students must follow the cohort schedule to be assured of completing the requirements for their degree. Courses and culminating activity options are dependent upon the schedule of the cohort the student was admitted to.

1. Common Core (12.0 credit hours)

Education 5200 - Curriculum Studies and Classroom Practice (Series)

Education 5300 - The Foundations of Modern Educational Theory and Practice (Series)

Education 5400 - The Nature of Educational Research (Series)

Education 5500 - Understanding Professional Practice and Professional Development (Series)

2. Courses Required for Program Focus (12.0 to 21.0 credit hours)

Students complete four to seven courses contributing to the theme of their program as outlined in the cohort schedule. Except in extenuating circumstances, these courses are completed as per the schedule of the cohort to which the student was admitted. The following conditions apply to the selection of courses credited towards the M.Ed. degree:

- a maximum of two courses (6.0 credit hours, Education or non-Education) may be taken below the 5000-level (i.e. 3000/4000 level). Of these, a maximum of two half-credit (total 3.0 credit hours) may be professional development courses.

3. Culminating Activity (3.0 to 12.0 credit hours)

In keeping with the focus of the M.Ed. program on the practicing educator, the thesis, project or capstone represents a significant contribution to research, independent thinking, scholarly ability, and technical accomplishment in the student's field of study. Students must complete one of the following culminating activity options: thesis, project, or capstone.

a. Thesis Option

Education 6011, 6012, 6013, 6014 - Thesis equivalent to four courses (12.0 credit hours)

Normally, students may not apply for the thesis option until they have completed at least four courses in their program.

b. Project Option

Education 6000, 6001 - Project equivalent to two courses (6.0 credit hours)

c. Capstone Option

Education 6006 - Capstone equivalent to one course (3.0 credit hours)

The Capstone is comprised of both a written and oral component.

For some cohorts, selecting the thesis or project route will require students to complete more than the minimum 12 courses (36.0 credit hours). In such cases, these courses will be extra to program.

Each route is dependent on the availability of appropriate supervision and approval by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

Guidelines for completing the culminating activity are contained in the *University of Lethbridge Graduate Programs in Education: Policies and Guidelines* manual, available from the Office of Graduate Studies and Research in the Faculty of Education or online at www.uleth.ca/education/grad.

Students who intend to continue studies beyond the M.Ed. level are reminded that the thesis (12.0 credit hours) may be required to allow uninterrupted study beyond the master's level. Some universities may allow qualifying work for admission to advanced degree programs if the project or capstone option is exercised. Students are advised to confirm admission requirements for programs of interest.

d. Program Approval

It is the responsibility of each student to register for the appropriate courses in the same sequence provided in the cohort schedule. As the program is delivered in cohort format, students who do not register for courses in times they are scheduled for their cohort cannot be guaranteed opportunity for completing their programs. Choices of electives and decisions regarding culminating activities must be approved by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

e. General Regulations

1. Residence Requirements

Residence is defined as courses offered by the University of Lethbridge. A minimum of eight such course equivalents (24.0 credit hours) is required.

It may be an option for students who have been admitted to the M.Ed. (General) program, to include in their program courses to be completed at other institutions. Proposals for such courses should be approved preferably during the initial planning of the program and are to be effected through Visiting Student or Western Deans' Agreement (see

Section 13. Western Deans' Agreement, p. 72) procedures. A waiver of residence requirement may be allowed for courses completed in this manner, subject to approval by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

2. Academic Standards

Students must receive a minimum grade of 'B-' (2.70) in all courses which are graded and count toward the M.Ed. degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the M.Ed. (General) program. All courses completed in the M.Ed. (General) program or transferred into the program are included in the calculation of the GPA for graduation purposes. Transfer credit is not included in the GPA on the official transcript. A student must have a minimum cumulative GPA of 3.00 in order to graduate from the program.

3. Appeals

All appeals in the M.Ed. program should be directed to the Dean, Faculty of Education. Grade appeals for courses in the M.Ed. program will be processed through the School of Graduate Studies. Other appeals will be heard by the Graduate Programs in Education Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

Students should consult the full description of the University policies on Appeal of Grade in the Calendar (see **Section 3. Grade Appeal Policy in Academic Regulations on p. 141**).

4. Time Limits

Students must complete their program within five years. Students who have completed eight courses in the M.Ed., including the four core courses required in the M.Ed. (General) program, and who choose not to complete the M.Ed. degree may apply for a Diploma in Education. For Diploma requirements, see **Diploma Programs in Education (D.P.E.) in Part 8 - Faculty of Education in the Undergraduate UofL Calendar**.

5. Leave of Absence

Students occasionally have legitimate reasons for having to put their studies on hold. Students may apply to the Assistant Dean of Graduate Studies and Research (Faculty of Education) for permission to take a Leave of Absence. Term-specific Leaves of Absence will be granted for not less than three consecutive semesters. A maximum of two Leaves of Absence per student program may be granted. If required, a student's normal five-year time for completion of the M.Ed. (General) program will be extended by the amount of Leave of Absence time granted. For more information or details, students are advised to contact the Office of Graduate Studies and Research in the Faculty of Education.

Students who do not register in either a course or a placeholder (Education 5999) in each semester will be considered to have withdrawn from the program unless a Leave of Absence has been granted. Since

permission is not automatic, students who anticipate an interruption in their program should apply in writing to the Assistant Dean of Graduate Studies and Research (Faculty of Education) requesting prior approval for a Leave of Absence.

6. Fees

a. Term Fees (for students enrolled prior to March 31, 2009)

Term fees are assessed beginning with the term in which the student is admitted, and paid consecutively each term regardless of whether the student is enrolled in courses. The payment of term fees includes only courses approved and completed towards the 12-course-credit M.Ed. degree.

b. Program Fees (previously Term Fees) (for students enrolled after April 1, 2009)

M.Ed. students pay a minimum of nine program fees. M.Ed. students whose programs are completed in fewer than nine semesters must make arrangements with the Office of Graduate Studies and Research in the Faculty of Education for the assessment of any remaining program fees to meet the minimum nine program fees required.

c. Fees for Additional Courses

Students who elect to take courses over and above the 12-course-credit program will pay a graduate course tuition fee for each additional course.

Students remaining in program after nine semesters will also be assessed either a continuation fee (students admitted prior to March 31, 2009) or a program fee (students admitted after April 1, 2009).

d. Outstanding Fees

The University will withhold registration privileges if there are outstanding fees including the current semester's fees.

See the **Master of Education and Master of Counselling Programs 2014/2015 Fee Schedule** on p. 129.

For fee payment deadlines, see **Section 11. Fee Deadlines in Fees** on p. 132.

7. Credit for Previous Work

A maximum of two semester courses beyond those required for admission, which have not already been credited toward a completed University credential, may be accepted for credit in the M.Ed. (General) program to the extent that they contribute to the elective part of the program. All courses considered for transfer credit must carry a grade of **'B-' or higher**, and must have been completed no longer than five years prior to the student's admission or readmission to the program.

8. Visiting Students

A student who is already admitted to a graduate program in Education at another university, and whose program is underway, may apply for admission

as a Visiting Student at the University of Lethbridge. Contact the Office of Graduate Studies and Research in the Faculty of Education (online: www.uleth.ca/education/grad; email: edu.masters@uleth.ca; phone: 403-329-2425; 1-800-666-3503) for application and registration information. A letter authorizing Visiting Student registration in specific courses must be sent by the student's home institution to the University of Lethbridge Admissions Office.

Students admitted with Visiting Student status may register in up to two University of Lethbridge graduate Education courses. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.b. I Academic Qualifications for Admission, p. 50**), the priorities for admission established by the Faculty of Education and upon space being available within the class size quota. Until the quota is filled, applicants will be considered on a first-come, first-served basis.

9. Enrolment in Graduate Classes - Open Studies

Students who have not been admitted to the M.Ed. degree program, but who have successfully completed an undergraduate degree, may, with the permission of the Assistant Dean of Graduate Studies and Research (Faculty of Education), be allowed to enrol in up to four graduate Education courses as Open Studies Students. Application for registration in a particular graduate course must be submitted to the Assistant Dean no later than two weeks prior to the beginning of class. Until the course quota is filled, qualified applicants will be considered on a first-come, first-served basis. Admission to the M.Ed. degree program following successful completion of graduate courses as Open Studies Students is not automatic, and applicants must meet the admission requirements (see **Section b. Admission Requirements, p. 50**) and be recommended for admission by the Graduate Programs in Education Program Committee.

10. Enrolment Limits and Priorities for Graduate Education Courses

The Faculty of Education reserves the right to limit registration in graduate courses in Education. First priority is for students duly admitted to the M.Ed. degree program at the University of Lethbridge.

Second priority is for students admitted to another graduate program at the University of Lethbridge and who meet admission requirements for the M.Ed. degree program.

Third priority is for students who meet the requirements for admission, but who have not been admitted to a University of Lethbridge graduate program (see **Section 9. Enrolment in Graduate Classes - Open Studies**).

Fourth priority is for Visiting Students, i.e., students registered in a graduate study program at another university and for whom Visiting Student status has been formally established by that institution and approved by the Assistant Dean of Graduate Studies and Research (Faculty of Education). Such students may take a maximum of two University of Lethbridge 5000-level graduate Education courses.

3. **MASTER OF EDUCATION (EDUCATIONAL LEADERSHIP)**

a. **Statement of Purpose**

The Master of Education (Educational Leadership) degree program is intended for practicing educators. While the majority of candidates for the degree will be pursuing leadership careers within the educational system, the program is also available to those candidates whose teaching experience and credentials apply to other educational contexts. The degree awarded is the Master of Education (M.Ed.).

The core of the program, common to all candidates, is based on the principle that professional educators should understand the evolution of theory and practice in education, in curriculum, in educational research and in teaching, and should be able to analyze, interpret, critique and advance current thinking, particularly within the context of their own practice.

The Master of Education (Educational Leadership) program allows practicing educators to explore and implement concepts in educational leadership through a combination of coursework and fieldwork. For students who complete all of the degree requirements, the major will be acknowledged on the official transcript.

The theme of the student's program is also reflected in a required culminating activity (thesis, project, or capstone), which contributes to the advancement of knowledge and practice through scholarly activity and/or creative work.

Courses are sequenced in such a way that students must follow the cohort schedule to be assured of completing the requirements for their degree. Selecting the thesis or project route will require students to complete more than the minimum 12 courses (36.0 credit hours). In such cases, these courses will be extra to program.

Courses may be delivered using a combination of face-to-face and distance-delivery formats.

b. **Admission Requirements**

1. Academic Qualifications for Admission

- a. A University of Lethbridge Bachelor of Education degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.
- b. Evidence of academic ability and promise, normally shown by a GPA of 3.00 in the semesters containing the last 20 university courses (60.0 credit hours).
- c. Approximately two years of successful teaching or other relevant educational experience.
- d. Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Students (see **Section 11. English Language Proficiency for Graduate Students, p. 71**).

- e. This program is intended for advanced study in the field of Education. Candidates preparing themselves for a career which involves teacher certification must hold Teacher Certification at the time of admission; this program does not lead to a recommendation from the University for Teacher Certification. Individuals seeking Teacher Certification in the province of Alberta should refer to the Bachelor of Education program (see **Programs Leading to Alberta Teacher Certification in Part 8 - Faculty of Education in the Undergraduate UofL Calendar**).

Students are admitted to a M.Ed. (Educational Leadership) cohort on a competitive selection basis. The following criteria are used in the selection process:

- Related experience. Preference is given to applicants who have leadership experience and/or demonstrated leadership potential.
- Results of an interview. For each cohort, a short-list of applicants who meet the above criteria will be developed. Each of the short-listed candidates may be interviewed by the Selection Committee.

2. Application Deadlines

Normally students are admitted to the M.Ed. (Educational Leadership) program in order to begin their studies in the Summer Session.

Application deadlines and application deadline extensions for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Applications and all required admission decision documentation (see **Table 4: M.Ed. (Educational Leadership) Program Application Process (p. 56)**), with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system by the deadline. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

Students who are not successful in gaining admission must reapply if they wish to be considered for the next available intake.

Table 3: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Education – All majors	N/A	December 1	N/A

3. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline and submit it as soon as possible (see **Section 2. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released

or copied except to other officers of the University as required by University procedures.

Note: *Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.*

Eligible applicants must apply for admission by following the process outlined in **Table 4: M.Ed. (Educational Leadership) Program Application Process (p. 56)** (see also **Section 1. Academic Qualifications for Admission, p. 54**).

Table 4: M.Ed. (Educational Leadership) Program Application Process

STEP 1 - Applicant submits the application online by the application deadline date	The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply :	
	Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.
	Three references	Contact information for three referees who are willing to submit a confidential assessment via the online system. <ul style="list-style-type: none"> • One referee under whom the applicant has studied at the university level. • Two referees with whom the applicant has worked professionally, preferably referees who have served in a supervisory capacity.
	Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.
	Letter of intent	The Letter of Intent indicates the applicant's reasons for applying (e.g., the nature of interest in the program and the intended career outcome upon completion).
	English Language Proficiency	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 71 of the UofL Graduate Studies Calendar).
	Additional documentation	If additional documentation is required, the Office of Graduate Studies and Research in the Faculty of Education will contact the applicant.
	Submission Process	Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 3, "Application Deadlines," on page 55 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).
STEP 2 - Applicant arranges for official documents	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration.	
	Applicants, who have attended or are currently attending institutions NOT participating in ApplyAlberta, must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca .	
STEP 3- Admission decision process	The Selection Committee reviews the application and may interview short-listed candidates. The Selection Committee makes a recommendation on admission to the Graduate Programs in Education Committee. The Office of Graduate Studies and Research in the Faculty of Education unofficially informs the applicant of the Graduate Programs in Education Committee's decision. Official admission decisions will be sent electronically by the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1. Successful applicants will be advised of registration procedures at that time.	

4. Admission Decisions

Admission is determined by the Graduate Programs in Education Program Committee, on the recommendation of the Selection Committee, following the application deadlines. Members of the committee base admission decisions on all the available information submitted by or on behalf of the applicant.

If the previous program undertaken by the student shows gaps or weaknesses, additional course work or other study may be required. Such work will not normally count toward the requirements for the M.Ed. degree.

5. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one

already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

c. Requirements for the M.Ed. (Educational Leadership) Degree

The M.Ed. (Educational Leadership) program consists of the equivalent of 12 courses (36.0 credit hours) of study. The program comprises the common core courses, courses required for the major, elective courses, and a culminating activity, as outlined below:

Courses are sequenced in such a way that students must follow the cohort schedule to be assured of completing the requirements for their degree. Courses and culminating activity options are dependent upon the schedule of the cohort the student was admitted to.

1. Common Core (12.0 credit hours)
 - Education 5200 - Curriculum Studies and Classroom Practice (Series)
 - Education 5300 - The Foundations of Modern Educational Theory and Practice (Series)
 - Education 5400 - The Nature of Educational Research (Series)
 - Education 5500 - Understanding Professional Practice and Professional Development (Series)
2. Required Courses for Educational Leadership (15.0 credit hours)
 - Education 5630 - Educational Leadership and the Change Process
 - Education 5631 - School Culture and the Instructional Program
 - Education 5632 - Managing the Organization
 - Education 5633 - Governance, Collaboration and Community Engagement
 - Education 5634 - Collaborative Problem Solving
3. Elective Courses for Educational Leadership (6.0 credit hours)
 - Education 5635 - Educational Leadership Internship I
 - Education 5637 - Educational Leadership Internship II
4. Culminating Activity (3.0 to 12.0 credit hours)

In keeping with the focus of the M.Ed. program on the practicing educator, the thesis, project or capstone represents a significant contribution to research, independent thinking, scholarly ability, and technical accomplishment in the student's field of study. Students must complete one of the following culminating activity options: thesis, project, or capstone.

 - a. Thesis Option
 - Education 6011, 6012, 6013, 6014 - Thesis equivalent to four courses (12.0 credit hours)
 - Normally, students may not apply for the thesis option until they have completed at least four courses in their program.
 - b. Project Option
 - Education 6000, 6001 - Project equivalent to two courses (6.0 credit hours)
 - c. Capstone Option
 - Education 6006 - Capstone equivalent to one course (3.0 credit hours)
 - The Capstone is comprised of both a written and oral component.

Selecting the thesis or project route will require students to complete more than the minimum 12 courses (36.0 credit hours). In such cases, these courses will be extra to program.

Each route is dependent on the availability of appropriate supervision and approval by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

Guidelines for completing the culminating activity are contained in the *University of Lethbridge Graduate Programs in Education: Policies and Guidelines* manual, available from the Office of Graduate Studies and

Research in the Faculty of Education or online at www.uleth.ca/education/grad.

Students who intend to continue studies beyond the M.Ed. level are reminded that the thesis (12.0 credit hours) may be required to allow uninterrupted study beyond the master's level. Some universities may allow qualifying work for admission to advanced degree programs if the project or capstone option is exercised. Students are advised to confirm admission requirements for programs of interest.

d. Program Approval

It is the responsibility of each student to register for the appropriate courses in the same sequence provided in the cohort schedule. As the program is delivered in cohort format, students who do not register for courses in times they are scheduled for their cohort cannot be guaranteed opportunity for completing their programs. Choices of electives and decisions regarding culminating activities must be approved by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

e. General Regulations

1. Residence Requirements

Residence is defined as courses offered by the University of Lethbridge. A minimum of eight such course equivalents (24.0 credit hours) is required.

It may be an option for students who have been admitted to the M.Ed. (Educational Leadership) program, to include in their program courses to be completed at other institutions. Proposals for such courses should be approved preferably during the initial planning of the program and are to be effected through Visiting Student or Western Deans' Agreement (see **Section 13. Western Deans' Agreement, p. 72**) procedures. A waiver of residence requirement is allowed for courses completed in this manner, subject to approval by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

2. Academic Standards

Students must receive a minimum grade of 'B-' (2.70) in all courses which are graded and count toward the M.Ed. degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the M.Ed. (Educational Leadership) program. All courses completed in the M.Ed. (Educational Leadership) program or transferred into the program are included in the calculation of the GPA for graduation purposes. Transfer credit is not included in the GPA on the official transcript. A student must have a minimum cumulative GPA of 3.00 in order to graduate from the program.

3. Appeals

All appeals in the M.Ed. program should be directed to the Dean, Faculty of Education. Grade appeals for courses in the M.Ed. program will be processed through the School of Graduate Studies. Other appeals will be heard by the Graduate Programs in Education Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

Students should consult the full description of the University policies on Appeal of Grade in the Calendar (see **Section 3. Grade Appeal Policy in Academic Regulations on p. 141**).

4. Time Limits

Students must complete their program within five years. Students who have completed eight courses in the M.Ed., including the four core courses required in the M.Ed. (Educational Leadership) program, and who choose not to complete the M.Ed. degree may apply for a Diploma in Education. For Diploma requirements, see **Diploma Programs in Education (D.P.E.) in Part 8 - Faculty of Education in the undergraduate UoFL Calendar**.

5. Leave of Absence

Students occasionally have legitimate reasons for having to put their studies on hold. Students may apply to the Assistant Dean of Graduate Studies and Research (Faculty of Education) for permission to take a Leave of Absence. Term-specific Leaves of Absence will be granted for not less than three consecutive semesters. A maximum of two Leaves of Absence per student program may be granted. If required, a student's normal five-year time for completion of the M.Ed. (Educational Leadership) program will be extended by the amount of Leave of Absence time granted. For more information or details, students are advised to contact the Office of Graduate Studies and Research in the Faculty of Education.

Students who do not register in either a course or a placeholder (Education 5999) in each semester will be considered to have withdrawn from the program unless a Leave of Absence has been granted. Since permission is not automatic, students who anticipate an interruption in their program should apply in writing to the Assistant Dean of Graduate Studies and Research (Faculty of Education) requesting prior approval for a Leave of Absence.

6. Fees

a. Term Fees (for students enrolled prior to March 31, 2009)

Term fees are assessed beginning with the term in which the student is admitted, and paid consecutively each term regardless of whether the student is enrolled in courses. The payment of term fees includes only courses approved and completed towards the 12-course-credit M.Ed. degree.

b. Program Fees (previously Term Fees) (for students enrolled after April 1, 2009)

M.Ed. students pay a minimum of nine program fees. M.Ed. students whose programs are completed in fewer than nine semesters must make arrangements with the Office of Graduate Studies and Research in the Faculty of Education for the assessment of any remaining program fees to meet the minimum nine program fees required.

c. Fees for Additional Courses

Students who elect to take courses over and above the 12-course-credit program will pay a graduate course tuition fee for each additional course.

Students remaining in program after nine semesters will also be assessed either a continuation fee (students admitted prior to March 31, 2009) or a program fee (students admitted after April 1, 2009).

d. Outstanding Fees

The University will withhold registration privileges if there are outstanding fees including the current semester's fees.

See the **Master of Education and Master of Counselling Programs 2014/2015 Fee Schedule on p. 129**.

For fee payment deadlines, see **Section 11. Fee Deadlines in Fees on p. 132**.

7. Credit for Previous Work

A maximum of two semester courses beyond those required for admission, which have not already been credited toward a completed University credential, may be accepted for credit in the M.Ed. (Educational Leadership) program to the extent that they contribute to the elective part of the program. All courses considered for transfer credit must carry a grade of **'B-' or higher**, and must have been completed no longer than five years prior to the student's admission or readmission to the program.

8. Visiting Students

A student who is already admitted to a graduate program in Education at another university, and whose program is underway, may apply for admission as a Visiting Student at the University of Lethbridge. Contact the Office of Graduate Studies and Research in the Faculty of Education (online: www.uleth.ca/education/grad; email: edu.masters@uleth.ca; phone: 403-329-2425; 1-800-666-3503) for application and registration information. A letter authorizing Visiting Student registration in specific courses must be sent by the student's home institution to the University of Lethbridge Admissions Office.

Students admitted with Visiting Student status may register in up to two University of Lethbridge graduate Education courses. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.b.1 Academic Qualifications for Admission, p. 54**), the priorities for admission established by the Faculty of Education and upon space being available within the class size quota. Until the quota is filled, applicants will be considered on a first-come, first-served basis.

9. Enrolment in Graduate Classes - Open Studies

Students who have not been admitted to the M.Ed. degree program, but who have successfully completed an undergraduate degree, may, with the permission of the Assistant Dean of Graduate Studies and Research (Faculty of Education), be allowed to enrol in up to four graduate Education

courses as Open Studies Students. Application for registration in a particular graduate course must be submitted to the Assistant Dean no later than two weeks prior to the beginning of class. Until the course quota is filled, qualified applicants will be considered on a first-come, first-served basis. Admission to the M.Ed. degree program following successful completion of graduate courses as Open Studies Students is not automatic, and applicants must meet the admission requirements (see **Section b. Admission Requirements, p. 54**) and be recommended for admission by the Graduate Programs in Education Program Committee.

10. Enrolment Limits and Priorities for Graduate Education Courses

The Faculty of Education reserves the right to limit registration in graduate courses in Education. First priority is for students duly admitted to the M.Ed. degree program at the University of Lethbridge.

Second priority is for students admitted to another graduate program at the University of Lethbridge and who meet admission requirements for the M.Ed. degree program.

Third priority is for students who meet the requirements for admission, but who have not been admitted to a University of Lethbridge graduate program (see **Section 9. Enrolment in Graduate Classes - Open Studies**).

Fourth priority is for Visiting Students, i.e., students registered in a graduate study program at another university and for whom Visiting Student status has been formally established by that institution and approved by the Assistant Dean of Graduate Studies and Research (Faculty of Education). Such students may take a maximum of two University of Lethbridge 5000-level graduate Education courses.

4. **MASTER OF EDUCATION (COUNSELLING PSYCHOLOGY)**

a. **Statement of Purpose**

The M.Ed. (Counselling Psychology) program provides training for individuals who want to develop professional skills and attain certification in counselling psychology as a Canadian Certified Counsellor or Registered Psychologist. The emphasis of the program is on the provision of training for those people who aspire to work within educational, community or private practice settings. The degree awarded is the Master of Education (M.Ed.).

Canadian Certified Counsellor: graduates may be eligible for certification as a Canadian Certified Counsellor under the guidelines of the Canadian Counselling and Psychotherapy Association (CCPA). CCPA certification attests to the level of professional counselling competence and is considered the minimum professional standard in Canada.

Registered Psychologist: students receive the graduate course work leading to registration as a psychologist within the province of Alberta. However, applicants should be aware that the College of Alberta Psychologists (CAP) regulates the process of registering. The CAP has additional requirements beyond what is provided within the M.Ed. program at the University of Lethbridge,

including undergraduate psychology courses, supervised clinical hours, and oral and written examinations. Students are responsible for ensuring that they meet the requirements for registering as established by the College of Alberta Psychologists or the corresponding body in the province/state in which they wish to achieve a professional designation.

The Counselling Psychology program operates on a cohort model. A cohort is a group of students who are admitted at the same time, and proceed at the same pace through the program. Courses are sequenced in such a way that students must follow the cohort schedule to be assured of completing the requirements for their degree. Courses are delivered on campus.

b. **Admission Requirements**

1. Academic Qualifications for Admission

- a. A University of Lethbridge baccalaureate degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.
- b. Evidence of academic ability and promise, normally shown by a GPA of 3.00 in the semesters containing the last 20 university courses (60.0 credit hours).
- c. Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Students (see **Section 11. English Language Proficiency for Graduate Students, p. 71**).

Students are admitted to a M.Ed. (Counselling Psychology) cohort on a competitive selection basis. The following criteria are used in the selection process:

- Grade point average;
- Relevancy of undergraduate degree (preference for degrees in Education or Psychology, followed by degrees in Social Work or Nursing);
- Breadth of undergraduate courses in counselling, educational psychology or psychology. Particular emphasis is paid to courses in human development, learning, personality and counselling skills;
- Relevant work and/or volunteer experience. Preference is given to applicants who have two or more years of teaching and/or counselling experience. Volunteer experience in counselling settings is also desirable; and,
- Results of interview. For each cohort, a short-list of applicants who meet the above criteria will be developed. Each of the short-listed candidates may be interviewed by the Selection Committee.

2. Application Deadlines

Normally students are admitted to the M.Ed. (Counselling Psychology) program in order to begin their studies in the Summer Session of alternate years. For scheduled Counselling Psychology cohort intakes refer to the website at <http://www.uleth.ca/education/grad>.

Application deadlines and application deadline extensions for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Applications and all required admission decision documentation (see **Table 6: M.Ed. (Counselling Psychology) Program Application Procedure (p. 61)**), with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system by the deadline. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

Students who are not successful in gaining admission must reapply if they wish to be considered for the next available intake.

Table 5: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Education – All majors	N/A	December 1	N/A

3. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline and submit it as soon as possible (see **Section 2. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to other officers of the University as required by University procedures.

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to other officers of the University as required by University procedures.

Note: *Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.*

Eligible applicants must apply for admission by following the process outlined in **Table 6: M.Ed. (Counselling Psychology) Program Application Procedure (p. 61)** (see also **Section 1. Academic Qualifications for Admission, p. 59**).

Table 6: M.Ed. (Counselling Psychology) Program Application Procedure

STEP 1 - Applicant submits the application online by the application deadline date	The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply :
	Unofficial academic transcripts Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.
	Three references Contact information for three referees who are willing to submit a confidential assessment via the online system. <ul style="list-style-type: none"> • One referee under whom the applicant has studied at the university level. • Two referees with whom the applicant has worked professionally, preferably referees who have served in a supervisory capacity.
	Curriculum Vitae (c.v.) The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.
	Letter of intent The Letter of Intent indicates the applicant's reasons for applying (e.g., the nature of interest in the program and the intended career outcome upon completion).
	English Language Proficiency Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 71 of the UofL Graduate Studies Calendar).
	Additional documentation If additional documentation is required, the Office of Graduate Studies and Research in the Faculty of Education will contact the applicant.
	Submission Process Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 5, "Application Deadlines," on page 60 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).
STEP 2 - Applicant arranges for official documents	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration. Applicants, who have attended or are currently attending institutions NOT participating in ApplyAlberta, must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca .
STEP 3- Admission decision process	The Selection Committee reviews the application and may interview short-listed candidates. The Selection Committee makes a recommendation on admission to the Graduate Programs in Education Committee. The Office of Graduate Studies and Research in the Faculty of Education unofficially informs the applicant of the Graduate Programs in Education Committee's decision. Official admission decisions will be sent electronically by the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1. Successful applicants will be advised of registration procedures at that time.

4. Admission Decisions

Admission is determined by the Graduate Programs in Education Committee, on the recommendation of the Selection Committee, following the application deadlines. Members of the committee base admission decisions on all the available information submitted by or on behalf of the applicant.

If the previous program undertaken by the student shows gaps or weaknesses, additional course work or other study may be required. Such work will not normally count toward the requirements for the M.Ed. degree.

5. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution.

Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

c. Requirements for the M.Ed. (Counselling Psychology) Degree

The M.Ed. (Counselling Psychology) program consists of the equivalent of 15 courses (45.0 credit hours) of study if the thesis option is completed, 13 courses (39.0 credit hours) if the project option is completed, and 12 courses (36.0 credit hours) if the capstone option is completed. The program consists of common core courses and a culminating activity, as outlined below:

1. Common Counselling Psychology Core (33.0 credit hours)
Education 5621 - Counselling Psychology: Ethics and Professional Practice

- Education 5622 - Counselling Psychology: Gender and Cultural Issues
- Education 5623 - Counselling Psychology: Learning Processes
- Education 5704 - Counselling Psychology: Skills
- Education 5705 - Counselling Psychology: Theory
- Education 5706 - Counselling Psychology: Interventions
- Education 5707 - Counselling Psychology: Assessment
- Education 5708 - Counselling Psychology: Career Counselling
- Education 5709 - Counselling Psychology: Practicum I
- Education 5711 - Counselling Psychology: Practicum II
- Education 5712 - Counselling Psychology: Research Methods

2. Culminating Activity (3.0 to 12.0 credit hours)

The thesis, project or capstone represents a significant contribution to research, independent thinking, scholarly ability and technical accomplishment in the student's field of study. Students must complete one of the following culminating activity options: thesis, project, or capstone.

a. Thesis Option

Education 6011, 6012, 6013, 6014 - Thesis equivalent to four courses (12.0 credit hours)

Normally, students may not apply for the thesis option until they have completed at least three courses in their program, one of which must be Education 5712.

b. Project Option

Education 6000, 6001 - Project equivalent to two courses (6.0 credit hours)

c. Capstone Option

Education 6006 - Capstone equivalent to one course (3.0 credit hours)

The Capstone is comprised of both a written and oral component.

Selecting the thesis or project route will require students to complete more than the minimum 12 courses (36.0 credit hours). In such cases, these courses will be extra to program.

Each route is dependent on the availability of appropriate supervision and approval by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

Guidelines for completing the culminating activity are contained in the *University of Lethbridge Graduate Programs in Education: Policies and Guidelines* manual, available from the Office of Graduate Studies and Research in the Faculty of Education or online at www.uleth.ca/education/grad.

Students who intend to continue studies beyond the M.Ed. level are reminded that the thesis (12.0 credit hours) may be required to allow uninterrupted study beyond the master's level. Some universities may

allow qualifying work for admission to advanced degree programs if the project or capstone option is exercised. Students are advised to confirm admission requirements for programs of interest.

d. Program Approval

It is the responsibility of each student to register for the appropriate courses in the same sequence provided in the cohort schedule. As the program is delivered in cohort format, students who do not register for courses in times they are scheduled for their cohort cannot be guaranteed opportunity for completing their programs. Choices of electives and decisions regarding culminating activities must be approved by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

e. General Regulations

1. Residence Requirements

Residence is defined as courses offered by the University of Lethbridge. A minimum of eight such course equivalents (24.0 credit hours) is required.

It may be an option for students who have been admitted to the M.Ed. (Counselling Psychology) program, to include in their program courses to be completed at other institutions. Proposals for such courses should be approved preferably during the initial planning of the program and are to be effected through Visiting Student or Western Deans' Agreement (see **Section 13. Western Deans' Agreement, p. 72**) procedures. A waiver of residence requirement may be allowed for courses completed in this manner, subject to approval by the Assistant Dean of Graduate Studies and Research (Faculty of Education).

2. Academic Standards

Students must receive a minimum grade of 'B-' (2.70) in all courses which are graded and count toward the M.Ed. degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the M.Ed. (Counselling Psychology) program. All courses completed in the M.Ed. (Counselling Psychology) program or transferred into the program are included in the calculation of the GPA for graduation purposes. Transfer credit is not included in the GPA on the official transcript. A student must have a minimum cumulative GPA of 3.00 in order to graduate from the program.

3. Appeals

All appeals in the M.Ed. program should be directed to the Dean, Faculty of Education. Grade appeals for courses in the M.Ed. program will be processed through the School of Graduate Studies. Other appeals will be heard by the Graduate Programs in Education Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

Students should consult the full description of the University policies on Appeal of Grade in the Calendar (see **Section 3. Grade Appeal Policy in Academic Regulations on p. 141**).

4. Time Limits

Students must complete their program within five years. Students who have completed eight courses in the M.Ed. (Counselling Psychology) program, and who choose not to complete the M.Ed. degree may apply for a Diploma in Education. For Diploma requirements, see **Diploma Programs in Education (D.P.E.) in Part 8 - Faculty of Education in the undergraduate UofL Calendar.**

5. Leave of Absence

Students occasionally have legitimate reasons for having to put their studies on hold. Students may apply to the Assistant Dean of Graduate Studies and Research (Faculty of Education) for permission to take a Leave of Absence. Term-specific Leaves of Absence will be granted for not less than three consecutive semesters. A maximum of two Leaves of Absence per student program may be granted. If required, a student's normal five-year time for completion of the M.Ed. (Counselling Psychology) program will be extended by the amount of Leave of Absence time granted. For more information or details, students are advised to contact the Office of Graduate Studies and Research in the Faculty of Education.

Students who do not register in either a course or a placeholder (Education 5999) in each semester will be considered to have withdrawn from the program unless a Leave of Absence has been granted. Since permission is not automatic, students who anticipate an interruption in their program should apply in writing to the Assistant Dean of Graduate Studies and Research (Faculty of Education) requesting prior approval for a Leave of Absence.

6. Fees

a. Term Fees (for students enrolled prior to March 31, 2009)

Term fees are assessed beginning with the term in which the student is admitted, and paid consecutively each term regardless of whether the student is enrolled in courses. The payment of term fees includes only courses approved and completed towards the 12-course-credit M.Ed. degree.

b. Program Fees (previously Term Fees) (for students enrolled after April 1, 2009)

M.Ed. students pay a minimum of nine program fees. M.Ed. students whose programs are completed in fewer than nine semesters must make arrangements with the Office of Graduate Studies and Research in the Faculty of Education for the assessment of any remaining program fees to meet the minimum nine program fees required.

c. Fees for Additional Courses

Students who elect to take courses over and above the 12-course-credit program will pay a graduate course tuition fee for each additional course.

Students remaining in program after nine semesters will also be assessed either a continuation fee (students admitted prior to March 31, 2009) or a program fee (students admitted after April 1, 2009).

d. Outstanding Fees

The University will withhold registration privileges if there are outstanding fees including the current semester's fees.

See the **Master of Education and Master of Counselling Programs 2014/2015 Fee Schedule** on p. 129.

For fee payment deadlines, see **Section II. Fee Deadlines in Fees** on p. 132.

7. Credit for Previous Work

A maximum of two semester courses beyond those required for admission, which have not already been credited toward a completed University credential, may be accepted for credit in the M.Ed. (Counselling Psychology) program to the extent that they contribute to the elective part of the program. All courses considered for transfer credit must carry a grade of **'B-' or higher**, and must have been completed no longer than five years prior to the student's admission or readmission to the program.

8. Visiting Students

A student who is already admitted to a graduate program in Education at another university, and whose program is underway, may apply for admission as a Visiting Student at the University of Lethbridge. Contact the Office of Graduate Studies and Research in the Faculty of Education (online: www.uleth.ca/education/grad; email: edu.masters@uleth.ca; phone: 403-329-2425; 1-800-666-3503) for application and registration information. A letter authorizing Visiting Student registration in specific courses must be sent by the student's home institution to the University of Lethbridge Admissions Office.

Students admitted with Visiting Student status may register in up to two University of Lethbridge graduate Education courses. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.b. I Academic Qualifications for Admission, p. 59**), the priorities for admission established by the Faculty of Education and upon space being available within the class size quota. Until the quota is filled, applicants will be considered on a first-come, first-served basis.

9. Enrolment in Graduate Classes - Open Studies

Students who have not been admitted to the M.Ed. Program, but who have successfully completed an undergraduate degree, may, with the permission of the Assistant Dean of Graduate Studies and Research (Faculty of Education), be allowed to enrol in up to four graduate Education courses as Open Studies Students. Application for registration in a particular graduate course must be submitted to the Assistant Dean no later than two weeks prior to the beginning of class. Until the course quota is filled, qualified applicants will be considered on a first-

come, first-served basis. Admission to the M.Ed. program following successful completion of graduate courses as Open Studies Students is not automatic, and applicants must meet the admission requirements (see **Section b. Admission Requirements, p. 59**) and be recommended for admission by the Graduate Programs in Education Program Committee.

10. Enrolment Limits and Priorities for Graduate Education Courses

The Faculty of Education reserves the right to limit registration in graduate courses in Education. First priority is for students duly admitted to the M.Ed. degree program at the University of Lethbridge.

Second priority is for students admitted to another graduate program at the University of Lethbridge and who meet admission requirements for the M.Ed. degree program.

Third priority is for students who meet the requirements for admission, but who have not been admitted to a University of Lethbridge graduate program (see **Section 9. Enrolment in Graduate Classes - Open Studies**).

Fourth priority is for Visiting Students, i.e., students registered in a graduate study program at another university and for whom Visiting Student status has been formally established by that institution and approved by the Assistant Dean of Graduate Studies and Research (Faculty of Education). Such students may take a maximum of two University of Lethbridge 5000-level graduate Education courses.

5. COURSES

See Courses on p. 167. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

EDUCATION 5200

Curriculum Studies and Classroom Practice (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

An examination of the relationship between curriculum studies and practices in a variety of educational settings. Credit can be obtained from only one course within the series.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5210

Graduate Seminar in Curriculum Studies (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in and approaches to curriculum, dependent on student interests and Faculty resources. Examples might include: Teachers' Life Histories and Curriculum Development; Critical Pedagogy and Curriculum; Evaluation of Curriculum; Language in Education; and Critical Thinking: Issues and Approaches.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Education 5850 (Critical Thinking) is equivalent only to the "Critical Thinking: Issues and Approaches" offering in the Education 5210 Series; Education 5850 (Issues in Student Evaluation) (prior to 2008/2009) is equivalent only to the "Issues in Student Evaluation" offering in the Education 5210 Series

EDUCATION 5300

The Foundations of Modern Educational Theory and Practice (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

An interdisciplinary analysis of the evolution of modern educational theory and practice as it relates to a variety of educational settings. Credit can be obtained from only one course within the series.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5310

Graduate Seminar in Foundational Studies (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in and approaches to educational foundations, dependent on student interests and Faculty resources. Examples might include: The Historical Context of Educational Thought; Educational Psychology and Instructional Decision-Making; Ideas of the Great Educators.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5400

The Nature of Educational Research (Series)

Credit hours: 3.0

Contact hours per week: 3-0-2

An introduction to the paradigms of educational inquiry, the framing of research questions and research processes and methods as it relates to a variety of educational settings. Credit can be obtained from only one course within the series.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5410

Graduate Seminar in Educational Research (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in and approaches to research design and methodology, dependent on student interest and Faculty resources. Examples might include: Quantitative Methods in Educational Research; Interpretive Inquiry; Action Research.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6617 (CAAP 617) is equivalent to Education 5410 (Methods of Inquiry); Any CAAP course with the same title as the offering in the Education 5410 Series

EDUCATION 5500

Understanding Professional Practice and Professional Development (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

An introduction to a broad variety of methods in which knowledge and understanding of professional practice and professional development can be enhanced and applied through field studies for professionals in education and education-related contexts in community settings. Credit can be obtained from only one course within the series.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5510

Graduate Seminar in the Practice of Teaching (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in and approaches to teaching practice, dependent on student needs and Faculty resources. Examples might include: Instructional Supervision; Professional Development of Teachers; Leadership in Educational Practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Education 5850 (Reducing Workplace Stress) is equivalent only to the "Professional Health and Well-Being" offering in the Education 5510 Series; Any offering in Education 5850 with the same title as the offering in the Education 5510 Series

EDUCATION 5550

Practicum in Education

Credit hours: 3.0

Other hours: 10-0-100

This experience allows graduate students to explore independent scholarly activity in the context of teaching in their own or another's classroom. The student works with a Faculty member to develop a proposal and the details of the study. Students should consult the Assistant Dean, Graduate Studies and Research in the Faculty of Education for more information.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 5551

Educational Supervision: Effective Mentoring Relationships

Credit hours: 3.0

Contact hours per week: 3-0-0

This course will help teacher mentors and other educators become more knowledgeable and skillful in teacher supervision in general and mentoring in specific. It will explore some of the challenges and issues in beginning teacher induction as well as examine current research about mentoring, classroom observations, analysis of teaching, and professional growth.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Education 5510 (Educational Supervision: Effective Mentoring Relationships) (prior to 2012/2013)

Grading: Pass/Fail

EDUCATION 5560

Internship in Education

Credit hours: 3.0

Other hours: 10-0-100

This experience allows graduate students to examine and/or implement some practical aspect of his or her study in a field placement. The student works with a Faculty member to develop a proposal and the details of the study. Students should consult the Assistant Dean, Graduate Studies and Research in the Faculty of Education for more information.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 5610

Graduate Seminar in Educational Leadership and Administration (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in and approaches to educational administration and leadership, dependent on student interests and Faculty resources. Examples might include: Supervision, Evaluation and Accountability; Leadership in Educational Organizations; Understanding Educational Change; Educational Governance, Structure and Finance.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5620

Graduate Seminar in Counselling Psychology (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in and approaches to counselling psychology for educational and community settings, dependent on student interest and faculty resources. Examples might include: Gender and Culture Issues in Counselling; Counselling in Special Settings; Consultation Techniques.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6625 (CAAP 625) is equivalent to Education 5620 (Systemic Community Change: A Comprehensive Approach to Human Service Delivery) (prior to 2014/2015); CAAP 6633 (CAAP 633) is equivalent to Education 5620 (Human Development); Education 5621 is equivalent to Education 5620 (Ethics and Professional Practice) (prior to 2012/2013); Education 5622 is equivalent to Education 5620 (Gender and Culture) (prior to 2012/2013); Education 5623 is equivalent to Education 5620 (Learning Processes) (prior to 2012/2013); CAAP 6603 (CAAP 603) is equivalent to Education 5620 (Ethics and Professional Practice) (prior to 2012/2013); CAAP 6607 (CAAP 607) is equivalent to Education 5620 (Gender and Culture) (prior to 2012/2013); CAAP 6631 (CAAP 631) is equivalent to Education 5620 (Learning Processes) (prior to 2012/2013); Any CAAP course with the same title as the offering in the Education 5620 Series

EDUCATION 5621

Counselling Psychology: Ethics and Professional Practice

Credit hours: 3.0

Contact hours per week: 3-0-0

This course addresses professional, legal and ethical issues in the practice, science, and regulation of Counselling Psychology. Course topics include but are not limited to: ethical decision-making models, codes of conduct, and professional standards; informed consent issues across many domains of practice; counsellor's values and attitudes; dual relationships; ethical issues with vulnerable populations; and consequences of unethical conduct. Extensive reference will be made to the Canadian Code of Ethics for Psychologists.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6603 (CAAP 603); Education 5620 (Ethics and Professional Practice) (prior to 2012/2013)

EDUCATION 5622

Counselling Psychology: Gender and Cultural Issues

Credit hours: 3.0

Contact hours per week: 3-0-0

This course examines unique gender and cultural issues faced when working with diverse populations. Multicultural competence is enhanced by studying the historical, sociological, familial, and societal influences placed upon each ethnic or minority group. Strengths and weaknesses of current therapeutic models will also be discussed along with the recognition of one's own ethnicity, prejudices, and beliefs that may have an impact on the therapeutic relationship. Multicultural interventions, trends, research, and future directions will also be explored while the important topic of ethics is prominent throughout the course.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6607 (CAAP 607); Education 5620 (Gender & Culture) (prior to 2012/2013)

EDUCATION 5623

Counselling Psychology: Learning Processes

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of the major theories of learning as well as current research in the area. The practical implications of learning theory in educational and Counselling Psychology settings are explored.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6631 (CAAP 631); Education 5620 (Learning Processes) (prior to 2012/2013)

EDUCATION 5630

Educational Leadership and the Change Process

Credit hours: 3.0

Contact hours per week: 3-0-0

An interpretation of the change process, leadership models, administration theory, and the role of vision in leadership.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5631

School Culture and the Instructional Program

Credit hours: 3.0

Contact hours per week: 3-0-0

An examination of the leader's role in facilitating a positive school culture and in positioning teaching and learning as the focal point of schools.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5632

Managing the Organization

Credit hours: 3.0

Contact hours per week: 3-0-0

The nature of leadership practice in an organizational context—the leader as manager. Understanding school system management processes, and developing human resources. Assessing the larger political, social, economic, legal, and cultural contexts.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5633

Governance, Collaboration and Community Engagement

Credit hours: 3.0

Contact hours per week: 3-0-0

Examination of relationships, partnerships, governance, and moral decision-making in an ethical culture.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5634

Collaborative Problem Solving

Credit hours: 3.0

Contact hours per week: 1.5-0-0

Other hours: 0-0-40

The resolution of school-system problems in a collaborative environment. Students will develop strategies, establish methods of inquiry, gather and interpret data, draw conclusions and report to stakeholders.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5635

Educational Leadership Internship I

Credit hours: 3.0

Contact hours per week: 1.5-0-0

Other hours: 0-0-120

This course will allow students to synthesize and apply their knowledge, to practice and to develop the skills addressed in the leadership core and concentration courses. The field placement will provide a real leadership setting—planned and guided co-operatively by the Faculty of Education and the school district.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 5636

Advanced Seminar in Educational Leadership

Credit hours: 3.0

Contact hours per week: 3-0-0

Opportunity for learners to present, critique and synthesize the practicum experience, and to demonstrate the skills developed in core and specialization courses.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5637

Educational Leadership Internship II

Credit hours: 3.0

Contact hours per week: 1.5-0-0

Other hours: 0-0-120

An in-depth professional development and supervised practice for graduate students in the M.Ed. (Educational Leadership) program. The internship has three components: (1) observing leadership in action in a school and/or school district setting, (2) practicing school leadership strategies, and (3) researching a school problem/issue.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5635

Grading: Pass/Fail

EDUCATION 5701

Gender and Educational Practice

Credit hours: 3.0

Contact hours per week: 3-0-0

Gender issues as they relate to the philosophy, structure and conduct of educational systems.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5703

Pedagogy and Global Culture

Credit hours: 3.0

Contact hours per week: 3-0-0

Themes and issues surrounding the concept of global culture and implications for the meaning and conduct of pedagogy.

Topics include: Postmodernism; the Cultural Implications of the New Biology; Native Sensibility and the Face of the Other.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5704

Counselling Psychology: Skills

Credit hours: 3.0

Contact hours per week: 3-0-0

Other hours: 0-39-0

Understanding and acquisition of communication skills in interpersonal and counselling contexts. Emphasis is placed on the identification and development of specific communication skills that are essential for working in helping contexts in particular, and for the development of working alliances in general.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6605 (CAAP 605)

EDUCATION 5705

Counselling Psychology: Theory

Credit hours: 3.0

Contact hours per week: 3-0-0

Other hours: 0-39-0

Theoretical foundations in the various schools of psychotherapy. Psychoanalytic, humanistic, behavioural, cognitive, constructivist and systems therapies are covered.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6601 (CAAP 601)

EDUCATION 5706

Counselling Psychology: Interventions

Credit hours: 3.0

Contact hours per week: 3-0-0

Other hours: 0-39-0

Theoretical and practical framework for the planning and implementation of client change interventions in counselling. Students work in a variety of simulated contexts to gain practice using a range of frequently used counselling interventions that have demonstrated clinical efficacy.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5704 AND Education 5705

Equivalent: CAAP 6615 (CAAP 615)

EDUCATION 5707

Counselling Psychology: Assessment

Credit hours: 3.0

Contact hours per week: 3-0-0

Through theoretical analysis and applied skill development in laboratory settings, students will develop proficiency in the administration of assessment procedures and in the interpretation of assessment results. Standardized and non-standardized assessment techniques are covered.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5704 AND Education 5705

Equivalent: CAAP 6613 (CAAP 613)

EDUCATION 5708

Counselling Psychology: Career Counselling

Credit hours: 3.0

Contact hours per week: 3-0-0

Major career theories, and core career counselling processes of meaningful client engagement, exploration of potential, decision strategies, preparation and implementation strategies. Occupational information sources, computer-based career programs and services, and career guidance programs are evaluated from the context of theory and core career counselling processes.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5704

Equivalent: CAAP 6621 (CAAP 621) (prior to 2014/2015)

EDUCATION 5709

Counselling Psychology: Practicum I

Credit hours: 3.0

Contact hours per week: 2-0-0

Other hours: 0-0-150

Professional development and supervised practice for graduate students in counselling psychology. The class seminars provide opportunity for group supervision of student work with clients, and for in-depth exploration of issues encountered in the practicum settings. The practicum settings provide opportunity for supervised practice in counselling techniques with clients.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND

Education 5621 AND

Education 5622 AND

Education 5623 AND

Education 5704 AND

Education 5705 AND

Education 5706 AND

Education 5707 AND

Education 5708

Equivalent: CAAP 6611 (CAAP 611)

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

EDUCATION 5711

Counselling Psychology: Practicum II

Credit hours: 3.0

Contact hours per week: 2-0-0

Other hours: 0-0-150

Advanced professional development and supervised practice for graduate students in counselling psychology. Students will develop and/or practice their counselling skills within a specialized setting, or with a specialized counselling focus.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5709

Equivalent: CAAP 6619 (CAAP 619)

EDUCATION 5712

Counselling Psychology: Research Methods

Credit hours: 3.0

Contact hours per week: 3-0-0

This core course will introduce students to the basic principles of research methods and design as applied to counselling psychology research. The course will address research both for critical consumption and for practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

*Equivalent: CAAP 6617 (CAAP 617);
EDUC 5400 (The Nature of Educational Research)
(prior to 2014/2015);
EDUC 5400 (Research Methods in Counselling Psychology)*

EDUCATION 5762

Problem Solving with Communication Technologies

Credit hours: 3.0

Contact hours per week: 3-0-0

Teaching of problem-solving techniques and strategies with emphasis on communication technology-based approaches.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4762

EDUCATION 5763

Communication Technologies in the Curriculum

Credit hours: 3.0

Contact hours per week: 3-0-0

Strategies for effective use of communication technologies in the classroom. Identification and development of educational resources and activities for integrating communication technologies in the curriculum.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4760

EDUCATION 5764

The Internet and Education

Credit hours: 3.0

Contact hours per week: 3-0-0

An introduction to the services available on the Internet that are of particular interest to teachers and others interested in issues affecting education today. Topics will include email, newsgroups, mailing lists, FTP, and most importantly, the World Wide Web, and students will be engaged in critical discussion of the implications of such developments.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4764

EDUCATION 5765

New Media and Learning

Credit hours: 3.0

Contact hours per week: 3-0-0

A study of the educational value of New Media. Students will develop knowledge and skills to effectively integrate and discuss the role of New Media in learning. Topics include New Media applications, the value of New Media for learning, the development of curriculum-based projects, and principles of design and layout.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4765

EDUCATION 5766

Web-Based Learning

Credit hours: 3.0

Contact hours per week: 3-0-0

The design and development of websites for the enhancement of personal learning. Students will create a number of websites that correspond to various topics of personal interest, and which incorporate a variety of psychological learning principles such as semantic mapping, notebook creation and journal writing.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4766

EDUCATION 5767

Web-Based Teaching

Credit hours: 3.0

Contact hours per week: 3-0-0

The design and development of websites for instructional purposes. Students critically review web-based instructional sites, and create a website that corresponds to an instructional unit and which incorporates a variety of instructional design principles.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4767

EDUCATION 5769

Educational Issues in Communication Technologies (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Educational issues in communication technologies dependent on student interest, needs, and availability of faculty resources.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Education 5760 (prior to 2009/2010)

Substantially Similar: Education 4769

EDUCATION 5850

Special Topics

Credit hours: 3.0

Contact hours per week: 3-0-0

Additional graduate Education electives are offered as determined by student program needs and available University resources.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5960

Professional Development

Credit hours: 1.5

Other hours: 20-0-0

This series offers one-half semester credit courses (20 hours of instruction) designed to meet the specific needs of graduate students.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5990

Independent Study

Credit hours: 3.0

The graduate student undertakes to study independently a topic not covered under regular electives or special topics courses. The student works under the supervision of a Faculty member to develop a proposal and the details of the study. Students should consult the Assistant Dean, Graduate Studies and Research in the Faculty of Education for more information.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5999

Master of Education Placeholder

This is a placeholder registration for students admitted to the M.Ed. program, who are not registered in a course in a particular semester.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 6000-6001

Project

Credit hours: 3.0 each

Students engage in systematic inquiry of a topic relevant to their educational practice. This inquiry is grounded in theory and research but typically focuses on practice. Methods of inquiry may be both qualitative or quantitative. The final project must be submitted to the student's Supervisory Committee for evaluation. The completed project will be deposited in the University of Lethbridge Library, and an abstract available online.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 6006

M.Ed. Capstone

Credit hours: 3.0

Contact hours per week: 3-0-0

The capstone is conducted in a supportive seminar environment that draws on the participant's experience in the graduate program in order to synthesize the student's learning in the creation of a significant contribution to scholarship and/or professional practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 6011-6014

Thesis

Credit hours: 3.0 each

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

Grading: Pass/Fail

6. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies* on p. 135 in the *Information for All Programs* section.

7. FEES

See *Fees* on p. 123 in the *Information for All Programs* section.

8. GRADUATE ASSISTANTS

a. Definitions

Three University terms are defined for the purpose of graduate assistantships:

Fall Semester - September 1 to December 31

Spring Semester - January 1 to April 30

Summer Semester - May 1 to August 31

In the Fall and Spring Semesters, full-time graduate student status is granted to students registered in a program of graduate work equivalent to at least three courses. Graduate students taking fewer than three courses are considered part-time, unless they have inactive status.

Graduate Assistants (G.A.s) are graduate students registered full-time in the program and paid to carry out either:

1. Teaching duties including the preparation, delivery and evaluation of teaching or laboratory

assignments, instructing in laboratories or the equivalent, assisting in the supervision of practicum students and the grading of assignments. In this instance, the instructor of record will be a regular member of the Faculty and the G.A. will not assume full or final responsibility for any course; or

2. Research duties consisting of working for a staff member on a research project(s), the results of which may or may not be used in their thesis. Clerical or administrative work not related to research is not suitable for a G.A.

Full-time G.A.s are full-time graduate students holding a Graduate Assistantship which requires them to devote up to eight hours per week to teaching or research duties. If a full-time G.A. is performing research duties, the results of which may be used in a thesis, the student may be required to devote more than eight hours per week to these duties.

b. Appointment of Graduate Assistants

1. Applications for Graduate Assistantships will be approved by the Assistant Dean, Graduate Studies and Research (Faculty of Education),.
2. A Letter of Appointment is forwarded to the appointee. G.A.s are entitled to know:
 - a. The number of hours per week of the appointment.
 - b. The total remuneration.

In addition, the Letter of Appointment will include as specific a list of duties as possible at the time of appointment. It is understood that minor changes of appointments may be required from time to time but these modifications are to be completed no later than the end of the first week of classes with appropriate written notification to all G.A.s affected.

3. A graduate student who has been appointed to a Graduate Assistantship must report any other remuneration during tenure of the assistantship. If the student accepts some major award or some other paid employment, where payment is from funds administered by the University, the appointment may be cancelled or reduced. Normally, assistantships will not be available to students who are employed full-time while registered in the program.
4. Depending upon the amount of funding available and the number of full-time graduate students, a portion of an assistantship may be awarded. The stipend awarded and the hours of work required would be adjusted accordingly. No assistantship shall require fewer than six hours per week. Normally, full-time students are eligible for assistantships for one calendar year.

c. Remuneration of Graduate Assistants

1. For the purpose of Graduate Assistantship awards, a full-time graduate student is defined as 'a student attending full-time for both Fall and Spring Semesters of a given academic year. 'One semester' stipends may be available depending on the number of full-time students awarded Graduate Assistantships.

Details describing the value of assistantships and expected hours of assistance are available from the Assistant Dean of Graduate Studies and Research (Faculty of Education).

2. Assistantships are inclusive of all vacation entitlement. There is no vacation pay on contract expiry or termination in lieu of any time not taken.

For further details about the Master of Education degree program, please contact the Assistant Dean of Graduate Studies and Research, Faculty of Education, University of Lethbridge, T1K 3M4, tel. 403-329-2425, fax 403-329-2372.

9. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

10. AWARDS AND SCHOLARSHIPS

See *Awards and Scholarships* on p. 193. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

11. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

1. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).
2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the Information for All Programs section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.Website: www.toefl.org
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.

- Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years.

Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis
Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

12. INTERNATIONAL STUDENTS

See *International Students* on p. 159 in the *Information for All Programs* section.

13. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

- the period for which the fees are remitted does not exceed two academic terms of four months each;
- the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university, and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

14. ACADEMIC SCHEDULE

See *Academic Schedule* on p. 113 in the *Information for All Programs* section.

15. REGISTRATION

See *Registration* on p. 119 in the *Information for All Programs* section.

16. GRADUATION

See *Graduation* on p. 155 in the *Information for All Programs* section.

17. GENERAL SERVICES

See *General Services* on p. 207 in the *Information for All Programs* section.

18. ACADEMIC STAFF

See *Academic Staff* on p. 223 in the *Information for All Programs* section.

19. UNIVERSITY ORGANIZATION

See *University Organization* on p. 237 in the *Information for All Programs* section.

20. AWARDS OF DISTINCTION

See *Awards of Distinction* on p. 245 in the *Information for All Programs* section.

21. COLLABORATING AND PARTNERING INSTITUTIONS

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See <i>Fees</i> on p. 123 in the <i>Information for All Programs</i> section.			
11. FINANCIAL OPPORTUNITIES			
For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca .			

1. M.F.A. PROGRAM GRID

Degree

Master of Fine Arts (M.F.A.) (Offered in the Faculty of Fine Arts)

Majors

Art
New Media
Theatre & Dramatic Arts

2. STATEMENT OF PURPOSE

The Master of Fine Arts (M.F.A.) degree program offers students the opportunity to pursue an advanced degree in the Departments of Art, Theatre and Dramatic Arts, or New Media. Faculty who are practicing artists and experts in the field provide an environment grounded in a traditional fine arts education, while encouraging students to study broadly in the arts and to find their own creative voice. Spirited experimentation with artistic and performance techniques, on a foundation of theory and critical thought, as well as the application of new technology are an important and integral part of the Faculty of Fine Arts.

The M.F.A. program allows graduate students to concentrate in one or more artistic disciplines or cross disciplinary lines, to build a program of individual study, and to synthesize their work into a personalized artistic expression.

3. PROGRAM DESIGN

Obtaining the M.F.A. degree is contingent upon the successful completion of specified course work and a thesis, which comprises, a research project and a support paper that is related directly to the area(s) of inquiry formulated by the supervisor and the student. All of the work prescribed for the degree will be formulated and completed under the guidance of the student's supervisor.

The individual program of study is designed by the student in consultation with a faculty member from the appropriate department who intends to remain the student's supervisor for the duration of the student's program. Once a potential supervisor has agreed to assume responsibilities of program advisor, the proposed supervisor will form a potential Supervisory Committee.

A Supervisory Committee is formed for each M.F.A. student enrolled in the program. The Supervisory Committee shall consist of two other Faculty members: one from the same discipline as the program and one from another cognate area. The Program Committee must approve the supervisor and Supervisory Committee. Once the Supervisory Committee has been approved by the Program Committee, the supervisor will chair the Supervisory Committee.

For information regarding committee structure and roles, refer to the *University of Lethbridge M.F.A. Program: Policies and*

Guidelines manual, available from the School of Graduate Studies or online at www.uleth.ca/ross/sgs/guidelines/mfa_policies_guidelines_handbook.pdf.

4. ADMISSION REQUIREMENTS

a. Academic Qualifications for Admission

Applicants normally must meet the following minimum requirements before the University will consider admission:

1. A University of Lethbridge baccalaureate degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.
2. A minimum grade point average of 3.00 (based on a 4.00 scale) on the last 20 graded university-level semester courses.

Applicants are considered on a case-by-case basis.

Preference is given to a student whose proposed creative work is related to a supervisor's area of expertise. An applicant will be required to present an audition or a portfolio of creative work for evaluation.

An applicant whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Studies (see **Section 13. English Language Proficiency for Graduate Students, p. 80**).

b. Application Deadlines

A student may be admitted to the M.F.A. program in order to begin their studies as a full-time student for the Fall semester (September) only.

Applications and all required admission decision documentation with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system no later than the deadline listed above. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

Application deadlines and application deadline extensions for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Fine Arts – All majors	N/A	N/A	February 1

Table 2: M.F.A. Programs Application Process

STEP 1 - Applicant submits the application online by the application deadline date	The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply :		
	Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.	
	Applicant's Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.	
	Letter of Intent	A Letter of intent indicates the direction of the applicant's current area of research and practice and indicating the specific nature of interest in the M.F.A. program in the discipline to which they are applying. Maximum length is 500 words.	
	Three references	Contact information for three referees who are willing to submit a confidential assessment via the online system. Three academic referees (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least two of the referees.	
	Financial assistance	Evidence of financial assistance from external agencies and applies for assistantships, fellowships, and scholarships if desired. See also www.uleth.ca/graduatestudies/financial-support-and-funding-opportunities .	
	English Language Proficiency	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 80 of the UofL Graduate Studies Calendar).	
	Portfolio or Audition/Interview		
	Applicants to the MFA with an Art major	Submits a portfolio that effectively represents the applicant's body of work/research to date. Submission should include 20 digital still images or 10 images and one 5-minute video compilation. Image and/or video submission should be accompanied by a list with date, title, and media of each image and/or video piece, as well as pertinent information to help clarify specific works, e.g. video/audio, performance, web-based, etc. 'Image Submission Guidelines' Image files must be: <ul style="list-style-type: none"> • RGB or grayscale. • A maximum resolution of 1200 pixels • In .jpg file format. Video files must be: <ul style="list-style-type: none"> • In mov, .mpg, .mpeg format • Viewable with Quicktime, RealPlayer, or VLC An interview may be required.	
	Applicants to the MFA with a Theatre & Dramatic Arts major	May be invited to attend an audition/interview. Alternate arrangements may be possible for candidates applying from a great distance. Additional requirements pertaining to a candidate's specific area of study may apply. A design student will be asked to submit a portfolio of a maximum of 20 images.	
Applicants to the MFA program with a New Media major	Submits a portfolio including representative samples of your most current work. Portfolio samples should be based on digital media in any individual areas enumerated below or any cross between these areas: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> Graphic Design Interface Design Visual Communication Digital Drawing and Illustration Digital Photography and/or Photo Manipulation Various Forms of Digital Art Interactive Media Web Design and Development Net Art Narrative for New Media Programming for Visual Arts and Interactive Media </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> Digital Video Production Short Film Production Cinematic Arts for the Web and/or other digital media 3D Art and VFX Character Animation 2D/3D Animation Short Animation Film Video Game Design Video Games Design and Development Interdisciplinary (new media project in combination with another discipline) </td> </tr> </table> An interview may be required.	<ul style="list-style-type: none"> Graphic Design Interface Design Visual Communication Digital Drawing and Illustration Digital Photography and/or Photo Manipulation Various Forms of Digital Art Interactive Media Web Design and Development Net Art Narrative for New Media Programming for Visual Arts and Interactive Media 	<ul style="list-style-type: none"> Digital Video Production Short Film Production Cinematic Arts for the Web and/or other digital media 3D Art and VFX Character Animation 2D/3D Animation Short Animation Film Video Game Design Video Games Design and Development Interdisciplinary (new media project in combination with another discipline)
<ul style="list-style-type: none"> Graphic Design Interface Design Visual Communication Digital Drawing and Illustration Digital Photography and/or Photo Manipulation Various Forms of Digital Art Interactive Media Web Design and Development Net Art Narrative for New Media Programming for Visual Arts and Interactive Media 	<ul style="list-style-type: none"> Digital Video Production Short Film Production Cinematic Arts for the Web and/or other digital media 3D Art and VFX Character Animation 2D/3D Animation Short Animation Film Video Game Design Video Games Design and Development Interdisciplinary (new media project in combination with another discipline) 		
Online Portfolio Submission	Applicants submit portfolios online at: ulethbridge.slideroom.com		
Submission Process	Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 74 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).		
STEP 2 - Applicant arranges for official documents	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration. Applicants, who have attended or are currently attending institutions NOT participating in ApplyAlberta, must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca		
STEP 3 - Admission decision process	The Department Review Committee reviews the application and makes a recommendation on admission to the Program Committee. The office of the School of Graduate Studies, on behalf of the Dean of the School of Graduate Studies, unofficially informs the applicant of the admission decision. An official admission decision will be sent electronically from the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1. Successful applicants will be advised of registration procedures at that time.		

c. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants should begin work on the application submission as soon as possible (see **Section b. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to other officers of the University as required by University procedures.

Note: *Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.*

Eligible applicants must apply for admission by following the process outlined in **Table 2: M.F.A. Programs Application Process (p. 75)** (see also **Section a. Academic Qualifications for Admission, p. 74**).

d. Admission Criteria

The capacity of the M.F.A. program is limited by both space and availability of faculty. Not all students meeting the general admission requirements can be admitted.

Criteria used for admission include during the review of the application for admission will include:

- the applicant's record and letters of academic recommendation;
- the applicant's body of creative work, exhibition/performance/reviews, and publishing record;
- audition/ interview (Department of Theatre and Dramatic Arts);
- the feasibility of the project in light of available resources; and
- financial support for the student.

A student judged to be of suitable potential for graduate work, but lacking in some necessary preparation, may be considered for admission subject to one of two options: the required preparation may be undertaken prior to admission, with the permission of the Program Committee, or it may be undertaken after admission. The Program Committee will establish a definite date by which all conditions must be satisfied.

Unless alternative arrangements have been made, a student receiving an offer of admission to the program must register in the program no later than the registration deadline, as outlined in the University Calendar. Failing to register in this way will result in the student forfeiting admission status.

A student newly admitted in the M.F.A. program is required to pay a non-refundable \$100 deposit to confirm their acceptance of their admission. This deposit is credited toward the tuition fee upon registration in the program.

Full-time students may not be employed outside their program in any form of employment exceeding 10 hours per week.

e. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career

focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

f. Exchange Students

Under approved exchange arrangements, an M.F.A. student registered in a program at another post-secondary institution, and not pursuing a degree at the University of Lethbridge, may be considered to take courses. The University of Lethbridge is a signatory of the Western Deans' Agreement (see **Section 15. Western Deans' Agreement, p. 81**). Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.a. Academic Qualifications for Admission, p. 74**).

g. Visiting Students

With the appropriate permission of the sending and receiving institution, a student may be considered as a visiting student for study where formal exchange arrangements are not in place. They must satisfy the normal admission requirements of the University of Lethbridge. Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 3.a. Academic Qualifications for Admission, p. 74**).

5. REQUIREMENTS FOR DEGREE

During the first year of the M.F.A. program, students complete course work. In the second year of the program, M.F.A. students focus on the research and production the thesis. The thesis will be defended in the Final Oral Examination.

The total credit hours for the M.F.A. program in each department are as follows:

Department of Art - 48.0 credit hours

Department of Theatre and Dramatic Arts - 36.0 credit hours

Department of New Media - 42.0 credit hours

a. Course Work

The required courses for each M.F.A. program are as follows:

M.F.A. - Art majors

Term I

Fine Arts 5020 - Information Literacy for the Fine Arts (3.0 credit hours)

Art 5048 - Graduate Studio I (9.0 credit hours)
[Art 4048]

Art 5160 - Theory in Art Studio (3.0 credit hours)
[Art 4160]

Term II

Art 5049 - Graduate Studio II (9.0 credit hours)
[Art 4049]

Art History/Museum Studies 5150 - Art History
Graduate Seminar (Series) (3.0 credit hours)
[Art 4150]

Art 5261 - Art NOW Graduate Seminar (3.0 credit
hours) [Art 3261]

M.F.A. - Theatre & Dramatic Arts majors

Term I

Fine Arts 5020 - Information Literacy for the Fine Arts
(3.0 credit hours)

Drama 5150 - Graduate Theatre Studies (Series) (3.0
credit hours) [Drama 3150]

Drama 5990 - Independent Studies in Dramatic Arts (3.0
credit hours)

Term II

Drama 5211 - Graduate Seminar in Theories of Theatre
(3.0 credit hours) [Drama 4211]

Drama 5600 - Theatre Studio Performance (3.0 credit
hours)

Drama Elective (3.0 credit hours) at the 5000-level

M.F.A. - New Media majors

Term I

Fine Arts 5020 - Information Literacy for the Fine Arts
(3.0 credit hours)

New Media 5048 - Graduate Studio I (9.0 credit hours)

Term II

New Media 5049 - Graduate Studio II (9.0 credit hours)

New Media 5151 - New Media Theory and History (3.0
credit hours)

Note: Graduate level courses linked to undergraduate courses are denoted in square brackets. The University has significantly higher performance expectations of graduate students than of undergraduate students. Although courses are program specific, a student may, in consultation with his or her supervisor, tailor the course work to the needs of the student, with approval from the Program Committee.

b. Thesis

The Thesis is composed of two parts: the Research Project and the Support Paper.

The Research Project represents the accomplishments of a one-year investigation and results in a performance, production, exhibition, or original work relevant to the particular field of study in which the student is engaged. The research project must be defended in a final oral examination (see **Section c. Final Oral Examination**).

The support paper is defined by the Program Committee in consultation with the student and the supervisor. The student in consultation with the supervisor must determine the format and direction of the support paper. The Supervisory Committee must approve the proposed support paper. Specific elements may vary depending on the proposed thesis. Standards and conventions widely used in Canada and adopted by the University are to be found in the *University of Lethbridge M.F.A. Program: Policies and Procedures* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies/future-students/master-fine-arts.

A support paper no less than 30 pages accompanies the research project and positions the student's production within a contemporary discourse. When complete, the candidate must defend the thesis in an oral examination.

M.F.A. - Art majors

Art 6002 - Thesis (18.0 credit hours)

M.F.A. - Theatre & Dramatic Arts majors

Drama 6002 - Thesis (18.0 credit hours)

M.F.A. - New Media majors

New Media 6002 - Thesis (18.0 credit hours)

c. Final Oral Examination

Once the supervisor approves the research project and the support paper, and the student is prepared to defend both parts of the thesis, the final oral examination is scheduled by the supervisor. The grading mode for the research project and the support paper is pass/fail as described in the *University of Lethbridge M.F.A. Program: Policies and Guidelines* manual, available from the Faculty of Fine Arts or online at www.uleth.ca/graduatestudies/future-students/master-fine-arts.

An Examination Committee is appointed to conduct the final oral examination in accordance with the procedures described in the *University of Lethbridge M.F.A. Program: Policies and Procedures* manual. Once the thesis is final (i.e., assessed and corrected, if necessary), it must be submitted in both print and electronic formats.

6. COURSES

See Courses on **p. 167**. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

a. Art

ART 5048

Graduate Studio I

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): Admission to the M.F.A. program with a major in Art

ART 5049

Graduate Studio II

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): Art 5048

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

ART 5160

Theory in Art Studio

Credit hours: 3.0

Contact hours per week: 3-0-0

An exploration of the role of theory in contemporary art practices. Through seminar-style presentations, discussions, and various approaches to writing, students will critically examine how art production can engage with diverse fields of literary fiction, film, artist writings, popular culture, science, philosophy, and theory.

Prerequisite(s): Admission to the M.F.A. program with a major in Art

ART 526 I
Art NOW Graduate Seminar

Credit hours: 3.0

Contact hours per week: 3-0-0

Directed readings on assigned topics. Attendance at Visiting Artists Series.

Prerequisite(s): Admission to the M.F.A. program with a major in Art

ART 5850
Topics in Art

Credit hours: 3.0

Contact hours per week: 3-0-0

Topics in art not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

Prerequisite(s): Admission to the M.F.A. program with a major in Art

ART 6002
Thesis

Credit hours: 18.0

Thesis course for the creative research project and support paper.

Prerequisite(s): Admission to the M.F.A. program with a major in Art

Grading: Pass/Fail

b. Art History/Museum Studies

ART HISTORY/MUSEUM STUDIES 5150
Art History Graduate Seminar (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Offerings in subject areas dealing with significant developments in art history.

Prerequisite(s): Admission to the M.F.A. program with a major in Art

Equivalent: Art 5150 (prior to 2010/2011)

c. Drama

DRAMA 5150
Graduate Theatre Studies (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Graduate level course with offerings in subject areas dealing with significant developments in theatre and dramatic arts such as major artists/theorists, major playwrights, genres and styles, historical periods, non-Western Theatre, dance, and film.

Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts

DRAMA 521 I
Graduate Seminar in Theories of Theatre

Credit hours: 3.0

Contact hours per week: 3-0-0

Advanced theories of theatre since Aristotle, with an emphasis on the 20th Century and contemporary critical theory.

Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts

DRAMA 5600
Theatre Studio Performance

Credit hours: 3.0

Contact hours per week: Variable

Approved participation in one major production of the Department of Theatre and Dramatic Arts. Preparation of material from the perspective of actor, designer, or technician.

Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts

DRAMA 5850
Topics in Dramatic Arts

Credit hours: 3.0

Contact hours per week: Variable

Topics in drama not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts

DRAMA 5990
Independent Studies in Dramatic Arts

Credit hours: 3.0

Contact hours per week: Variable

Independent studies of any topic in the Dramatic Arts.

Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts

DRAMA 6002
Thesis

Credit hours: 18.0

Thesis course for the creative research project and support paper

Prerequisite(s): Admission to the M.F.A. program with a major in Theatre & Dramatic Arts

Grading: Pass/Fail

d. New Media

NEW MEDIA 5048
Graduate Studio I

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): Admission to the M.F.A. program with major in New Media

NEW MEDIA 5049
Graduate Studio II

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): New Media 5048

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

NEW MEDIA 5151

New Media Theory and History

Credit hours: 3.0

Contact hours per week: 3-0-0

A critical survey of canonical writings and prominent developments in the history of New Media as a field of study, creative sphere, and catalyst for socio-cultural transformation.

Prerequisite(s): Admission to the M.F.A. program with a major in New Media

Equivalent: New Media 5850 (New Media Theory and History) (prior to 2013/2014)

NEW MEDIA 5850

Topics in New Media

Credit hours: 3.0

Contact hours per week: 3-0-0

Topics in New Media not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

Prerequisite(s): Admission to the M.F.A. program with major in New Media

NEW MEDIA 6002

Thesis

Credit hours: 18.0

Thesis course for the creative research project and support paper.

Prerequisite(s): Admission to the M.F.A. program with major in New Media

Grading: Pass/Fail

A student who does not register in the program in any semester will be considered to have withdrawn, unless a leave of absence has been granted by the Program Committee. Since permission is not automatic, students who anticipate an interruption in their program should notify the Program Committee in writing, seeking prior approval for a leave of absence.

Leave of Absence

During an approved leave of absence, the student is not required to register, no fees are assessed, and the time granted is not counted toward the residency requirement. The leave of absence may be granted up to a maximum of one year during the tenure of study in the Master's program.

With the permission of the Program Committee, a student may maintain resident status while conducting research off-campus (e.g., on field trips, using facilities, or consulting libraries elsewhere). It may be necessary for a student to include in his or her program courses to be completed at other institutions. The Program Committee must approve proposals for these courses.

c. Academic Standards

A student must receive a minimum grade of 'B-' (2.70 on a 4.0 scale) in all courses which are graded and which count toward the degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the program. Students must present a minimum cumulative GPA of 3.0 in all courses in order to graduate from the M.F.A. program. A student whose performance in the program is judged to be unsatisfactory by the Program Committee may be placed on probation; continued unsatisfactory performance may result in the student being required to withdraw from the program.

d. Appeals

All appeals in the M.F.A. program should be directed to the Program Committee. Grade appeals for courses in the M.F.A. program will be processed through the School of Graduate Studies. The Program Committee will hear other appeals. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

e. Academic Offences and Discipline

A graduate student is expected to exemplify high standards of academic and ethical behaviour and is subject to the University's student discipline and ethical behaviour policies.

f. Fees

Fees for the M.F.A. program are pending approval.

8. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies* on p. 135 in the *Information for All Programs* section.

9. SUPERVISION

Guidelines for supervisory procedures, including the conduct of a supervisor and suggestions for good practice, are contained in the *University of Lethbridge M.F.A. Program: Policies and Procedures* manual, available from the School of Graduate Studies or online at www.uleth.ca/ross/sgs/guidelines/mfa_policies_guidelines_handbook.pdf.

7. GENERAL REGULATIONS

a. Credit for Previous Work

With the permission of the Program Committee in each case, courses that have not already been credited toward a completed university credential may be accepted for credit in the Master's program.

All courses considered for transfer credit must carry a grade of 'B-' or higher and must have been completed no longer than seven years prior to the student's admission to the program.

b. Residence Requirements and Time Limits

Residence is defined as the period during which the student is registered in the program, taking courses, conducting research, or working on the research project or written thesis at the University of Lethbridge.

The minimum residence requirement shall be 24-months continuous full-time registration in the M.F.A. program. If needed, a graduate student may apply for an extension up to one academic year. The maximum time limit for degree completion shall be three academic years. All courses specified by the Program Committee and the thesis must be successfully completed and submitted within the maximum time limit. Failure to complete within this period will result in the candidate being required to withdraw from the program.

Under extenuating circumstances the Program Committee may allow a longer extension.

10. FEES

See Fees on p. 123 in the Information for All Programs section.

11. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

12. AWARDS AND SCHOLARSHIPS

See Awards and Scholarships on p. 193. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

13. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

1. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).
2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the Information for All Programs section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.Website: www.toefl.org
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.
6. Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years.

Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis
Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

14. INTERNATIONAL STUDENTS

See International Students on p. 159 in the Information for All Programs section.

15. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

1. the period for which the fees are remitted does not exceed two academic terms of four months each;
2. the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university, and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

16. ACADEMIC SCHEDULE

See *Academic Schedule* on **p. 113** in the *Information for All Programs* section.

17. REGISTRATION

See *Registration* on **p. 119** in the *Information for All Programs* section.

18. GRADUATION

See *Graduation* on **p. 155** in the *Information for All Programs* section.

19. GENERAL SERVICES

See *General Services* on **p. 207** in the *Information for All Programs* section.

20. ACADEMIC STAFF

See *Academic Staff* on **p. 223** in the *Information for All Programs* section.

21. UNIVERSITY ORGANIZATION

See *University Organization* on **p. 237** in the *Information for All Programs* section.

22. AWARDS OF DISTINCTION

See *Awards of Distinction* on **p. 245** in the *Information for All Programs* section.

23. COLLABORATING AND PARTNERING INSTITUTIONS

See *Collaborating and Partnering Institutions* on **p. 251** in the *Information for All Programs* section.

For further details about the Master of Fine Arts degree program, please contact the School of Graduate Studies, University of Lethbridge, T1K 3M4, tel. 403-329-5194, fax 403-332-5239, or refer to the School of Graduate Studies website:

www.uleth.ca/graduatestudies/

MASTER OF MUSIC (M.Mus.) PROGRAMS

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See <i>Fees</i> on p. 123 in the <i>Information for All Programs</i> section.			
11. FINANCIAL OPPORTUNITIES			
For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca .			

1. M.Mus. PROGRAM GRID

Degree

Master of Music (M.Mus.) (offered in the Faculty of Fine Arts)

Major

Not Applicable

2. STATEMENT OF PURPOSE

The Master of Music (M.Mus.) degree program offers students the opportunity to pursue an advanced degree in the Department of Music. Faculty who are practicing artists and experts in the field provide an environment grounded in a traditional music education, while encouraging students to study broadly and find their own creative voice. The M.Mus. program allows graduate students to concentrate in an artistic discipline, to build a program of individual study, and to synthesize their work into a personalized artistic expression.

3. PROGRAM DESIGN

Obtaining the M.Mus. degree is contingent upon the successful completion of specified course work and a lecture recital and written thesis that are related directly to the area(s) of inquiry formulated by the supervisor and the student. All of the work prescribed for the degree will be formulated and completed under the guidance of the student's supervisor.

The individual program of study is designed by the music student in consultation with a faculty member from the music department who intends to remain the student's supervisor for the duration of his or her program. Once a potential supervisor has agreed to assume responsibilities of program advisor, the proposed supervisor will form a potential Supervisory Committee.

A Supervisory Committee is formed for each M.Mus. student enrolled in the program. The Supervisory Committee shall consist of two other Faculty members: one from the same discipline as the program and one from another cognate area. The Program Committee must approve the supervisor and Supervisory Committee. Once the Supervisory Committee has been approved by the Program Committee, the supervisor will chair the Supervisory Committee.

For information regarding committee structure and roles, refer to the *University of Lethbridge M.Mus. Program: Policies and Procedures* manual, available from the School of Graduate Studies or online at www.uleth.ca/ross/sgs/guidelines/mmus_policies_guidelines_handbook.pdf.

4. ADMISSION REQUIREMENTS

a. Academic Qualifications for Admission

Applicants normally must meet the following minimum requirements before the University will consider admission:

1. A University of Lethbridge baccalaureate degree, or its academic equivalent from another recognized degree-granting institution, in the discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees.
2. A minimum grade point average of 3.00 (based on a 4.00 scale) on the last 20 graded university-level semester courses.

Applicants are considered on a case-by-case basis.

Preference is given to a student whose proposed creative work is related to a supervisor's area of expertise. An applicant will be required to present an audition or a portfolio of creative work for evaluation.

An applicant whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Studies (see **Section 13. English Language Proficiency for Graduate Students, p. 90**).

b. Application Deadlines

A student may be admitted to the M.Mus. program in order to begin their studies as a full-time student for the Fall semester (September) only.

Applications and all required admission decision documentation, with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system no later than the deadline listed above. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office.

Application deadlines and application deadline extensions for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Music	N/A	N/A	February 1

c. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to

other officers of the University as required by University procedures.

Note: *Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.*

Eligible applicants must apply for admission by following the process outlined in **Table 2: M.Mus. Program Application Process (p. 85)** (see also **Section a. Academic Qualifications for Admission, p. 84**).

Table 2: M.Mus. Program Application Process

STEP 1 - Applicant submits the application online	The following required admission decision documents must be submitted via the online application system available at www.uleth.ca/graduatestudies/apply :
	Unofficial academic transcripts Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.
	Curriculum Vitae (c.v.) The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.
	Letter of Intent A Letter of intent indicates the direction of the applicant's current area of research and practice and indicating the specific nature of interest in the M.Mus. program. Maximum length is 500 words.
	Three references Contact information for three referees who are willing to submit a confidential assessment via the online system. Three academic references (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work). The applicant must have studied with at least two of the referees.
	Financial assistance Evidence of financial assistance from external agencies and applies for assistantships, fellowships, and scholarships if desired. See also www.uleth.ca/graduatestudies/financial-support-and-funding-opportunities .
	English Language Proficiency (ELP) Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 90 of the UofL Graduate Studies Calendar).
	Online portfolio submission Submits a portfolio including material relevant to their area of studies. Applicants focusing on performance will submit a video that displays a professional level of repertoire. Applicants focusing on composition will submit scores and sound files. Applicants focusing on audio engineering or electronic instrument interface will submit materials to support the proposed area of research. Applicants will submit their portfolio online at: ulethbridge.slideroom.com
	Submission process Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 84 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).
STEP 2 - Audition	Following review of the above documents, shortlisted applicants will be invited for a live audition of approximately 30 minutes that displays a professional level of repertoire. A short interview will occur following the audition. A placement test will also be given to assess the applicant's proficiency in Music Theory, Musicianship Skills, and Music History.
STEP 3 - Applicant arranges for official documents	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration. Applicants, who have attended or are currently attending institutions NOT participating in ApplyAlberta, must arrange to have official transcripts sent directly from the issuing institutions to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca .
STEP 4 - Admission decision process	The Department Review Committee reviews the application and makes a recommendation on admission to the Program Committee. The office of the School of Graduate Studies, on behalf of the Dean of the School of Graduate Studies, unofficially informs the applicant of the admission decision. An official admission decision will be sent electronically from the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1. Successful applicants will be advised of registration procedures at that time.

d. Admission Criteria

The capacity of the M.Mus. program is limited by both space and availability of faculty. Not all students meeting the general admission requirements can be admitted.

Criteria used during the review of the application for admission will include:

- the applicant's record and letters of academic recommendation;
- the applicant's body of creative work, exhibition/performance/reviews, and publishing record;
- audition/ interview;
- the feasibility of the project in light of available resources; and
- financial support for the student.

A student judged to be of suitable potential for graduate work, but lacking in some necessary preparation, may be considered for admission subject to one of two options: the required preparation may be undertaken prior to admission, with the permission of the Program Committee, or it may be undertaken after admission. The Program Committee will establish a definite date by which all conditions must be satisfied.

Unless alternative arrangements have been made, a student receiving an offer of admission to the program must register in the program no later than the registration deadline, as outlined in the University Calendar. Failing to register in this way will result in the student forfeiting admission status.

A student newly admitted in the M.Mus. program is required to pay a non-refundable \$100 deposit to confirm their acceptance of their admission. This deposit is credited toward the tuition fee upon registration in the program.

Full-time students may not be employed outside their program in any form of employment exceeding 10 hours per week.

e. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

f. Exchange Students

Under approved exchange arrangements, an M.Mus. student registered in a program at another post-secondary institution, who is not pursuing a degree at the University of Lethbridge, may be admitted to take courses. The University of Lethbridge is a signatory of the

Western Deans' Agreement (see **Section 15. Western Deans' Agreement, p. 90**). Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 4.a. Academic Qualifications for Admission, p. 84**).

g. Visiting Students

With the appropriate permission of the sending and receiving institution, a student may be considered for admission as a visiting student for study where formal exchange arrangements are not in place. They must satisfy the normal admission requirements of the University of Lethbridge. Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 4.a. Academic Qualifications for Admission, p. 84**).

5. REQUIREMENTS FOR DEGREE

The total credit hours for the M.Mus. program is 54.0 credit hours

a. Course Work (30.0 credit hours)

The required courses for the M.Mus. program are as follows:

Fine Arts 5020 - Information Literacy for the Fine Arts (3.0 credit hours)

Music 5000 - Musicology Seminar (Series) (3.0 credit hours) [Music 3000 with an emphasis in history]

Music 5010 - Music Theory Seminar (Series) (3.0 credit hours) [Music 3000 with an emphasis in theory]

Music 5748 - Graduate Studio I (3.0 credit hours) [Music 4748]

Music 5758 - Recital (3.0 credit hours)

Music 5848 - Graduate Studio II (3.0 credit hours) [Music 4848]

Electives:

A minimum of 9.0 credit hours from the following:

Music 5000 - Musicology Seminar (Series) (3.0 credit hours) [Music 3000 with an emphasis in history]

Music 5010 - Music Theory Seminar (Series) (3.0 credit hours) [Music 3000 with an emphasis in theory]

Music 5450 - Collaborative Piano/Guitar - Voice (3.0 credit hours)

Music 5451 - Collaborative Piano/Guitar - Instruments (3.0 credit hours)

Music 5850 - Special Topics in Music (3.0 credit hours) [Music 3850 or Music 4850]

Music 5871 - Opera Workshop I (3.0 credit hours) [Music 4871]

Music 5872 - Opera Workshop II (3.0 credit hours) [Music 4871]

Music Ensemble Activity 5770 - Ensemble I (1.5 credit hours)

Music Ensemble Activity 5775 - Ensemble II (1.5 credit hours)

Music Ensemble Activity 5880 - Ensemble III (1.5 credit hours)

Music Ensemble Activity 5885 - Ensemble IV (1.5 credit hours)

Other Music elective (3.0 credit hours)

Note: Graduate level courses linked to undergraduate courses are denoted in square brackets. The University has significantly higher performance expectations of graduate students than of undergraduate students. Although courses are program specific, a student may, in consultation with his or her supervisor, tailor the course work to the needs of the student, with approval from the Program Committee.

b. Research Project/Lecture Recital

During the second year of the M.Mus. program, students must perform a lecture recital. The topic of this lecture recital is the research project that must be submitted to the Program Committee for approval by no later than June 30th of the first year of the program.

The lecture recital is the ideal synthesis of performance and scholarship for the M.Mus. student, demonstrating his or her application of accumulated skills and knowledge in a public setting. Its duration is approximately one hour (30 minutes each for lecture and performance).

Questions from the audience may follow the lecture recital. Although the format of the presentation may vary depending on the research project, the basic design is the lecture, illustrated by brief performance excerpts, followed by a complete performance of the work(s) being presented.

The lecture recital's research project represents the basis of a written thesis. Both the research project and the written thesis will be defended in the Final Written Thesis Defence/Oral Examination.

c. Written Thesis

The format and direction of the written thesis must be determined by the student in consultation with the supervisor. Specific elements may vary depending on the proposed thesis. The proposed written thesis must be approved by the Supervisory Committee. Standards and conventions widely used in Canada and adopted by the University are to be found in the *University of Lethbridge M.Mus. Program: Policies and Procedures* manual, available from the Faculty of Fine Arts or online at www.uleth.ca/ross/sgs/guidelines/mmus_policies_guidelines_handbook.pdf.

A written thesis no less than 30 pages represents a more formal version of the research project presented during the lecture recital. When complete, the candidate must defend the thesis in an oral examination (see **Section d. Final Written Thesis Defence/Oral Examination**).

Music 6001 - Research Project (12.0 credit hours)

Music 6002 - Written Thesis (12.0 credit hours)

d. Final Written Thesis Defence/Oral Examination

1. Final Written Thesis Defence

Once the supervisor approves the written thesis, the final Written Thesis Defence/Oral Examination is scheduled by the supervisor. The grading mode for the written thesis is pass/fail as described in the *University of Lethbridge M.Mus. Program: Policies and Procedures* manual, available from the Faculty of Fine Arts or online at www.uleth.ca/ross/sgs/guidelines/mmus_policies_guidelines_handbook.pdf.

An Examination Committee is appointed to conduct the final Written Thesis Defence/Oral Examination in accordance with the procedures described in the *University of Lethbridge M.Mus. Program: Policies and Procedures* manual.

The lecture recital must have been completed by the time of the final Written Thesis Defence/Oral Examination, allowing for an appropriate amount of time for review by the Examination Committee. Copies of the written thesis must be delivered to the Examination Committee in advance of the final Written Thesis Defence/Oral Examination at least one month prior to the examination time.

2. Oral Examination

Following the Written Thesis Defence, an oral examination of approximately one hour in length will take place. The purpose of this oral examination is for the candidate to demonstrate a broad knowledge base of repertoire, history, theory and performance styles associated with their particular instrument of study.

6. COURSES

See Courses on p. 167. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

a. Music

MUSIC 5000

Musicology Seminar (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Areas of special interest not covered by regular music courses may be offered under this designation, depending upon student interest and availability of expertise of faculty.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5010

Music Theory Seminar (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Areas of special interest not covered by regular music courses may be offered under this designation, depending upon student interest and availability of expertise of faculty.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5450

Collaborative Piano/Guitar - Voice

Credit hours: 3.0

Contact hours per week: 2-0-1

Studies in vocal accompanying performance and literature. Bi-weekly class performances and bi-weekly coaching with the instructor, with other performances as arranged. A written project related to the performance repertoire will be required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 545I**Collaborative Piano/Guitar - Instruments**

Credit hours: 3.0

Contact hours per week: 2-0-1

Studies in instrumental accompanying performance and literature. Bi-weekly class performances and coaching with the instructor, with other performances as arranged. A written project related to the performance repertoire will be required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5748**Graduate Studio I**

Credit hours: 3.0

Contact hours per week: 2-4-0

Two hours of individual and up to four hours of master class instruction per week.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5758**Recital**

Credit hours: 3.0

Contact hours per week: 2-4-0

Two hours of individual and up to four hours of master class instruction per week. Design and presentation of a full-length recital.

Prerequisite(s): Music 5748

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

MUSIC 5848**Graduate Studio II**

Credit hours: 3.0

Contact hours per week: 2-4-0

Two hours of individual and up to four hours of master class instruction per week.

Prerequisite(s): Music 5748

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

MUSIC 5850**Special Topics in Music**

Credit hours: 3.0

Contact hours per week: 3-0-0

Topics in music not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 587I**Opera Workshop I**

Credit hours: 3.0

Contact hours per week: 3-0-0

Preparation and performance of musical material in an opera workshop production.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5872**Opera Workshop II**

Credit hours: 3.0

Contact hours per week: 3-0-0

Preparation and performance of musical material in an opera workshop production.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 600I**Research Project**

Credit hours: 1.2.0

A public lecture recital performed in the second year of the M.Mus. program. The topic of the lecture recital is the research project approved by the M.F.A./M.Mus. Program Committee. Its duration is approximately one hour (30 minutes each for lecture and performance). Questions from the audience may follow the lecture recital. The lecture recital's research project forms the basis of a written thesis. Both the research project and the written thesis will be defended in the Final Written Thesis Defence/Oral Examination.

Prerequisite(s): Admission to the M.Mus. program

Grading: Pass/Fail

MUSIC 6002**Written Thesis**

Credit hours: 1.2.0

A written thesis no less than 30 pages represents a more formal version of the research project presented during the lecture recital. The format and direction of the written thesis must be determined by the student in consultation with the supervisor. The proposed written thesis must be approved by the Supervisory Committee. When complete, the candidate must defend the thesis in an oral examination.

Prerequisite(s): Admission to the M.Mus. program

Grading: Pass/Fail

b. Music Ensemble Activity**MUSIC ENSEMBLE ACTIVITY 5770****Ensemble I**

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble. Weekly rehearsals with supplementary rehearsals and performances as required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC ENSEMBLE ACTIVITY 5775**Ensemble II**

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble. Weekly rehearsals with supplementary rehearsals and performances as required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC ENSEMBLE ACTIVITY 5880

Ensemble III

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble. Weekly rehearsals with supplementary rehearsals and performances as required.
Prerequisite(s): Admission to the M.Mus. program

MUSIC ENSEMBLE ACTIVITY 5885

Ensemble IV

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble. Weekly rehearsals with supplementary rehearsals and performances as required.
Prerequisite(s): Admission to the M.Mus. program

7. GENERAL REGULATIONS

a. Credit for Previous Work

With the permission of the Program Committee in each case, courses that have not already been credited toward a completed university credential may be accepted for credit in the Master's program.

All courses considered for transfer credit must carry a grade of 'B-' or higher and must have been completed no longer than seven years prior to the student admission to the program.

b. Residence Requirements and Time Limits

Residence is defined as the period during which the student is registered in the program, taking courses, conducting research or working on the research project or written thesis at the University of Lethbridge.

The minimum residence requirement shall be 24-months continuous full-time registration in the M.Mus. program. If needed, a graduate student may apply for up to a one academic year extension. The maximum time limit for degree completion shall be three academic years. All courses specified by the Program Committee, including the research project and written thesis, must be successfully completed and submitted within the maximum time limit. Failure to complete within this period will result in the candidate being required to withdraw from the program.

Under extenuating circumstances, the Program Committee may allow a longer extension.

A student who does not register in the program in any semester will be considered to have withdrawn, unless a leave of absence has been granted by the Program Committee. Since permission is not automatic, students who anticipate an interruption in their program should notify the Program Committee in writing, seeking prior approval for a leave of absence.

Leave of Absence

During an approved leave of absence, the student is not required to register, no fees are assessed, and the time granted is not counted toward the residency requirement. The leave of absence may be granted up to a maximum of one year during the tenure of study in the Master's program.

With the permission of the Program Committee, a student may maintain resident status while conducting research off-campus (e.g., on field trips, using facilities or consulting libraries elsewhere). It may be necessary for a student to include in their program courses to be completed at other institutions. The Program Committee must approve proposals for these courses.

c. Academic Standards

A student must receive a minimum grade of 'B-' (2.70 on a 4.0 scale) in all courses which are graded and which count toward the degree. A student who receives more than two grades below a 'B-' may be asked to withdraw from the program. All courses completed in the M.Mus. program or cumulative program GPA of 3.0 in order to graduate from the program. A student whose performance in the program is judged unsatisfactory by the Program Committee may be placed on probation; continued unsatisfactory performance may result in the student being required to withdraw from the program.

d. Appeals

All appeals in the M.Mus. program should be directed to the Program Committee. Grade appeals for courses in the M.Mus. program will be processed through the School of Graduate Studies. The Program Committee will hear other appeals. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

e. Academic Offences and Discipline

A graduate student is expected to exemplify high standards of academic and ethical behaviour and is subject to the University's student discipline and ethical behaviour policies.

f. Fees

Fees for the M.Mus. program are pending approval.

8. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies* on p. 135 in the *Information for All Programs* section.

9. SUPERVISION

Guidelines for supervisory procedures, including the conduct of a supervisor and suggestions for good practice, are contained in the *University of Lethbridge M.Mus. Program: Policies and Procedures* manual, available from the School of Graduate Studies or online at www.uleth.ca/ross/sgs/guidelines/mmus_policies_guidelines_handbook.pdf.

10. FEES

See *Fees* on p. 123 in the *Information for All Programs* section.

11. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

12. AWARDS AND SCHOLARSHIPS

See *Awards and Scholarships* on p. 193. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

13. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

1. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).
2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the Information for All Programs section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.
 Website: www.toefl.org
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.
6. Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years. Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis

Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

14. INTERNATIONAL STUDENTS

See *International Students* on p. 159 in the *Information for All Programs* section.

15. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

1. the period for which the fees are remitted does not exceed two academic terms of four months each;
2. the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university, and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the 'Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

16. ACADEMIC SCHEDULE

See *Academic Schedule* on **p. 113** in the *Information for All Programs* section.

17. REGISTRATION

See *Registration* on **p. 119** in the *Information for All Programs* section.

18. GRADUATION

See *Graduation* on **p. 155** in the *Information for All Programs* section.

19. GENERAL SERVICES

See *General Services* on **p. 207** in the *Information for All Programs* section.

20. ACADEMIC STAFF

See *Academic Staff* on **p. 223** in the *Information for All Programs* section.

21. UNIVERSITY ORGANIZATION

See *University Organization* on **p. 237** in the *Information for All Programs* section.

22. AWARDS OF DISTINCTION

See *Awards of Distinction* on **p. 245** in the *Information for All Programs* section.

23. COLLABORATING AND PARTNERING INSTITUTIONS

See *Collaborating and Partnering Institutions* on **p. 251** in the *Information for All Programs* section.

For further details about the Master of Music degree program, please contact the School of Graduate Studies, University of Lethbridge, T1K 3M4, tel. 403-329-2121, fax 403-332-5239, or refer to the School of Graduate Studies website: www.uleth.ca/graduatestudies/

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1. M.Sc. (Mgt.) PROGRAM GRID

Degree

M.Sc. (Management) (offered in the Faculty of Management)

Major

Accounting

Finance

Human Resource Management and Labour Relations

Information Systems

International Management

Marketing

Policy and Strategy

2. CAMPUSES

The Faculty of Management offers the M.Sc. (Mgt.) program on three campuses: Calgary, Edmonton, and Lethbridge. All majors offered within the M.Sc. (Mgt.) program are available to all three campuses.

3. STATEMENT OF PURPOSE

The Master of Science (Management) program is designed to provide students with the knowledge and hands-on experience to conduct rigorous and scholarly investigation into an issue facing management in the area of the chosen major. The M.Sc. (Management) program involves an orientation, several courses and workshops, and culminates in a significant master's thesis. The program may be delivered using a variety of blended learning technologies including videoconferencing and face-to-face instruction.

Each student will major in one of seven areas: Accounting, Finance, Human Resource Management and Labour Relations, Information Systems, International Management, Marketing, or Policy and Strategy. To constitute the major, students will take two seminars—Management 5200 and Management 5300. Not all majors may be offered every year.

Students may complete their degrees in either a full- or part-time capacity. Full-time students complete a 24-month program while part-time students complete a 48-month program. Part-time students will complete all required course work in the first 32 months, with the subsequent months committed to continued research and production of the thesis.

4. ADMISSION REQUIREMENTS

a. Academic Qualifications for Admission

Applicants normally must meet the following minimum requirements before the University will consider admission:

- I. A University of Lethbridge Bachelor of Management degree or its academic equivalent from another recognized degree-granting institution, in the

discipline of interest or in a closely cognate discipline. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge baccalaureate degrees. A baccalaureate degree, or its academic equivalent, in disciplines other than Business or Management will be considered on a case-by-case basis.

2. A minimum grade point average of 3.00 (based on a 4.0 scale) on the last 20 graded university-level semester courses.
3. A standardized graduate achievement test is normally required. Although the Graduate Management Admission Test (GMAT) is preferred, the Graduate Record Exam (GRE) or alternative graduate entrance exam will be considered where circumstances merit the substitution. A minimum test score of 550 on the GMAT and a minimum score of 4.0 on the Analytical Writing portion is required; GRE scores will be reviewed on a case-by-case basis. GMAT requirements will be reviewed on a case-by-case basis for applicants who already have a graduate degree.

Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Students (see **Section 13. English Language Proficiency for Graduate Students, p. 98**).

b. Application Deadlines

Students are admitted only once a year, on a cohort basis. Applications and all supporting documentation, with the possible exception of final semester grades for those currently enrolled, must be received no later than February 1 for admission to the Fall Semester.

Application deadlines and application deadline extensions for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Applications and all required admission decision documentation (See **Table 2: M.Sc. (Management) Program Application Process (p. 95)**), with the possible exception of final semester grades from those currently enrolled, must be submitted electronically via the online application system not later than the deadline listed above. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Master of Science in Management – All majors	N/A	N/A	February 1

c. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline and submit it as soon as possible (see **Section b. Application Deadlines**).

No application can receive formal consideration until all admission decision documentation is received. All documents received in support of an application become the property of the University and will not be released or

copied except to other officers of the University as required by University procedures.

Note: *Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.*

Eligible applicants must apply for admission by following the process outlined in **Table 2: M.Sc. (Management) Program Application Process (p. 95)** (see also **Section a. Academic Qualifications for Admission, p. 94**).

Table 2: M.Sc. (Management) Program Application Process

Step 1 - Applicant submits the application online by the application deadline date	The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply :
	Unofficial academic transcripts Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.
	Three references Contact information for three referees who are willing to submit online a confidential assessment articulating the applicant's background preparation and suitability for graduate work. Three referees (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work).
	Curriculum Vitae (c.v.) The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.
	Letter of Intent a 500-word Letter of Intent, outlining the applicant's interest in pursuing graduate studies, their career goals, and research interests within the selected management major.
	GMAT or GRE Graduate Management Admission Test (GMAT) or Graduate Record Exam (GRE) scores are to be sent directly from the testing agency to the Admissions Office.
	Additional documentation If additional documentation is required, the M.Sc.(Management) Program Office will contact the applicant.
	English Language Proficiency Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 98 of the UofL Graduate Studies Calendar).
Submission Process Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 94 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).	
Step 2 - Applicant arranges for official documents	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any, are required prior to course registration. Applicants, who have attended or are currently attending institutions NOT participating in ApplyAlberta, must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca .
Step 3- Admission decision process	The Management Graduate Programs Office unofficially informs the applicant of the Program Committee's decision. Official admission decisions will be sent electronically by the Admissions Office. Successful applicants will be advised of registration procedures at that time.

d. Admission Criteria

Because the capacity of the program is limited, not all students meeting the general admission requirements can be admitted.

Criteria used for admission include:

- the student's record, test scores and references;
- the matching of a student with Faculty resources, research interests and availability for supervising master's theses in the available majors.

Newly admitted students in the M.Sc. (Management) program are required to pay a non-refundable \$100 deposit to confirm their acceptance of their admission. This deposit is credited toward their registration in the program.

It is highly recommended that full-time students not be employed outside the program more than 10 hours per week. Full-time students who would like to engage in outside employment during their program should contact the M.Sc. (Mgt) Program Director to discuss their circumstances. Part-time students are typically employed in full-time jobs or are engaged in family or other personal obligations that prevent full-time studies.

Students judged to be of suitable caliber but lacking in some necessary preparation may be considered for admission subject to those conditions deemed necessary to correct the deficiencies. Candidates may be given one of two options: the required preparation may be undertaken prior to admission, with the permission of the Program Committee; or it may be taken after admission and within the maximum time limit of 24 months for full-time students and 48 months for part-time students. In either case the M.Sc. (Mgt) Program Committee establishes a definite date by which all conditions must be satisfied.

e. Admission After an Approved Master's Degree

A student holding an approved master's degree from a recognized institution who wants to pursue an entirely different field of study to enhance or change their career focus or international students seeking North American credentials may be considered for admission to a UofL master's degree program provided he/she meets all of the admission requirements.

Students normally are not eligible to pursue a second master's degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. Courses used to complete the requirements of the first master's degree normally cannot be used to fulfill the requirements of the second master's degree; recommendations regarding exceptions may be made by the Program Committee to the Dean of the School of Graduate Studies. In all cases, the decision of the Dean of the School of Graduate Studies shall be final.

5. REQUIREMENTS FOR DEGREE

The M.Sc. (Management) consists of 36.0 credit hours of full-time study involving an orientation, coursework, several research-focused workshops and a master's thesis. The program is divided into four modules running over a two-year period. At the time of admission, students are required to declare an approved Management major.

a. Orientation Module (0.0 credit hours)

The Orientation Module includes a number of short refresher seminars on statistics, use of computers, library facilities and other topics. The module is composed of:
Management 5100 - Orientation (0.0 credit hours)

b. Integrative Management Studies Module (12.0 credit hours)

The Integrative Module exposes students to a comprehensive and rigorous cross-disciplinary analysis of the field of Management. The module is composed of:

- Management 5110 - Management Field Overviews (1.5 credit hours) AND Management 5130 - Ways of Knowing (1.5 credit hours), OR
- Management 5225 - Major Seminar II (Series) (3.0 credit hours) if required by supervising area
- Management 5115 - Research Workshops (0.0 credit hour)
- Management 5120 - Thinking by Design I (1.5 credit hours)
- Management 5150 - Research Methods in Management (3.0 credit hours)
- Management 5170 - Data Management and Statistical Techniques I (1.5 credit hours)
- Management 5200 - Major Seminar I (Series) (3.0 credit hours)

Note: Courses in this module may be offered in the next module depending on resource availability.

c. Major Module (9.0 credit hours)

In the Major Module, students undertake in-depth studies in their approved major and develop their initial research proposals in more detail. Students will defend their master's thesis proposals by the end of this module. The module is composed of:

- Management 5125 - Thinking by Design II (1.5 credit hours)
- Management 5160 - Qualitative Methods and Analysis (3.0 credit hour) OR
- Economics 3950 - Econometrics I (3.0 credit hours) at the graduate level if required by supervising area OR
- Economics 5960 - Econometric Theory and Applications (3.0 credit hours) if required by supervising area
- Management 5175 - Data Management and Statistical Techniques II (1.5 credit hours)
- Management 5300 - Major Seminar III (Series) (3.0 credit hours)

Note: Courses in this module may be offered in the next module depending on resource availability.

d. Master's Thesis (15.0 credit hours)

Management 6100 - Master's Thesis

The master's thesis addresses a significant management issue or problem. The topic must address valid research questions related to real market, industry, or organization issues in the area of specialization. The thesis must yield output of publishable quality that reflects a substantive contribution to knowledge.

Students will defend their master's thesis proposal early in the module, and must be successful to continue with their thesis work.

Students must submit a final version of the master's thesis to their Thesis Examination Committee, a four-person committee consisting of their supervisor, one Faculty member of the Faculty of Management, one Faculty member who may be external to the Faculty of Management, and one Faculty member who is external to the University of Lethbridge.

The master's thesis must be defended in an oral examination. The master's thesis is graded Pass/Fail. The examining committee may assess a qualified pass to the master's thesis in those instances where it is evaluated as a largely successful thesis, but which nevertheless requires significant revisions. Once the master's thesis is final (i.e., assessed and corrected, if necessary), it must be submitted in both print and electronic formats.

6. COURSES

See Courses on p. 167. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

7. GENERAL REGULATIONS

a. Credit for Previous Work

With the express permission of the Program Committee in each case, courses which have not already been credited toward a completed university credential may be accepted for credit in the master's program. All courses considered for transfer credit must carry a grade of 'B' or higher and must have been completed no longer than three years prior to the student's admission to the program.

b. Residence Requirements and Time Limits

Residence is defined as the period during which the student is registered in the program, taking courses or pursuing scholarly work, or both, at the University of Lethbridge.

The minimum residence requirement for full-time students shall be 12 months full-time continuous registration in the program (three semesters per year). Residency requirements for part-time students may be adjusted.

For full-time students, the maximum time limit for degree completion shall be 24 months continuous registration in the program. For part-time students, the maximum time limit for degree completion shall be 48 months continuous registration in the program.

All courses specified by the Program Committee must be completed and the thesis submitted within the maximum time limit. Except with the written permission of the Program Committee, students must maintain continuous registration in the program.

At the end of the maximum time limit, in cases where there is judged to be cause and where completion is imminent, the Program Committee may approve to extend the time limit for a maximum period of 12 months. Failure to complete within this period will result in the candidate being required to withdraw from the program.

Leave of Absence

During an approved Leave of Absence, the student is not required to register, no fees are assessed, and the time granted is not counted toward the residency requirement. The Leave of Absence may be granted up to a maximum of one year during the tenure of study in the master's program.

With the expressed permission of the Program Committee, a student may maintain resident status while conducting research off-campus (e.g., on field trips, using facilities or consulting libraries elsewhere).

c. Academic Standards

Students must receive a minimum grade of 'B-' (2.70 on a 4.0 scale) in all courses which are graded and which count toward the degree and in all qualifying courses, if any. A student who receives two grades below a 'B-' may be required to withdraw from the program. All courses completed in the M.Sc. (Management) program or transferred into the program are included in the calculation of the program GPA for graduation purposes. Transfer credit is not included in the GPA on the official transcript. A student must obtain a minimum cumulative program GPA of 3.00 in order to graduate from the program.

A student whose performance in the program is judged unsatisfactory by the Program Committee may be placed on probation; continued unsatisfactory performance may result in the student being required to withdraw from the program.

d. Appeals

All appeals in the M.Sc. (Management) program should be directed to the Faculty of Management's Graduate Programs and Research Office. Grade appeals for courses in the M.Sc. (Management) program will be processed through the School of Graduate Studies. Other appeals will be heard by the Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

e. Academic Offences and Discipline

Graduate students are expected to exemplify high standards of academic and ethical behaviour and are subject to the University's student discipline and ethical behaviour policies.

f. Fees

Fees are charged on a program basis. Fees for full-time students are assessed for the first calendar year (three semesters of study) and to be paid over three semesters of study-once in each of the three semesters. Full-time students are assessed a continuation fee per semester effective in their second year of study. Part-time students are assessed fees over the first six semesters of their program. Part-time students are assessed a continuation fee per semester effective in their third and fourth year of study.

Note: *The total tuition assessed for full-time students is equal to that of part-time students over the tenure of their respective programs. Tuition will not be reduced if students complete their programs earlier than the minimum time limit.*

A Continuation Fee shall be assessed for each subsequent semester while a student remains in the program, whether the student is resident for all or part of that semester. The semester fee shall be set each year by the Board of Governors.

See the **Graduate Programs 2014/2015 Fee schedule in Fees** on p. 128.

For fee payment deadlines, see **Section 11. Fee Deadlines in Fees** on p. 132.

g. Visiting, Auditing and Exchange Students

Admission of a Visiting, Auditing or Exchange student to any graduate courses is contingent upon the priorities for admission established by the University of Lethbridge, and space being available within the class size quota, and upon satisfying academic qualifications for admission (see **Section 4.a Academic Qualifications for Admission, p. 94**). Until the quota is filled, applicants will be considered on a first-come, first-served basis. If appropriate, Visiting Students will be governed by the Western Deans' Agreement (see **Section 15. Western Deans' Agreement, p. 99**).

Contact the Management Graduate Programs Office (email: msc.management@uleth.ca; phone: 403-380-1819) for application and registration information.

h. Full- and Part-Time Studies

Students continue with the participation status under which they started, i.e., full-time or part-time studies. However, under extraordinary circumstances, students may seek approval to change their participation status. Students seeking approval to change participation from full-time to part-time studies or vice versa must obtain approval from their supervisor, the Chair of the department or department graduate coordinator, and the Dean of the School of Graduate Studies. Such approval must be obtained no later than at the end of the first 12 months of study. Students may not change their status after 12 months of study.

8. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies on p. 135* in the *Information for All Programs* section.

9. SUPERVISION

Guidelines for supervisory procedures, including the conduct of a supervisor and suggestions for good practice, are contained in the *University of Lethbridge M.Sc. (Mgt) Program: Policies and Guidelines* manual, which is available from the Faculty of Management's Graduate Programs and Research Office.

10. FEES

See *Fees on p. 123* in the *Information for All Programs* section.

11. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

12. AWARDS AND SCHOLARSHIPS

See *Awards and Scholarships on p. 193*. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

13. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

- I. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of

instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).

2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the Information for All Programs section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.Website: www.toefl.org
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.
6. Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years. Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis
Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

14. INTERNATIONAL STUDENTS

See *International Students* on p. 159 in the *Information for All Programs* section.

15. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

1. the period for which the fees are remitted does not exceed two academic terms of four months each;
2. the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university,

and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

16. ACADEMIC SCHEDULE

See *Academic Schedule* on p. 113 in the *Information for All Programs* section.

17. REGISTRATION

See *Registration* on p. 119 in the *Information for All Programs* section.

18. GRADUATION

See *Graduation* on p. 155 in the *Information for All Programs* section.

19. GENERAL SERVICES

See *General Services* on p. 207 in the *Information for All Programs* section.

20. ACADEMIC STAFF

See *Academic Staff* on p. 223 in the *Information for All Programs* section.

21. UNIVERSITY ORGANIZATION

See *University Organization* on p. 237 in the *Information for All Programs* section.

22. AWARDS OF DISTINCTION

See *Awards of Distinction* on p. 245 in the *Information for All Programs* section.

23. COLLABORATING AND PARTNERING INSTITUTIONS

See *Collaborating and Partnering Institutions* on p. 251 in the *Information for All Programs* section.

DOCTOR OF PHILOSOPHY (Ph.D.) PROGRAMS

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10. FINANCIAL OPPORTUNITIES			
For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca .			

I. Ph.D. PROGRAM GRID

A Doctor of Philosophy (Ph.D.) degree may be completed in one of the following majors. The major is the primary academic focus of the program while a concentration is a secondary focus related to the major. Concentrations are available as applicable to the major.

Major	Biomolecular Science
Concentrations	Biochemistry Bioinformatics Biophysics Biotechnology Molecular and cellular biology Molecular genetics and development Structural biology

The Ph.D. in Biomolecular Science is delivered by the Faculty of Arts and Science. Students in this program are normally supervised by Faculty members in the following contributing departments/areas: Biological Sciences, Chemistry and Biochemistry, Mathematics and Computer Science, and Physics and Astronomy.

Major	Biosystems and Biodiversity
Concentrations	Biogeography Ecology Environmental science Evolutionary biology Global change Physiology Resource ecology Systematics Water resource policy and management

The Ph.D. in Biosystems and Biodiversity is delivered by the Faculty of Arts and Science. Students in this program are normally supervised by Faculty members in the following contributing departments/areas: Biological Sciences, Chemistry and Biochemistry, and Geography.

Major	Earth, Space, and Physical Science
Concentrations	Astrophysics Biophysics Climate change Condensed and soft matter Earth systems Geomatics Geophysics Inorganic chemistry Materials science Nanoscience Organic chemistry Organometallic chemistry Physical chemistry Remote sensing Spectroscopy Water and environmental science

The Ph.D. in Earth, Space, and Physical is delivered by the Faculty of Arts and Science. Students in this program are normally supervised by Faculty members in the following contributing departments/areas: Biological Sciences, Chemistry and Biochemistry, Geography, and Physics and Astronomy.

Major	Evolution and Behaviour
Concentrations	Animal behaviour Behavioural ecology Ethology and comparative psychology Evolution and cognition Evolutionary ecology Evolutionary psychology Language development Sexuality

The Ph.D. in Evolution and Behaviour is delivered by the Faculty of Arts and Science. Students in this program are normally supervised by Faculty members in the following contributing departments/areas: Biological Sciences, Neuroscience, and Psychology.

Major	Neuroscience
Concentrations	Behavioural neuroscience Cell and molecular neuroscience Cognitive neuroscience Computational neuroscience Neuroimaging Neuropsychology

The Ph.D. in Neuroscience is delivered by the Faculty of Arts and Science. Students in this program are normally supervised by Faculty members in the following contributing departments/areas: Neuroscience and Psychology.

Major	Theoretical and Computational Science
Concentrations	Applied mathematics Bioinformatics Biophysics Computational and theoretical chemistry Computer science Demography Geophysics Mathematical biology Nanoscience Pure mathematics Statistics Theoretical physics

The Ph.D. in Theoretical and Computational Science is delivered by the Faculty of Arts and Science. Students in this program are normally supervised by Faculty members in the following contributing departments/areas: Chemistry and Biochemistry, Mathematics and Computer Science, and Physics and Astronomy.

2. STATEMENT OF PURPOSE

The Doctor of Philosophy (Ph.D.) program is designed to immerse students into further investigation and research, to build and support the programs of research at the University and to enliven the undergraduate learning environment.

The Ph.D. program is thesis-based and offered in a number of areas of study (see **Ph.D. Program Grid**). Depending on the academic background, students may be required to take up to six courses in their area of study; the number and details of the courses are determined at the time of admission to the program. Consequently, it is necessary for a prospective student to establish contact with a potential supervisor prior to application for admission. Prospective students seeking supervisors should contact the School of Graduate Studies or visit its website at

www.uleth.ca/graduatestudies

The Ph.D. Program is administered centrally by the School of Graduate Studies rather than by individual departments or faculties/schools.

3. ADMISSION REQUIREMENTS

a. Academic Qualifications for Admission

M.A. or M.Sc. Degree Holder

Normally, applicants holding a Master of Arts or Master of Science must meet the following minimum requirements before the University will consider admission:

- A master's degree, or its academic equivalent, in the discipline of interest or in a closely cognate discipline from a recognized degree-granting university. The University of Lethbridge reserves the right to determine whether degrees and other academic programs completed elsewhere are equivalent to University of Lethbridge master's degrees.
- Evidence of scholarly competence (cumulative grade point average of 3.50, on a 4.00 scale, on all graded master's-level courses).

Under exceptional circumstances, academically superior students who are currently enrolled in a master's program at the University of Lethbridge and have demonstrated outstanding academic and research performance may be considered (see **Transfer from an M.A. or M.Sc. Program to the Ph.D. Program**).

Applicants are considered on a case-by-case basis.

The proposed research interest of the applicant must complement the supervisor's current, active research program.

Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Studies (see **Section 12. English Language Proficiency for Graduate Students, p. 109**).

Transfer from an M.A. or M.Sc. Program to the Ph.D. Program

Applicants who intend to transfer from a University of Lethbridge Master of Arts or Master of Science program to an approved Ph.D. program must satisfy four basic criteria before the University will consider approving the transfer. The applicant must

- be currently enrolled in an M.A. or M.Sc. program at the University of Lethbridge, have completed a minimum of 12 months¹ and a maximum of 24 months of the M.A. or M.Sc. program, and have completed the program's required coursework;
- be in good standing in the M.A. or M.Sc. program;
- have demonstrated research and academic excellence; and
- agree to work with the same supervisor(s).

¹ An M.A. or M.Sc. student can apply for a transfer before 12 months, but 12 months of the program must have been completed at the time of the transfer to the Ph.D. program.

Note: When Ph.D. program applicants are admitted by transfer from the M.A. or M.Sc. program, all Ph.D. degree requirements apply.

Applicants are considered on a case-by-case basis.

The proposed research interest of the applicant must complement the supervisor's current, active research program.

Applicants whose first language is not English must meet the English Language Proficiency (ELP) Requirement for Graduate Studies (see **Section 12. English Language Proficiency for Graduate Students, p. 109**).

b. Application Deadlines

Students may be admitted to the Ph.D. program in order to begin their studies for the Fall semester (January to April), Summer semester (May to August), or Fall semester (September to December).

Table 1: Application Deadlines

Program	Semester of Admission		
	Spring (January to April)	Summer (May to August)	Fall (September to December)
Doctor of Philosophy – All majors	October 1	February 1	February 1 (First Round) ¹ OR May 1 (Second Round) ²

¹ There are two rounds of admission for Fall (September 1) entry to the Ph.D. program. The Second Round of admission is intended for applicants who are unable to confirm funding from external agencies (e.g., NSERC) before February 1. Applicants who can confirm funding before February 1 should submit their application for the First Round of admission.

Application deadlines and application deadline extensions for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

Spaces are limited in this program. The School of Graduate Studies encourages early application. However, students are admitted on a case-by-case basis.

Until commitment is obtained from a faculty member who is eligible to supervise Ph.D. students, consideration for an application will not begin.

Applications and all supporting required admission decision documentation (**Table 2: Ph.D. Program Application Process for M.A. or M.Sc. Degree Holder (p. 105)** or **Table 3: Ph.D. Program Application Process for Transfer from an M.A. or M.Sc. Program (p. 106)**) with the possible exception of final semester grades for those currently enrolled, must be submitted electronically via the online application system by the deadline. Successful applicants must arrange to have official transcripts sent from the issuing institution to the University of Lethbridge Admissions Office prior to course registration.

Application deadlines for all Graduate Studies programs are available at www.uleth.ca/ross/admission-information/application/grad_app_deadlines.

c. Process for Application/Admission

Applicants apply via the online application system available at www.uleth.ca/graduatestudies/apply.

Applicants are advised to begin work on the application well in advance of the application deadline and submit it as soon as possible (see **Section b. Application Deadlines**).

No application can receive formal consideration until all documentation is received. All documents received in support of an application become the property of the University and will not be released or copied except to other officers of the University as required by University procedures.

Note: *Students who are graduates of non-Canadian universities must provide notarized English translations of all documents not in the English language.*

Application Procedure for M.A. or M.Sc. Degree Holder

Eligible applicants must apply for admission by following the process outlined in **Table 2: Ph.D. Program Application Process for M.A. or M.Sc. Degree Holder (p. 105)**. Refer to **Section a. Academic Qualifications for Admission (p. 103)**, **M.A. or M.Sc. Degree Holder** to ensure academic qualifications for admission requirements are met.

Application Procedure for Transfer from an M.A. or M.Sc. Program to the Ph.D. Program

Applicants can use this admission route if they satisfy the four basic criteria outlined in **Section a. Academic Qualifications for Admission (p. 103)**, **Transfer from an M.A. or M.Sc. Program to the Ph.D. Program**.

Eligible applicants must apply for admission by following the process outlined in **Table 3: Ph.D. Program Application Process for Transfer from an M.A. or M.Sc. Program (p. 106)**.

Table 2: Ph.D. Program Application Process for M.A. or M.Sc. Degree Holder

STEP 1 - Applicant finds a potential supervisor	<p>To find a potential supervisor, the applicant contacts a University of Lethbridge faculty member with expertise in the applicant's research area. For assistance in identifying a potential supervisor visit www.uleth.ca/graduatestudies/content/finding-supervisor. The University of Lethbridge Experts Database (www.uleth.ca/experts-database) is an information source that enables users the opportunity to search for a wide variety of subjects and research areas.</p> <p>The applicant is advised to provide the potential supervisor a copy of unofficial transcripts in the consultation process.</p>														
STEP 2 - Applicant submits application online by the application deadline	<p>The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply:</p> <table border="1" data-bbox="289 394 1409 977"> <tr> <td data-bbox="289 394 438 455">Unofficial academic transcripts</td> <td data-bbox="462 394 1409 455">Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.</td> </tr> <tr> <td data-bbox="289 466 438 558">Three references</td> <td data-bbox="462 466 1409 558"> <p>Contact information for three referees who are willing to submit a confidential assessment via the online system:</p> <p>Three academic referees (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work. The applicant must have studied with at least one referee).</p> </td> </tr> <tr> <td data-bbox="289 568 438 629">Curriculum Vitae (c.v.)</td> <td data-bbox="462 568 1409 629">The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.</td> </tr> <tr> <td data-bbox="289 639 438 701">Letter of intent</td> <td data-bbox="462 639 1409 701">A one-page Letter of intent indicating in general terms the reasons, goals or objectives for seeking a graduate degree in the chosen discipline.</td> </tr> <tr> <td data-bbox="289 711 438 772">English Language Proficiency</td> <td data-bbox="462 711 1409 772">Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 109 of the UofL Graduate Studies Calendar).</td> </tr> <tr> <td data-bbox="289 782 438 833">Additional documentation</td> <td data-bbox="462 782 1409 833">If additional documentation is required, the School of Graduate Studies will contact the applicant.</td> </tr> <tr> <td data-bbox="289 844 438 977">Submission Process</td> <td data-bbox="462 844 1409 977"> <p>Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 103 of the UofL Graduate Studies Calendar).</p> <p>By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).</p> </td> </tr> </table>	Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.	Three references	<p>Contact information for three referees who are willing to submit a confidential assessment via the online system:</p> <p>Three academic referees (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work. The applicant must have studied with at least one referee).</p>	Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.	Letter of intent	A one-page Letter of intent indicating in general terms the reasons, goals or objectives for seeking a graduate degree in the chosen discipline.	English Language Proficiency	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 109 of the UofL Graduate Studies Calendar).	Additional documentation	If additional documentation is required, the School of Graduate Studies will contact the applicant.	Submission Process	<p>Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 103 of the UofL Graduate Studies Calendar).</p> <p>By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).</p>
Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.														
Three references	<p>Contact information for three referees who are willing to submit a confidential assessment via the online system:</p> <p>Three academic referees (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work. The applicant must have studied with at least one referee).</p>														
Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.														
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English Language Proficiency	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 109 of the UofL Graduate Studies Calendar).														
Additional documentation	If additional documentation is required, the School of Graduate Studies will contact the applicant.														
Submission Process	<p>Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 103 of the UofL Graduate Studies Calendar).</p> <p>By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).</p>														
STEP 3 - Applicant arranges for official documents	<p>Official transcripts, including proof of graduation for the master's degree and transcripts of all post-baccalaureate work, if any, are required prior to registration.</p> <p>Applicants who have attended or are currently attending institutions NOT participating in ApplyAlberta must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca.</p> <p>Applicants may also be called for an interview with the Ph.D. Program Committee.</p>														
STEP 4 - Admission decision process	<p>The Departmental Review Committee reviews the application and makes a recommendation on admission to the Program Committee. The office of the School of Graduate Studies, on behalf of the Dean of the School of Graduate Studies, unofficially informs the applicant of the admission decision. Official admission decision will be sent electronically the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1, July 1 or December 1. Successful applicants will be advised of registration procedures at that time.</p>														

Table 3: Ph.D. Program Application Process for Transfer from an M.A. or M.Sc. Program

STEP 1 - Program Committee and applicant complete transfer evaluation and approval	Assign Transfer Committee	The Ph.D. Program Committee assigns a Transfer Committee to oversee the transfer evaluation and approval. The Transfer Committee consists of a chair and two members. One member should be from outside the applicant's discipline. The supervisor or co-supervisor may not be a part of the Transfer Committee.
	Provide evidence of research and academic excellence	The applicant and their supervisor provide the School of Graduate Studies with evidence of research and academic excellence. Acceptable evidence of academic excellence includes completion of all required coursework, GPA, and letters of reference. Acceptable evidence of research excellence may include any or all of the following: publications, posters, and presentations.
	Certify that the applicant is worthy of promotion	The applicant's Supervisory Committee develops a letter that indicates the applicant is worthy of consideration for transfer to the Ph.D. program without completing an M.A. or M.Sc. degree. The Supervisory Committee forwards this letter to the School of Graduate Studies.
	Complete transfer examination	The applicant completes a transfer examination that demonstrates the ability to develop, write, and defend his or her research ideas. The transfer examination is set and overseen by the Transfer Committee and approved by the School of Graduate Studies. The transfer examination has a written and an oral component. For the written component, the applicant must develop a detailed research proposal based upon his or her research program and interests. The oral component may consist of a defense of the proposal. The Transfer Committee forwards the results of the transfer examination to the School of Graduate Studies.
	Approve student for transfer	Based on all available evidence and the results of the transfer examination, the Transfer Committee makes a recommendation to the Ph.D. Program Committee indicating whether the applicant should be approved for transfer. If they agree, then the Ph.D. Program Committee recommends to the Graduate Council that the applicant be approved for transfer. The Graduate Council considers the recommendation for approval. If approved, the admission process continues at step 2.
STEP 2 - Applicant submits the application online by the application deadline	The following required admission decision documents must be submitted via the online application system, available at www.uleth.ca/graduatestudies/apply .	
	Unofficial academic transcripts	Admission decisions may be made on the basis of unofficial transcripts submitted via the online application system.
	Three references	Contact information for three referees who are willing to submit a confidential assessment via the online system: Three referees (each referee submits a confidential letter of reference articulating the student's background preparation and suitability for graduate work. The applicant must have studied with at least one referee).
	Curriculum Vitae (c.v.)	The applicant's c.v. includes academic background, work experience, awards, scholarships, and publications.
	Letter of intent	A one-page Letter of Intent indicating in general terms the reasons, goals, or objectives for seeking a graduate degree in the chosen discipline.
	English Language Proficiency	Evidence of English Language Proficiency (ELP) is required if the applicant's first language is not English (see "English Language Proficiency for Graduate Students" on page 109 of the UofL Graduate Studies Calendar).
	Additional information	If additional documentation is required, the School of Graduate Studies will contact the applicant.
	Submission process	Completion of the online application form requires uploading the required admission documents, providing referee names and contacts, and paying the application fee by Midnight (MST/MDT) on the deadline date (see Table 1, "Application Deadlines," on page 103 of the UofL Graduate Studies Calendar). By submitting this application, applicants authorize the University of Lethbridge to request transcripts on their behalf from institutions participating in ApplyAlberta (Alberta Post-Secondary Application System).
STEP 3 - Applicant arranges for official documents.	Official transcripts, including proof of graduation for the baccalaureate degree and transcripts of all post-baccalaureate work, if any are required prior to course registration. Applicants who have attended or are currently attending institutions NOT participating in ApplyAlberta must arrange to have official transcripts sent directly from the issuing institution to the Admissions Office. A list of participating institutions is available at www.applyalberta.ca . Applicants may also be called for an interview with the Ph.D. Program Committee.	
STEP 4 - Admission decision process	The Departmental Review Committee reviews the application and makes a recommendation on admission to the Program Committee. The office of the School of Graduate Studies, on behalf of the Dean of the School of Graduate Studies, unofficially informs the applicant of the Program Committee's decision. Official admission decision will be sent electronically the Admissions Office. Applicants will be notified of their official admission status by the Admissions Office no later than April 1, July 1 or December 1. Successful applicants will be advised of registration procedures at that time.	

d. Admission Criteria

Because the capacity of the program is limited, not all students meeting the minimum admission requirements can be admitted.

Criteria used for admission include:

- the student's academic record and letters of recommendation;
- the potential supervisor's record of scholarship, completed and current, especially in relation to the proposed work;
- the feasibility of the project in the light of available resources; and,
- financial support for the student.

Unless alternative arrangements have been made, a student receiving an offer of admission to the program must register in the program no later than the date specified in the offer of admission. Failing to register in this way may result in the student forfeiting admission status.

Newly admitted students in the Ph.D. program are required to pay a non-refundable \$100 deposit to confirm their acceptance of their admission. This deposit is credited toward their tuition in the program.

e. Exchange Students

Under approved exchange agreements, Ph.D. students registered in programs at other post-secondary institutions who are not pursuing a degree at the University of Lethbridge may be admitted to take courses. The University of Lethbridge is a signatory of the Western Deans' Agreement (see **Section 14. Western Deans' Agreement, p. 109**). Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 4.a. Academic Qualifications for Admission, p. 103**).

f. Visiting Students

Where applicable, the appropriate permission of the sending and receiving institutions, students may be admitted as Visiting Students for study where formal exchange arrangements are not in place. They must satisfy the normal admission requirements of the University of Lethbridge. Contact the School of Graduate Studies at sgsinquiries@uleth.ca for application and registration information. Admission is contingent upon satisfying academic qualifications for admission (see **Section 4.a. Academic Qualifications for Admission, p. 103**).

4. REQUIREMENTS FOR DEGREE

The degree requirements for the Ph.D. program consist of successful completion of courses, a comprehensive examination, a thesis, and a thesis oral defence. Students develop their program in consultation with their supervisors. The Ph.D. Program Committee approves the program for each student.

a. Course Work

Depending on their academic background, students may be required to complete up to six courses (18.0 credit hours) as recommended by the Supervisory Committee and approved by the Ph.D. Program Committee.

b. Comprehensive Examination

The student must pass a comprehensive examination, set by the Supervisory Committee and approved by the Ph.D. Program Committee, within two years of registration as a Ph.D. student (please refer to the *University of Lethbridge Ph.D. Program: Policies and Guidelines* manual available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies for details).

The Ph.D. Program Committee is responsible for providing students with a written statement of procedures, requirements and regulations governing comprehensive examinations. This information must be provided to the students at the time of their admission to the program. The results of all comprehensive examinations must be reported to the Ph.D. Program Committee Chair and to the Dean of the School of Graduate Studies.

A student who fails either portion of the comprehensive exam (written or oral component) for the second time may complete an M.A. or M.Sc. degree, subject to approval by the respective Program Committee and the Dean of the School of Graduate Studies, or may be required to withdraw from the Ph.D. program.

c. Thesis (135.0 credit hours)

Thesis Proposal

The student must complete a thesis proposal, successfully defend it, and submit the document to the School of Graduate Studies within one year after the student registers in his or her first semester.

Written Thesis

Although there is some variation over disciplines, most theses follow a conventional format. Standards and conventions widely used in Canada and adopted at the University are to be found in the *University of Lethbridge Ph.D. Program: Policies and Guidelines* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies.

d. Thesis Oral Defence

When the thesis (135.0 credit hours) is complete the candidate must defend it in an oral examination. The Ph.D. Program Committee appoints a Thesis Examination Committee to conduct the examination in accordance with the procedures described in the *University of Lethbridge Ph.D. Program: Policies and Guidelines* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies. The final version of the thesis (i.e., assessed and corrected, if necessary) must be submitted to the School of Graduate Studies for approval by the Dean.

5. COURSES

See Courses on **p. 167**. A listing of all UofL courses is available online at www.uleth.ca/ross/courses/2014-15.

6. GENERAL REGULATIONS

a. Credit for Previous Work

With the express permission of the Ph.D. Program Committee in each case, a maximum of two graduate courses which have not already been credited toward a completed university credential may be accepted for credit in the Ph.D. program. No transfer credit for a research project/thesis will be considered.

All courses considered for transfer credit must carry a grade of 'B+' (3.30 on a 4.0 scale) or higher. Students are responsible for providing adequate information on course content and its relevance to their proposed program of study.

b. Student Status

Full-time Ph.D. students are considered to be those who are actively engaged in coursework or research on a regular, daily basis. Full-time students may not be employed outside their program in any form of employment exceeding 10 hours per week. The Dean of the School of Graduate Studies may waive this requirement under extraordinary circumstances. Students who would like to engage in outside employment during their program of study should contact the Dean to discuss their circumstances.

In the event that circumstances prevent a student from pursuing his/her program as originally approved, a Leave of Absence may be requested from the Ph.D. Program Committee. Residence requirements must still be met.

Leave of Absence

During an approved Leave of Absence, the student is not required to register, no fees are assessed, and the time granted is not counted toward the residency requirement. The Leave of Absence may be granted up to a maximum of one year during the tenure of the Ph.D. study.

c. Residence Requirements and Time Limits

Residence is defined as the period during which the student is registered in the program, taking courses or pursuing scholarly work, or both, at the University of Lethbridge.

The minimum residence requirement shall be 24 months full-time continuous registration in the program. The maximum time limit shall be 48 months full-time continuous registration in the program. The courses specified by the Ph.D. Program Committee must be completed and the thesis submitted within the maximum time limit allowed. Except with the written permission of the Ph.D. Program Committee, students must maintain continuous registration in the program.

Students who do not register in the program in any semester will be considered to have withdrawn unless a Leave of Absence has been granted by the Ph.D. Program Committee. Where applicable, assistantships, grants, awards, scholarships and other financial aid is forfeited. Written permission from the Ph.D. Program Committee must be obtained for readmission.

d. Program Changes

The Ph.D. Program Committee must approve substantial program, Faculty Supervisor or Supervisory Committee changes. Students who have been admitted into one discipline or program but wish to transfer to another may be required to re-apply.

e. Academic Standards

Students must receive a minimum grade of 'B' (3.00 out of 4.00) in all courses. A cumulative grade point average of 3.0 is required to graduate.

In addition to the minimum grade point requirement, research work that is satisfactory to the Supervisory Committee must be maintained.

f. Probation/Required to Withdraw

Students with unsatisfactory performance in the program may be put on probationary status or required to withdraw by the Ph.D. Program Committee. If students are on probation for two consecutive semesters, they will be required to withdraw from the program.

g. Appeals

All appeals in the Ph.D. program should be directed to the Dean of Graduate Studies as Chair of the Ph.D. Program Committee. Grade appeals for courses in the Ph.D. program will be processed through the School of Graduate Studies. Other appeals will be heard by the Ph.D. Program Committee. Any appeal decisions may be addressed to the Executive Committee of the School of Graduate Studies, whose decision shall be final.

h. Academic Offences and Discipline

Graduate students are expected to exemplify high standards of academic and ethical behaviour and are subject to the University's policies and guidelines.

i. Fees

Fees are assessed for the first two years (24 months or six semesters of study) of enrolment in the program.

A Continuation Fee shall be assessed for each subsequent semester while a student remains in the program, whether the student is resident for all or part of that semester. The semester fee shall be set each year by the Board of Governors.

See the **Graduate Programs 2014/2015 Fee schedule in Fees on p. 128.**

For fee payment deadlines, see **Section 11. Fee Deadlines in Fees on p. 132.**

7. ACADEMIC REGULATIONS AND POLICIES

See *Academic Regulations and Policies on p. 135 in the Information for All Programs section.*

8. SUPERVISION

Guidelines for supervisory procedures, including the conduct of a supervisor and suggestions for good practice, are contained in the *University of Lethbridge Ph.D. Program: Policies and Guidelines* manual, available from the School of Graduate Studies or online at www.uleth.ca/graduatestudies.

9. FEES

See *Fees on p. 123 in the Information for All Programs section.*

10. FINANCIAL OPPORTUNITIES

For information on financial opportunities, please see www.uleth.ca/graduatestudies or contact the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.

11. AWARDS AND SCHOLARSHIPS

See *Awards and Scholarships on p. 193. Additional information regarding awards and scholarships is available at www.uleth.ca/graduatestudies or by contacting the Graduate Studies Awards Advisor at sgs.awards@uleth.ca.*

12. ENGLISH LANGUAGE PROFICIENCY FOR GRADUATE STUDENTS

Applicants whose first language is not English, regardless of citizenship or country of origin, must meet the English Language Proficiency (ELP) Requirement. Evidence of ELP must be provided before admission will be offered. In all cases, the decision of the School of Graduate Studies shall be final.

Acceptable evidence of ELP for graduate studies may be any one of:

1. Successful completion of a baccalaureate or master's degree at a recognized institution where the language of instruction is English and the student's work is in English (**Note:** The School of Graduate Studies reserves the right to determine whether a particular institution is recognized as an institution in which the language of instruction is English).
2. Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see International Students on p. 175 in the Information for All Programs section of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
3. Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years; any of the following:
 - a. a paper-based TOEFL of at least 580 and a TWE (Test of Written English) score of 5.0;
 - b. a computer-based iBT TOEFL of at least 93.
 Website: www.toefl.org
4. Most recent Academic IELTS (International English Language Testing System) score of at least 6.5 with no band less than 5.5, taken within the last two years. Website: www.ielts.org
5. Most recent official Academic PTE (Pearson Test of English) score, taken within the last two years, with an overall score of at least 63.
6. Most recent official CAEL (Canadian Academic English Language) Assessment score of 70 or higher, taken within the last two years. Website: www.cael.ca

INDIVIDUAL CIRCUMSTANCES OF CANADIAN AND PERMANENT RESIDENT APPLICANTS WILL BE CONSIDERED BY THE DEAN OF THE SCHOOL OF GRADUATE STUDIES, WHOSE DECISION SHALL BE FINAL.

The English Language Proficiency Requirement will be waived for applicants educated in the following countries:

Anguilla	Jamaica
Antigua	Kenya
Australia	Lesotho
Bahamas	Malta
Barbados	Mauritius
Belize	Montserrat
Bermuda	New Zealand
British Virgin Islands	Singapore
Cayman Islands	St. Kitts and Nevis

Dominica	St. Lucia
Falkland Islands	St. Vincent and the Grenadines
Fiji	Trinidad and Tobago
Ghana	Turks and Caicos Islands
Gibraltar	Uganda
Grenada	United Kingdom
Guam	United States of America
Guyana	Zambia
Ireland	Zimbabwe

Applicants educated in the following countries are required to supply documentation indicating that the language of instruction was English:

Bangladesh	Nigeria
Barbuda	Papua New Guinea
Botswana	Samoa
Gambia	Sierra Leone
India	St. Helena
Liberia	South Africa
Namibia	Tanzania

A list of ELP exempt universities from the countries listed above is provided at www.uleth.ca/ross/admission-information/elp_exempt.

Waivers are not automatically granted: Waivers may not be granted, or may be revoked, if contradictory evidence exists. Examples of contradictory evidence are low grades on an English-based course or significant communication difficulties.

13. INTERNATIONAL STUDENTS

See *International Students* on p. 159 in the *Information for All Programs* section.

14. WESTERN DEANS' AGREEMENT

The Western Deans' Agreement covers exchange graduate students from member universities in British Columbia (Simon Fraser University, University of British Columbia, University of Northern British Columbia, University of Victoria), Alberta (Athabasca University, University of Alberta, University of Calgary, University of Lethbridge), Saskatchewan (University of Regina, University of Saskatchewan) and Manitoba (University of Manitoba) provided that:

1. the period for which the fees are remitted does not exceed two academic terms of four months each;
2. the course work or work to be pursued is not available at the student's home institution.

Western Deans' Agreement students pay tuition (and general) fees at their home university, and they pay applicable student activity fees (general fees) at the host institution where they are taking courses.

Under the Western Deans' Agreement, students may take both undergraduate and graduate courses. Students may only take courses which are not available at their home university, and which are an integral part of their graduate degree program. The approval of the appropriate Chairs of the Masters and Ph.D. Program Committees and of the designated representative of the host university must be obtained prior to commencement of the courses.

Students must arrange for official transcripts from the host institution to be sent to the home institution when the courses have been completed. Each home institution has regulations regarding the maximum number of transfer credits permitted. Students should ensure that their requests are within these limits.

For a complete listing of the participating universities see the Western Canadian Deans' of Graduate Studies website at www.wcdgs.ca/.

15. ACADEMIC SCHEDULE

See *Academic Schedule* on **p. 113** in the *Information for All Programs* section.

16. REGISTRATION

See *Registration* on **p. 119** in the *Information for All Programs* section.

17. GRADUATION

See *Graduation* on **p. 155** in the *Information for All Programs* section.

18. GENERAL SERVICES

See *General Services* on **p. 207** in the *Information for All Programs* section.

19. ACADEMIC STAFF

See *Academic Staff* on **p. 223** in the *Information for All Programs* section.

20. UNIVERSITY ORGANIZATION

See *University Organization* on **p. 237** in the *Information for All Programs* section.

21. AWARDS OF DISTINCTION

See *Awards of Distinction* on **p. 245** in the *Information for All Programs* section.

22. COLLABORATING AND PARTNERING INSTITUTIONS

See *Collaborating and Partnering Institutions* on **p. 251** in the *Information for All Programs* section.

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ACADEMIC SCHEDULE

Instructional Time per Semester Course:

1950 minutes, with deviations permissible up to 100 minutes either way.

Fall and Spring semesters will have the following number of classes:

- 39 Monday, Wednesday, and Friday classes
- 26 Tuesday and Thursday classes
- 13 (three-hour night classes) Monday, Tuesday, Wednesday, Thursday, Friday, or Saturday

Summer Session courses will have the same instructional time as Fall and Spring courses.

Fee deadlines are on page 66.

Admission application and document deadlines are on page 24.

Note:
Dates and Deadlines for 2016 and 2017 are tentative and subject to change.

University Offices Closed		2014	2015	2016	2017
Holidays	New Year's Day	Jan 1	Jan 1	Jan 1	Jan 2
	Family Day	Feb 17	Feb 16	Feb 15	Feb 20
	Reading Week (No Classes, University Offices Open)	Feb 18 - Feb 22	Feb 17 - Feb 21	Feb 16 - Feb 20	Feb 21 - Feb 25
	Good Friday	Apr 18	Apr 3	Mar 25	Apr 14
	Easter Monday	Apr 21	Apr 6	Mar 28	Apr 17
	Victoria Day	May 19	May 18	May 23	May 22
	Canada Day	Jul 1	Jul 1	Jul 1	Jul 3
	Civic Holiday	Aug 4	Aug 3	Aug 1	Aug 7
	Labour Day	Sep 1	Sep 7	Sep 5	Sep 4
	Thanksgiving	Oct 13	Oct 12	Oct 10	Oct 9
	Remembrance Day	Nov 11	Nov 11	Nov 11	Nov 13
Christmas Holidays	Dec 25 - Jan 2	Dec 25 - Jan 1	Dec 25 - Jan 2	Dec 25 - Jan 1	

January 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2015						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31

January 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

		2014	2015	2016	2017
January	If available, registration for Open Studies and Visiting Students for the Spring semester.	Jan 3 - Jan 14	Jan 6 - Jan 13	Jan 5 - Jan 12	Jan 4 - Jan 13
	New Student Welcome.	Jan 7	Jan 6	Jan 5	Jan 6
	First day of classes for the Spring semester.	Jan 8	Jan 7	Jan 6	Jan 9
	Orientation meeting for Professional Semester II students in the Faculty of Education.	Jan 8	Jan 7	Jan 6	Jan 9
	Orientation meeting for students registered in Education 2500.	Jan 8	Jan 7	Jan 6	Jan 9
	Last day for course add/drop and registration for the Spring semester, including Independent Study and Undergraduate Thesis courses.	Jan 14	Jan 13	Jan 12	Jan 13
	First day for submission of Credit/Non-Credit course designations to the Registrar's Office and Student Services (ROSS).	Jan 15	Jan 14	Jan 13	Jan 16
Registration for Audit Students.	Jan 15, 16	Jan 14, 15	Jan 13, 14	Jan 16, 17	

February 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February 2015						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February 2016						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

		2014	2015	2016	2017
February	Last day for submission of Credit/Non-Credit course designations to the Registrar's Office and Student Services (ROSS).	Feb 1	Feb 1	Feb 1	Feb 1
	Students who withdraw by this date are assessed a percentage of fees (see the fee assessment schedule on p. 126).	Feb 1	Feb 1	Feb 1	Feb 1
	Deadline for submission of Grade Appeal forms for courses completed in the Fall semester to the Faculty/School Office.	Feb 7	Feb 7	Feb 7	Feb 7
	Deadline for submission of Student Program Change forms (Degree, Major, Specialization, Minor, Concentration) to the Registrar's Office and Student Services (ROSS).	Feb 15	Feb 15	Feb 15	Feb 15
	Reading Week - no classes.	Feb 18 - Feb 22	Feb 17 - Feb 21	Feb 16 - Feb 20	Feb 21 - Feb 25
	Last day for withdrawal from individual courses offered in the first half of the semester only (see the fee assessment schedule on p. 126).	Feb 27	Feb 26	Feb 25	Feb 28

March 2014							March 2015							March 2016							March 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1	1	2	3	4	5	6	7	6	7	8	9	10	11	12	5	6	7	8	9	10	11
2	3	4	5	6	7	8	8	9	10	11	12	13	14	13	14	15	16	17	18	19	12	13	14	15	16	17	18
9	10	11	12	13	14	15	15	16	17	18	19	20	21	20	21	22	23	24	25	26	19	20	21	22	23	24	25
16	17	18	19	20	21	22	22	23	24	25	26	27	28	27	28	29	30	31	26	27	28	29	30	31			
23	24	25	26	27	28	29	29	30	31																		
30	31																										

March	2014	2015	2016	2017	
	Deadline for Application for Graduation for Spring Convocation.	Mar 1	Mar 1	Mar 1	Mar 1
	Students who withdraw by this date are assessed a percentage of fees. After this date, students are assessed full fees (see the fee assessment schedule on p. I26).	Mar 15	Mar 15	Mar 15	Mar 15
	First day of registration for continuing students, including M.Ed. students, for Summer Session and the Fall semester.	Mar 20	Mar 19	Mar 17	Mar 21

April 2014							April 2015							April 2016							April 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5			1	2	3	4			1	2			1	2			1	2	3	4	
6	7	8	9	10	11	12	5	6	7	8	9	10	11	3	4	5	6	7	8	9	2	3	4	5	6	7	8
13	14	15	16	17	18	19	12	13	14	15	16	17	18	10	11	12	13	14	15	16	9	10	11	12	13	14	15
20	21	22	23	24	25	26	19	20	21	22	23	24	25	17	18	19	20	21	22	23	16	17	18	19	20	21	22
27	28	29	30	26	27	28	29	30	24	25	26	27	28	29	30	23	24	25	26	27	28	29	30				

April	2014	2015	2016	2017	
	Deadline to clear all outstanding accounts for Spring Convocation.	Apr 1	Apr 1	Apr 1	Apr 1
	Last class meeting for Tuesday night classes.	n/a	n/a	n/a	Apr 11
	Last class meeting for Wednesday night classes.	n/a	Apr 8	Apr 6	Apr 12
	Last class meeting for Thursday night classes.	n/a	Apr 9	Apr 7	n/a
	Deadline for Application for Visiting Student Authorization for Visiting Studies in Summer Session.	Apr 15	Apr 15	Apr 15	Apr 15
	Additional and last class meeting for Monday night classes.	n/a	Apr 15	Apr 13	n/a
	Last day of classes for the Spring semester. (The last class meeting for professional semester students varies according to required hours in the practicum.)	Apr 15	Apr 18	Apr 16	Apr 19
	Last day for withdrawal from individual courses (including half-semester courses offered in the last half of the semester), or complete withdrawal, for the Spring semester. Students are assessed full fees (see the fee assessment schedule on p. I26).	Apr 15	Apr 18	Apr 16	Apr 19
	Last day for application to the Faculty/School Advising Office for Withdrawal with Cause for the Spring semester.	Apr 15	Apr 18	Apr 16	Apr 19
	Last day for submission of Application for Placement form to the Field Experience Office for Professional Semester III students intending to complete requirements in the Fall semester.	Apr 15	Apr 18	Apr 16	Apr 19
	If available, first day of registration for Open Studies and Visiting Students for Summer Session.	Apr 17	Apr 20	Apr 18	Apr 20
	Spring semester final examinations begin.*	Apr 22	Apr 21	Apr 19	Apr 21
	Spring semester final examinations end.	Apr 30	Apr 29	Apr 27	Apr 29
	Deadline for Withdrawal of Application for Graduation for Spring Convocation.	Apr 30	Apr 30	Apr 30	Apr 30
	Deadline for receipt of outstanding documents in support of an Application for Graduation for Spring Convocation.	Apr 30	Apr 30	Apr 30	Apr 30
Last day of the academic year.	Apr 30	Apr 30	Apr 30	Apr 30	

*Calgary and Edmonton campuses final examination schedules may deviate slightly from the Lethbridge campus schedule.

May 2014							May 2015							May 2016							May 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3					1	2	1	2	3	4	5	6	7								
4	5	6	7	8	9	10	3	4	5	6	7	8	9	8	9	10	11	12	13	14	7	8	9	10	11	12	13
11	12	13	14	15	16	17	10	11	12	13	14	15	16	15	16	17	18	19	20	21	14	15	16	17	18	19	20
18	19	20	21	22	23	24	17	18	19	20	21	22	23	22	23	24	25	26	27	28	21	22	23	24	25	26	27
25	26	27	28	29	30	31	24	25	26	27	28	29	30	29	30	31	28	29	30	31							

May	2014	2015	2016	2017	
	First day of the academic year.	May 1	May 1	May 1	May 1
	Last day for continuing students to register for Fall and be guaranteed access to courses required in their major and/or program.	May 1	May 1	May 1	May 1
	First day of classes for Summer Session, Full-Term (e.g., Co-operative Education work terms and Applied Studies).	May 7	May 7	May 5	May 8
	First day of classes for Summer Session I.	May 7	May 7	May 5	May 8
	Orientation meeting for students registered in Education 2500.	May 7	May 7	May 5	May 8
	Last day to register and add/drop for Summer Session I, for all students.	May 9	May 11	May 9	May 10
	Registration for Audit Students for Summer Session I.	May 12	May 12	May 10	May 11
	Submission of Credit/Non-Credit course designations for Summer Session I to the Registrar's Office and Student Services (ROSS).	May 12, 13	May 12, 13	May 10, 11	May 11, 12
	Spring Convocation. (Registrar's Office and Student Services (ROSS) closed until 11:00 a.m.)	May 29, 30	May 28, 29	See Jun 2016	See Jun 2017

June 2014							June 2015							June 2016							June 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7																					
8	9	10	11	12	13	14	7	8	9	10	11	12	13	5	6	7	8	9	10	11	4	5	6	7	8	9	10
15	16	17	18	19	20	21	14	15	16	17	18	19	20	12	13	14	15	16	17	18	11	12	13	14	15	16	17
22	23	24	25	26	27	28	21	22	23	24	25	26	27	19	20	21	22	23	24	25	18	19	20	21	22	23	24
29	30	28	29	30	26	27	28	29	30	26	27	28	29	30	25	26	27	28	29	30							

June	2014	2015	2016	2017	
	Spring Convocation. (Registrar's Office and Student Services (ROSS) closed until 11:00 a.m.)	See May 2014	See May 2015	Jun 2, 3	Jun 1, 2
	Deadline for submission of Grade Appeal forms for courses completed in the Spring semester to the Faculty/School Office.	Jun 7	Jun 7	Jun 7	Jun 7
	Last day of classes for Summer Session I.	Jun 23	Jun 24	Jun 22	Jun 23
	Last day for withdrawal from individual courses, or complete withdrawal, for Summer Session I (see the fee assessment schedule on p. 126).	Jun 23	Jun 24	Jun 22	Jun 23
	Summer Session I final examinations for Tuesday-Thursday classes.	Jun 24	Jun 25	Jun 23	Jun 27
	Summer Session I final examinations for Monday-Wednesday classes.	Jun 25	Jun 29	Jun 27	Jun 26
Summer Session I final examinations for Friday-Saturday classes.*	Jun 26	Jun 26	Jun 24	Jun 24	

*Calgary and Edmonton campuses final examination schedules may deviate slightly from the Lethbridge campus schedule.

July 2014							July 2015							July 2016							July 2017							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
		1	2	3	4	5					1	2	3	4														
6	7	8	9	10	11	12	5	6	7	8	9	10	11	3	4	5	6	7	8	9	2	3	4	5	6	7	8	
13	14	15	16	17	18	19	12	13	14	15	16	17	18	10	11	12	13	14	15	16	9	10	11	12	13	14	15	
20	21	22	23	24	25	26	19	20	21	22	23	24	25	17	18	19	20	21	22	23	16	17	18	19	20	21	22	
27	28	29	30	31	26	27	28	29	30	31	24	25	26	27	28	29	30	23	24	25	26	27	28	29				
														31	30	31												

July	2014	2015	2016	2017	
	First day of classes for Summer Session II and II/III.	Jul 2	Jul 2	Jul 4	Jul 4
	Last day to register and add/drop for Summer Session II and II/III, for all students.	Jul 4	Jul 6	Jul 6	Jul 6
	Registration for Audit Students for Summer Session II and II/III.	Jul 7	Jul 7	Jul 7	Jul 7
	Submission of Credit/Non-Credit course designations for Summer Session II and II/III to the Registrar's Office and Student Services (ROSS).	Jul 7, 8	Jul 7, 8	Jul 7, 8	Jul 7, 10
	Last day for registration for newly admitted Professional Semester I Faculty of Education students, newly admitted Faculty of Fine Arts students, newly admitted Faculty of Health Sciences students, and newly admitted Faculty of Management students for the Fall semester.	Jul 18	Jul 17	Jul 22	Jul 21
	Last day for registration for maintaining admission status for continuing students for the Fall semester.	Jul 18	Jul 17	Jul 22	Jul 21
	Last day of classes for Summer Session II.	Jul 22	Jul 22	Jul 22	Jul 24
	Last day for withdrawal from individual courses, or complete withdrawal, for Summer Session II (see the fee assessment schedule on p. 126).	Jul 22	Jul 22	Jul 22	Jul 24
	Summer Session II final examinations.	Jul 23	Jul 23	Jul 25	Jul 25
	First day of classes for Summer Session III.	Jul 25	Jul 27	Jul 27	Jul 27
	Last day to register and add/drop for Summer Session III for all students.	Jul 28	Jul 28	Jul 28	Jul 28
	Registration for Audit Students for Summer Session III.	Jul 29	Jul 29	Jul 29	Jul 31
Submission of Credit/Non-Credit course designations for Summer Session III to the Registrar's Office and Student Services (ROSS).	Jul 29, 30	Jul 29, 30	Jul 29, Aug 2	Jul 31, Aug 1	

August 2014							August 2015							August 2016							August 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2						1		1	2	3	4	5	6			1	2	3	4	5	
3	4	5	6	7	8	9	2	3	4	5	6	7	8	7	8	9	10	11	12	13	6	7	8	9	10	11	12
10	11	12	13	14	15	16	9	10	11	12	13	14	15	14	15	16	17	18	19	20	13	14	15	16	17	18	19
17	18	19	20	21	22	23	16	17	18	19	20	21	22	21	22	23	24	25	26	27	20	21	22	23	24	25	26
24	25	26	27	28	29	30	23	24	25	26	27	28	29	28	29	30	31	27	28	29	30	31					
31							30	31																			

August	2014	2015	2016	2017	
	Submission of Credit/Non-Credit course designations for Summer Session III to the Registrar's Office and Student Services (ROSS).	See Jul 2014	See Jul 2015	Jul 29, Aug 2	Jul 31, Aug 1
	Deadline for Application for Graduation for Fall Convocation.	Aug 1	Aug 1	Aug 1	Aug 1
	Deadline for Application for Visiting Student Authorization for Visiting Studies in the Fall semester.	Aug 15	Aug 15	Aug 15	Aug 15
	Deadline to clear all outstanding accounts for Fall Convocation.	Aug 15	Aug 15	Aug 15	Aug 15
	Last day of classes for Summer Session III.	Aug 15	Aug 17	Aug 17	Aug 17
	Last day for withdrawal from individual courses, or complete withdrawal, for Summer Session III (see the fee assessment schedule on p. 126).	Aug 15	Aug 17	Aug 17	Aug 17
	Summer Session III final examinations.	Aug 18	Aug 18	Aug 18	Aug 18
	Last day of classes for Summer Session II/III.	Aug 18	Aug 19	Aug 17	Aug 21
	Last day for withdrawal from individual courses, or complete withdrawal, for Summer Session II/III (see the fee assessment schedule on p. 126).	Aug 18	Aug 19	Aug 17	Aug 21
	Last day for withdrawal from individual courses, or complete withdrawal, for full-term Summer Session courses (May - August) (see the fee assessment schedule on p. 126).	Aug 18	Aug 19	Aug 17	Aug 21
	Last day of classes for Summer Session Full-Term.	Aug 18	Aug 19	Aug 17	Aug 21
	Summer Session II/III final examinations for Tuesday-Thursday classes.	Aug 19	Aug 20	Aug 18	Aug 22
	Summer Session II/III final examinations for Monday-Wednesday classes.	Aug 20	Aug 24	Aug 22	Aug 23
	If available, first day of registration for Open Studies and Visiting Students for the Fall semester.	Aug 25	Aug 31	Aug 29	Aug 28
Deadline for receipt of outstanding documents in support of an Application for Graduation for students completing program requirements in Summer Session who want to have this recorded on their transcript.	Aug 25	Aug 31	Aug 29	Aug 28	
Deadline for Withdrawal of Application for Graduation for Fall Convocation.	Aug 25	Aug 31	Aug 29	Aug 28	
New Student Orientation.	Aug 28, 29	See Sep 2015	See Sep 2016	Aug 31, Sep 1	

September 2014							September 2015							September 2016							September 2017							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	
					5	6				1	2	3	4	5					1	2	3						1	2
7	8	9	10	11	12	13	6	7	8	9	10	11	12	4	5	6	7	8	9	10	3	4	5	6	7	8	9	
14	15	16	17	18	19	20	13	14	15	16	17	18	19	11	12	13	14	15	16	17	10	11	12	13	14	15	16	
21	22	23	24	25	26	27	20	21	22	23	24	25	26	18	19	20	21	22	23	24	17	18	19	20	21	22	23	
28	29	30	27	28	29	30	25	26	27	28	29	30	24	25	26	27	28	29	30									

September	2014	2015	2016	2017	
	New Student Orientation.	Aug 28, 29	Sep 3, 4	Sep 1, 2	Aug 31, Sep 1
	New Student Welcome.	Sep 2	Sep 8	Sep 6	Sep 5
	Orientation meeting and classes for Professional Semester I students in the Faculty of Education.	Sep 2	Sep 8	Sep 6	Sep 5
	First day of classes for the Fall semester, including evening classes, on and off campus.	Sep 3	Sep 9	Sep 7	Sep 6
	Orientation meeting for students registered in Education 2500.	Sep 3	Sep 9	Sep 7	Sep 6
	Last day for course add/drop and registration for the Fall semester, including Independent Study and Undergraduate Thesis courses.	Sep 9	Sep 15	Sep 13	Sep 12
	First day for submission of Credit/Non-Credit course designations to the Registrar's Office and Student Services (ROSS).	Sep 10	Sep 16	Sep 14	Sep 13
Registration for Audit Students.	Sep 10, 11	Sep 16, 17	Sep 14, 15	Sep 13, 14	

October 2014							October 2015							October 2016							October 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4					1	2	3							1	1	2	3	4	5	6	7
5	6	7	8	9	10	11	4	5	6	7	8	9	10	2	3	4	5	6	7	8	8	9	10	11	12	13	14
12	13	14	15	16	17	18	11	12	13	14	15	16	17	9	10	11	12	13	14	15	15	16	17	18	19	20	21
19	20	21	22	23	24	25	18	19	20	21	22	23	24	16	17	18	19	20	21	22	22	23	24	25	26	27	28
26	27	28	29	30	31		25	26	27	28	29	30	31	23	24	25	26	27	28	29	29	30	31				
														30	31												

October	2014	2015	2016	2017	
	Last day for submission of Credit/Non-Credit course designations to the Registrar's Office and Student Services (ROSS).	Oct 1	Oct 1	Oct 1	Oct 1
	Students who withdraw by this date are assessed a percentage of fees (see the fee assessment schedule on p. 126).	Oct 1	Oct 1	Oct 1	Oct 1
	Deadline for submission of Grade Appeal forms for courses completed in Summer Session to the Faculty/School Office.	Oct 7	Oct 7	Oct 7	Oct 7
	Deadline for submission of Student Program Change forms (Degree, Major, Specialization, Minor, Concentration) to the Registrar's Office and Student Services (ROSS).	Oct 15	Oct 15	Oct 15	Oct 15
	Last day for withdrawal from individual courses offered in the first half of the semester only (see the fee assessment schedule on p. 126).	Oct 17	Oct 23	Oct 21	Oct 20
Fall Convocation.	Oct 18	Oct 17	Oct 15	Oct 14	

November 2014							November 2015							November 2016							November 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1	1	2	3	4	5	6	7			1	2	3	4	5				1	2	3	4
2	3	4	5	6	7	8	8	9	10	11	12	13	14	6	7	8	9	10	11	12	5	6	7	8	9	10	11
9	10	11	12	13	14	15	15	16	17	18	19	20	21	13	14	15	16	17	18	19	12	13	14	15	16	17	18
16	17	18	19	20	21	22	22	23	24	25	26	27	28	20	21	22	23	24	25	26	19	20	21	22	23	24	25
23	24	25	26	27	28	29	29	30						27	28	29	30				26	27	28	29	30		
30																											

November	2014	2015	2016	2017	
	Deadline for Application for Graduation for students completing program requirements in the Fall semester who want to have this recorded on their transcript. Students who do not apply by this deadline must apply by the final deadline of March 1 for Spring Convocation.	Nov 1	Nov 1	Nov 1	Nov 1
	First day of registration for continuing students, including M.Ed. students, for the Spring semester.	Nov 7	Nov 16	Nov 14	Nov 10
	Students who withdraw by this date are assessed a percentage of fees. After this date, students are assessed full fees (see the fee assessment schedule on p. 126).	Nov 15	Nov 15	Nov 15	Nov 15
	Last class meeting for Wednesday night classes.	Nov 26	n/a	Nov 30	Nov 29
	Last class meeting for Thursday night classes.	Nov 27	See Dec 2015	See Dec 2016	Nov 30

December 2014							December 2015							December 2016							December 2017						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
7	8	9	10	11	12	13	6	7	8	9	10	11	12	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	13	14	15	16	17	18	19	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	20	21	22	23	24	25	26	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				27	28	29	30	31			25	26	27	28	29	30	31	24	25	26	27	28	29	30
																					31						

December	2014	2015	2016	2017	
	Deadline to clear all outstanding accounts in support of an Application for Graduation for students completing program requirements in the Fall semester who want to have this recorded on their transcript.	Dec 1	Dec 1	Dec 1	Dec 1
	Last class meeting for Thursday night classes.	See Nov 2014	Dec 3	Dec 1	See Nov 2017
	Last class meeting for Friday night classes.	n/a	Dec 4	n/a	Dec 1
	Additional and last class meeting(s) for Monday night classes.	Dec 3	Dec 10	Dec 7	Dec 6, 7
	Additional and last class meeting for Tuesday night classes.	Dec 4	n/a	n/a	n/a
	Last day of classes for the Fall semester. (The last class meeting for professional semester students varies according to required hours in the practicum.)	Dec 4	Dec 11	Dec 9	Dec 9
	Last day for withdrawal from individual courses (including half-semester courses offered in the last half of the semester), or complete withdrawal, for the Fall semester. Students are assessed full fees (see the fee assessment schedule on p. 126).	Dec 4	Dec 11	Dec 9	Dec 9
	Last day for application to the Faculty/School Advising Office for Withdrawal with Cause for the Fall semester.	Dec 4	Dec 11	Dec 9	Dec 11
	Fall semester final examinations begin.*	Dec 8	Dec 14	Dec 12	Dec 12
	Deadline for Application for Visiting Student Authorization for Visiting Studies in the Spring semester.	Dec 15	Dec 15	Dec 15	Dec 15
	Fall semester final examinations end.	Dec 16	Dec 22	Dec 20	Dec 20
Deadline for receipt of outstanding documents in support of an Application for Graduation for students completing program requirements in the Fall semester who want to have this recorded on their transcript.	Dec 24	Dec 24	Dec 23	Dec 22	

*Calgary and Edmonton campuses final examination schedules may deviate slightly from the Lethbridge campus schedule.

REGISTRATION

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1. STUDENT RECORDS RETENTION POLICY

The permanent official folder for each student is maintained by the Registrar's Office and Student Services (ROSS). The contents of this folder shall be destroyed according to the following schedule:

For students who have graduated, five years after the most recent registration activity of any description,

- a. except for those files containing documents pertaining to disciplinary action.
- b. For students who have not graduated, seven years after the most recent registration activity of any description, except for those files containing documents pertaining to disciplinary action.

Prior to the destruction of the folder, the Registrar's Office and Student Services (ROSS) shall ensure that the contents of the file are reflected in the student's electronic record, according to the policies governing admission, registration and academic history.

For more information, see Confidentiality of Student Records Policy (**Academic Regulations, Section 9.c., p. 86**).

2. ADVICE AND INFORMATION

Students who require advice or additional information regarding their programs during registration should consult their respective Graduate Program Office. Refer to the School of Graduate Studies Program Advising website for contact information (www.uleth.ca/graduatestudies/content/program-advising).

Students who require other kinds of information and advice about registration, such as deadlines and procedures, should consult the ROSS website at www.uleth.ca/ross or ask at the Information Centre (SU140).

Students are responsible for the accuracy and completeness of their own registration, and are liable for the fees for programs and courses in which they are registered.

Students who decide not to attend the University must cancel their registration prior to the Add/Drop deadline (see **Section 8. Cancellation and Withdrawal, p. 122**).

3. TERMS USED DURING REGISTRATION

a. Enrolment and Registration

For purposes of the University of Lethbridge Graduate Studies Calendar, these terms are used interchangeably.

Bridge: The University's online registration system is available for graduate programs in the Faculty of Education (www.uleth.ca/bridge).

b. Part-Time and Full-Time

Continuous registration in the Spring, Summer, and Fall semesters is required for full- and part-time students.

Full- and part-time students who do not register in the program in any semester will be considered to have withdrawn unless a leave of absence has been granted by the respective Graduate Program Administrator (see "**Leave of Absence**" in the **General Regulations** section in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar).

c. Visiting and Exchange Students

1. University of Lethbridge Students Studying Elsewhere

Under approved exchange arrangements, graduate-level students pursuing a degree, diploma, or certificate at the University of Lethbridge may be permitted to take courses at another post-secondary institution under the Western Deans' Agreement (see the **Western Deans' Agreement** section in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar).

2. Visiting and Exchange Students from Other Universities

Under approved exchange arrangements, graduate-level students who are not pursuing a degree, diploma, or certificate at the University of Lethbridge and registered in programs at other post-secondary institutions may be admitted to take courses under the Western Deans' Agreement (see the **Western Deans' Agreement** section in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar).

Where applicable, with the appropriate permission of the sending and receiving institutions, students may be admitted as Visiting Students for study where formal exchange arrangements are not in place. Students must satisfy the normal admission requirements of the University of Lethbridge.

d. Audit Student

A student registered in a graduate program must have permission by the instructor and Graduate Program Administrator to audit a course. The student must complete an Audit Registration Form and submit it to the Registrar's Office and Student Services (ROSS) by the indicated deadline. Audit courses must be included on the *Approved Program of Study* form for M.A., M.Sc., M.F.A., M.Mus., and Ph.D. students.

Refer to the **Academic Schedule (p. 113)** for the semester-applicable deadlines.

e. Open Studies Student

Open Studies Student registration allows persons interested in taking courses for general interest to register without having to gain admission to the University. Registration as an Open Studies Student is open to any individual not currently admitted to the University with some restrictions.

The following conditions apply to registration as an Open Studies Student:

1. Open Studies Student enrolment does not constitute formal admission to the University.
2. Open Studies Students must present the required Open Studies documents at each registration. Students must complete the *Open Studies Registration Form* and submit it, along with the registration fee and deposit, to the Registrar's Office and Student Services (ROSS).
3. Students who have been Required to Withdraw from this or any other post-secondary institution within the last 12 months are not encouraged to register as Open Studies Students. Courses taken as an Open Studies Student after Required Withdrawal may not be used for credit toward programs to which a student may ultimately be admitted without the express permission of the Faculties offering that program.
4. Open Studies Students must meet the University's English Language Proficiency (ELP) Requirement. Open Studies Students must present proof of English Language Proficiency (ELP) at registration. Failure to present proof will result in denial of registration privileges. Unofficial documents are acceptable.

Students taking graduate-level courses should consult the **English Language Proficiency (ELP) Requirement** section in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar. Students taking undergraduate courses should consult the **English Language Proficiency (ELP) Requirement** section (p. 40) in the University of Lethbridge 2014/2015 Undergraduate Calendar.

5. Course prerequisites must be met where applicable and Faculties are responsible for enforcing prerequisites. Enrolment in some courses may require permission from the relevant Faculty/School. Open Studies Students are required to present unofficial transcripts of prior secondary and/or post-secondary work at registration, if registration into a course with a prerequisite is to proceed. See **Section 4.d. Waiver of Prerequisite/ Corequisite in Academic Regulations (p.73)**.
6. Open Studies Students have access to classes only as space and quotas permit. Registration must take place at dates specified in the **Academic Schedule (p. 113)**.
7. Open Studies Students must meet minimum academic standards for continuation of registration privileges. While under Open Studies Student status, students are allowed a maximum of two grades below 'C-'. Any subsequent grade below 'C-' results in permanent suspension of Open Studies Student registration privileges. Such a suspension of privileges is recorded on the student's transcript. Students should consult the **Admission Requirements and Academic Standards** sections in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar.
At the outset of each term, the Registrar will determine registration eligibility for Open Studies Students. For these purposes, each of the Fall, Spring, and Summer Semesters is considered to be one term.
8. Open Studies Students are not eligible to use the Credit/Non-Credit designation.
9. Open Studies Students are subject to the same Course Withdrawal policies as admitted students. Please refer to **Section 8.d. (p. 122)** for complete information.
10. Open Studies Students may apply for formal admission or readmission at any time through one of the approved admission routes. At the point of admission, courses completed via the Open Studies Student route are included in the admission decision process (see the **Admission Requirements** section in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar).
11. Open Studies Students whose registration privileges have been suspended may not re-register until they have attended another post-secondary institution and have been offered admission to a University of Lethbridge program.

12. Students who were previously Required to Withdraw may present courses completed via the Open Studies Student route when reapplying for admission. the student's
13. Upon subsequent application for admission or readmission, courses completed via Open Studies Student registration may be counted toward the student's program, subject to the approval of the respective Graduate Program Administrator.
14. Only students who have been admitted to a University of Lethbridge program may graduate with a University of Lethbridge degree, diploma, or certificate. However, students who have been previously admitted, and not subsequently required to withdraw, may graduate while under Open Studies Student status. Such students must have been admitted to the program of graduation at some point. As well, such students must have met the admission and graduation requirements of that program.
Students who have been Required to Withdraw must be readmitted to the University and to the program of studies before they will be permitted to graduate. Such students must apply for admission according to regular application procedures and deadlines.
15. Official transcripts are issued for Open Studies Students.
16. The University occasionally offers non-credit programs to selected groups of students, as do other agencies. Such students may not be eligible for registration via the Open Studies Student route. With the permission of the Registrar, students participating in approved non-credit programs may register concurrently in credit courses as Open Studies Students. Such registrations must be authorized in advance by the Registrar.
17. Students denied registration privileges may appeal in writing to the Associate Registrar. Such appeals will be dealt with by the Associate Registrar and Registrar.

4. WHEN TO REGISTER

See the **Academic Schedule** (p. 113) for specific registration dates. Students who fail to complete registration during the specified period may be assessed a late fee.

a. New Students and Those Returning After an Absence

After applications have been processed, those eligible for admission receive full instructions on the procedures to be followed to complete registration.

b. Admitted Students

Students currently registered at the University register at the times indicated in the **Academic Schedule** (p. 113).

5. ORDER OF REGISTRATION

Registration occurs in the following order:

1. Continuing Students admitted to the University of Lethbridge pursuing graduate programs of study offered by the University, continuing from one Fall, or Spring, or Summer Semester to the next term.
2. Newly admitted students or readmitted after an approved leave of absence and students admitted to another graduate program at the University of Lethbridge and who meet admission requirements for the M.Ed. degree program.
3. Exchange Students attending the University under the Western Deans' Agreement (see the **Western Deans' Agreement** section in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar); Visiting Students (see p. 119); and Open Studies Students (see p. 120).
4. Students auditing courses (see p. 120).
Newly admitted graduate students may register, upon accepting the Offer of Admission by paying the Confirmation of Admission Deposit.
Continuing students in the M.Ed. or M.C. programs who did not register during Early Registration will be permitted to register on a first-come, first-served basis.

6. REGISTRATION LIMITATIONS

a. Timetable Conflicts

Students are not permitted to register in two classes which are offered at the same time. To avoid delays at registration, students must consult the current semester Timetable or their current *Approved Program of Studies* form. Registration into classes which overlap or create time conflicts will not be processed.

b. Duplication of Registration

A student may not register in more than one section of a course offering in a semester.

A student may not be registered in the same course in more than one semester simultaneously (e.g., in both Summer Semester and Fall Semester).

c. Faculty Quotas

Admission to the University does not constitute a guarantee that a student will be able to register for any specific course in a given semester. Enrolment limits are enforced by all Faculties.

d. Graduated Students

A student who has graduated from a program at the University must successfully apply for admission to another program in order to pursue studies as an admitted student. Otherwise such students must register using the Open Studies Student route (see p. 120).

e. Holds on Registration

A Faculty/School may place specific registration requirements upon a student. In such cases, at the request of the respective Dean or designate, the Registrar's Office and Student Services (ROSS) may restrict a student's access to registration.

7. COURSE ADD/DROP

Courses may be added and/or dropped after initial registration as approved by the respective Graduate Program Administrator. No changes other than withdrawals from individual courses are permitted after the Add/Drop period.

8. CANCELLATION AND WITHDRAWAL

a. Classroom Privileges - Students

Students have classroom privileges for the course offering in which they are registered. Classroom privileges mean that a student is entitled to attend class meetings as required by the instructor and detailed in the course outline. Students who are not registered may be granted classroom privileges at the discretion of the instructor. Students who do not have classroom privileges may not attend a class. Instructors may authorize guests to attend a class. Audit registration is also normally available for people who would like to attend a class on a regular basis.

b. Cancellation of Registration

Students may cancel their registrations by the Add/Drop deadline in any semester:

- Open Studies Students who cancel their registration by the Add/Drop deadline in a Fall or Spring Semester forfeit the \$100 non-refundable deposit and the non-refundable \$20 Open Studies Student Registration Fee.
- Open Studies Students who cancel their registration by the Add/Drop deadline in a Summer Semester forfeit the \$20 Open Studies Student Registration fee only.

Students registered in courses offered by the Graduate Programs in Education must cancel their registration using the Bridge (www.uleth.ca/bridge). Students in all other graduate programs may have their registration cancelled by the respective Graduate Program Administrator or at the Registrar's Office and Student Services (ROSS).

Students who register and decide not to attend but DO NOT cancel their registration by the Add/Drop deadline shall be assessed tuition and compulsory fees according to the fee assessment schedule in **Fees, Section 8.b. Withdrawals (p. 126)**.

c. Complete Withdrawal

A student wishing to withdraw from the semester must obtain approval from the respective Graduate Program Administrator and then notify the Registrar's Office and Student Services (ROSS) by submitting a *Complete Withdrawal Form* which can be obtained from the Registrar's Office and Student Services (ROSS). The date this form is received by the Registrar will be the official withdrawal date for purposes of fee assessment.

A 'Complete Withdrawal with Cause' is available only by approval from the respective Graduate Program Administrator.

Failure to comply with this requirement results in the assignment of failing grades and full assessment of fees—see **Fees, Sections 8.b. Withdrawals (p. 126)** and

Refunds 8.c., (p. 126). Grades are not assigned when a student withdraws.

Students are responsible for ensuring that the Registrar's Office and Student Services (ROSS) receives the request for withdrawal by the relevant deadline. If a student chooses to mail his or her request for withdrawal, then the Registrar's Office and Student Services (ROSS) recommends that the student use Registered Mail to guarantee delivery.

d. Course Withdrawal

Students must consult with their respective Graduate Program Administrator before withdrawing from a course.

Students whose status changes from full-time to part-time may not receive the same privileges as full-time students at the University. Eligibility for student funding and student loans may also be impacted.

1. W - Individual Course Withdrawal

Students are awarded a 'W' designation for any course from which they choose to withdraw after the first Add/Drop period and before the end of a Fall, Spring, or Summer Semester upon approval from the Graduate Program Administrator, provided the student remains registered in one or more courses. Graduate students taking undergraduate courses in the Summer should consult the **Academic Schedule (p. 113)** for withdrawal dates. See **Section 8.b "Withdrawals" in Fees, p. 126**.

2. WC - Withdrawal with Cause

The designation 'WC' is recorded only in case of serious illness or other extenuating circumstances beyond the control of the student which makes continuation in a course impossible and where an 'Incomplete' designation is not in order. For admitted students, the 'WC' is recorded only on application to the School of Graduate Studies Advising Office. For Open Studies Students, the 'WC' is recorded upon application to the Associate Registrar. A student may apply for a 'WC' after Add/Drop, up to and including the last day of classes (see **Section 8.b "Withdrawals" in Fees, p. 126**).

9. APPEAL OF REGISTRATION

Students dissatisfied with decisions regarding registrations are entitled to a review by the Associate Registrar.

If still dissatisfied after this review, the student may address a written appeal to the Registrar who renders the final decision on behalf of the Registrar's Office and Student Services (ROSS).

Students who wish to appeal decisions regarding retroactive adjustments to registrations shall have one full year from the last day of the add/drop of the semester during which the course(s) in question were registered.

FEES

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1. DISCLAIMER

The fees stated in this Calendar are correct at the time of publication. The University reserves the right to alter fees without notice.

2. INFORMATION

Any student who wishes information about fees beyond that which is published in this Calendar should inquire at the Cash Office (AH144; tel. 403-329-2469; email: cash.office@uleth.ca).

3. FINANCIAL SUPPORT

See Financial Assistance in the applicable program sections of the Calendar.

4. APPLICATION FOR ADMISSION AND OPEN STUDIES STUDENT REGISTRATION FEES

A student who applies for admission or readmission must pay an application fee. Students who do not maintain continuous registration must apply for readmission and pay a **non-refundable** application fee.

A student who applies for admission to a graduate program must pay an application fee of \$100. A student who re-applies for admission to a graduate program after an absence from the UofL must pay an application fee of \$25.

5. DEPOSITS/FEES

a. Tuition Deposit

All newly admitted and readmitted graduate and post-graduate students are required to pay a **non-refundable** deposit of \$100. This deposit must be paid at the Cash Office, either in person, by mail, telephone banking, or online banking. Refer to **Section 6. Fee Payments (p. 123)** for more information. After deposits have been paid, registration privileges will ensue.

b. Registration Fees

Open Studies Students registering in graduate courses must pay a **non-refundable** deposit of \$120 (\$100 tuition deposit, plus a \$20 Open Studies Student Registration fee). If an Open Studies Student registers in both an undergraduate and graduate course, the higher deposit amount will be charged.

Open Studies Students studying in the Summer at the University of Lethbridge who are admitted and attend the subsequent Fall semester will have the \$20 registration fee applied to the Fall semester account.

6. FEE PAYMENTS

a. Where to Pay Fees

Fee payments may be made using any of the following options:

- Customers of the following institutions can make payments on their University of Lethbridge student account using their bank's telephone payment or online system: Bank of Montreal, TD Canada Trust, CIBC, HSBC, Royal Bank, Scotiabank, ATB Financial, Credit Union Central, Canadian Western Bank, Citizens Bank of Canada, PC Financial, Ubiquity Bank of Canada, Community Savings, 1st Choice Savings and Credit Union, and TelPay. Students can select the University of Lethbridge as the payee and use their nine-digit student ID number as the account or customer number. Students should inquire directly at their branch to obtain information regarding these bill payment services. If your financial institution is

not listed, check directly with your bank to see if the service is available.

Note: *Students paying through their financial institution must allow at least four additional working days for their payments to be processed.*

2. By mail or courier to:

University of Lethbridge Cash Office
4401 University Drive
Lethbridge, AB T1K 3M4

Note: *Payments sent by mail or courier must be received prior to applicable deadlines to ensure late penalties and interest charges are not assessed.*

3. Placing your payment in the 24-hour deposit vault located at the east end of the counter in front of the Cash Office. Please ensure your name and University of Lethbridge ID number are included with your payment when using the 24-hour deposit.

4. At any branch of the Bank of Montreal by presenting a 'First Bank Bill Payment Service' form. These forms are available at the Cash Office, at any Lethbridge branch of the Bank of Montreal, or on the University's website:

www.uleth.ca/financial-services/payment-methods

You do not need to be a client of the Bank of Montreal to use this service; however, the bank does assess a \$1.50 service charge.

5. In person at the Cash Office (AH144) during regular office hours: 9:00 a.m. to 3:30 p.m., Monday to Friday.

Payments can be made by cheque, Interac Direct Payment banking cards. The Cash Office does not accept credit cards.

b. Deadlines for Fee Payments

Full fees, including all miscellaneous and incidental fees, are due and payable by October 1 for the Fall semester and February 1 for the Spring semester. Summer Session fees are due by the end of the first day following the Add/Drop period. When a deadline occurs on a weekend or statutory holiday, the deadline will be the next working day.

Student bills are sent to the student's University of Lethbridge email account—they are **not** sent via Canada Post. Students may view their account summary by logging on to the Bridge:

www.uleth.ca/bridge

c. Deductions from Student Loans, Bursaries and Scholarships

1. Government Student Loans and Bursaries

Payment of 100 percent of current and/or outstanding fees is a first charge against assistance received from government (Federal and Provincial) student loan certificates and bursaries.

2. Scholarships

Payment of 100 percent of current and/or outstanding fees is a first charge against scholarships awarded and/or administered by the University of Lethbridge.

d. Registration Cancellation

Continuing students must have made a payment for the applicable semester by October 1 for the Fall semester and by February 1 for the Spring semester, or their registration will be automatically cancelled, and be assessed fees at a rate of \$0.00 tuition and 20 percent of compulsory fees.

Newly admitted or readmitted students who have paid only the tuition deposit fee by October 1 for the Fall semester and by February 1 for the Spring semester will have their registration automatically cancelled, and be assessed fees at a rate of \$100.00 tuition and 20 percent of compulsory fees.

There will be a reinstatement fee of \$25 for those students who re-register after cancellation of classes.

For those students who have made partial payments, registration will not be cancelled; however, interest at a rate of the Bank prime lending rate plus five percent per annum will be charged on the outstanding principal balance owing.

Any payments made after deadlines shall be applied first against interest charges and, thereafter, against the principal owing.

e. Interest Charges for Late Payments

A simple interest charge of the Bank prime lending rate plus five percent per annum will be added to the outstanding principal amount at the close of the first working day of each successive month that the account remains unpaid.

f. Referral of Unpaid Fees

It is the policy of the University of Lethbridge to involve a professional collection agency when deemed necessary.

7. FEE SCHEDULES

a. Student Definitions

Full-Time - any student who is currently registered in three or more courses (9.0 credit hours or more). Registered M.A., M.Sc., M.Sc. (Management) or Ph.D. students are considered to be full-time. This definition of full-time may not be the same as the definition used by Canada Revenue Agency (CRA) for the preparation of the Tuition and Education Amounts Certificate (T2202A).

Part-Time - any student who is currently registered in less than three courses (9.0 credit hours).

On-Campus - any student who is registered in courses delivered on the University of Lethbridge campus.

Off-Campus - any student who is registered only in courses held off the University campus.

International Student - any student whose nation of citizenship is not Canada. Classification as an International Student affects fee assessment only.

Senior Citizen - any student 65 years of age or over.

b. Mandatory Fees

Tuition Fee - price or payment of instruction.

M.Ed. Term Fee - (for students enrolled prior to March 31, 2009) minimum fee for the 12-course-credit M.Ed. program, assessed in 'term fees.' Full-time M.Ed. students pay six term fees over two years; part-time M.Ed. students pay nine term fees over three years.

M.C., Post-Graduate Certificate in Counselling, and Post-Master's Certificate in Counselling Program Fee - Students pay a program fee for each semester they are enrolled in the program.

M.Ed. Program Fee - (for students enrolled after April 1, 2009) M.Ed. students pay a minimum of nine program fees.

Sport and Recreation Services Fee - on-campus students pay this fee for the Fall and Spring semesters, allowing them access to various facilities and events both on the campus and throughout the city. In addition, a portion of this fee is used toward supporting the Pronghorn Athletic program. Off-campus and Summer Session students may opt into the service. For more details, please contact Sport and Recreation Services (PE160; tel. 403-329-2706).

Student Administrative Fees

- *Student Services Fee* - fee associated with providing student services either in person, via the web or by means of voice response technology. The fees are used to supplement and create tools and resources that will help students succeed through their academic careers (e.g. tutorial services, counselling).
- *Student Copyright Access Fee* – fee to offset expenses incurred by the University related to compliance with the Copyright Act.

Graduate Students' Association Fees - there are three categories of fees collected for the Graduate Students' Association:

- *Operation Fee* - supports the ongoing day-to-day business costs such as administration, memberships, student services, and promotion of a graduate community through a variety of social functions.
- *UofL Daycare Contribution* - contribution to the University of Lethbridge Daycare.
- *UPASS* - cost to cover city wide bus pass.

Students' Union Fees

- *Health and Dental Plans* - the Health Plan is an extended plan (over and above provincial health care), specifically designed for the student's benefit; the Dental Plan is a basic set of dental insurance benefits. All full-time students who pay Students' Union fees or Graduate Students' Association fees are on the plans unless proof of alternate coverage is provided to the Students' Union Office before the opt-out deadline dates for new registrants in each semester. For more details, contact the Health and Dental Plan Administrator at the Students' Union Office in the Students' Union Building (SU180; tel. 403-329-2039; www.ulsu.ca).

CKXU Fee - used to support the operations of the student radio station.

Meliorist Fee - used to support the operations of the student newspaper.

c. **Program-Related Fees**

The assessment of the following fees, in addition to basic tuition, is related to the student's program:

Student Practicum Travel Fee - fee paid by students enrolled in Professional Semester I or II to defray some of the costs associated with providing placements.

M.A., M.Sc. or M.Sc. (Management) Continuation Fee - fee paid by M.A., M.Sc., or M.Sc. (Management) students who have completed the first three semesters of study in the program. This fee maintains their admission status in the program. See **Section f. Fees, p. 26 in M.A. or M.Sc.** and **Section f. Fees, p. 83 in M.Sc. (Management)**.

M.Ed. Continuation Fee - (for students enrolled prior to March 31, 2009) fee paid by M.Ed. students who have completed either nine terms (part-time students) or six terms (full-time students). The Continuation fee is one-half of the part-time term fee and maintains students' admission status in the M.Ed. program. See **Section 7. Fees (p. 48) in M.Ed. (General) and Section 6. Fees (p. 53) in M.Ed. (Counselling Psychology)**.

M.Ed. Fees for Additional Courses - (for students enrolled prior to March 31, 2009) regular graduate course fee assessed for each course completed over and above the 12 courses required for the M.Ed. program. See **Section 7. Fees (p. 48) in M.Ed. (General) and Section 6. Fees (p. 53) in M.Ed. (Counselling Psychology)**.

Ph.D. Continuation Fee - fee paid by Ph.D. students who have completed the first two years of study in the program. This fee maintains their admission status in the program. See **Section i. Fees (p. 120) in Ph.D.**

M.Ed. Off-Campus Instructional Delivery Fee - a fee to recover the additional cost incurred in providing a course or section of a course off-campus.

d. **Mandatory Processing Fees**

Generally, these fees are paid by all University of Lethbridge students:

Application for Admission Fee

A student who applies for admission to a graduate program must pay an application fee of \$100. A student who re-applies for admission to a graduate program after an absence from the UofL must pay an application fee of \$25.

Audit Fee (non-refundable) - fee for auditing a course. This is one-half the tuition fee.

Graduation Fee - students applying to graduate will be charged a \$25.00 non-refundable graduation fee.

Note: *The graduation fee will increase to \$26.25 for applicants applying to graduate in Spring 2015.*

Late Fee - fees charged when deadlines are not met, usually \$25.

Registration Fee - fee for registration privileges paid by Open Studies Students only.

e. **Other Fees**

There may be additional charges for field trip costs and for major specialty items in a particular course such as lab costs, lab manuals, art supplies, workbooks, and substantial photocopied materials which are retained by the student. Instructors will normally be able to estimate

these costs for a particular course at the start of the semester and students are entitled to a receipt upon payment for such costs.

Students requested to pay additional fees to departments for materials and services not described in the above guidelines nor in individual course descriptions should contact the Dean's Office of their Faculty/School concerning the authority for such assessments.

Non-Credit Fees:

Service/Product Fees:

- ID Card Fee - No charge for new students; \$5 for community users; \$10 for replacement cards.
- Account History - \$5 per request. No charge for receipts.
- Parking Fee - See **General Services, Section 28. Security and Parking (Including Lost and Found) (p. 201)**.
- Residence Fee - See **General Services, Section 15. Housing Services (p. 196)**.
- Dining Plan Fee - See **General Services, Section 15. Housing Services (p. 196)**.
- Health Centre Health Insurance fee - \$36.75.

f. How Fees Are Assessed

International students who receive their landed immigrant status or Canadian citizenship while registered in courses at the University must present their official Landed Immigrant papers or Canadian citizenship card at the Registrar's Office no later than January 31 for the Spring Semester and September 30 for the Fall Semester to be eligible for Canadian fee assessment rates. The deadline for Summer Session to be eligible is the last day of classes in the Summer Session.

See table on **page 145**.

g. Schedules

Refer to the schedules on **p. 125**.

8. CANCELLATIONS, WITHDRAWALS AND REFUNDS

a. Cancellations

Cancellation of registration may be done up to and including the last day of Add/Drop for the Fall and Spring semesters and each Summer Session.

All students must cancel their registration by logging on to the Bridge:

www.uleth.ca/bridge

b. Withdrawals

Individual Course Withdrawal

Students who withdraw from a course or courses are assessed a percentage of the total fee applicable for that course or those courses, effective the date of notification of withdrawal. Total fee assessment at any given time will be the sum of the course fees for each course withdrawal in accordance with the schedule below, plus the applicable general fees. Notification of withdrawal is considered effective on the date that the Withdrawal Form is received by the Registrar's Office and Student Services (ROSS).

Complete Withdrawal

A student wishing to withdraw from the semester must notify the Registrar's Office and Student Services (ROSS) by submitting a Complete Withdrawal Form which can be obtained from the Registrar's Office and Student Services (ROSS). The date this form is received by the Registrar will be the official withdrawal date for purposes of fee assessment. Failure to comply with this requirement results in the assignment of failing grades and full assessment of fees. Students who mail their Withdrawal Form are encouraged to use Registered Mail.

Percentage Assessed

The fee assessment schedule for admitted students is as follows:

	University of Lethbridge		Students' Union/Graduate Students' Association			
	Tuition	Student Administrative Fee/ Materials/ Services	SRS	All Fees	Health/ Dental Plan	Meliorist
Fall Semester						
Cancellation up to the last day of Add/Drop:						
	0%	0%	0%	0%	0%	0%
	\$80 (\$100 for graduate students) non-refundable tuition deposit forfeited					
After Add/Drop to October 1:						
	20%	100%	100%	100%	100%	100%
Withdrawal after October 1 to November 15:						
	50%	100%	100%	100%	100%	100%
After November 15 up to and including the last day of classes:						
	100%	100%	100%	100%	100%	100%
Spring Semester						
Cancellation up to the last day of Add/Drop:						
	0%	0%	0%	0%	0%	0%
	\$80 (\$100 for graduate students) non-refundable tuition deposit forfeited					
After Add/Drop to February 1:						
	20%	100%	100%	100%	100%	100%
Withdrawal after February 1 to March 15:						
	50%	100%	100%	100%	100%	100%
After March 15 up to and including the last day of classes:						
	100%	100%	100%	100%	100%	100%
*Summer Session						
Cancellation up to the last day of Add/Drop:						
	0%	0%	N/A	0%	N/A	N/A
After Add/Drop up to and including the fifth working day of the Session:						
	50%	100%	N/A	100%	N/A	N/A
After the fifth day of the Session:						
	100%	100%	N/A	100%	N/A	N/A

* Full-term Summer Session courses are assessed fees on the same deadlines as Summer Session I courses.

Note: Open Studies students should refer to the fee assessment schedule on the back of the Open Studies Registration form.

c. Refunds

Students are entitled to a refund of any payments in excess of their current assessment. Students wanting a refund of excess payments must contact the Cash Office to initiate the refund process. Students should allow up to two weeks for their refund to be processed if requesting their refund in the form of a cheque. Interac Direct payment refunds are available to students on campus or those individuals who do not want to wait for a cheque to be processed. Students must provide valid picture identification in order to obtain Interac Direct payment refunds. Refunds for a course drop or complete

withdrawal cannot be processed until after the drop or withdrawal has been processed by the Registrar's Office and Student Services (ROSS). Any refunds to international addresses will be processed by bank wire.

9. OUTSTANDING ACCOUNTS

Degree, diploma, and certificate parchments and registration privileges are withheld from students who have outstanding fees or other accounts with the University. Official transcripts will not be released until outstanding accounts have been paid in full. Students with outstanding accounts who present student loan forms at the Cash Office will have their outstanding fees automatically deducted from the loan (see **Section 6.c., p. 124** for details).

10. RECEIPTS

Receipts for payment of fees received by mail are not issued, unless requested. Tuition and Education Amounts Certificate (T2202A) will be made available before the end of the following February. The tax receipts can be viewed and printed by logging on to the Bridge:

www.uleth.ca/bridge

There is a \$5 fee for printing a tax receipt. Students with past due fees will not be issued a tax receipt until the fees for the taxation year in question are paid in full.

11. FEE DEADLINES

See **page 150**.

How Fees Are Assessed

On or Off Campus	University of Lethbridge			Graduate Students' Association ¹	Students' Union	Other	
	Tuition	Student Administrative Fee	SRS	Operation/UPass/Daycare	Health/Dental Plan	CKXU	Meliorist
Full-Time On	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Full-Time Off	Yes	Yes	No	Yes	Yes	No	Yes
Part-Time On	Yes	Yes	Yes	Yes	No	Yes	Yes
Part-Time Off	Yes	Yes	No	Yes	No	No	Yes
Exchange Away	Yes	Yes	No	Yes	No	No	No
Exchange Here On	No	No	Yes	Yes	No	No	No
M.A./M.Sc. On	Yes	Yes	Yes	Yes	Yes	Yes	Yes
M.Ed. Placeholder On	Yes	Yes	No	Yes	No	No	No
M.Ed. Full-Time On	Yes	Yes	Yes	Yes	Yes	Yes	Yes
M.Ed. Part-Time On	Yes	Yes	Yes	Yes	No	Yes	Yes
M.Ed. Full-Time Off	Yes	Yes	No	Yes	Yes	No	Yes
M.Ed. Part-Time Off	Yes	Yes	No	Yes	No	No	Yes
Ph.D. On	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Students aged 65 and over ²	No	No	No	Yes	No	No	No

¹ See www.ulgsa.ca/services/u-pass for criteria for opting out of the U-Pass program.

² Students aged 65 and over (Senior Citizens) do not pay fees except for the Application for Admission fee or Registration fee (if attending as an Open Studies Student) and Upass fee (see note #1). Students aged 65 and over should contact the Registrar's Office and Student Services (ROSS).

UNIVERSITY OF LETHBRIDGE 2014/15 ACADEMIC YEAR FEE SCHEDULE

GRADUATE PROGRAMS

EFFECTIVE APRIL 1, 2014

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

Tuition	U of L Fees			Graduate Association Fee ²	Student Health/Dental Plan ³	Meliorist & CKXU Radio	Total
	Student Administrative Fee ¹	Sport and Recreation Services Fee	Health Centre Fee				

GRADUATE (Canadian Open Studies Students)

1.5 Credit Hours	291.88	20.88	67.80	N/A	115.36	N/A	5.50	501.42
One Course (3.0 Credit Hours)	583.75	41.75	67.80	N/A	115.36	N/A	5.50	814.16
Two Courses (6.0 Credit Hours)	1,167.50	83.50	67.80	N/A	115.36	N/A	5.50	1,439.66

GRADUATE (International Open Studies Students)

1.5 Credit Hours	650.95	20.88	67.80	36.75	115.36	N/A	5.50	897.24
One Course (3.0 Credit Hours)	1,301.90	41.75	67.80	36.75	115.36	N/A	5.50	1,569.06
Two Courses (6.0 Credit Hours)	2,603.80	83.50	67.80	36.75	115.36	N/A	5.50	2,912.71

CO-OP PROGRAM (Faculty of Arts and Science)

Canadian Students	622.10	83.50		N/A	127.75	247.45	5.00	1,085.80
International Students	622.10	83.50		36.75	127.75	247.45	5.00	1,122.55

M.A./M.Sc./M.Mus./M.F.A. and Ph.D. PROGRAM³ (A Continuation fee is assessed for each subsequent semester after one year in the

M.A./M.Sc./M.Mus./M.F.A. Program and after two years in the Ph.D. program.)

Canadian Students - Summer	1,945.83	139.17	90.40	N/A	48.25	N/A	3.00	2,226.65
- Fall	1,945.83	139.17	90.40	N/A	127.75	247.45	8.00	2,558.60
- Spring	1,945.84	139.16	90.40	N/A	128.75	N/A	8.00	2,312.15
International Students - Summer	4,339.67	139.17	90.40	36.75	48.25	N/A	3.00	4,657.24
- Fall	4,339.67	139.17	90.40	36.75	127.75	247.45	8.00	4,989.19
- Spring	4,339.66	139.16	90.40	36.75	128.75	N/A	8.00	4,742.72

M.A./M.Sc./M.Mus./M.F.A., and Ph.D. CONTINUATION FEES (per term)

Canadian Students - Summer	583.75	41.75	N/A	N/A	48.25	N/A	3.00	676.75
- Fall	583.75	41.75	90.40	N/A	127.75	247.45	8.00	1,099.10
- Spring	583.75	41.75	90.40	N/A	128.75	0.00	8.00	852.65
International Students - Summer	1,301.90	41.75	N/A	36.75	48.25	N/A	3.00	1,431.65
- Fall	1,301.90	41.75	90.40	36.75	127.75	247.45	8.00	1,854.00
- Spring	1,301.90	41.75	90.40	36.75	128.75	0.00	8.00	1,607.55

M.A./M.Sc. Part Time Participation Fee Schedule

Canadian Students - Summer	1,264.79	90.46	67.80	N/A	35.86	N/A	3.00	1,461.91
- Fall	1,264.79	90.46	67.80	N/A	115.36	N/A	5.50	1,543.91
- Spring	1,264.79	90.46	67.80	N/A	116.36	N/A	5.50	1,544.91
- Summer Year 2	1,264.79	90.46	0.00	N/A	35.86	N/A	3.00	1,394.11
- Fall Year 2	1,264.79	90.46	67.80	N/A	115.36	N/A	5.50	1,543.91
- Spring Year 2	1,264.80	90.45	67.80	N/A	116.36	N/A	5.50	1,544.91
International Students - Summer	2,820.78	90.46	67.80	36.75	35.86	N/A	3.00	3,054.65
- Fall	2,820.78	90.46	67.80	36.75	115.36	N/A	5.50	3,136.65
- Spring	2,820.79	90.46	67.80	36.75	116.36	N/A	5.50	3,137.66
- Summer Year 2	2,820.78	90.46	0.00	36.75	35.86	N/A	3.00	2,986.85
- Fall Year 2	2,820.78	90.46	67.80	36.75	115.36	N/A	5.50	3,136.65
- Spring Year 2	2,820.79	90.45	67.80	36.75	116.36	N/A	5.50	3,137.65

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course.

² Graduate Students' Association Fee components are:		<u>Full-time</u>	<u>Part-time</u>
	Operations	44.25	31.86
	UPASS	79.50	79.50
	Daycare Contribution	4.00	4.00
	Total Fee	<u>\$ 127.75</u>	<u>\$ 115.36</u>

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2015 is estimated at \$80.50, and is subject to change as rates not available at time of publishing.

³ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage. Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.

A non-refundable Confirmation of Admission deposit of \$100.00 must be paid to the Cash Office for newly admitted and readmitted graduate students. No arrangements whatsoever will be made for this deposit nor will student loan forms be accepted in lieu of the required deposit.

Past due accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day each month.

Proposed increases in the Graduate instructional fees, per full time course:

	Current Rate	Proposed 2015/16	Proposed 2016/17
Tuition Fee - Canadian	\$583.75	\$589.60	\$595.50
Tuition Fee - International	\$1,301.90	\$1,314.90	\$1,328.05

Students aged 65 and over (Senior Citizens) do not pay fees except for the Application of Admission fee or Registration fee, if attending as an Open Studies Student. Students aged 65 and over should contact the Registrar's Office and Student Services (ROSS).

Source: Financial Services, October 2013

**UNIVERSITY OF LETHBRIDGE 2014/2015 ACADEMIC YEAR FEE SCHEDULE
MASTER OF EDUCATION AND MASTER OF COUNSELLING GRADUATE PROGRAMS
EFFECTIVE APRIL 1, 2014**

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

Program Fees			Other U of L Fees ⁷		
MASTER OF EDUCATION			Student Administrative Fee	41.75	per course/placeholder
FOR ALL STUDENTS IN PROGRAM PRIOR TO MARCH 31, 2009			Sport and Recreation Service Fee⁸		
Canadian Students	Tuition		Part-time students	67.80	per semester
	Part-time Term Fees ¹	1,123.10	Full-time students	90.40	per semester
	Full-time Term Fees ²	1,684.65	Health Centre Fee		
	Continuation Fees ³	561.55	Canadian Students	N/A	
FOR ALL STUDENTS COMMENCING PROGRAM AFTER APRIL 1, 2009			International Students	36.75	per semester
	Tuition ⁴	Program Fee ⁵	Other Fees		
Canadian Students	583.75	344.40	Graduate Student Association Fees^{9,10}		
MASTER OF COUNSELLING			Part-time students	115.36	per semester
	Tuition ⁴	Program Fee ⁵	Full-time students	127.75	per semester
Canadian Students	1,161.50	530.25	Student Health/Dental Plan¹¹		
Graduate Certificate Fees			Part-time students	N/A	
			Full-time students	247.45	per year
Post-Graduate Certificate in Counselling			Meliorist & CKXU Radio		
	Tuition ⁴	Program Fee ⁶	Part-time students	5.50	per semester
Canadian Students	1,161.50	530.25	Full-time students	8.00	per semester
Post-Masters Certificate in Counselling			Notes:		
			⁷ The amounts charged for 'Other U of L Fees' for Summer Session may differ from the amounts noted above which are charged for the Spring / Fall Semesters.		
Canadian Students	1,161.50	530.25	Student Administrative Fees include Student Services Fee of \$39.25 per course, and Student Copyright Access fee of \$2.50 per course.		
Open Studies Fees			⁸ Applies to students taking courses on campus.		
	Tuition ⁴	Program Fee	⁹ Graduate Students' Association Fee components are:		
Master of Education Course	583.75	N/A		<u>Full-time</u>	<u>Part-time</u>
Master of Counselling Course	1,161.50	N/A			
Audit Fees per M.Ed. course:			Operations	44.25	31.86
	Canadian Students	291.88	Daycare contribution	4.00	4.00
	International Students	656.72	UPASS (Fall 2012)	79.50	79.50
			Total Fee	<u>\$ 127.75</u>	<u>\$ 115.36</u>
Approximate Annual Tuition & Program Fees for Masters Programs based on standard program plan. (not including other fees)			¹⁰ UPASS fees will increase in Spring 2015 to the cost of a one month City of Lethbridge bus pass plus \$2.50 administration (est. \$80.50).		
Master of Education		3,370.00	¹¹ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage.		
Master of Counselling		6,240.00	Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.		
Approximate Total Tuition & Program Fees for Masters Programs based on standard program plan of 12 courses and 9 program fees. (not including other fees, or annual projected increases)			Part-time is defined as taking <3 courses/semester		
Master of Education		10,110.00	Full-time is defined as taking 3 or more courses/semester		
Master of Counselling		18,720.00			
Post-Graduate Certificate in Counselling		9,620.00			
Post-Masters Certificate in Counselling		6,240.00			
Notes:					
¹ Part-time Term Fees are assessed for 9 terms over three years. A 'term fee' means all or part of one of the following periods: September-December, January-April, or May-August.					
² Full-time Term Fees are assessed for 6 terms over two years. A 'term fee' means all or part of one of the following periods: September-December, January-April, or May-August.					
³ Assessed each semester students remain in the program after their 9th semester (part-time) or 6th semester (full-time). For M.Ed. Leadership Specialization assessed each semester students remain in the program after their 9th semester (part-time) or 7th semester (full-time).					
⁴ Students pay a per course tuition for each course enrolled in.					
⁵ Students pay a Program Fee for each semester they are in the program (minimum 9). The program fee is in addition to the per course tuition fee. Program fees are charged regardless of whether a student is enrolled in a course or not. Students will continue to pay program fees for each semester until they either complete or withdraw from the program.					
⁶ Graduate Certificate students pay a Program Fee for each semester they are in the program (minimum 5 for the Post-Graduate and 3 for the Post-Masters). The program fee is in addition to the per course tuition fee. Program Fees are charged regardless of whether a student is enrolled in a course or not. Students will continue to pay program fees for each semester until they either complete or withdraw from the program.					
M.Ed. students who are taking University of Lethbridge courses off campus are alerted to the fact that they will be charged an Off-Campus Instructional Delivery Fee. Education 5707 has an additional Assessment Materials Fee of \$50.00 charged.					
International students in the M.Ed and Master of Counselling Programs are assessed tuition fees at a rate of an additional 125% that of Canadian students. Refer to School of Graduate Studies Calendar for more information.					
A non-refundable Confirmation of Admission deposit of \$100.00 for MEd students and \$100.00 for Master of Counselling students must be paid to the Cash Office for newly admitted and readmitted graduate students. No arrangements whatsoever will be made for this deposit nor will student loan forms be accepted in lieu of the required deposit.					
Past due accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day each month.					
<i>Proposed Program & Tuition Fee increases for the M. Ed. program:</i>			<i>Proposed Program & Tuition Fee increases for the M.C. program:</i>		
	Current Rate	Proposed 2015/16	Current Rate	Proposed 2015/16	Proposed #REF!
Program Fee	\$344.40	\$347.85	\$530.25	\$535.55	\$540.90
Tuition Fee	\$583.75	\$589.60	\$1,161.50	\$1,173.10	\$1,184.80
Students aged 65 and over (Senior Citizens) do not pay fees except for the Application for Admission fee or Registration fee, if attending as an Open Studies student.					
Students aged 65 and over should contact the Registrar's Office and Student Services (ROSS).					
Source: Financial Services, October 2013					

UNIVERSITY OF LETHBRIDGE 2014/15 ACADEMIC YEAR FEE SCHEDULE
GRADUATE PROGRAMS
EFFECTIVE APRIL 1, 2014

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

Tuition	U of L Fees			Graduate Association Fee ²	Student Health/Dental Plan ³	Meliorist & CKXU Radio	Total
	Student Administrative Fee ¹	Sport and Recreation Services Fee	Health Centre Fee				

M.Sc. (MANAGEMENT) PROGRAM (A Continuation Fee is assessed for each subsequent semester after the first three semesters of study.)

Canadian Students - Summer	3,200.00	139.17	90.40	N/A	48.25	N/A	6.32	3,484.14
- Fall	3,200.00	139.17	90.40	N/A	127.75	247.45	6.34	3,811.11
- Spring	3,200.00	139.16	90.40	N/A	128.75	N/A	6.34	3,564.65
International Students - Summer	6,400.00	139.17	90.40	36.75	48.25	N/A	6.32	6,720.89
- Fall	6,400.00	139.17	90.40	36.75	127.75	247.45	6.34	7,047.86
- Spring	6,400.00	139.16	90.40	36.75	128.75	N/A	6.34	6,801.40

M.Sc. (MANAGEMENT) CONTINUATION FEES (per term)

Canadian Students - Summer	583.75	41.75	N/A	N/A	48.25	N/A	3.00	676.75
- Fall	583.75	41.75	90.40	N/A	127.75	247.45	8.00	1,099.10
- Spring	583.75	41.75	90.40	N/A	128.75	0.00	8.00	852.65
International Students - Summer	1,301.90	41.75	N/A	36.75	48.25	N/A	3.00	1,431.65
- Fall	1,301.90	41.75	90.40	36.75	127.75	247.45	8.00	1,854.00
- Spring	1,301.90	41.75	90.40	36.75	128.75	0.00	8.00	1,607.55

M.Sc. (MANAGEMENT) PROGRAM - PART TIME Participation (A Continuation Fee is assessed for each subsequent semester after the first six semesters of study.)

Canadian Students - Summer	1,600.00	69.59	65.20	N/A	35.86	N/A	4.66	1,775.31
- Fall	1,600.00	69.59	65.20	N/A	115.36	N/A	4.67	1,854.82
- Spring	1,600.00	69.58	65.20	N/A	116.36	N/A	4.67	1,855.81
International Students - Summer	3,200.00	69.59	65.20	36.75	35.86	N/A	4.66	3,412.06
- Fall	3,200.00	69.59	65.20	36.75	115.36	N/A	4.67	3,491.57
- Spring	3,200.00	69.58	65.20	36.75	116.36	N/A	4.67	3,492.56

M.Sc. (MANAGEMENT) - PART TIME Participation CONTINUATION FEES (per term)

Canadian Students - Summer	291.88	20.88	N/A	N/A	35.86	N/A	3.00	351.62
- Fall	291.88	20.88	65.20	N/A	115.36	N/A	5.50	498.82
- Spring	291.87	20.87	65.20	N/A	116.36	N/A	5.50	499.80
International Students - Summer	650.95	20.88	N/A	36.75	35.86	N/A	3.00	747.44
- Fall	650.95	20.88	65.20	36.75	115.36	N/A	5.50	894.64
- Spring	650.95	20.87	65.20	36.75	116.36	N/A	5.50	895.63

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course.

		Full-time	Part-time
² Graduate Students' Association Fee components are:	Operations	44.25	31.86
	UPASS	79.50	79.50
	Daycare Contribution	4.00	4.00
	Total Fee	\$ 127.75	\$ 115.36

UPASS fees are based on the cost of a one month City of Lethbridge bus pass plus \$2.50 administration. Spring 2015 is estimated at \$80.50, and is subject to change as rates not available at time of publishing.

³ The Students' Union Health and Dental Plan costs are dependent on quotes from the external insurance carrier and are subject to change. The Students' Union Health Plan is \$136.35 for 12 months of coverage. The Dental Plan cost is \$111.10 for 12 months of coverage. Those students admitted in the Spring semester are assessed \$90.90 for the Health Plan and \$73.73 for the Dental Plan, both for eight months coverage. Contact the Students' Union office for information on opt-out procedures or refer to the "General Services" section in the Calendar for more information.

A **non-refundable Confirmation of Admission** deposit of \$100.00 must be paid to the Cash Office for newly admitted and readmitted graduate students. No arrangements whatsoever will be made for this deposit nor will student loan forms be accepted in lieu of the required deposit.

Past due accounts are charged simple interest set at the Bank prime lending rate plus 5% per annum. Interest is calculated and added to the balance owing at the end of the first working day each month.

Students aged 65 and over (Senior Citizens) do not pay fees except for the Application for Admission fee or Registration fee, if attending as an Open Studies Student. Students aged 65 and over should contact the Registrar's Office and Student Services (ROSS).

Source: Financial Services, October 2013

**UNIVERSITY OF LETHBRIDGE FEE SCHEDULE
GRADUATE PROGRAMS
SUMMER SESSION 2014**

The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.

Tuition	Student Administrative Fee ¹	Total ²	Total ²	Total ²
		Enrolled in 1 Session	Enrolled in 2 Sessions	Enrolled in 3 Sessions

GRADUATE (Canadian Students)

One-Half Course (1.5 Cr. Hrs.)	291.88	20.88	332.51	N/A	N/A
One Course (3.0 Credit Hrs.)	583.75	41.75	645.25	N/A	N/A
Two Courses (6.0 Credit Hrs.)	1,167.50	83.50	1,270.75	1,286.50	N/A
Three Courses (9.0 Credit Hrs.)	1,751.25	125.25	1,896.25	1,912.00	1,927.75
Four Courses (12.0 Credit Hrs.)	2,335.00	167.00	2,521.75	2,537.50	2,553.25
Five Courses (15.0 Credit Hrs.)	2,918.75	208.75	3,147.25	3,163.00	3,178.75

GRADUATE (International Students)

One-Half Course (1.5 Cr. Hrs.)	650.95	20.88	729.58	N/A	N/A
One Course (3.0 Credit Hrs.)	1,301.90	41.75	1,402.65	N/A	N/A
Two Courses (6.0 Credit Hrs.)	2,603.80	83.50	2,748.80	2,764.55	N/A
Three Courses (9.0 Credit Hrs.)	3,905.70	125.25	4,094.95	4,110.70	4,126.45
Four Courses (12.0 Credit Hrs.)	5,207.60	167.00	5,441.10	5,456.85	5,472.60
Five Courses (15.0 Credit Hrs.)	6,509.50	208.75	6,787.25	6,803.00	6,818.75

CO-OP Program

Canadian Students	622.10	83.50	739.85
International Students	622.10	83.50	776.60

AUDIT FEES PER COURSE

Canadian Students	291.88
International Students	650.95

Notes:

¹ Student Administrative Fees include Student Services fee of \$39.25 per course, and Student Copyright Access Fee of \$2.50 per course .

² Graduate totals for Summer Session include Graduate Students' Association Operation fee of \$14.75 per session to a maximum of \$44.25, CKXU fee of \$1.00 per session, and Daycare contribution of \$4.00 maximum.

The Students' Union Health and Dental Plan is not assessed for the Summer Sessions.

Students aged 65 and over (Senior Citizens) do not pay fees, except for the Application for Admission fee or Registration fee, if attending as an Open Studies Student. Students aged 65 and over should contact the Registrar's Office and Student Services (ROSS).

Source: Financial Services, October 2013. This schedule is in effect for Summer 2014 only.

II. FEE DEADLINES

**2014
May**

- 1 First day of the 2014/2015 academic year.
Interest charges calculated on any Spring 2014 or prior fees, and added to accounts at the close of the business day.
- 10 Fee deadline date for Summer Session I.
- 19 Statutory Holiday - Cash Office closed.

May 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**2014
June**

- 2 Interest charges calculated on any Summer Session I or prior fees, and added to accounts at the close of the business day.

June 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**2014
July**

- 1 Statutory Holiday - Cash Office closed.
- 2 Interest charges calculated on any Summer Session I or prior fees, and added to accounts at the close of the business day.
- 7 Fee deadline date for Summer Session II and II/III.
- 29 Fee deadline date for Summer Session III.

July 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**2014
August**

- 1 Interest charges calculated on any Summer Session II or prior fees, and added to accounts at the close of the business day.
- 4 Civic Holiday - Cash Office closed.
- 15 Deadline to clear all outstanding accounts in order to be permitted to graduate at Fall Convocation (see **Section 2. Outstanding Accounts in Graduationp. 155**).

August 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**2014
September**

- 1 Statutory Holiday - Cash Office closed.
- 2 Interest charges calculated on any Summer 2014 or prior fees, and added to accounts at the close of the business day.
- 19 Students' Union Health and Dental Plan opt-out deadline for students admitted in the Fall 2014 semester.

September 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**2014
October**

- 1 Fee deadline date for Fall 2014 semester.
Interest charges calculated on any Fall 2014 or prior fees, and added to accounts at the close of the business day.
Automatic withdrawal of newly admitted or readmitted students who have paid only the Confirmation of Admission deposit.
Automatic withdrawal of continuing students who have not made any payments towards the Fall 2014 tuition fees.
- 13 Statutory Holiday - Cash Office closed.

October 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

When a deadline occurs on a weekend or a Statutory or Civic Holiday, the deadline will be the next working day.

**2014
November**

- 3 Interest charges calculated on any Fall 2014 or prior fees, and added to accounts at the close of the business day.
- 11 Statutory Holiday - Cash Office closed.

November 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**2014
December**

- 1 Deadline to clear all outstanding accounts in support of an Application for Graduation for students completing program requirements in the Fall semester who wish to have this recorded on their transcript. Interest charges calculated on any Fall 2014 or prior fees, and added to accounts at the close of the business day.
- 25-31 Christmas Holidays - Cash Office closed.

December 2014						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**2015
January**

- 1-2 Statutory Holiday - Cash Office closed.
- 5 Interest charges calculated on any Fall 2014 or prior fees, and added to accounts at the close of the business day.
- 23 Students' Union Health and Dental Plan opt-out deadline for students admitted in the Spring 2015 semester.

January 2015						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**2015
February**

- 1 Fee deadline date for Spring 2015 semester.
- 2 Interest charges calculated on any Spring 2015 or prior fees, and added to accounts at the close of the business day.
Automatic withdrawal of newly admitted or readmitted students who have paid only the Confirmation of Admission deposit.
Automatic withdrawal of continuing students who have not made any payments towards the Spring 2015 tuition fees.
- 16 Statutory Holiday - Cash Office closed.

February 2015						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

**2015
March**

- 2 Interest charges calculated on any Spring 2015 or prior fees, and added to accounts at the close of the business day.

March 2015						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**2015
April**

- 1 Deadline to clear all outstanding accounts in order to be permitted to graduate at Spring Convocation (see **Section 2. Outstanding Accounts in Graduationp. 155**). Interest charges calculated on any Spring 2015 or prior fees, and added to accounts at the close of the business day.
- 3 Statutory Holiday - Cash Office closed.
- 6 Statutory Holiday - Cash Office closed.
- 30 Last day of the 2014/2015 academic year.

April 2015						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

When a deadline occurs on a weekend or a Statutory or Civic Holiday, the deadline will be the next working day.

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For program related academic regulations, please go to the program-specific section of the Calendar.

I. ADVICE AND INFORMATION

A student may obtain further information about academic regulations from the Faculty/School in which that student is registered. **It is the responsibility of each student to be familiar with the academic regulations.**

2. ACADEMIC REGULATIONS

All students are bound by the academic regulations contained in the most current Calendar, regardless of the Calendar they are following for program requirements.

a. Grading

An instructor bears full responsibility for evaluating the academic performance of students.

An instructor must indicate at the beginning of each course, in writing, the detailed manner by which work will be evaluated and the final grades derived and, **upon request**, communicate to students an estimation of their levels of performance by the end of the eighth week of the semester. An instructor may prescribe a variety of forms of evaluation, such as recitations and papers, mid-term examinations and a final examination.

Final grades are determined in accordance with the grading system described in this Calendar. All grades for courses and Independent Studies are submitted to the Office of the Dean of the Faculty/School offering a course by the date set at the end of each session. Except when a Course Incomplete has been approved by both the instructor and the Dean, there is no provision for the late submission, revision or evaluation of students' work or the late submission of grades.

1. Grading System

Effective May 1, 2002, the University of Lethbridge and other Alberta universities adopted a common 4-point grading system. The common grading system closely resembles the grading system that became effective on September 1, 1988, when pluses and minuses were introduced into the original University of Lethbridge grading system. All three University of Lethbridge systems are described in the table on **page 137**.

Under all three systems, the overall academic performance of a student is expressed as a Grade Point Average (GPA). For students whose grades are recorded under two or three systems, the grade point average is determined in the same way. No attempt will be made at differential weighting of the three systems.

The grade point average achieved by a student is determined by multiplying the grade points assigned to each grade by the weighting factor for the course. The total of all course grade points thus calculated is then divided by the total of the weighting factors for all courses.

Example:

	Grade	Grade Points	Weighting Factor	Grade Points	Total
Sociology 1000	A	= 4	× 3.00	= 12.00	
English 1900	B	= 3	× 3.00	= 9.00	
Mathematics 1560	C	= 2	× 3.00	= 6.00	
Physical Activity 2130	A	= 4	× 1.50	= 6.00	
Physics 1000	D	= 1	× <u>3.00</u>	= <u>3.00</u>	
				13.50	36.00

The total Grade Points divided by the total Weighting Factor = the Grade Point Average (GPA).

$$\frac{36.00}{13.50} = 2.67 \text{ (GPA)}$$

Non-Grade Designations (no grade points assigned):

AI	-	Administrative Incomplete
AU	-	Audit
I	-	Incomplete
Cr	-	Credit
NC	-	Non-Credit
P	-	Pass
W	-	Withdrawal
WC	-	Withdrawal with Cause
X	-	Continuing
X	-	Permanent

2. Grade Point Average in the University of Lethbridge Record

The current grade point average is printed on the official transcript. The current GPA is calculated on all graded courses completed in a given term. The cumulative GPA is the average of all graded courses completed at the University of Lethbridge at a given level (undergraduate or graduate). The cumulative GPA is calculated but does not appear on the official transcript.

Other types of GPA calculations:

Administrative units at the University may calculate a variety of averages in order to determine eligibility for scholarships and awards, academic standing, admission, graduation, etc. When making their calculations, units may include grades for courses transferred from another institution and grades hidden by the Credit/Non-Credit designation. In addition, they may choose to exclude certain grades on both University of Lethbridge and transfer courses from the GPA calculations.

Additional GPA calculations include Academic Standing GPA, Admission GPA, Awards GPA, Faculty GPA, Major GPA, Prerequisite GPA, Program GPA and Residence GPA. Note that these calculations are defined by the unit which uses the GPA.

There are certain courses which are not included in the calculation of the current or cumulative GPA. These include courses transferred from another institution; the first attempt for a repeated course; and courses in which there are non-grade designations such as Credit/Non-Credit.

In the case of courses designated as Pass/Fail, a 'P' or 'Pass' is not included in the calculation of the current or cumulative GPA, but an 'F' or 'Fail' is included in the GPA calculation.

UNIVERSITY OF LETHBRIDGE GRADING SYSTEMS

Grading System effective May 1, 2002		Grade Points	Grading System prior to May 1, 2002		Grade Points	Grading System prior to Sept. 1, 1988		Grade Points
A+		4.0	A+		4.0	A	Excellent	4
A	Excellent	4.0	A	Excellent	4.0			
A-		3.7	A-		3.7			
B+		3.3	B+		3.3	B	Superior	3
B	Good	3.0	B	Good	3.0			
B-		2.7	B-		2.7			
C+		2.3	C+		2.3			
C	Satisfactory	2.0	C	Satisfactory	2.0	C	Satisfactory	2
C-		1.7	C-		1.7			
D+	Poor	1.3	D+		1.3			
D	Minimal Pass	1.0	D	Poor	1.0	D	Poor	1
			D-		0.7			
F	Failure	0	F	Failing	0	F	Failing	0

Note: WF Withdrawal Fail effective May 1, 1992 to April 30, 2010

AI - Administrative Incomplete

The designation of 'AI' is recorded at the time all grades are released for a given term by the Registrar, if the grade assigned by the instructor of a completed course has not been received by the deadline. The 'AI' is replaced by the letter grade as soon as it is received. The 'AI' designation is temporary, must be replaced by a grade as soon as possible and may not be used in lieu of an Incomplete designation.

AU - Audit

The non-grade AU designation is awarded in the case where a student has been granted permission by an instructor to audit a course. The course appears on the transcript as 'AU' (see Section 3.e. **Audit Student in Registration p. 54**).

I - Incomplete

The designation of 'I' is awarded only in case of illness or other extenuating circumstances beyond the control of the student, which make it impossible to complete the required work by the close of a semester. The 'I' designation is awarded only on application to and approval of both the instructor and the appropriate Dean and such application is not entertained until the last two weeks of classes. When the 'I' is approved, an appropriate deadline is determined for completion of outstanding work. A student who does not complete outstanding work by the assigned deadline will normally receive an 'F' in the course.

The 'I' designation may be converted by the instructor to a letter designation within a maximum of one year; if not so converted, it becomes an 'F' except where circumstances continue to prevent the completion of the course, in which case the 'I' designation remains on the transcript.

An 'I' designation assigned in an Education Field Experience course has a different interpretation.

Details are available from the Assistant Dean, Student Program Services, Faculty of Education.

Under no circumstance will an 'I' designation be assigned to any Nursing practice or Public Health practicum course (Nursing 1220, Nursing 1320, Nursing 2150, Nursing 2255, Nursing 4510, Nursing 4511, Nursing 4520, Nursing 4530, Nursing 4750, and Public Health 4550). Please see an Academic Advisor in the Faculty of Health Sciences for details.

W - Withdrawal

A designation of 'W' may be recorded at any time after the Add/Drop period, up to last day of classes. The 'W' designation shall be awarded only upon formal application by the student or his/her agent to the Registrar in **writing**. Students are responsible for ensuring that the Registrar's Office and Student Services (ROSS) receives the request for withdrawal by the relevant deadline. If a student chooses to mail his or her request for withdrawal, then the Registrar's Office and Student Services (ROSS) recommends that the student use Registered Mail to guarantee delivery.

WC - Withdrawal with Cause

The designation 'WC' is recorded only in case of serious illness or other extenuating circumstances beyond the control of the student, which make continuation in a course impossible and where an 'Incomplete' designation is not in order. For admitted students, the 'WC' is recorded only on application to the Faculty/School Advising Office. For Open Studies Students, the 'WC' is recorded upon application to the Associate Registrar.

Prior to readmission, students who are granted a complete "Withdrawal with Cause" may be requested to provide evidence that the conditions which led to the complete withdrawal (WC) have been identified and addressed. Coordination among

units, including Academic Advising, Counselling Services, and Admissions must take place.

X - Continuing

Used only for courses which may extend beyond one semester. Eligible courses are designated by the Faculty or School offering the course. Signifies that a grade will be awarded at the conclusion of the course and will replace the 'X' on the student's transcript.

X - Permanent

Used for placeholder courses to indicate that the student is active in the program but is not taking courses in a given term or is taking credit courses at another institution, under the appropriate authorization.

Also used in an Undergraduate Thesis Course (4995) when a student elects to complete the course over two semesters. This grade designation is assigned to the first semester.

Cr/NC - Credit/Non-Credit

A student may elect to designate some courses as Credit/Non-Credit. This alternative is designed to encourage students to expand their academic interests by taking courses outside their field of major interest. Credit/Non-Credit is not available to Open Studies Students.

For completion of course requirements with a grade of 'C' or higher, the grade earned appears on the transcript automatically. If a grade between 'C-' and 'D' (inclusive) is earned, a 'Cr' appears on the transcript. If a grade of 'F' is earned, an 'NC' appears on the transcript.

Students may designate courses as Credit/Non-Credit according to the following limits:

All single and combined degrees programs:	
• No transfer credit	4
• 1.5 - 30.0 transfer credit hour equivalents	4
• 31.5 - 60.0 transfer credit hour equivalents	3
All post-diploma programs, with or without transfer credit	2
All post-diploma combined degrees programs, with or without transfer credit	3
All certificate programs and the Professional Diploma in Accounting, with or without transfer credit	1
All second degree programs, with or without transfer credit	2

A student is further limited in the number of Credit/Non-Credit designations made per term. In the Fall and Spring Semesters, a student may elect Credit/Non-Credit in a maximum of two courses. In Summer Session, a student may elect Credit/Non-Credit in a maximum of one course per session. Once a course is designated Credit/Non-Credit, it counts toward the maximum, irrespective of the outcome.

The Credit/Non-Credit alternative may not be elected in courses constituting the student's major, specialization or minor, required courses in Education and specifically-required, non-Management courses. Education students may elect a maximum of three Education courses as Credit/Non-Credit. For the purpose of this regulation,

Management courses are regarded as the major for the B.Mgt. degree, Nursing courses are regarded as the major for the B.N. degree, Public Health and Health Sciences courses are regarded as the major for the B.H.Sc. (Public Health major) program, and Health Sciences courses are regarded as the major for the B.H.Sc. (Addictions Counselling major) program.

No courses carrying a 'Credit' designation may be used to meet requirements where the Credit/Non-Credit designation is specifically prohibited in the Calendar. Faculties/Schools may allow substitutions for designated courses at their discretion, but must consider the records of such students as deficient.

Note: *Credit (Cr) designations are often counted by other institutions as equivalent to 'D' grades. Non-Credit (NC) designations are often counted by other institutions as equivalent to 'F' grades. Students in pre-professional and other transfer programs, and students planning to apply to graduate or professional schools, should consider this carefully before electing this option.*

A student may not use a Credit/Non-Credit designation to replace a grade earned previously.

P - Pass/Fail Courses

Certain courses are specified as Pass/Fail in the course descriptions. For such courses, students are awarded either the designation 'P' or the grade 'F'.

The designation 'P' indicates satisfactory completion of the objectives of a Pass/Fail course. When a student is awarded the designation 'P', the course is not included in computation of the grade point average; when the student is awarded 'F', the course is included in computation of the grade point average.

Note: *Students in pre-professional transfer programs are advised that some institutions do not recognize courses for which grades are not assigned. The designation 'P' is not considered to be a grade.*

b. Repeat of a Course

At the University of Lethbridge, a student may repeat a course previously taken.

A grade may be improved by completing either the course or its equivalent.

- Students wanting to improve their grade in an Independent Study, Series, or Topics course must repeat the section with the identical title.
- Courses that are equivalent are denoted with an 'Equivalent' course element in the course description and include courses that have been renamed or renumbered, and topics or series courses that have been regularized.

If a student repeats a course, the grade for each attempt is recorded on the transcript, but only the grade and credit hours for the most recent attempt are computed in the GPA.

Students may not have grades and credit hours for more than one attempt calculated in the GPA. Students who have repeated a course must submit a *Repeated Course Form* (available at the Registrar's Office and Student Services [ROSS]).

A student may not use a Credit/Non-Credit designation to replace a previously earned grade.

c. Exceeding Course Limits

In the case where a student exceeds any legislated course limit(s), the credit hours required in the student's program will be increased by the number of credit hours completed in excess of the limit(s). Examples of such legislated course limits include the maximum number of Activity, Independent Study, or Introductory courses allowed in a program.

1. Substantially Similar Course Limits

Substantially similar courses contain a high percentage of similar course content and are denoted with a 'Substantially Similar' course element in the course description. Students who complete two substantially similar courses will receive credit for both courses. However, the required credit hours in the student's program will be increased by the number of credit hours of the substantially similar course. For example, if a student in a 40-course program (120.0 credit hours) takes two 3.0 credit hour-courses that are substantially similar, that student must complete 123.0 credit hours.

2. Limitation on the Impact of a Single Course

If a single course causes the student to exceed more than one limit, the student's program will be increased by one course (3.0 credit hours) only. For example, a student who completes Computer Science 1000 and Management 2060 (which are substantially similar) would have his/her program increased by one course (3.0 credit hours). If completion of Computer Science 1000 also causes the introductory course limit to be exceeded by one course (3.0 credit hours), the program would not be increased further.

d. Waiver of Prerequisite/Corequisite

Students may possess some educational experience that provides much of the background usually acquired in a prerequisite or corequisite to a particular course. In such cases, the student may seek the permission of the Faculty/School to waive the prerequisite(s) and/or corequisite(s) for that course.

Application for a prerequisite/corequisite waiver must be made through the Department offering the course. Once written permission is received from the Faculty/School, a student may register in a course without having completed the prerequisite(s) and/or corequisite(s). Students do not receive credit for the waived prerequisite(s) or corequisite(s).

If a prerequisite or corequisite course is specifically required in a program or major, it must be registered and completed at some point unless a substitution has been approved by the Dean. In the case of courses required for the major, substitutions must be recommended to the Dean by the Department/Academic unit.

e. Academic Standards

1. Undergraduate Student in Good Standing

To be in good standing, an undergraduate student must maintain the following minimum cumulative grade point average:

Number of completed courses (includes transfer courses)	GPA (UofL)
1-10	1.70
11-20	1.85
21-40	2.00

Students should be aware that some Faculties require higher levels of performance in certain courses or semesters. Students are referred to detailed statements by Faculties in relevant Parts of this Calendar.

For Graduate Student Academic Standards, see the General Regulations section in the applicable program-specific part of the University of Lethbridge 2014/2015 Graduate Studies Calendar.

2. Probationary Student

If the cumulative grade point average falls below the required levels, the student is placed on academic probation and is subject to program restrictions.

In some cases a student may be admitted as probationary because a previous academic record is either deficient in some respect, below the standard ordinarily required or difficult to assess.

3. Required Withdrawal From the University

Students may be required to withdraw on two academic grounds: (1) academic indices or (2) consecutive semesters on probation.

Students shall be required to withdraw for academic reasons from University of Lethbridge programs only following the Spring Semester.

a. Required Withdrawal - Academic Indices

Students who have completed six courses and whose cumulative grade point average, at the end of the Spring Semester, falls below the following indices are required to withdraw from the University:

Number of completed courses (includes transfer courses)	GPA (UofL)
6-10	1.50
11-20	1.70
21-30	1.85
31-40	2.00

b. Required Withdrawal - Semesters on Probation

Students who, at the end of the Spring Semester, have remained on academic probation for two or more consecutive semesters, are required to withdraw from the University.

Students should be aware that regulations pertaining to required withdrawal may vary depending on the Faculty/School. Students are referred to their respective Faculty/School for details on these regulations.

4. Required Withdrawal From Program/Major

Where demand for access exceeds program/major capacity, Faculties/Schools reserve the right to set academic standards for continuation in a specific program or major, according to approved enrolment management policies. A student who is not eligible to continue in a program/major, but whose academic performance does not warrant required withdrawal

from the Faculty/School or the University, is guaranteed a seat in a related program/major for which the student is qualified and which is offered by that Faculty/School.

f. Honours Thesis Designation

Undergraduate Thesis courses will be designated by the same number in all disciplines: 4995.

Undergraduate Thesis courses will carry the subject code for the discipline (e.g., PHIL).

These courses will carry the title: Undergraduate Thesis.

Undergraduate Thesis courses will be 6.0 credit hours, and tuition fees will be assessed on the regular fee basis.

Prerequisites will include: (1) fourth-year standing (a minimum of 90.0 credit hours) and (2) a cumulative GPA specified by the Faculty.

Any disciplinary requirements beyond those prescribed for the major are included as prerequisites for the undergraduate thesis courses and appear in this Calendar under the undergraduate thesis course listing.

The grading mode will be standard letter grading. Credit/Non-credit is not available.

A minimum grade approved by the Faculty Council must be achieved in order to attain the 'Honours Thesis' designation. A student who achieves a grade of 'D' or higher, but not the designated minimum grade in this course, or who fails to meet any other requirement for the 'Honours Thesis' designation, will retain credit for the equivalent of two courses (6.0 credit hours) under the course title of 'Undergraduate Thesis' but will not be eligible for the 'Honours Thesis' designation.

g. Residence Requirements and Time Limits

The University of Lethbridge's residence requirements and time limits for completion of credentials are listed in the table on page 142.

Please note the following for the last three columns of the table:

Column A: Residence Requirement

A student who is a candidate for a degree, diploma or certificate must satisfy the minimum residence requirement through successful completion of University of Lethbridge courses. A single course, as listed in this table, is the equivalent of 3.0 credit hours.

Column B: Time Limit for Retention of Individual Course Credit

Many courses have a defined 'shelf life.' A course may be used to meet program requirements for a specific number of years. After that point, credit for that course is not retained.

Column C: Time Limit for Program Completion

A student who is a candidate for a degree, diploma or certificate must satisfy all program requirements within the time limit established by the Faculty/School administering that program.

Notes for the table:

There are restrictions on the Diploma used as the basis for admission.

- I. There are restrictions on the Diploma used as the basis for admission to the Post-Diploma B.Sc. Environmental Science program.

2. There are restrictions on the Diploma used as the basis for admission to the Post-Diploma B.Mgt. program.

The approved diploma can be no more than eight years old at the point of admission.

3. Management courses completed prior to admission may be no more than eight years old. Once admitted, credit is retained until completion of the program (up to a maximum of 10 years after admission).
4. Students who study at an international institution under Exchange Student authorization will count the exchange courses toward meeting the minimum residence requirement.
5. Exceptions apply to certain majors for the ten 3000/4000-level Management courses required for residency. Students in the following majors may use courses in the major towards this requirement: Computer Science majors can use 3000/4000-level Computer Science courses in addition to 3000/4000-level Management courses; Economics majors can use 3000/4000-level Economics courses in addition to 3000/4000-level Management courses; First Nations' Governance majors can use 3000/4000-level Native American Studies courses in addition to 3000/4000-level Management courses; and Political Science majors can use 3000/4000-level Political Science courses in addition to 3000/4000-level Management courses.
6. Exceptions apply to certain majors for the ten 3000/4000-level Management courses required for residency. Students in the following majors may use courses in the major towards this requirement: Economics majors can use 3000/4000-level Economics courses in addition to 3000/4000-level Management courses; First Nations' Governance majors can use 3000/4000-level Native American Studies courses in addition to 3000/4000-level Management courses; and Political Science majors can use 3000/4000-level Political Science courses in addition to 3000/4000-level Management courses.
7. In addition to meeting the residence requirement for their program, students in the Accounting major must complete five of the following courses at the University of Lethbridge:
 Management 3100
 Management 3101
 Management 3130
 Management 3131
 Management 3151
 Management 3160
 Management 3170
 Management 3180
 Management 4110
 Management 4130
 Management 4151
 Management 4160

3. GRADE APPEAL POLICY

a. Definition

Grade appeals deal with claims that a student's course grade has been improperly determined. Student appeals will be directed to the Dean of the Faculty/School in which the course is taught.

In this Policy, 'instructor' shall indicate instructor/supervisor, and 'Faculty' shall indicate Faculty/School.

b. Faculty and School Appeals

1. The student is not required to inform the instructor(s) of an intention to appeal, but, before initiating a grade appeal, the student must have discussed the grade and how it was determined with the instructor(s). If the Dean of the Faculty is satisfied that the instructor(s) was not available for this discussion, the Dean shall allow the appeal to proceed without it.
2. All grade appeals must be initiated by completion of a Grade Appeal Form, which must be received and signed by the Dean by the following dates immediately following completion of the course: Fall Semester courses - February 7; Spring Semester courses - June 7; Summer Session courses - October 7.
3. The Grade Appeal Form must explain why the student believes that the grade was improperly determined. The Dean's signature on the Grade Appeal Form indicates that the student has discussed the merits of the grade appeal with the Dean, who is also charged with explaining the procedures connected with the grade appeal.
4. The Dean shall immediately forward the appeal to the Faculty Grade Appeal Chair and send signed copies of the Grade Appeal Form to both the instructor(s) and the student.
5. The Chair shall immediately request both instructor(s) and student to submit any relevant documentation pertaining to the appeal, and indicate in writing the name of the Faculty member or student agreeing to serve on the Grade Appeal Committee.
6. The instructor(s) and student must each submit relevant documentation and the names of those willing to serve on the Committee no later than 14 days after the Chair's request, after which period the Dean may act on behalf of either the instructor(s) or the student.
7. The Faculty Grade Appeal Committee shall reach a decision no later than 30 days following the striking of the Committee.
8. The Chair of the Faculty Grade Appeal Committee shall deposit the file relating to an appeal with the Dean within 10 days following an appeal decision by the Committee. The Dean shall immediately notify in writing the instructor(s) and student of the Committee's decision.

c. Appeals to General Faculties Council (GFC)

1. Either the student or the instructor(s) may appeal the decision of a Faculty Grade Appeal Committee to General Faculties Council. The appeal must be submitted to the Secretary of General Faculties Council no later than 30 days after the decision of the Faculty Grade Appeal Committee has been mailed.
2. The General Faculties Council shall reach a decision regarding the appeal no later than 30 days after the date that the appeal was received by the Secretary of General Faculties Council.
3. The authority of General Faculties Council regarding grade appeals shall be delegated to the GFC Grade Appeal Committee, appointed by General Faculties Council. The GFC Grade Appeal Committee shall consist of two Faculty members, an alternate, and be chaired by the Provost & Vice-President (Academic). Members should be selected from two different Faculties with experience on Faculty Grade Appeal Committees. Appointments to the GFC Grade Appeal Committee shall be for three years, staggered to provide continuity. The GFC Grade Appeal Committee shall determine its own procedures.
4. The Chair of the GFC Grade Appeal Committee shall deposit the file relating to an appeal with the appropriate Dean, with a copy to the Secretary of General Faculties Council, within 10 days of the decision of the Committee regarding the appeal. The Secretary of General Faculties Council will communicate immediately in writing the decision of the Grade Appeal Committee to the student, instructor(s), Dean(s), Registrar and the Department.

University of Lethbridge Residence Requirements and Time Limits

Faculty/School	Program	Number of Courses in Program	A. Residence Requirement (Minimum number of UoFL courses required and, if applicable, when they must be completed in the program.)	B. Time Limit for Retention of Individual Course Credit (UoFL and/or transfer credit)	C. Time Limit for Program Completion
GRADUATE STUDIES	M.A.	2-6	For full-time students - A minimum of 12 months to a maximum of 24 months continuous registration at the UoFL (3 semesters per year). For part-time students - A minimum of 24 months to a maximum of 48 months continuous registration at the UoFL (3 semesters per year).	Transfer credit must be completed within 7 years prior to admission.	For full-time students - A minimum of 12 months to a maximum of 24 months continuous registration at the UoFL (3 semesters per year). For part-time students - A minimum of 24 months to a maximum of 48 months continuous registration at the UoFL (3 semesters per year).
	M.Sc.	2-6	For full-time students - A minimum of 12 months to a maximum of 24 months continuous registration at the UoFL (3 semesters per year). For part-time students - A minimum of 24 months to a maximum of 48 months continuous registration at the UoFL (3 semesters per year).	Transfer credit must be completed within 7 years prior to admission.	For full-time students - A minimum of 12 months to a maximum of 24 months continuous registration at the UoFL (3 semesters per year). For part-time students - A minimum of 24 months to a maximum of 48 months continuous registration at the UoFL (3 semesters per year).
	M.Ed.	12	8 courses.	Transfer credit must be completed within 5 years prior to admission.	5 years after admission.
	Graduate Certificate in Education	6	4 courses.	Transfer credit must be completed within 5 years prior to admission.	3 years after initial enrollment.
	Post-Master's Certificate in Education	4	Determined on a case-by-case basis.	Transfer credit must be completed within 5 years prior to admission.	2 years after initial enrollment.
	M.Sc. (Management)	12	For full-time students - A minimum of 12 months to a maximum of 24 months continuous registration at the UoFL (3 semesters per year). For part-time students - A minimum of 24 months to a maximum of 48 months continuous registration at the UoFL (3 semesters per year).	Transfer credit must be completed within 3 years prior to admission.	For full-time students - A minimum of 12 months to a maximum of 24 months continuous registration at the UoFL (3 semesters per year). For part-time students - A minimum of 24 months to a maximum of 48 months continuous registration at the UoFL (3 semesters per year).
	Ph.D.	Up to 6	A minimum of 24 months and a maximum of 48 months full-time continuous registration at the UoFL.	No limit.	A minimum of 24 months and a maximum of 48 months full-time continuous registration at the UoFL.
	CAAP Master of Counselling	12	8 courses.	Transfer credit must be completed within 5 years prior to admission.	A minimum of two years and a maximum of six years full-time continuous registration at the UoFL.
	CAAP Post-Graduate Certificate in Counselling	6	4 courses.	Transfer credit must be completed within 5 years prior to admission.	3 years after initial enrollment.
	CAAP Post-Master's Certificate in Counselling	4	Determined on a case-by-case basis.	Transfer credit must be completed within 5 years prior to admission.	2 years after initial enrollment.

d. Committee Procedure

(Faculty Grade Appeal Committee and Grade Appeal Committee of General Faculties Council)

1. The Grade Appeal Committee shall determine its own procedures. That said, it is understood that the instructor(s) and the student shall have opportunity to make presentations to the Committee in writing, orally or both. Both the instructor(s) and the student shall have the right to cross examine any persons who have been asked by the Committee to speak. Written submissions shall be shared.
2. Decisions of a Grade Appeal Committee shall be made by a majority vote.
3. In the case of the Faculty Grade Appeal Committee, no member of the Committee shall act as an advocate for either the student or the instructor(s) or otherwise act as a representative of some factional interest. Should the Chair of the Committee believe that the deliberations of the Committee suffer from a lack of objectivity on the part of one or more of its members, the Chair shall so inform the Dean. Following such information from the Committee Chair, the Dean may withdraw responsibility for considering the appeal from this Committee. Where the Dean withdraws responsibility for considering an appeal from a Committee, the Dean shall, following consultation with the student and instructor(s), appoint two members to a new Faculty Grade Appeal Committee who, together with the Chair, shall assume responsibility for considering the appeal.
4. A Grade Appeal Committee is not restricted in its decision to finding either for or against the request of any appeal, but may award any letter grade or any available non-grade designation. This means the Faculty and GFC Grade Appeal Committees can adjust grades up or down, or change a grade designation to a non-grade designation. In the event that an 'Incomplete' is awarded, the Committee must prescribe the procedure by which the 'Incomplete' will be converted into a letter grade or non-grade designation.
5. A written report supporting any Faculty Grade Appeal Committee decision must be submitted in every case. The report of the Faculty Grade Appeal Committee shall include a summary of the Committee's rationale for the decision. Where the Committee's decision is not unanimous, the report may contain, but is not required to contain, a dissenting opinion.
6. After a grade appeal is completed, personal materials must be returned to the instructor(s) and student.
7. The decisions of the GFC Grade Appeal Committee shall be final.

4. STUDENT DISCIPLINE POLICY - ACADEMIC OFFENCES

a. Introduction

The integrity of the University and of the degrees the University confers is dependent upon the honesty and soundness of the teacher-student relationship, as well as the integrity of the evaluation process. Conduct by any

student that adversely affects this relationship or process represents an academic offence. The following describes the principal academic offences and procedures for their investigation and penalization. This policy pertains to such conduct where it involves any person registered in a University course (credit or non-credit).

b. Plagiarism

No student shall represent the words, ideas, images, or data of another person as his or her own. This regulation will affect any academic assignment or other component of any course or program of study, whether the plagiarized material constitutes a part or the entirety of the work submitted.

c. Cheating

1. In the course of an examination, no student shall obtain or attempt to obtain information from another student or other unauthorized source, or give or attempt to give information to another student, or knowingly possess, use or attempt to use any unauthorized material.
2. No student shall represent or attempt to represent oneself as another or have or attempt to have oneself represented by another in the taking of an examination, preparation of a paper or other evaluated activity.

d. Duplication

No student shall submit in any course or program of study, without both the knowledge and approval of the person or persons to whom it is submitted, all or a substantial portion of any academic assignment for which credit has previously been obtained or which has been or is being submitted in another course or program of study in the University or elsewhere. (This clause is not intended to prevent the integration of learning but, rather, to prevent duplication of credit for a body of work.)

e. Confidential Materials

It is an offence knowingly to procure, distribute or receive any confidential academic material such as pending examinations or laboratory notebooks.

f. Misrepresentation

It is an offence knowingly to misrepresent material facts to another for the purpose of obtaining academic advantage or credit. One example of this offence occurs whenever a student submits in any course or program of study any academic assignment containing a statement known by the student to be false or a fabricated reference to non-existent sources or documents.

g. Other Offences

1. Any other conduct by a student which adversely affects the integrity of the instructor-student relationship and/or the evaluation process will be considered an academic offence.
2. Faculties and Schools may define and must publicize any other academic offences specific to a given program, together with attendant penalties. A statement of such offences and penalties must be approved by the General Faculties Council.

h. Discipline Procedures

In this Policy, 'instructor' shall indicate instructor/supervisor.

Any member of the University community who believes that a student has violated academic regulations may initiate proceedings against the student.

1. An instructor who believes that a student has committed an academic offence should proceed according to **Section i. Procedures and Penalties** section below.
2. Any other person who believes that a student has committed an academic offence should communicate to the instructor of the affected course the particulars of the time and place and provide a brief summary of the alleged misconduct. Where the alleged academic offence does not involve a specific course, the allegation of misconduct should be directed to the Dean of the program in which the student is registered.

i. Procedures and Penalties

1. The instructor must review the alleged offence with the student and shall advise the student to refer to the Discipline Policy.
2. Where the instructor has reason to believe that an offence has been committed, he/she must impose a written reprimand in which a summary of both the offence and additional penalty, if any, is included. Penalties in addition to a letter of reprimand in the file may be imposed. Such penalties are less severe than suspension or expulsion, insofar as the student's admission/registration status is maintained. In addition to the reprimand, the instructor may impose one or more of the following additional penalties:
 - a. Additional work.
 - b. Grade reduction in or rejection of the assignment.
 - c. Grade reduction in the course.
 - d. A grade of 'F' in the course. If a student is given a grade of 'F', then the student is no longer registered in that offering of the course and no longer has classroom privileges (see **Registration on p. 53**). Should a student elect to appeal this penalty, the student will remain registered until the appeal is decided. See **Section j. below** for information regarding the appeal process.

The instructor shall forward a copy of the written reprimand to the Dean for inclusion in the student's file in the Registrar's Office and Student Services (ROSS). The Registrar shall inform the Dean if there is a previous reprimand in the student's file.

At the discretion of the Dean, a student with a previous academic offence on file may be subject to further disciplinary action. Such action will be progressive, aimed at correcting inappropriate academic behaviour and could include penalties ranging from a recommendation of a grade reduction to suspension or expulsion. The Dean may refer such a case to the GFC Discipline Committee when a penalty listed above has been applied. The Dean

has the option of referring a case to the GFC Discipline Committee, even in cases where there is no appeal by the student.

j. Appeals of an Instructor's Decision

Within seven working days of receipt of the written statement described immediately above, the student may challenge either the accusation of having committed an offence or the penalty imposed by an instructor for an offence by submitting a written appeal to the Dean. The Dean shall review the case and either uphold the instructor's decision, reduce the penalty, or dismiss the case. The Dean shall inform the student and instructor in writing of this decision. If an allegation of an academic offence is dismissed, the written notice in the student's file shall be destroyed. The Dean's decision regarding the appeal of the instructor's decision shall be final.

k. Severe Penalties - Suspension and Expulsion

Severe penalties including suspension and expulsion may be imposed and result in a student losing his/her admission/registration status. See **Section I. Suspension/Expulsion below**.

l. Suspension/Expulsion

1. Suspension

Suspension requires a student to withdraw completely from the University for a specified period of time, to a maximum of three years. Upon expiry of the period of suspension, the student will be permitted to reapply to the program from which he or she was suspended, subject to the appropriate admission standards and requirements applicable at the time of reapplication.

2. Expulsion

Expulsion requires a student to withdraw completely from the University for an indefinite period of time. The student shall not be permitted to return without the written approval of the Provost & Vice-President (Academic) in consultation with the Dean of the program from which the student was expelled. Such approval shall not normally be given before the expiry of three years.

3. Procedures

- a. If the instructor considers that the case requires suspension or expulsion, he/she shall make such recommendation in writing to the Dean, outlining the particulars of the case, with a copy to the student. The instructor shall advise the student to seek advice from his/her Faculty Advisor and/or the Registrar.
- b. If the Dean considers that suspension or expulsion is in order, he/she shall so notify the Discipline Committee in writing, with a copy to the student. The Discipline Committee shall hear the case and will have the authority to expel, suspend, implement a lesser penalty or dismiss the case.
- c. During the period from the time of any recommendation of suspension or expulsion until the point of a final decision, the student shall receive a grade of 'Incomplete' for the course in which the charge was laid. This includes the time until an appeal has been

heard. A student shall be allowed to continue his/her program of study until a decision is finally rendered. There will be no loss of credit for courses taken during this period of time.

- d. In the event that the decision affects the graduation status of the student, the decision regarding the offence shall be rendered as soon as possible. Nonetheless, where delay in reaching the decision results in postponement of graduation, the University will not be held responsible unless the decision has been unreasonably withheld.

m. Discipline Committee

1. Composition

The Discipline Committee shall consist of the Provost & Vice-President (Academic) (or designate) as Chair, two Faculty members appointed by the General Faculties Council and two student members nominated by the Students' Union or Graduate Students Association. One alternate Faculty member and one alternate student member shall also be appointed and will be invited to serve in the event that Committee members are unable to do so.

2. Quorum

A quorum shall consist of four, to include the Chair plus a minimum of one Faculty and one student member.

3. Conflict-of-Interest

To encourage impartiality, Committee members shall not serve during investigations of students with whom they have familial or other close associations. Faculty members shall not serve during investigations of students currently taking courses taught by that Faculty member.

The Chair shall rule on the eligibility of Committee members in cases regarding potential conflict-of-interest.

4. Procedures

The Discipline Committee shall set its own procedures for investigation, subject to the following guidelines:

- a. The Chair shall inform the student in writing of the academic regulation which is alleged to have been violated and the possibility of suspension or expulsion. The student shall be informed (by Registered Mail), at least 14 days prior to the date of the hearing, of the date, time and place of the hearing and notified that if the student does not appear, the Committee may hear the case in the student's absence.
- b. The student may be accompanied by an advisor, or represented by a designate, who may speak on the student's behalf and/or the student may submit a written statement.
- c. The Chair shall notify the Dean and the instructor who lodged the original complaint, of the date, time and place of the hearing, together with a copy of any written submission from the student and shall request the Dean's/ instructor's attendance at the hearing.

- d. The student, his/her advisor or designate and the Dean/instructor shall have the right to cross-examine any persons who have been asked by the Committee to speak and may call forward witnesses or other persons.
- e. The hearing shall be in camera. A confidential record of the hearing shall be kept.

5. Decision of the Discipline Committee

At the conclusion of the hearing, the Discipline Committee shall decide by majority vote whether suspension, expulsion or a lesser penalty is warranted. The Committee shall take into consideration the disciplinary record of the student.

The Discipline Committee shall prepare a brief summary of the evidence and arguments presented, the decision of the Committee and the rationale for the Committee's decision. This document shall be signed and delivered within seven days of the conclusion of the hearing to the University President, who shall communicate the same to the student.

If the student is to be suspended or expelled, the date of implementation shall be sent by Registered Mail. A copy of the Discipline Committee's report shall be placed in the student's file in the Registrar's Office and Student Services (ROSS) and a copy shall be sent to the Dean. A notation concerning suspension or expulsion shall be placed on the student's transcript.

6. Appeals of the Decision of the Discipline Committee
Within 30 days of receipt of the notice described immediately above, the student may appeal in writing to the Board of Governors a decision of the Discipline Committee. The Board of Governors decision regarding the case shall be final.

5. STUDENT DISCIPLINE POLICY - NON-ACADEMIC OFFENCES

NOTE:Urgent Situations

Notwithstanding the information below, in the context of non-academic offences, any member of the University community who becomes aware of an urgent situation and has reasonable cause to believe that serious harm to individuals may result must immediately notify the Director, Security & Parking (telephone: 403-329-2345) or call 911.

a. Introduction

The integrity of the University Community depends upon student conduct which upholds the Principles of Student Citizenship (see p. 14). Basic principles of academic integrity include "honesty in learning, teaching, research, service; respect (for) . . . colleagues, instructors, and administration . . . responsible for upholding the integrity of scholarship and research." A more complete description of fundamental principles is found in Section B.2 on p. 14. The following describes the principal non-academic offences and procedures for their investigation and penalization. This policy pertains to such conduct where it involves any person registered in a University course (credit or non-credit).

b. Disruption

1. Students should maintain the freedoms of other members of the University community including freedom of thought, beliefs, opinion, expression, peaceful assembly and association. Behaviour contravening or limiting these freedoms constitutes disruption.
2. Student conduct which unduly interferes with instruction including scheduled lectures, seminars, tutorials or other instructional activities, or with course examinations or other evaluation procedures will also be considered a disruption.
3. Student conduct which unduly interferes with learning and studying in the University Library will be considered disruption.

c. Abuse, Harassment, and Dangerous Activity

1. Abuse
 - a. A student shall not threaten or engage in physical abuse of any other member of the University community, his/her property, or his/her family. No member of the University community shall be placed in a situation of fear of physical abuse or fear of damage to his or her property. A student shall not knowingly incite others, by whatever means, to threaten by physical abuse or engage in physical abuse of individuals or groups of individuals within the University community.
 - b. A student shall not engage in verbal abuse of any other member of the University community. A student shall not knowingly incite others, by whatever means, to engage in verbal abuse of individuals or groups of individuals within the University community.
2. A student shall not harass or discriminate against any other member of the University community on the basis of age, race, colour, ethnicity, national origin, philosophical or religious affiliation or belief, sex, sexual orientation, marital status or physical disability.
3. Students formally representing the University of Lethbridge outside the University community and/or at a University-sponsored event may be subject to discipline under the Non-Academic Offences section of the Calendar.

d. Misuse or Misappropriation of University Property, Equipment, Facilities or Services

1. A student shall not convert, damage or destroy any University property, equipment, facility, or service.
2. A student shall not deface the exterior or interior of any building, structure or facility of the University.
3. A student shall not misuse a facility by gaining unauthorized entry or by remaining in a facility without appropriate authority. Facilities include, but are not limited to, all University buildings, structures, parking lots, athletic playing fields and lands.
4. A student shall not misappropriate any University property, equipment, facility, or service.

e. Misrepresentation and Falsified Documents

1. A student shall not submit, or cause to have submitted, false or misleading documents in support of any University activity.
2. A student shall not produce and/or use falsified University documents for any purpose.

f. Other Offences

Any other conduct by a student which adversely affects the safety of the University Community and/or its members will be considered a non-academic offence.

g. Initiation of Procedures

1. Any member of the University community who believes a student has committed a non-academic offence may, by a signed statement, initiate proceedings against that student.
2. The complaint shall be a detailed written description of the incident and shall include the time, place and persons involved, as well as all relevant information concerning the incident. The complaint shall be referred as indicated immediately below and copied to others as required.
3. Referral
 - a. Actions that interfere with the teaching, learning, and research functions of the University are to be referred to the Dean of the Faculty/School in which the course involved is offered. See **Section h. below**.
 - b. Actions which interfere with learning and research activities in the University Library are to be referred to the University Librarian. See **Section h. below**.
 - c. All other offences are to be referred to the Director, Security & Parking. See **Section i. below**.

h. Procedures: Non-Academic Offences in Instructional Space, Research Facilities, or Library

1. When a student disrupts instructional activities, the instructor may exclude the student immediately from instructional space and/or from future scheduled instructional meetings of that course pending further actions by the Dean. When a student disrupts research activities, the instructor may exclude the student immediately from research areas pending further actions by the Dean. The instructor must immediately notify the Dean of the Faculty/School in which the course is offered or in which the research is being undertaken. Such notification must be by means of a signed statement as per **Section g.2 above**. Once the statement is received, the Dean will notify both the Director, Security & Parking and the Registrar and provide each of them with a copy of the signed statement.

When a student disrupts learning, research activities, or operations in the Library, Library staff may exclude the student immediately from the Library. Staff must immediately notify the University Librarian or designate, the Director, Security & Parking and the Registrar. Such notification will

consist of a signed statement as per **Section g.2 above**.

2. Actions

The Dean or University Librarian will take the following actions:

- Meet with the student and advise the student to refer to the Non-Academic Offences section in the Calendar.
- Consult and coordinate with Security Services, Counselling Services, and others as required.
- Place a letter of reprimand in the student's file in the Registrar's Office and Student Services (ROSS). The Registrar shall inform the Dean or University Librarian if the student has a previous reprimand in his/her file.

3. Penalties

Penalties in addition to a letter of reprimand in the file may be imposed. Such penalties are less severe than suspension or expulsion, insofar as the student's admission/registration status is maintained.

- a. By the Dean, exclusion from one or more courses for a defined number of meetings or to the end of the semester
- b. By the Dean, exclusion from all courses for a defined number of meetings or to the end of the semester
- c. By the University Librarian, reparations
- d. By the University Librarian, suspension of Library privileges
- e. By the University Librarian, exclusion from the Library

At the discretion of the Dean or University Librarian, a student with previous non-academic offences on file may be subject to further disciplinary action. Such action will be progressive, aimed at correcting inappropriate behaviour in the locations identified above and may include penalties ranging from a recommendation of simple exclusion to severe penalties such as suspension and expulsion.

4. Appeal

Students may appeal either the charge of an offence or the penalty imposed or proposed by the Dean or University Librarian to the Associate Vice-President (Academic), within seven working days of receipt of a written indication of the offence and penalty. The Associate Vice-President (Academic) may dismiss the case, confirm the decision of the Dean or University Librarian or take additional action if appropriate. The student shall, in such case, be informed in writing and a copy of the notification shall be placed in the student's file in the Registrar's Office and Student Services (ROSS). The decision of the Associate Vice-President (Academic) shall be final.

5. Severe Penalties - Suspension and Expulsion

Severe penalties including suspension and expulsion may be imposed and result in a student losing his/her admission/registration status. See **Section j. Suspension/Expulsion below**.

i. Procedures: Non-Academic Offences Outside Instructional Space, Research Facilities, or Library

1. When a student commits a non-academic offence outside instructional space, research facilities, or the Library, any member of the University Community may initiate proceedings against that student. All offences committed outside the identified areas are to be referred to the Director, Security & Parking.

2. Actions

The Director, Security & Parking will take the following actions:

- Meet with the student and advise the student to refer to the Non-Academic Offences section in the Calendar.
- Consult Counselling Services and others as required.
- Notify the Dean of the Faculty offering the program in which the student is registered, where warranted.
- Place a letter of reprimand in the student's file in the Registrar's Office and Student Services (ROSS). The Registrar shall inform the Director, Security & Parking if the student has a previous reprimand in his/her file.

3. Penalties

Penalties in addition to a letter of reprimand in the file may be imposed. Such penalties are less severe than suspension or expulsion, insofar as the student's admission/registration status is maintained. The Director, Security & Parking may impose the following penalties:

- a. Reparation
- b. Exclusion from defined areas of the campus
- c. Exclusion from campus
- d. Other limitations as required

At the discretion of the Director, Security & Parking, a student with previous non-academic offences on file may be subject to further disciplinary action. Such action will be progressive, aimed at correcting inappropriate behaviour in the locations identified in Section 6.i.1. and may include penalties ranging from a. to d. above to suspension and expulsion.

4. Appeal

Students may appeal either the charge of an offence or the penalty imposed or proposed by the Director, Security & Parking to the Registrar, within seven working days of receipt of a written indication of the offence and penalty. The Registrar may dismiss the case, confirm the decision of the Director, Security & Parking or take additional action if appropriate. The student shall, in such case, be informed in writing and a copy of the notification shall be placed in the student's file in the Registrar's Office and Student Services (ROSS). The decision of the Registrar shall be final.

Reparation

Once assessed by the University, reparation for repairs and/or replacement for physical damage shall be paid to the University.

5. Severe Penalties - Suspension and Expulsion
Severe penalties including suspension and expulsion may be imposed and result in a student losing his/her admission/registration status. See **Section j. Suspension/Expulsion below.**

j. Suspension/Expulsion

1. Suspension

Suspension requires a student to withdraw completely from the University for a specified period of time, to a maximum of three years. Upon expiry of the period of suspension, the student will be permitted to reapply to the program from which he or she was suspended, subject to the appropriate admission standards applicable at the time of reapplication.

2. Expulsion

Expulsion requires a student to withdraw completely from the University for an indefinite period of time. The student shall not be permitted to return without the written approval of the Provost & Vice-President (Academic) in consultation with the Registrar. Such approval shall not normally be given before the expiry of three years.

3. Procedures Governing Suspension/Expulsion

- a. If the Dean or University Librarian considers that the case requires suspension/expulsion, he/she shall make such recommendation in writing to the Registrar, outlining the particulars of the case, with a copy to the student. Should the Director, Security & Parking consider that the case requires suspension/expulsion, he/she shall consult with the Dean of the program in which the student is registered and they shall jointly make such a recommendation.
- b. If the Registrar considers that suspension/expulsion is in order, the Registrar shall notify the Discipline Committee in writing, with a copy to the student. The Discipline Committee shall hear the case and will have the authority to expel, suspend, implement a lesser penalty or dismiss the case.
- c. During the period from the time of any recommendation of suspension or expulsion until the point of a final decision, a student shall be allowed to continue his/her program of study until a decision is finally rendered. There will be no loss of credit for courses taken during this period of time.
- d. In the event that a decision affects graduation, the decision shall be rendered as soon as possible. Nonetheless, where delay in reaching the decision results in postponement of graduation, the University will not be held responsible unless the decision has been unreasonably withheld.

See **Section 4.m. Discipline Committee on p. 145.**

k. Referral to Civil Authorities

The University reserves the right to notify or summon the appropriate civil authority in any individual matter regarding non-academic offences. The University President or designate is the sole official who may summon the civil authority in the name of the University.

6. CAVEAT - AUTHORITY TO RESCIND REGISTRATION PRIVILEGES/PROHIBIT ACCESS TO UNIVERSITY PROPERTY

- a. Until modified by resolution of the Board, the President shall have the power and authority in his/her capacity as President, and as representative of the Board of Governors, to rescind any student's registration in a course, an undergraduate studies program, or graduate studies program at the University of Lethbridge and prohibit the student from accessing University property at any time.
- b. The powers of the President to rescind a student's registration and prohibit access to University property may be exercised in any circumstance where the President in his/her sole discretion determines that:
 1. The individual represents a potential risk to the safety, security, or well-being of members of the University community, including but not restricted to students, faculty, and administration;
 2. The best interests of the University outweigh the inclusion of the individual at the University.
- c. The President shall not take such action without first consulting with the Provost & Vice-President (Academic) and the Vice-President (Administration). The Coordinator of Counselling Services and the Director, Security & Parking may also be consulted.
- d. Any decision made by the President to rescind a student's registration privileges and prohibit access to University property shall be final and without appeal to any body in the University of Lethbridge.
- e. Such students may be considered for Open Studies status or readmission only by the President, normally after the lapse of one year. Students must provide evidence that the issues leading to the rescinding of registration privileges/prohibition of access to university property have been addressed.

7. APPEAL OF APPLICATION OF POLICY OTHER THAN GRADE OR STUDENT DISCIPLINE

Students dissatisfied with the application of an academic policy or regulation to their own status, other than grade or student discipline, are entitled to a review by the Dean of the Faculty in which they are registered.

If still dissatisfied after this review, the student may address a written appeal to the Dean who renders the final decision on behalf of the Faculty. A student may appeal a decision on behalf of the Faculty to the General Faculties Council.

Students shall have one year from the date of application of an academic policy or regulation other than grade or student discipline to appeal.

8. ASSESSMENT OF STUDENT LEARNING POLICY AND PROCEDURES FOR UNDERGRADUATE COURSES

The University of Lethbridge is committed to providing fair and accurate assessment of student learning. Regular assessment provides an opportunity for students to gauge their understanding of course material, for instructors to determine what students have learned, and for the university to certify student achievement. Students must have sufficient and timely feedback from instructors to improve their performance and make informed decisions about withdrawal, registration in subsequent semesters, and how to allocate their time. Students are responsible for soliciting additional feedback about their performance if they wish to have more information.

This policy specifies the components required in course outlines, identifies expectations of students, provides procedures for the conduct and scheduling of formal learning assessments, reporting grades, and handling student work once assessment is complete. However, no policy can cover all eventualities. Faculties and schools may adopt additional assessment policies and procedures for any program. It is understood that this policy must be interpreted humanely and sensitively, recognizing both the rights and the interests of students, and the quality and integrity of academic programs. Students should identify differences in their interpretation of policy with instructors in a timely fashion and cooperate to resolve them. If no resolution is forthcoming, the student may appeal the matter to the Dean of the Faculty offering the course following the procedure in **Section 7 Appeal of Application of Policy Other than Grade or Student Discipline p. 148.**

a. Course Outline

1. To allow students to make timely and informed decisions about registration, add/drop, and the allocation of their time during the semester, instructors must provide a course outline to all students no later than the first class meeting, and to all students who subsequently join the class. If an instructor wishes to incorporate student input in course design, a final outline must be provided to students as soon as possible after the first class.
2. The course outline includes the following essential elements:
 - a. The instructor's name and contact information, course number, section and title, and the department or Faculty.
 - b. Where, when, and how students may seek assistance from the instructor.
 - c. A list of required reading materials, supplies, expenses for events outside of regular classes, and, where the instructor requires the study of material that cannot be specified at the outset of the course, an explicit statement to that effect.
 - d. Relative weights of all work used to determine a final grade. Where attendance or other forms of class participation are required, the criteria for these measures should be explicitly stated.
 - e. How the final letter grade for the course will be determined if percentages are used.

- f. Due dates, approximate due dates, or the approximate frequency of graded work.
- g. Penalties for late work.
- h. A reminder that students in the course are subject to the student discipline policy for academic and non-academic offenses in accordance with the University Calendar.
- i. If instructors use a university-approved plagiarism detection service to determine the originality of student papers, notice must be provided in the course outline. Student work may be stored in the database of the service, and if students object to such storage, they must advise the instructor in sufficient time that other techniques may be used to confirm the integrity of written work.
- j. The essential elements of the course as specified in the course outline shall not be altered after the add/drop deadline. However, recognizing that teaching excellence requires a degree of flexibility and responsiveness to both students' needs and emergent circumstances, adjustments to the course outline may sometimes be necessary, provided that no student is disadvantaged by the change.

b. Expectations of Students

1. Students should be familiar with the academic regulations of the university.
2. Instructors may assume basic literacy, numeracy, and computer literacy as prerequisites for university entrance. Instructors may assume that students have the knowledge or skills of any course listed as a prerequisite for the course in the current university calendar.
3. Students may be expected to apply what has been taught in the course to new situations, to analyse different examples, or to synthesize original responses to questions that remain within the realm of fairness, even though the particular applications, examples or circumstances may not have been explicitly addressed in course lectures or readings.
4. Students are expected to monitor their university email accounts and to use their university accounts whenever writing instructors concerning course work and course grades.
5. Instructors will make reasonable efforts to accommodate students formally representing the University on inter-varsity teams, in academic competitions, in artistic performances, etc. with respect to due dates, tests, and examinations, provided sufficient notice is given. Students should provide documentation of such activities identifying potential absences to instructors by the add/drop deadline where possible.
6. In extraordinary circumstances, such as bereavement, illness, or injury, students may be accommodated with respect to due dates, tests, and examinations. Under such circumstances, instructors may request documentation.

7. All tests and assignments are due on or before the last day of classes except those identified by the instructor as a final examination or equivalent.
 8. Unless otherwise stated in the course outline, students not submitting term work, in-class tests or final examinations without valid reasons will receive a zero for that part of the course grade.
 9. Instructors have a duty to accommodate students with disabilities that have been verified by the Accommodated Learning Centre.
 - a. The principle of equity requires that all students be afforded an equal opportunity to demonstrate what they know and can do; in the case of students with disabilities, this principle may require adopting alternative assessments, adapting existing assessments, or allowing students to bring items into an assessment which otherwise would be prohibited to ensure that these students are not unfairly disadvantaged.
 - b. Students who wish to arrange for modified assessments must have their disability verified by the Accommodated Learning Centre, which will then issue a letter to the appropriate Dean(s) and instructor(s) indicating the University's support for appropriate requests for special learning opportunities or assessment procedures.
 - c. The student is responsible for requesting accommodations from an instructor at least two weeks in advance of the evaluation date. Disagreements about the accommodation of any request between students with disabilities and instructors should be mediated first by the Accommodated Learning Centre; where that is not satisfactory, subsequent appeal may be made to the Dean for resolution.
- c. Scheduling of Assessments**
1. No examination (test, quiz, or combination of tests and quizzes) worth more than 20% of the final grade may be held in the last two weeks of class during the Fall or Spring Semesters. However, module examinations may be administered in the last two weeks of the on-campus component of Professional Semesters I and II in the Faculty of Education.
 2. To ensure that students have the opportunity to correct, improve, adapt, or build upon their understanding and skills, students' graded work must be made available to them before they are examined or reassessed on material directly dependent upon that work.
 3. In-class tests and examinations may not exceed the allotted class time.
 4. Final examinations may not normally exceed three hours. Any requests for an extended time period must be made to the Registrar. Any overlap with a subsequent exam may require that the longer exam be moved. Students must be able to take advantage of scheduled breaks between exam time slots.
5. Final examinations must be held on the date set by the Registrar. In the case of final examinations written in the testing centre, examinations may be opened on or after the first day of the scheduled examination period. Test centre examinations must be scheduled for completion no earlier than the day scheduled by the Registrar and no later than the last day of the final examination period.
 6. Normally any work assigned during the instructional period must be called due by the last day of classes. Where a final project, performance, essay, take-home examination, or other demonstration of learning replaces a scheduled final examination, the work may not normally be called due any sooner than the date and time of the final examination scheduled by the Registrar and no later than the last day of the final examination period. However, musical performance examinations may be scheduled after the last day of classes with consent of the student.
 7. All work to be graded in fulfilment of the requirements of an Independent Study course or Honours Thesis must be called due no later than the last day of the final examination period.
 8. Students who cannot write final examinations for reasons beyond their control may request alternative scheduling from the Dean. Upon the Dean's approval, instructors will be authorized to arrange rescheduled final examinations. Instructors may only assign an Incomplete in the course with prior approval from the Dean's office (see **Section 2.a.2. on p. 137** for more information regarding the 'I - Incomplete' designation).
 9. No student shall be expected to write three consecutive final examinations in 24 hours in the scheduled final examination period and, in such cases, it is the student's responsibility to request an accommodation from the Dean. The instructor associated with the second examination is the one who would normally be expected to accommodate the need for a rescheduled examination for such a student.
- d. Conduct of Examinations**
1. For examinations written outside the testing centre, the examination supervisor is responsible for the safe and secure conduct of an examination (test, quiz, or scheduled final examination). While the examination supervisor is normally the instructor of the course, any member of academic staff, post-doctoral fellow, or graduate student with appropriate expertise may supervise an examination. Whenever possible, course instructors should be available to answer questions arising during the examination.
 2. The supervisor may restrict admission to the examination site prior to the examination. If necessary, arrangements may be made with Security to restrict such admission.

3. The supervisor may require all students to sign in before the examination, to sign out after the examination, and to register with the supervisor the number of examination booklets used.
4. The supervisor may require students to deposit personal effects in a designated area.
5. The supervisor may also require all students to place University of Lethbridge identification cards on their desks for the duration of the examination. If the supervisor is not certain of a student's identity, the student must be allowed to write the examination. The student shall then be referred to the instructor or, where the instructor is the supervisor, the Dean for resolution.
6. The supervisor may articulate regulations for late entry to and early exit from the examination room.
7. The supervisor is responsible for dealing with impropriety or irregularity to insure fairness and rigor in the assessment process.
8. If students must leave the examination site for personal reasons, the supervisor shall take reasonable measures to ensure that no materials leave the site, that no restricted materials are brought back to the site, and that the student takes no action while away from the site that could undermine the integrity of the examination.
9. Supervisors may prescribe or restrict materials that may be taken to the examination site and used during the examination. No material aids including such items as mobile phones, computers, or other digital devices may be brought into an examination without prior approval of the instructor.
10. In the event that it proves necessary to evacuate an examination room because of an emergency, supervisors will ask students to leave all examination materials behind and supervise the evacuation of the room.
11. Following the evacuation of an examination site, it is the supervisor's prerogative to resume the examination, if this can be done within a reasonable period of time after the evacuation. Extra time (equivalent to the time lost) shall be provided to complete the examination. If an examination cannot be resumed safely or fairly after an evacuation, all examination materials shall be collected, and the examination shall be rescheduled.
12. In the event that inclement weather or other conditions require that the University be closed, scheduled final examinations shall be rescheduled by the Registrar.

e. Ownership, Confidentiality, and Posting of Grades

1. Students have the right to obtain and keep all graded work at the end of the appeal period. Instructors may retain questions.
2. All reasonable measures shall be taken to ensure confidentiality of both the student's work and the instructor's assessment. Under no circumstances shall any form of graded work be left in an unsupervised public place. Students who want

someone else to pick up any form of graded work for them must authorize that person in writing. Students may provide a stamped, self-addressed envelope to the instructor for the return of graded work.

3. Instructors may not post grades unless all precautions are taken to protect student confidentiality. Neither names, nor University of Lethbridge student identification numbers, nor lists of identifiers which retain the original alphabetical order of names on a class list may be used for posting grades.
4. When graded term work cannot be returned in person, grades or comments may be posted on-line using university-approved learning management software. When this is not possible, grades and comments may be sent by e-mail provided that university e-mail addresses are used by both instructor and student.
5. Final course grades may not be e-mailed to students. Students should access final course grades using the Bridge.

f. Handling of Materials after Student Assessment is Complete

In accordance with Alberta's *Freedom of Information and Protection of Privacy (FOIP) Act*, any graded student work that remains unclaimed after the Grade Appeal Period must be retained for one year as follows:

1. Unclaimed material from the Fall semester must be retained until December 31 of the following year and destroyed no later than January 31.
2. Unclaimed material from the Spring semester must be retained until April 30 of the following year and destroyed no later than May 31.
3. Unclaimed material from the Summer Sessions must be retained until August 31 of the following year and destroyed no later than September 30.

9. OTHER POLICIES

a. Art Placement Policy

The University of Lethbridge encourages and nurtures creative expression and supports the display of student artwork on University campuses. Requests for the display of non-student art (including that of faculty members and others) will be considered on a case-by-case basis by the Art Placement Committee (APC) in consultation with the Art Gallery Director, as appropriate.

The full policy is available online at www.uleth.ca/policy/art-placement.

b. Computer Use Policy

Computer and network resources are critical resources at the University of Lethbridge. The purpose of this policy is to ensure the efficient operation and distribution of these resources. All use of the University's computer and network resources is governed by this policy. Aspects of this use may also be governed by other University policies, as well as Provincial and Federal law.

Users have a responsibility towards ensuring the secure and efficient operation of University computer and

network resources. This responsibility includes refraining from prohibited activities and taking reasonable steps to prevent damage, security violations, or access by unauthorized users.

The full policy is available online at www.uleth.ca/policy/computer-use-policy.

c. Confidentiality of Student Records Policy

In choosing to pursue a post-secondary education, students must be aware that the record of their academic performance will be viewed and evaluated by others. At the same time, the right to privacy asserts that individuals have a legitimate interest in controlling what information about themselves they will reveal to others and what uses may be made of this information. For its part the University has a legitimate interest in obtaining information necessary to carry out its functions and to fulfill its obligations to its students and to the agencies which have direct authority over it. This policy, therefore, is intended to reflect a reasonable balance between the obligations of the University for the welfare of the students and its responsibilities to society.

The full policy is available online at www.uleth.ca/policy/confidentiality-student-records.

See also **Notices to Students Regarding the Collection of Personal Data (p. 14)** and **Student Records Retention Policy in Part 2 - Registration (p. 51)**.

d. Library Access Policy

The purpose of the University Library's resources and services is to further the academic mandate of the University by facilitating access to information in all formats for the purposes of study and research. The objective of the Access Policy is to provide equitable access to the resources and services of the University Library.

The full policy is available online at www.uleth.ca/lib.

See also **Library in Part 16 - General Services**.

e. Library Code of Conduct

The University Library - as a central learning area and a shared, common resource - is committed to providing users with fair and equitable access to library materials, resources, and services in an environment that is:

- Safe, comfortable, and clean
- Staffed by individuals who strive to respond to service requests with courtesy and respect
- A positive and productive place for academic pursuits

The full policy is available online at www.uleth.ca/lib.

See also **Library in Part 16 - General Services**.

f. Managing Unacceptable Behaviour by External Users of University Facilities

This policy provides a process to deal with unacceptable behaviour of external users and to protect University property, services, faculty, staff, students, and other users from such behaviour when it occurs.

External users are those individuals who are not faculty, staff, students, or those persons functioning in a volunteer capacity on behalf of the University of Lethbridge. Internal users are those individuals who are faculty, staff, students,

or those persons functioning in a volunteer capacity on behalf of the University. Unacceptable behaviour by internal users will be dealt with through their respective employment contracts or in the case of students, policies and procedures related to discipline.

Unacceptable behaviour includes, but is not necessarily limited to acts that:

- disturb the peace and tranquility of authorized users
- endanger the safety and security of others
- cause damage to private or public property
- impair the delivery of services on University buildings or lands
- have the potential to expose the University to liability or prosecution
- violate any University of Lethbridge policy applicable to external users

Such behaviour includes vandalism or other criminal offences that may also require University Security Services to solicit the assistance of the Lethbridge Police Services.

The full policy is available online at www.uleth.ca/policy/managing-unacceptable-behaviour-external-users-university-facilities.

g. Personal Security Policy

The University of Lethbridge is committed to providing a living, learning, and working environment that is free of threats to personal security and is supportive of productivity, academic achievement, and the dignity, self-esteem, and fair treatment of all members of its community. The Personal Security Policy, developed by the University in consultation with employee and student groups, gives practical application to that commitment.

"Personal security" means freedom from violence, the threat of violence, harassment, hazing, abuse of supervisor's authority, verbal abuse, and discrimination in contravention of the Alberta Human Rights, Citizenship and Multiculturalism Act.

The full policy is available online at www.uleth.ca/policy/personal-security-policy.

h. Policy Against Hazing

The University of Lethbridge has a zero tolerance policy on hazing. Hazing activities of any type are inconsistent with the mission and vision of the University and are prohibited at all times. The purpose of this policy is to maintain a safe environment for University community members free from hazing. Hazing has historically been associated with, but is not limited to, obtaining acceptance or membership in an organization or a team. The University of Lethbridge's Policy Against Hazing applies to all University community members.

The full policy is available online at www.uleth.ca/policy/policy-against-hazing.

i. Revoking Degrees

The integrity of the degrees the University confers is dependent on the honesty and soundness of the teacher-student relationship, as well as the integrity of the evaluation process. The University has a responsibility to protect the integrity of the degrees it awards, both while the degree is being earned and after its conferral.

A degree is revoked if both the following conditions exist:

1. An academic offense is discovered after the degree is awarded; and
2. That offense, if detected, would have resulted in the degree not being awarded.

The full policy is available online at www.uleth.ca/policy/revoking-degrees-policy.

j. Student Behavioural Incident Policy and Protocol

As an institution of higher learning, the University is committed to openness of debate respecting differences of opinion, development of critical thinking, and evaluation of ideas and actions. The University recognizes that members of the University community have academic freedom to discuss controversial ideas. Nothing in this protocol shall be construed to limit freedom of speech. However, the privilege of academic freedom is accompanied by the responsibility to respect the individual rights of every person.

The University has a responsibility to protect and ensure the safety of all members of the University Community. The establishment of this protocol ensures that the University can carry out this responsibility. This protocol is intended for all students (undergraduate and graduate) at the University of Lethbridge. The primary purpose of the protocol is to enable the University to intervene early and/or provide support to students displaying varying levels of distressed or disturbed behaviour which may result in disruption in or out of the classroom. The University will also take such measures as required to ensure the safety of members of the University community.

The full policy is available online at www.uleth.ca/policy/behavioural-incident-policy-protocol-students.

k. Student Housing Policy

Student housing accommodation at the University provides convenient living accommodation together with

services and programs from which residents may secure additional educational, social, and cultural advantages. The University is concerned not only with the physical environment within student housing, but also with activities which will provide an educational experience aimed at aiding the personal growth of each resident.

The full policy is available online at www.uleth.ca/policy/student-housing.

See also **Housing Services in Part 16 - General Services (p. 557)**.

l. Students With Disabilities Policy

The University of Lethbridge will take all reasonable measures short of undue hardship to promote full access to all services for students with disabilities in its post-secondary education programs (credit and non-credit) and community outreach components. For their part, students are encouraged to act responsibly by striving to be as self-reliant and as independent as possible, and by fully engaging in their academic endeavours.

The full policy is available online at www.uleth.ca/policy/students-disabilities-policy.

See also **Accommodated Learning Centre in Part 16 - General Services (p. 553)**.

m. Taping of Lectures

Lectures and performances given by academic staff members and visiting speakers may be audio or video recorded by students provided prior approval has been granted by the instructor or performer. Permission to record is solely for the purpose of personal study by the student and does not convey any right to duplicate the recording.

n. Other Policies

For more information regarding these and other University policies, see www.uleth.ca/policy.

GRADUATION

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Convocation ceremonies are held twice annually. The Spring ceremonies are scheduled for the Thursday and Friday following the week of the Victoria Day long weekend. The Fall ceremonies are scheduled for the Saturday following Thanksgiving in October. Students who fulfill degree, diploma, or certificate requirements during the Fall or Spring Semesters attend the Spring ceremony. Students who complete during the Summer Session attend the Fall ceremony. Students who may be completing degree requirements elsewhere follow the procedures outlined below, applying for graduation as do all other students.

I. APPLICATION FOR GRADUATION

Each candidate for a degree, diploma, or certificate must formally apply for graduation by completing the *Application for Graduation* which is available on the Bridge (www.uleth.ca/bridge).

It is the responsibility of the student to ensure that his/her name appears on the graduation list.

Students may only attend the Convocation indicated on their *Application for Graduation* form.

Students who do not graduate, for any reason (e.g., academic or financial), must submit another application by the appropriate deadline.

a. Graduation Fee

All students applying to graduate will be charged a \$25.00 non-refundable, non-deferrable graduation fee.

Note: The graduation fee will increase to \$26.25 for applicants applying to graduate in Spring 2015.

b. Application Deadlines

Semester of Completion	Deadline*	Ceremony
Fall	November 1	Spring
Spring	March 1	Spring
Summer	August 1	Fall

c. Outstanding Document Deadlines

Semester of Completion	Deadline	Ceremony
Fall	Last working day of December	Spring
Spring	April 30*	Spring
Summer	Last Monday of August	Fall

d. Withdrawal of Application Deadlines

Semester of Completion	Deadline	Ceremony
Fall	Last working day of December	Spring
Spring	April 30*	Spring
Summer	Last Monday of August	Fall

*When the deadline date occurs on a weekend or on a Statutory or Civic Holiday, the deadline will be the next working day.

2. OUTSTANDING ACCOUNTS

Students owing the University fees, fines, or other charges will not be permitted to graduate, will not be permitted to participate in ceremonies, will not be listed in the Convocation program, and will have transcripts withheld. This includes outstanding tuition fees, housing charges (including Telecom charges), and library fines.

Deadlines to clear all outstanding accounts in order to be permitted to graduate are as follows:

- Students completing program requirements in the Fall Semester:
December 1 (for Spring Convocation).

Note: Students wishing to have 'completed' noted on their transcript in January (for reasons of employment, etc.), **must have all outstanding accounts cleared before their transcript will be released.** For example, a student completing Education requirements in the Fall Semester who may be eligible for teacher certification in January, must have all accounts paid before the Registrar's Office and Student Services (ROSS) can release the transcript.

Applications for students not eligible for 'completed' approval at the end of the Fall Semester (for academic or financial reasons) **will remain active** for Spring Convocation. These students are not required to submit another application. The April 1 payment deadline for outstanding accounts will apply.

- Students completing program requirements in the Spring Semester:
April 1 (for Spring Convocation).
- Students completing program requirements in Summer Session:
August 15 (for Fall Convocation).

Note: Students wishing to have 'completed' noted on their transcript in September (for reasons of employment, etc.), **must have all outstanding accounts cleared before their transcript will be released.** For example, a student completing Education requirements in Summer Session who may be eligible for teacher certification in September must have all accounts paid before the Registrar's Office and Student Services (ROSS) can release the transcript.

Students who clear outstanding accounts after the April 1 or August 15 deadlines will be required to re-apply for a subsequent Convocation.

3. CONVOCAATION INVITATION

In mid-March (for Spring Convocation) and late August (for Fall Convocation), an invitation postcard is mailed to each graduand by the Registrar's Office and Student Services (ROSS). Graduands can also access this information online at www.uleth.ca/convocation.

4. CONFERRAL

Degrees, diplomas, and certificates are conferred upon a graduand only during Convocation ceremonies, whether the student is in attendance or not. If a graduand is absent, his/her degree, diploma, or certificate can only be released following the conferral process.

a. Order of Conferral

Spring

The Spring ceremonies are scheduled for the Thursday and Friday following the week of the Victoria Day long weekend.

The Order of Conferral for Spring ceremonies is as follows:

Ceremony I - Thursday morning

- School of Graduate Studies
- Bachelor of Arts
- Bachelor of Arts and Science

Ceremony II - Thursday afternoon

- Bachelor of Science
- Faculty of Health Sciences

Ceremony III - Friday morning

- Faculty of Education
- Combined Degrees with Education
- Faculty of Fine Arts

Ceremony IV - Friday afternoon

- Faculty of Management
- Combined Degrees with Management

Fall

The Fall ceremonies are scheduled for the Saturday following Thanksgiving in October. The Order of Conferral for the Fall is as follows:

- School of Graduate Studies
- Faculty of Arts and Science
- Faculty of Education
- Faculty of Fine Arts
- Faculty of Health Sciences
- Faculty of Management

b. Medals

Each Faculty awards a University of Lethbridge Gold Medal to its most distinguished graduand each year. Two medals are awarded by the Faculty of Arts and Science.

The Silver Medal of The Governor General of Canada is awarded to the graduate with the highest academic standing in an undergraduate program.

The Gold Medal of The Governor General of Canada is awarded to the graduate with the highest academic standing in a graduate program.

The School of Graduate Studies Silver Medals of Merit are awarded to a graduating student from each degree program for excellence in graduate studies.

The William Aberhart Gold Medal in Education is awarded to the graduating student who has shown the highest general proficiency in the final two years of the Bachelor of Education program.

Applications for these medals are not required.

5. CONFERRAL IN ABSENTIA

Graduands who do not attend their ceremony will have their degree, diploma, or certificate conferred upon them 'in absentia.'

The parchments are available for pick up at the Registrar's Office and Student Services (ROSS) during the week following the Convocation ceremonies. Parchments not picked up will be mailed to the students' permanent address.

6. NAMES ON PARCHMENTS

The full legal name of the graduand will appear on the parchment. Changes in name must be supported by copies of legal documentation (e.g., marriage certificate, divorce decree, vital statistics certificate, etc.). **Legal given names cannot be replaced with nicknames or initials.**

7. AWARDED POSTHUMOUSLY

With the approval of a Faculty/School Council, a degree, diploma, or certificate may be awarded posthumously to a deceased student who had completed his/her program or was completing the last semester of his/her program. Posthumous awards will be noted on the transcript.

8. TRANSCRIPTS

a. Requirements Completed

After official verification from the Faculty/School that the student has successfully completed all program requirements, the Registrar's Office and Student Services (ROSS) includes an official notation on any transcript issued prior to Convocation that program requirements have been completed.

b. Degree, Diploma, or Certificate Awarded

After official verification from the Faculty/School, and after completion of the conferral process, the Registrar's Office and Student Services (ROSS) includes an official notation on all transcripts of graduating students that the degree, diploma, or certificate has been awarded. This notation includes the major(s), minor(s), concentration, and specialization designation, and any Academic Distinction, Honours Thesis, or Co-operative Education designations.

9. PARCHMENT REPLACEMENT

If a replacement parchment is required, the following procedures must be followed:

a. Name Change

1. The original parchment must be returned before a new one will be issued.
2. A written request, including the graduand's signature, must be submitted, accompanied by copies of two pieces of documentation proving name change (e.g., marriage certificate, divorce decree, vital statistics certificate, etc.).
3. A \$25 (plus GST) re-issue fee is charged.

b. Lost or Stolen Parchment

1. A written request, including the graduand's signature, verifying the circumstances of loss must be submitted.
2. A \$25 (plus GST) re-issue fee is charged.

Note: *The parchment will be stamped in a lower corner indicating that it is a duplicate, with the date of re-issue.*

c. Damaged Parchment

1. The original parchment, or what remains of a damaged parchment, must be returned before a new one will be issued.
2. A written request, including the graduand's signature, must be submitted.
3. A \$25 (plus GST) re-issue fee is charged.

10. CONVOCATION ATTENDANCE

Graduands include only those whose degrees, diplomas, or certificates have been approved by their Faculty/School Councils and who have no outstanding accounts with the University. Graduands must be dressed in the academic attire approved by the University of Lethbridge for the credential that is being conferred.

The Graduands process as a discrete group, sit in an area reserved for graduands, and proceed to the platform to have their credential conferred under the guidance of the Marshals of the Graduands. Unless a Graduand has a disability or can demonstrate another special need, no one except approved Graduands will process with the Graduands, sit with the Graduands, or appear on the platform for Conferral.

a. Academic Dress

The academic dress of the University of Lethbridge is unique to the institution. Different kinds of degrees are represented by different kinds of academic dress as follows:

Bachelor's Degree

Bachelor's graduands wear a black gown and a black mortarboard.

The Bachelor's degree hoods are a shell of black lined with blue, trimmed with a twisted gold and blue cord. Specific degrees are distinguished by the colour of braid on the lining:

Bachelor of Arts:	White braid
Bachelor of Science:	Golden yellow braid
Bachelor of Arts and Science:	White and gold braid

Bachelor of Education:	Light blue braid
Bachelor of Fine Arts:	Brown braid
Bachelor of Health Sciences:	Red and gold braid
Bachelor of Management:	Dull brown braid
Bachelor of Music:	Pink braid
Bachelor of Nursing:	Red braid

Students receiving Combined Degrees wear the colours of the two degrees on the braid.

Master's Degree

Master's graduands wear a black gown and a black mortarboard.

All Master's degree hoods are a shell of black, lined with blue. An exterior border of light blue satin indicates the hood is for a Master's-level degree and the distinguishing braid follows the colours of the undergraduate hoods.

Doctor of Philosophy

Doctor of Philosophy graduands wear a royal blue gown with walden blue velvet facings and chevrons, outlined in bright gold piping, and a walden blue befeater with a bright gold tassel.

The Doctor of Philosophy hoods are a shell of royal blue, lined with sapphire blue satin and a bright gold chevron; the walden blue velvet trim is outlined in bright gold piping, reflecting the colours of the University of Lethbridge.

Guest seating at Convocation is open to the general public subject to availability of seats within prescribed safety limits of the venue. However, the first priority for guest seating is assigned to invited guests of University of Lethbridge Graduands.

For the purposes of Convocation, the **Academic Staff** party is restricted to Professors Emeriti, Registrar, current and retired Faculty Members, and Librarians, excluding Deans and Vice-Presidents. The Academic Staff process as a discrete group and sit on the Platform. Academic Staff shall be robed in the academic regalia to which they are entitled by virtue of their recognized academic degree or, failing that, in the approved cap and gown of the University of Lethbridge.

Any individual listed as a faculty member in the Calendar of an accredited post-secondary institution, the focus of which is on teaching, scholarship, and research, shall be allowed to join and to process with the Academic Staff party upon request to the Convocation Coordinator.

The **Chancellor's Party** includes the Chair of the Board of Governors, full Deans and Vice-Presidents, Members of the Senate Executive Committee, Members of the Board of Governors, Native Student Advisor or their designate, and all those Distinguished Guests invited to Convocation by the Chancellor (including those individuals selected to receive honours). The Chancellor's Party processes as a discrete group and sits according to a seating plan in a reserved area of the Platform.

11. REVOKING DEGREES

The University has a policy to govern the revoking of a degree after it has been awarded. See **Academic Regulations, Policies, and Program Requirements, Section 9. Other Policies (p. 86p. 167)**. The full policy is available online at www.uleth.ca/policy/revoking-degrees-policy.

INTERNATIONAL AND EXCHANGE STUDENTS AND THE INTERNATIONAL CENTRE FOR STUDENTS

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I. INTERNATIONAL STUDENTS

An international student is any student whose nation of citizenship is not Canada, and who is not a Permanent Resident of Canada. The University of Lethbridge encourages the enrolment of international students. International students comprise a vital and vibrant component of the university community. Both international students and Canadian students benefit from the presence of a strong international student

contingent. The International Centre for Students (ICS) was established to support the academic and personal growth of international students and exchange students. It is the goal of the ICS to enrich the educational experience at the University of Lethbridge by promoting a strong global perspective.

a. Admission

See the table below and the admission section for the applicable program.

International Master's Program Admission Requirements for the University of Lethbridge	
Country	Post-Secondary School Requirements
(Contact Admissions for requirements for countries not shown below)	
Afghanistan	Four-year Bachelor's (Leican) degree with a minimum overall B average or 85%
Albania	Diplome or professional title (four year standing) with a minimum average of 8/10 (Good) or 4/5 (Good)
Algeria	Recognized four-year Licence or Diplome with a minimum grade of 14/20
Angola	Licenciatura or professional title with a minimum average of 14/20
Argentina	Licenciado or professional title (Arquitecto, Ingeniero, Abogado, Medico etc.) with a minimum grade of 7.5/10.0
Armenia	Specialist Diploma with a minimum average of 4/5
Australia	Bachelor's degree with a minimum of four years of study (Honours). Second Class Honours (HIIA), Upper Division or Distinction is the minimum requirement
Austria	Diplom or Magister with a minimum of Gut (Good) standing, or 2/5 on a reverse grading scale
Azerbaijan	Diploma of Specialist (pre-1991), Bakalavr (requiring four years of study), or Magistr (pre-1997) with a minimum average of 4/5
Bahrain	Bachelor's degree with a minimum average of 3/4
Bangladesh	Four-year Bachelor's degree or a three-year Bachelor's degree plus a Master's degree with a minimum of First Division standing
Barbados	Bachelor's degree (Honours), minimum three years in length with a minimum of Second Class, Upper Division standing
Belarus	Diploma of Specialist (post-1991), Bakalavr (pre-1991), or Magistr (pre-1997) with a minimum average of 4/5
Belgium	Licencie/Licenciaat, Ingenieur, or Architecte with a minimum average of 14/20
Belize	Bachelor's Degree with a minimum average of B or 3/4
Benin	Maitrise with a minimum average of 13/20
Bhutan	Bachelor's degree from a recognized national university with a First Class/Division standing or minimum score of 60/100
Bolivia	Licenciado with a minimum grade of Distinguido or 80%
Bosnia-Herzegovina	Visoko Obrazovanja with a minimum average of 4/5

International Master's Program Admission Requirements for the University of Lethbridge
Country Post-Secondary School Requirements
(Contact Admissions for requirements for countries not shown below)

Botswana	A four year Bachelor's degree in Arts, Sciences, Commerce, or Education with an average of 70% or Second Class, First Division standing
Brazil	Bachelor's degree or Licenciado or Titulo (Professional Title) with a minimum grade of 7/10
Brunei/ Darussalam	A four year Honours Bachelors degree with a minimum average of Second Class Honours, Upper Division
Bulgaria	Diploma za Zavarsheno Vishe Obrazovanie with a minimum average of 5/6
Cameroon	Diplome d'Ingenieur, Diplome de Professeur d'Enseignement Secondaire or Maitrise with a minimum average of 14/20
Central African Republic	Licence, Diplome Superieur de Gestion, or Diplome d'Ingenieur requiring a minimum of four years of study with a minimum average of 14/20
Chad	Maitrise with a minimum average of 14/20
Chile	Licenciado or Titulo (Professional Title) with a minimum grade of 5.7/7.0
China	Four-year Bachelor's degree with a minimum overall B average (80%, or 4/5)
Colombia	Licenciado or Titulo (Professional Title) with a minimum grade of 3.7/5.0
Congo Democratic Republic	Licence, Ingenieur or Docteur en Medecine with a minimum average of 80% (Grande Distinction)
Costa Rica	Bachiller/Bachillerato Universitario (four years) or Licenciatura (professional title, five years) with a minimum score of 8/10
Croatia	Diploma with a minimum average of 4/5
Cuba	Licenciatura or comparable professional credential such as Ingeniero or Arquitecto, with a minimum average of 85%, or 4/5
Cyprus	Ptychion, Bachelor's degree with a 7.5/10.0, a 15.0/20.0, or a 3.0/4.0
Czech Republic	Bakalár, Absolvent Vysoke Skoly, Inženýr, or Professional title with a minimum average of Very Good (Velmi Dobry), or 2/5 on a reverse scale
Denmark	Candidatus or Civilingenior with a minimum average of 9/13
Dominican Republic	Licenciado or Licenciatura with a minimum average of 3/4, or 85%
Ecuador	Licenciado or Titulo (Professional Title) with a minimum grade of 8/10
Egypt	Four-year Bachelor's or Licence degree with a minimum standing of Very good or 75%
El Salvador	Licenciado or Titulo (Professional Title) with a minimum grade of 8/10
Ethiopia	Bachelor's degree of at least four years of study with a minimum grade of 3.5/4.0
Fiji	Bachelor's degree requiring at least three years of study with a minimum average of 3/4
Finland	Kandidaattii/Kandidat or professional degree with a minimum standing of Cum Laude Approbatur, 3/5, or 2/3
France	Four years of study (Maitrise, Ingenier, Master Recherche) with a minimum grade of 12/20 (Bien)
Gabon	Maitrise requiring at least four years of study with a minimum average of 14/20 (Bien)
Georgia	Bakalavris Khariskhi requiring at least four years of study with a minimum average of 4/5
Germany	Diplom; Magister Artium; Staatsexamen; Staatsprüfung with a minimum grade of Gut or 2.5/6.0 on a reverse scale
Ghana	Four years of study (four-year Bachelor's degree or Honours-level Bachelor's degree) with a minimum Second Class Honours, Upper Division result
Greece	Bachelor's or Ptychion degree with a minimum average of 7/10
Guatemala	Licenciado/Licenciatura or Titulo (Professional Title) requiring at least five years of study with a minimum average of 85/100
Guinea	Licence, Maîtrise, Diplôme d'Etudes supérieures (DES) or, Diplôme d'Ingenieur with a minimum average of 14/20
Guyana	Bachelor's degree requiring at least four years of study with a minimum average of B (Good)
Haiti	Licence, Diplome d'Etudes Superieures, or a Professional Title at least four years of study with a minimum average of 83/100 or B

International Master's Program Admission Requirements for the University of Lethbridge
Country Post-Secondary School Requirements
(Contact Admissions for requirements for countries not shown below)

Honduras	Licenciatura, Bachillerato Universitario, or Titulo (Professional Title) requiring at least four years of study with a minimum average of 85/100, or Muy Bueno (Very Good)
Hong Kong	Bachelor's degree with a minimum grade of Second Class Honours, Upper Division, Division I or 70%
Hungary	Egyetemi Oklevél Diploma (4 years), or Professional Title (4.5 years) with a minimum average of 4/5 or Good
Iceland	Baccalaureatus or Candidatus with a minimum average of 7/10
India	Four-year Bachelor's degree or a three-year Bachelor's degree plus a Master's degree with a minimum of First Class/Division I standing, or 4/5
Indonesia	Sarjana Satu (S1) with a minimum average of 3/4
Iran	Bachelor's degree (Karshenasi) of at least four years of study with a minimum grade of 15/20
Israel	Bachelor's degree (three or more years in length) with a minimum average of 80%
Italy	Laureate Diploma (Diploma Di Laurea) with a minimum score of 26/30
Ivory Coast	A Maitrise or Diplome d'Ingenieur, with a minimum average of 14/20
Jamaica	Honour's Bachelor's Degree with a minimum grade of Second Class Honours, Upper Division
Japan	Bachelor's degree with a minimum B+ average
Jordan	Bachelor's degree requiring at least four years of study with a minimum average of 80% or Very Good
Kazakhstan	Diploma of Specialist with a minimum average of 4/5
Kenya	Bachelor's degree with a minimum of Second Class Honours, Upper Division or 70%
Korea (South)	Bachelor's degree with a minimum B+ average
Kuwait	Bachelor's degree requiring at least four years of study with a minimum average of B, or 3/4
Kyrgyzstan	Bakalvr with a minimum average of 4/5
Laos	Bachelor's degree requiring at least five years of study with a minimum average of 7.5/10
Latvia	Bakalauris requiring at least four years of study with a minimum average of 8/10
Lebanon	Bachelor's, Licence, Diplome (d'Ingenieur, de Beaux Arts, or d'Architecture), or Maitrise, requiring four years of study with a minimum average of 15/20, or 3/4 (Bien)
Lesotho	Bachelor's degree requiring four years of study with a minimum average of 70/100, or Second Class, First Division standing
Liberia	Bachelor's degree requiring four years of study with a minimum average of 80/100 or B
Libya	Bachelor's degree requiring at least four years of study with a minimum average of 80/100
Liechtenstein	Bachelor's degree requiring at least four years of study. Contact the School of Graduate Studies regarding academic requirements.
Lithuania	Bakalauras requiring at least four years of study with a minimum average of 4/5, or 8/10
Luxembourg	Bachelor's degree or Professional Title requiring at least four years of study. Contact the School of Graduate Studies regarding academic requirements
Macau	Bachelor's degree or Licenciatura requiring at least four years of study with a minimum average of 16/20, or 3/4
Macedonia	Bachelor's degree, Visoko Obrazovanja, or Diplomiran requiring at least four years of study with a minimum average of 8/10
Madagascar	Maitrise requiring at least four years of study with a minimum average of 15/20
Malawi	Bachelor's degree requiring at least four years study with a minimum average of 70/100
Malaysia	Honours Bachelor's degree with a minimum of Class 2, Division I standing
Mali	Diplome d'Etudes Universitaires Approfondies or Diplome de L'Ecole Normale Superieure requiring at least four years of study with a minimum average of 14/20
Malta	Bachelor's (Honours) or Doctor (Professional Title) requiring at least four years of study with a minimum average of Second Class (Upper) standing
Mauritius	Bachelor of Technology or Honours Bachelor's Degree (Honours) requiring three years of study with a minimum average of Second Class Honours, Upper Division standing
Mexico	Licenciado or Titulo (Professional Title) with a minimum grade of 8/10
Moldova	Diploma de Doctor-Medic, Diploma de Inginer, Diploma de Licenta or Specialist Diploma requiring at least four years of study with a minimum average of at least 8/10
Mongolia	Bachelor's degree of at least five years in length, or a Masters degree (if the previous degree is less than five years), or a Specialist Diploma with a minimum average of at least B+ (85%)

International Master's Program Admission Requirements for the University of Lethbridge
Country Post-Secondary School Requirements
(Contact Admissions for requirements for countries not shown below)

Morocco	Diplome (d'Architecte, d'Ingenieur d'Etat); Diplome Superieur (Business); Doctorat (Dentistry, Medicine, Pharmacy); Licence; or Maitrise requiring at least four years of study with a minimum average of 14/20
Mozambique	Licenciatura requiring at least five years of study with a minimum average of 16/20
Myanmar (formerly Burma)	Bachelor's degree requiring at least five years of study with a minimum average of at least 80/100
Namibia	Bachelor's degree requiring at least four years of study with a minimum average of at least 70/100
Nepal	Bachelor's degree of at least four years in length, with a minimum average of at least Division I
Netherlands	HBO or other university program of at least four years in length, with an average of at least 7/10
New Zealand	Bachelor's degree requiring at least four years of study with a minimum average of B+ or 70%
Nicaragua	Doctorado, Licenciado/Licenciatura, or a Professional Title requiring at least four years of study and a minimum average of Muy Bueno standing
Niger	Maîtrise (Master's), Diplome d'Agronomie approfondie/d'Ingénieur Agronome, or Docteur en Médecine requiring four years of study with a minimum average of 15/20
Nigeria	Bachelor's degree with a minimum of Second Class Honours, Upper Division, or 4/5
Norway	Pre 2002: Candidatus, Examen Oeconomiae, Handelsokonom, Sivilingenior, Sivilokonom, requiring at least four years of study with a minimum average of 2.5/6 on a reverse scale After 2002: Bachelor's degree with a minimum average of B
Oman	Bachelor's degree requiring four years of study with a minimum average of 3/4
Pakistan	Four year Bachelor's degree (Honours), or Bachelor's degree (two/three year) and a Master's degree with a minimum average of 60% (first class or first division standing)
Palestinian Territories	Bachelor's degree requiring a minimum of four years of study with a minimum average of 75%
Panama (Republic of)	Licenciado/Licenciatura or Titulo requiring four years of study with a minimum average of 85/100
Papua New Guinea	Bachelor's (Honours) degree requiring at least five years of study with a minimum average of Class II, Division A standing
Paraguay	Licenciado or Titulo Profesional requiring four years of study with a minimum average of 4/5
Peru	Licenciado or Licenciatura or Titulo in a professional field with a minimum average of 14/20
Philippines	Master's degree with a minimum average of 2/5 on a reverse scale
Poland	Licencjat, Inzynier or Magister with a minimum average of Dobry (Good) or 4/5
Portugal	Four-year Licenciado or Licenciatura with a minimum average of 15/20
Puerto Rico	Bachillerato with a minimum GPA of 3/4
Qatar	Four-year Bachelor's degree with a minimum average of 3/4
Romania	Diplom? de Inginer, Diplom? de Doctor, Diplom? de Arhitect (Architecture), or Diplom? de Licen?? with a minimum average of 7.5/10
Russian Federation	Magistr, Bakalavr, Diploma of Specialist, requiring a minimum of four years of study with a minimum average of 4/5
Rwanda	Bachelor's, Maitrise, or Diplome d'Ingenieur requiring at least four years of study with a minimum average of 75/100, or Grand Distinction standing
Saudi Arabia	A four-year Bachelor's degree with Very Good Standing
Sénégal	Maîtrise with a minimum grade of 14/20
Serbia and Montenegro	Diploma Visokog Obrazovanja requiring a minimum of four years of study and a minimum average of 8/10
Sierra Leone	Bachelor Degree (Honours) with a minimum Second Class standing
Singapore	Honours Bachelor's degree, with Second Class, Upper Division (Class II, Division I), or 4/5 The following degrees will be awarded without classification: B.Arch., BDS and MB BS
Slovak Republic	Diplom, Absolvent Vysoke Skoly (old system), or Bakalár, Magister (new system) requiring a minimum of four years of study and a minimum average of vel'mi dobrýe (Very Good) or 2/5 on a reverse scale
Slovenia	Univerzitetni Diplomirani (pre-2006) or Bachelor's degree (post 2006) with a minimum average of 8/10

International Master's Program Admission Requirements for the University of Lethbridge
Country Post-Secondary School Requirements
(Contact Admissions for requirements for countries not shown below)

Solomon Islands	Bachelor's degree with a minimum average of 3.0/4.5 scale
Somalia	Bachelor's degree or Laurea requiring a minimum of four years of study and a minimum average of 26/30
South Africa	Bachelor Degree requiring a minimum of four years of study with a minimum average of Second Class, Division I standing
Spain	Licenciado or Licenciatura or Professional title with a minimum grade of 8/10
Sri Lanka	Four-year Bachelor's (Special) degree with a minimum Second Class (Upper Division) standing (60%)
Sudan	Bachelor's Degree (Honours) with a minimum of five years of study and a minimum average of 3/4
Suriname	Bachelor's degree requiring a minimum four years of study and a minimum average of met genoegen standing
Swaziland	Bachelor's degree requiring a minimum of four years of study and a minimum average of Pass with Distinction
Sweden	Kandidatexamen, Magisterexamen, or professional first-level degree with a minimum average of Väl Godkänd
Switzerland	Bachelor's degree, Lizentiat/Licence, Diplom/Diplôme, Staatsdiplom, or Diplôme d'Etat with a minimum average of 5/7, 7/10, or 2/5 on a reverse scale
Syria (Syrian Arab Republic)	Al-ljâza fi or Licence/Bachelor's degree requiring a minimum of four years of study with a minimum average of 70%
Taiwan	Bachelor's degree with a minimum overall grade of B+ (75%) required
Tajikistan	Bakalavr (requiring a minimum of four years of study) or Diploma of Specialist with a minimum average of 4/5
Tanzania	Bachelor's (Honours) requiring a minimum of four years of study or a Master's degree with a minimum average of Second Class, Upper/First Division standing
Tasmania	See Australia. Tasmania is an island state of Australia and subscribes to the educational standards of the Australian national system.
Thailand	Bachelor's degree with a minimum average of 3/4
Togo	Maitrise requiring at least four years of study with a minimum average of 15/20
Trinidad and Tobago	Bachelor's (Honours) requiring at least four years of study with a minimum average of Second Class, Upper Division standing
Tunisia	Licence, Diplome d'Ingenieur, or Maitrise requiring at least four years of study with a minimum average of 14/20
Turkey	Bachelor's, Lisans Diplomasi, or Muhendis Diplomasi with a minimum average of 3/4, 7.5/10, or 75/100
Turkmenistan	Specialist Diploma or Bakalav, requiring at least five years of study with a minimum average of 4/5
Uganda	Bachelor's (Honours) degree requiring at least four years of study with a minimum average of Class II Honours, Upper Division
Ukraine	Bakalavr, Diploma Specialist or Magistr (pre-2005) requiring at least four years of study with a minimum average of at least 4/5
United Arab Emirates	Bachelor's degree requiring at least four years of study with a minimum average of 80%, B or 3/4
United Kingdom	Bachelor's degree with a minimum of Second Class Honours, Upper Division (Class II, Division I)
United States of America	Bachelor's degree requiring a minimum of four years of study with a minimum average of 3/4
Uruguay	Licenciatura or a Professional Title (e.g. Ingeniero) requiring at least four years of study with a minimum average of 8/12, Muy Bueno Bueno (Very Good), or B
Uzbekistan	Bakalavr or Specialist Diploma requiring at least four years of study with minimum average of 4/5, or 80/100
Vanuatu	Bachelor's degree requiring at least four years of study with a minimum average of 80/100
Vatican City (Holy See)	Baccalaureato degree in a non-theological discipline requiring at least four years of study with a minimum average of 27/30 (Magna Cum Laude Probatas)
Venezuela	Licenciatura/Licenciado with a minimum of Second Class Honours, Upper Division, or 70%
Vietnam	At least four years of study with a minimum overall grade of 7/10
West Indies	Bachelor's degree (Honours-level) with a minimum of three years of study with a minimum Class II, Upper Division standing
Yemen	Bachelor's degree requiring a minimum of four years of study with a minimum overall grade of 80% (Very Good)

International Master's Program Admission Requirements for the University of Lethbridge

Country Post-Secondary School Requirements

(Contact Admissions for requirements for countries not shown below)

Yugoslavia	Diploma Visokog Obrazovanja (pre-2003), or Bachelor's degree requiring at least four years of study with a minimum average 7.5/10
Zambia	Bachelor's degree requiring a minimum of four years of study with a minimum overall grade of 76% (Distinction)
Zimbabwe	Honours Bachelor's degree with a minimum of Second Class Honours, Upper Division, or 70%

Important note to applicants presenting three-year, Bologna-compliant degrees: Bologna-compliant degrees from research-intensive universities are generally acceptable as a basis for admission to master's programs at the UofL. Contact the Admissions Office for further information.

- b. www.uleth.ca/ross/admission-information/intl/intreq. **Fees**

For information on international student fees, see the fee schedules in **Fees, Section 7 (p. 138)**.

- c. **Mandatory Health Care Insurance for International Students**

Effective May 1, 1996, the University of Lethbridge requires all students to obtain and carry basic health insurance, in addition to the Students' Union supplementary health insurance plan. Students include all individuals registered in credit or non-credit courses and programs at the University of Lethbridge. Such insurance must be arranged prior to the commencement of classes for each term of studies. The University requires that students carry appropriate insurance both for their own benefit and well-being and for the protection of the community. The University reserves the right to rescind registration privileges from any student not carrying basic health insurance.

2. EXCHANGE STUDENTS

An exchange student is any student who is enrolled at one university but attending another university under an approved exchange program.

- a. **University of Lethbridge Students Studying Elsewhere**

University of Lethbridge students who wish to participate in an approved exchange program will first contact the ICS. There are currently approved exchange programs at institutions in Argentina, Australia, Belgium, China, Chile, Ecuador, France, Germany, Hungary, India, Italy, Japan, Malaysia, Mexico, the Netherlands, Poland, Slovenia, South Korea, Spain, Taiwan, Turkey, the United Kingdom, the United States, and Uruguay. Some exchange programs are only available to students in specific Faculties or programs at the University of Lethbridge.

For further information, contact the ICS Office (SU040; tel. 403-329-2053, fax 403-382-7140, or email: exchanges@uleth.ca).

- b. **Exchange Students from Other Universities**

The ICS is the point of first contact for exchange students coming to the University of Lethbridge from an approved exchange program.

3. INTERNATIONAL CENTRE FOR STUDENTS (ICS)

- a. **International Student Advisor**

The International Student Advisor (ISA) assists international students in adapting to campus life socially, academically, and culturally. The ISA represents international student interests at the institution, acts as an advocate on behalf of international students on both academic and welfare issues, and provides, support, referral, and information to students in areas such as visa extensions, family support, and academic support.

The ISA also offers international students an orientation to the University, and provides general advising services and workshops.

For further information, contact the ISA in the ICS Office (SU040; tel. 403-329-2053, fax 403-382-7140, or email: international.advice@uleth.ca).

- b. **Language Services**

The ICS is responsible for non-credit programs in English as a Second Language.

1. **English for Academic Purposes (EAP)**

The English for Academic Purposes (EAP) program is designed for students who are seeking admission into degree programs. Students who successfully complete the Advanced Level of EAP will satisfy the University's English Language Proficiency (ELP) requirement, for either undergraduate or graduate levels, and will not be required to submit a standardized English language test (e.g., TOEFL, IELTS, or CAEL) score for University of Lethbridge admission.

Offered in the Fall, Spring, and Summer, the University's EAP program is designed for students with at least an Intermediate level of ESL as assessed by the EAP program placement exam, which is administered at the start of the program.

The EAP program is available to Visa students, Permanent Residents and Canadian citizens.

Fees for the EAP program are outlined in the table below.

ENGLISH FOR ACADEMIC PURPOSES FEES (SEE SECTION 3.b.1., ABOVE)

(All fees are in Canadian dollars. The Board of Governors reserves the right to change fees and deposits as deemed necessary without prior notice.)

Fees (per semester)	2014/2015	2015/2016	2016/2017
EAP Full Time			
<i>All levels</i>			
Program Tuition	\$ 3,656.40	\$ 3,692.95	\$ 3,729.85
EAP Part Time			
<i>Advanced level only</i>			
Writing	\$ 914.10	\$ 923.25	\$ 932.45
Reading	\$ 914.10	\$ 923.25	\$ 932.45
Grammar	\$ 914.10	\$ 923.25	\$ 932.45
Communication	\$ 914.10	\$ 923.25	\$ 932.45
Compulsory Fees for All EAP Students			
EAP Application Fee	\$ 125.00	\$ 125.00	\$ 125.00
Sport & Recreation Services Fee (FT)	\$ 90.40	\$ 94.00	\$ 97.75
Sport & Recreation Services Fee (PT)	\$ 67.80	\$ 70.50	\$ 73.30
Health Care*			
New students - four months of coverage	\$ 217.00	TBA	TBA
Returning students - four months of coverage	\$ 228.00	TBA	TBA
* Rates are dependent on quotes from the external insurance carrier and are subject to change.			
Health Care Insurance Fee	\$ 36.75	\$ 36.75	\$ 36.75
Fees for Other Services			
Academic English for International Grad Students	\$ 708.75	\$ 715.80	\$ 722.95

COURSES

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Note: The courses given in this part of the Calendar are graduate-level courses available to students after admission to a graduate program and available to other students only with Faculty/School permission. Graduate students may take senior undergraduate courses for credit at the graduate level (see Section 4.c.8 on p. 169). For a complete listing of all UofL Courses, see www.uleth.ca/ross/courses.

1. COURSE SUBJECT ABBREVIATIONS

The University assigns an abbreviated designation to each course subject. These subject abbreviations are listed in parentheses for subjects included in this Calendar's course listings.

2. WHERE TO GET MORE INFORMATION

Students may obtain information about the content of a specific course by inquiring at the academic unit - Department, School or Faculty - which offers that course.

Information about which courses will be offered - when, where and by which instructor - is provided in the current semester Timetable, available at the Registrar's Office and Student Services (ROSS) and online at www.uleth.ca/ross/class-schedules-timetables.

3. COURSE NUMBERING SYSTEM

The first digit indicates the level of the course:

3000 - 3998

Senior courses usually taken during the third year. Graduate students may take senior undergraduate courses for credit at the graduate level (see Section 4.c.8 on **p. 169**).

4000 - 4998

Senior courses usually taken during the fourth year. Graduate students may take senior undergraduate courses for credit at the graduate level (see Section 4.c.8 on **p. 169**).

5000 - 5998

Master's-level courses taken after admission to a graduate program and available to other students only with Faculty/School permission.

6000 - 6014, 6100

Master's-level courses which designate thesis and project work.

6600 - 6999

Master's-level courses in the Campus Alberta Applied Psychology program.

7000 - 7998

Doctoral-level courses taken after admission to a graduate program.

8000

Doctoral-level courses which designate thesis.

5850, 7850

Numbers which designate Topics courses in various disciplines.

4980-85, 5980-85

Numbers which designate Applied Studies in various disciplines.

5990, 7990

Numbers which designate Independent Study courses in various disciplines.

4999, 5999, 9999

Placeholder courses.

4995

Undergraduate Thesis courses.

4. DEFINITIONS

a. Semester

Semester refers to a period of study (see the **Glossary** for more information, **p. 601**). Students should consult the **Academic Schedule (p. 17)** at the front of this Calendar to learn the specific dates for the start and end of each semester.

b. Course

Course refers to a unit of study (called a course or course equivalent) normally studied for one semester. A course normally carries a weighting of three credit hours. The University offers some units of study which deviate from this norm.

c. Course Types

1. Applied Studies

An opportunity for students to gain University course credit for volunteer or employment experience. Students should see the Coordinator of Applied Studies for specific information (AH154; tel. 403-382-7154).

2. Independent Study

A course for which credit is earned through individual study under the supervision of an instructor.

3. Series

A course which is offered regularly at the University of Lethbridge, but whose content may vary with different offerings. Each Series has one number and different offerings in the series are indicated by the title of the course, as listed in the current semester Timetable. Students may take more than one offering of a series course for credit if the offerings are distinct (i.e., if each offering taken has a different title).

Students wishing to improve their grade in a Series course must repeat the section with the identical title (see **Part 4 - Academic Regulations, Section 2.b. Repeat of a Course, p. 72** for more information).

A series course may be specified as a required course in a major or program.

4. Topics

A course which is not offered regularly at the University of Lethbridge and whose content varies with different offerings. Any Faculty or School may offer Topics courses. Each Topics course is identified by the number 5850 or 7850 and different offerings are indicated by the title of the particular section, as listed in the current semester Timetable. Students may take more than one offering of a Topics course for credit if the offerings are distinct (i.e., if each offering taken has a different title).

Contact hours for Topics courses may vary according to the nature of the course. Check the specific Topics offering for complete information.

Students wishing to improve their grade in a Topics course must repeat the section with the identical title. From time to time, Topics offerings are made into regularly scheduled courses and listed in the Calendar. In this case, students must complete the regularly scheduled course that corresponds to the particular Topics offering in order to improve their grade (see **Part 4 - Academic Regulations, Section 2.b. Repeat of a Course, p. 72** for more information).

A Topics course cannot be specified as a required course in any major or program.

5. Online
Courses may be offered online or have online components. Such courses are identified in the current semester Timetable. The course information listed in the Calendar (e.g., credit hours, course description, etc.) applies to all offerings of that course.
6. Placeholder
- Active Student Status
A Placeholder course (e.g., Education 5999) that enables students not registered in credit courses to maintain active student status in their program. No credit hours are attached to this Placeholder.
 - Continuing Student Status
A Placeholder course (e.g., Visiting 9999, Exchange 9999) that enables students registered elsewhere to maintain continuing student status for registration purposes. No credit hours are attached to this Placeholder.
7. Graduate Level
The Master of Arts (M.A.) and Master of Science (M.Sc.) course requirements are determined at the time of admission to the program. Students in the M.A. and M.Sc. programs may take senior undergraduate courses for credit at the graduate level. For example, a course may have both senior undergraduate and graduate students participating; the undergraduate students will be enrolled in 3xxx or 4xxx whereas the graduate student will be enrolled in 5xxx. For further information on course requirements, see the applicable program-specific part of the **University of Lethbridge 2014/2015 Graduate Studies Calendar**.
- The Master of Education (M.Ed.) program requires students to complete core courses and electives to satisfy degree requirements. The courses are listed under 'Education, Master of Education Courses' in this Part. For further information on course requirements for the M.Ed. program, see the applicable program-specific part of the **University of Lethbridge 2014/2015 Graduate Studies Calendar**
- The Master of Science (Management) program requires students to complete four modules composed of specific courses listed in this Part under 'Management, Master of Science (Management) Courses'. For further information on course requirements for the M.Sc. (Management) program, see the applicable program-specific part of the **University of Lethbridge 2014/2015 Graduate Studies Calendar**.
- The Doctor of Philosophy (Ph.D.) course requirements are determined at the time of admission to the program. For further information on course requirements for the Ph.D. program, see the applicable program-specific part of the **University of Lethbridge 2014/2015 Graduate Studies Calendar**.
- For a complete listing of all UofL Courses, see www.uleth.ca/ross/courses.**

d. Course Elements

- Subject and Course Number
The subject identifies the course discipline, and the course number identifies the course level (see **Section 3. Course Numbering System, p. 168**).
 - Course Title
A descriptive title is given for each subject and course number. The title of a given course may occasionally change. A change in course title does not constitute a new course. Accordingly, students who repeat a course with the same subject and course number, regardless of the course title, are bound by the regulations given in **Part 4 - Section 2.b. Repeat of a Course, p. 72**.
Special regulations apply to Topics and Series courses (see **Section 4.c.3. Series, p. 168** and **4.c.4. Topics, p. 168**).
 - Credit Hours
The weighting factor of a course when determining grade point average. Regular full-semester credit courses carry a weighting of 3.0 credit hours, while half-credit courses carry a weighting of 1.5 credit hours. Some courses carry non-standard credit hours..
 - Contact Hours
There are two types of contact hours: (1) Hours per week, and (2) Other hours. 'Hours per week' are regularly scheduled weekly meeting times, while 'Other hours' are meeting times which are scheduled at irregular times over the semester.
Hours per week (regular): a-b-c
 - number of required lecture or studio* hours per week
 - number of required laboratory hours per week
 - number of required hours per week in a different setting (e.g., tutorial)
 Other hours (irregular): d-e-f
 - number of required lecture or studio* hours per semester
 - number of required laboratory hours per semester
 - number of required hours per semester in a different setting (e.g., tutorial, field trip, rehearsal)
 All contact hours may be delivered by a number of means, including, but not limited to, the following:
 - a regular University classroom
 - a University computer lab
 - online
 - an off-campus location
- * Studio courses are identified as such in the offering note for the course.
- Prerequisite(s), Corequisite(s), Recommended Background, and Other Registration Restrictions
Some courses require an appropriate background of knowledge as indicated by the prerequisite(s), corequisite(s), and recommended background. A

prerequisite must be completed successfully before a student is eligible to register in a given course. A corequisite must be taken prior to or in conjunction with another course. Students who have previously passed such a course will be deemed to have met the corequisite requirement.

A student lacking the prerequisite or corequisite for a particular course may apply for a waiver of prerequisite/corequisite from the Faculty/School offering the course.

For some courses, a recommended background is listed instead of, or in addition to, prerequisite(s) and corequisites(s) so that the student may judge his or her own academic preparation.

Prerequisites, corequisites, and recommended backgrounds are normally expressed in terms of Alberta high school subjects, one or more courses, admission to programs offered by the University of Lethbridge, year of standing, and/or other special requirements.

A prerequisite or recommended background that specifies year of standing indicates that students are expected to have attained a certain level of academic or intellectual advancement prior to registering in a particular course.

For some courses, students may not exceed a defined year of standing prior to registering in the course. These courses are closed to students who have taken more than the specified number of courses or who are beyond the determined year of standing at the time of registration. These limits are applied when a course is targeted to a specific group of junior students.

Although students may choose to have their program requirements governed by the Calendar in effect at the time of their most recent admission to the University (see **Part I - Admission, Section 9.f. Year of the Calendar, p. 47**), all students are bound by the current Calendar with regard to prerequisites, corequisites, and recommended backgrounds for individual courses.

6. Equivalent

Equivalent courses can be substituted, one for the other, to meet any specified course requirement.

The regulations that apply to repeated courses also apply to equivalent courses. Students should note, in particular, the calculation of grade point average (see **Part 4 - Section 2.b. Repeat of a Course, p. 72**).

Note: A course offered at a given level (2000-, 3000-, 4000-level) will be used to meet requirements only at that level.

7. Substantially Similar

Substantially similar courses contain a high percentage of similar course content but are not deemed equivalent. Students cannot use a substantially similar course to replace another course specified as a prerequisite. Students completing substantially similar courses must complete more than the minimum number of courses required in the program (see **Part 4 - Section 2.c.1. Substantially Similar Course Limits, p. 73**).

8. Grading

Grading indicates what type of grade will be awarded as defined in **Part 4 - Academic Regulations**. The standard grading mode employed by instructors is a letter grade; the alternative grading mode is Pass/Fail.

5. FEES

For complete information about all fees, including additional fees for field trips, major specialty, etc., see **Part 3 - Fees**.

6. TIMETABLE

Normally classes start at 8:00 a.m. on a 50-minute schedule Mondays, Wednesdays and Fridays, and on a 75-minute schedule Tuesdays and Thursdays. Some classes may be scheduled on a Saturday, if necessary, or in the evening. Normal lecture time is three hours per week, excluding laboratories. Special timetabling is arranged for Summer Session.

7. DISCLAIMER

The appearance of a course in this Calendar does not guarantee that the course will be offered during the academic year for which this Calendar is published.

The University reserves the right to add, modify or withdraw any course or courses without notice.

8. HOW TO READ A COURSE DESCRIPTION

See examples below. See also Additional Prerequisite(s)/ Corequisite(s)/Recommended Background examples on the next page.

Indicates graduate course level

Subject and Course Number → **EDUCATION 5637**

Course Title → **Educational Leadership Internship II**

Weighting factor of the course. See Section 3. Credit Hours on page 169. → *Credit hours: 3.0*

Course description → *Contact hours per week: 1.5-0-0*

→ *Other hours: 0-0-120*

Preliminary requirement which must be met or waived before course can be taken. See Section 5. Prerequisite(s), Corequisite(s), Recommended Background, and Other Registration Restrictions on page 169. → An in-depth professional development and supervised practice for graduate students in the M.Ed. (Educational Leadership) program. The internship has three components: (1) observing leadership in action in a school and/or school district setting, (2) practicing school leadership strategies, and (3) researching a school problem/issue.

→ *Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)*

→ *Corequisite(s): Education 5635*

→ *Grading: Pass/Fail*

Hours per week (regular): a-b-c

a - number of required lecture or studio* hours per week

b - number of required laboratory hours per week

c - number of required hours per week in a different setting (e.g., tutorial)

* Studio courses are identified as such in the offering note for the course.

Other hours (irregular): d-e-f

d - number of required lecture or studio* hours per semester

e - number of required laboratory hours per semester

f - number of required hours per semester in a different setting (e.g., tutorial, field trip, rehearsal)

* Studio courses are identified as such in the offering note for the course.

A course which must be taken prior to or in conjunction with another course. To meet the corequisite requirements for Education 5637, students must complete Education 5635 before or at the same time as Education 5637.

Grading mode is pass/fail. See Section 8. Grading on page 170.

Indicates graduate course level

Subject and Course Number → **HEALTH SCIENCES 5300**

Course Title → **Advanced Statistics**

Weighting factor of the course. See Section 3. Credit Hours on page 169. → *Credit hours: 3.0*

→ *Contact hours per week: 3-2-0*

→ This course addresses descriptive statistics and statistical inference followed by a comprehensive study of statistical tests appropriate for most types of research questions and data sets. By the end of the course students will have fluency in univariate and multivariate tests, parametric and nonparametric tests, and the application of SPSS for statistical testing.

→ *Prerequisite(s): Admission to the M.Sc. program in the Faculty of Health Sciences*

→ *Recommended Background: Completion of an undergraduate Statistics course within the last five years AND Basic computer literacy*

→ *Equivalent: Health Sciences 5850 (Advanced Statistics) (prior to 2011/2012)*

→ *Substantially Similar: Health Sciences 5850 (Statistics in Health Sciences Research) (prior to 2011/2012)*

Hours per week (regular): a-b-c

a - number of required lecture or studio* hours per week

b - number of required laboratory hours per week

c - number of required hours per week in a different setting (e.g., tutorial)

* Studio courses are identified as such in the offering note for the course.

Course description

Health Sciences 5300 is equivalent to the "Advanced Statistics" offering in the Health Sciences 5850 Topics Course, which was discontinued effective May 1, 2011. See Section 6. Equivalent on page 170 and Section 4. Topics on page 168.

Preliminary requirement which must be met or waived before course can be taken. To meet the prerequisite requirements for Health Sciences 5300, students must be admitted to the M.Sc. program in the Faculty of Health Sciences AND have completed an undergraduate Statistics course within the last five years AND have basic computer literacy. See Section 5. Prerequisite(s), Corequisite(s), Recommended Background, and Other Registration Restrictions on page 169.

Health Sciences 5300 is "substantially similar" to the "Statistics in Health Sciences Research" offering in the Health Sciences 5850 Topics Course, which was discontinued effective May 1, 2011. See Section 7. Substantially Similar on page 170 and Section 4. Topics on page 168.

ADDITIONAL PREREQUISITE(S)/COREQUISITE(S)/RECOMMENDED BACKGROUND EXAMPLES

Prerequisite(s), corequisite(s), and recommended background may require a single item or more than one item.

A specified item may be a single course, a course chosen from a list, year of standing, admission to a University of Lethbridge program, or some other special requirement (for example, an audition, an interview, a specified cumulative grade point average).

When a student must complete two or more prerequisites, items are separated by "AND" (see examples #1 and #2 below).

When a student must complete one course chosen from a list, the items are normally preceded by "One of".

When a student may satisfy the prerequisite(s)/corequisite(s) by alternate methods, the alternatives are normally separated by "OR" (see example #3 below).

EXAMPLE 1

*Prerequisite(s): Education 5621 AND
Education 5622 AND
Education 5623 AND
Education 5704 AND
Education 5705 AND
Education 5706 AND
Education 5707 AND
Education 5708*

In this example, all eight of the courses listed must be completed prior to registering in the course.

EXAMPLE 2

*Corequisite(s): Education 5704 AND
Education 5705*

In this example, two corequisites must be met to register in the course. Students must complete or have previously completed both Education 5704 and Education 5705.

EXAMPLE 3

*Prerequisite(s): Management 5100
OR
Admission to another graduate program at the University of
Lethbridge*

To meet the prerequisites, students must have completed Management 5100 OR have been admitted to a graduate program at the UofL.

ART GRADUATE COURSES (ART) Faculty of Fine Arts

ART 5048

Graduate Studio I

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): Admission to the M.F.A.
program with a major in Art

ART 5049

Graduate Studio II

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): Art 5048

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

ART 5160

Theory in Art Studio

Credit hours: 3.0

Contact hours per week: 3-0-0

An exploration of the role of theory in contemporary art practices. Through seminar-style presentations, discussions, and various approaches to writing, students will critically examine how art production can engage with diverse fields of literary fiction, film, artist writings, popular culture, science, philosophy, and theory.

Prerequisite(s): Admission to the M.F.A.
program with a major in Art

ART 5261

Art NOW Graduate Seminar

Credit hours: 3.0

Contact hours per week: 3-0-0

Directed readings on assigned topics. Attendance at Visiting Artists Series.

Prerequisite(s): Admission to the M.F.A.
program with a major in Art

ART 5850

Topics in Art

Credit hours: 3.0

Contact hours per week: 3-0-0

Topics in art not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

Prerequisite(s): Admission to the M.F.A.
program with a major in Art

ART 6002

Thesis

Credit hours: 18.0

Thesis course for the creative research project and support paper.

Prerequisite(s): Admission to the M.F.A.
program with a major in Art

Grading: Pass/Fail

ART HISTORY/MUSEUM STUDIES GRADUATE COURSES (AHMS)

Faculty of Fine Arts

ART HISTORY/MUSEUM STUDIES 5150

Art History Graduate Seminar (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Offerings in subject areas dealing with significant developments in art history.

Prerequisite(s): Admission to the M.F.A.
program with a major in Art

Equivalent: Art 5150 (prior to 2010/2011)

ARTS AND SCIENCE GRADUATE COURSES (ASCI)

Faculty of Arts and Science

ARTS AND SCIENCE 5011

Co-op Work Experience I

Credit hours: 0.0

Contact hours per week: N/A

Co-op Work Experience I requires the student to complete a Work Term successfully, be evaluated by the Co-op Coordinator and Employer and complete a Work Term report graded by an assigned Faculty member.

Prerequisite(s): Admission to the Co-operative
Education Option in the Master
of Arts or Master of Science
program

Grading: Pass/Fail

ARTS AND SCIENCE 5012

Co-op Work Experience II

Credit hours: 0.0

Contact hours per week: N/A

Co-op Work Experience II requires the student to complete a Work Term successfully, be evaluated by the Co-op Coordinator and Employer and complete a Work Term report graded by an assigned Faculty member.

Prerequisite(s): Arts and Science 5011

Grading: Pass/Fail

ARTS AND SCIENCE 5013

Co-op Work Experience III

Credit hours: 0.0

Contact hours per week: N/A

Co-op Work Experience III requires the student to complete a Work Term successfully, be evaluated by the Co-op Coordinator and Employer and complete a Work Term report graded by an assigned Faculty member.

Prerequisite(s): Arts and Science 5012

Grading: Pass/Fail

BIOLOGY GRADUATE COURSES (BIOL)

Faculty of Arts and Science

BIOLOGY 5010

Advances in Molecular and Cellular Biology (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Recent advances in the fields of genetics, molecular biology, and cellular biology, with an emphasis on primary literature and modern techniques.

Prerequisite(s): Admission to the M.Sc. program

BIOLOGY 5410

Advances in Organismal Biology (Series)

Credit hours: 3.0

Contact hours per week: 3-0-0

Recent advances in the fields of organismal biology, including physiology and developmental biology, with emphasis on primary literature and modern techniques.

Prerequisite(s): Admission to the M.Sc. program

Biology 5500 - Chemistry 7250**BIOLOGY 5500****Graduate Seminar Series: Current Topics in Biological Sciences***Credit hours: 3.0**Contact hours per week: 3-0-0*

A scientific literature-based course in which students will critically examine recent developments in a range of biological sciences, including cellular/molecular biology, organismal biology, and evolution/ecology. Seminar-style format including oral presentations, group discussions of assigned readings, and scientific writing.

Prerequisite(s): Admission to the M.Sc. program

Note: This course is required for M.Sc. students in graduate programs in the Department of Biological Sciences.

BIOLOGY 5710**Advances in Ecology and Evolution (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Recent advances in the fields of ecology, evolution, and systematics, with an emphasis on primary literature and modern techniques.

*Prerequisite(s): Admission to the M.Sc. program***BIOLOGY 7010****Advances in Molecular and Cellular Biology (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Recent advances in the field of Biomolecular Science, including genetics, molecular biology, bioinformatics, and cellular biology, with an emphasis on primary literature and modern techniques.

*Prerequisite(s): Admission to the Ph.D. program***BIOLOGY 7410****Advances in Organismal Biology (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Recent advances in the field of Biosystems, including developmental biology, animal physiology, and plant physiology, with emphasis on the primary literature and modern techniques.

*Prerequisite(s): Admission to the Ph.D. program***BIOLOGY 7500****Graduate Seminar Series: Current Topics in Biological Sciences***Credit hours: 3.0**Contact hours per week: 3-0-0*

A scientific literature-based course in which students will critically examine recent developments in a range of biological sciences, including cellular/molecular biology, organismal biology, and evolution/ecology. Seminar-style format including oral presentations, group discussions of assigned readings, and scientific writing.

Prerequisite(s): Admission to the Ph.D. program

Note: This course is required for all students in Ph.D. programs under direct supervision of a member or adjunct member of the Department of Biological Sciences.

BIOLOGY 7710**Advances in Ecology and Evolution (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Recent advances in the fields of Ecology and Evolution, including biodiversity, systematics, evolutionary biology, behavioural ecology, molecular evolution, and environmental science, with an emphasis on primary literature and modern techniques.

*Prerequisite(s): Admission to the Ph.D. program***CAMPUS ALBERTA APPLIED PSYCHOLOGY****(CAAP)***Faculty of Education***Note:** See p. 182.**CHEMISTRY GRADUATE COURSES****(CHEM)***Faculty of Arts and Science***CHEMISTRY 5250****Advanced Contemporary Chemistry***Credit hours: 3.0**Contact hours per week: 3-0-0*

Current developments in Chemistry at the graduate level with a focus on leading-edge developments in the discipline. Specific topics will be presented each week by invited speakers, staff, and by the graduate students themselves.

Prerequisite(s): Admission to the M.Sc. program
Substantially Similar: Chemistry 7250

Note: All M.Sc. students enrolled in Chemistry must take this course for credit once during their program.

CHEMISTRY 7250**Advanced Contemporary Chemistry***Credit hours: 3.0**Contact hours per week: 3-0-0*

Current developments in Chemistry at the graduate level with a focus on leading-edge developments in the discipline. Specific topics will be presented each week by invited speakers, staff, and by the graduate students themselves.

Prerequisite(s): Admission to the Ph.D. program
Substantially Similar: Chemistry 5250

Note: All Ph.D. students in one of the multidisciplinary Ph.D. programs, but defined as students in Chemistry, must take this course for credit once during their program unless they already have credit for Chemistry 5250.

COMPUTER SCIENCE GRADUATE COURSES

(CPSC)

*Faculty of Arts and Science***COMPUTER SCIENCE 5110
Studies in Algorithms (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Advanced topics in algorithms. Subjects may include, but are not limited to, discrete and continuous optimization, computational geometry, computational mathematics.

*Prerequisite(s): Admission to the M.Sc. program***COMPUTER SCIENCE 5210
Studies in Systems (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Advanced topics in the design of systems. Subjects may include, but are not limited to, database systems, computer networks, operating systems, topics related to circuit design, compilers and compilation techniques, parallel and distributed systems.

*Prerequisite(s): Admission to the M.Sc. program***COMPUTER SCIENCE 5310
Studies in Computational Intelligence (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Advanced topics in computational intelligence. Subjects may include, but are not limited to, artificial intelligence, data mining, image processing, audio processing, natural language processing, human-computer interaction, bioinformatics, computer vision, machine learning.

Prerequisite(s): Admission to the M.Sc. program

Equivalent: Computer Science 5850 (Advanced Artificial Intelligence) (prior to 2012/2013) is equivalent to the same offering in the Computer Science 5310 Series

DRAMA GRADUATE COURSES

(DRAM)

*Faculty of Fine Arts***DRAMA 5150
Graduate Theatre Studies (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Graduate level course with offerings in subject areas dealing with significant developments in theatre and dramatic arts such as major artists/theorists, major playwrights, genres and styles, historical periods, non-Western Theatre, dance, and film.

*Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts***DRAMA 5211
Graduate Seminar in Theories of Theatre***Credit hours: 3.0**Contact hours per week: 3-0-0*

Advanced theories of theatre since Aristotle, with an emphasis on the 20th Century and contemporary critical theory.

*Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts***DRAMA 5600
Theatre Studio Performance***Credit hours: 3.0**Contact hours per week: Variable*

Approved participation in one major production of the Department of Theatre and Dramatic Arts. Preparation of material from the perspective of actor, designer, or technician.

*Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts***DRAMA 5850
Topics in Dramatic Arts***Credit hours: 3.0**Contact hours per week: Variable*

Topics in drama not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

*Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts***DRAMA 5990****Independent Studies in Dramatic Arts***Credit hours: 3.0**Contact hours per week: Variable*

Independent studies of any topic in the Dramatic Arts.

*Prerequisite(s): Admission to the M.F.A. program with major in Theatre & Dramatic Arts***DRAMA 6002****Thesis***Credit hours: 18.0*

Thesis course for the creative research project and support paper

*Prerequisite(s): Admission to the M.F.A. program with a major in Theatre & Dramatic Arts**Grading: Pass/Fail***ECONOMICS GRADUATE COURSES**

(ECON)

*Faculty of Arts and Science***ECONOMICS 5010
Microeconomic Theory***Credit hours: 3.0**Contact hours per week: 3-0-0*

An introduction to graduate-level microeconomic theory, including topics such as utility maximization and individual choice, decision-making under uncertainty, producer theory (technology, costs, and profit maximization), alternative market structures (competition, monopoly, and oligopoly), general equilibrium, game theory, and the economics of information.

*Prerequisite(s): Admission to the M.A. program**Recommended Background: One course (3.0 credit hours) in Microeconomics at the senior undergraduate level AND**One course (3.0 credit hours) in Mathematics for Economics*

Economics 5012 - Education 5400**ECONOMICS 5012****Macroeconomic Theory***Credit hours: 3.0**Contact hours per week: 3-0-0*

An introduction to graduate-level macroeconomic theory, including topics such as economic growth, consumption, investment, real and nominal frictions in the goods, labour, and credit markets, models of short-run economic fluctuations, and monetary and fiscal policy design. Mathematical treatments of current macroeconomics models that are popular in the literature, including classical and new-Keynesian rational expectations models, real business cycle models, and models that can generate multiple equilibria, as well as empirical evidence.

*Prerequisite(s): Admission to the M.A. program**Recommended Background: One course (3.0 credit hours) in**Macroeconomics at the senior undergraduate level AND**One course (3.0 credit hours) in Mathematics for Economics***ECONOMICS 5960****Econometric Theory and Applications***Credit hours: 3.0**Contact hours per week: 3-0-0*

Introduction to the specification, estimation, and testing of economic models. Topics include the classical linear regression model, t tests, structure tests, specification error, the consequences of the violation of the classical assumptions, detection and correction of autocorrelation, and heteroscedasticity. Additional topics such as asymptotic theory, maximum likelihood estimation, instrumental variables, simultaneous equation models, and selected topics such as models for limited dependent variables, models for panel data, ARCH models, units roots, and error correction models may be added at the discretion of the instructor.

*Prerequisite(s): Admission to the M.A. or M.Sc. (Management) program***EDUCATION GRADUATE COURSES****(EDUC)***Faculty of Education***EDUCATION 5200****Curriculum Studies and Classroom Practice (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

An examination of the relationship between curriculum studies and practices in a variety of educational settings. Credit can be obtained from only one course within the series.

*Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)***EDUCATION 5210****Graduate Seminar in Curriculum Studies (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

In-depth study of specific topics in and approaches to curriculum, dependent on student interests and Faculty resources. Examples might include: Teachers' Life Histories and Curriculum Development; Critical Pedagogy and Curriculum; Evaluation of Curriculum; Language in Education; and Critical Thinking: Issues and Approaches.

*Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)**Equivalent: Education 5850 (Critical Thinking) is equivalent only to the "Critical Thinking: Issues and Approaches" offering in the Education 5210 Series; Education 5850 (Issues in Student Evaluation) (prior to 2008/2009) is equivalent only to the "Issues in Student Evaluation" offering in the Education 5210 Series***EDUCATION 5300****The Foundations of Modern Educational Theory and Practice (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

An interdisciplinary analysis of the evolution of modern educational theory and practice as it relates to a variety of educational settings. Credit can be obtained from only one course within the series.

*Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)***EDUCATION 5310****Graduate Seminar in Foundational Studies (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

In-depth study of specific topics in and approaches to educational foundations, dependent on student interests and Faculty resources. Examples might include: The Historical Context of Educational Thought; Educational Psychology and Instructional Decision-Making; Ideas of the Great Educators.

*Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)***EDUCATION 5400****The Nature of Educational Research (Series)***Credit hours: 3.0**Contact hours per week: 3-0-2*

An introduction to the paradigms of educational inquiry, the framing of research questions and research processes and methods as it relates to a variety of educational settings. Credit can be obtained from only one course within the series.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5410**Graduate Seminar in Educational Research (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

In-depth study of specific topics in and approaches to research design and methodology, dependent on student interest and Faculty resources. Examples might include: Quantitative Methods in Educational Research; Interpretive Inquiry; Action Research.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6617 (CAAP 617) is equivalent to Education 5410 (Methods of Inquiry); Any CAAP course with the same title as the offering in the Education 5410 Series

EDUCATION 5500**Understanding Professional Practice and Professional Development (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

An introduction to a broad variety of methods in which knowledge and understanding of professional practice and professional development can be enhanced and applied through field studies for professionals in education and education-related contexts in community settings. Credit can be obtained from only one course within the series.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5510**Graduate Seminar in the Practice of Teaching (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

In-depth study of specific topics in and approaches to teaching practice, dependent on student needs and Faculty resources. Examples might include: Instructional Supervision; Professional Development of Teachers; Leadership in Educational Practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Education 5850 (Reducing Workplace Stress) is equivalent only to the "Professional Health and Well-Being" offering in the Education 5510 Series; Any offering in Education 5850 with the same title as the offering in the Education 5510 Series

EDUCATION 5550**Practicum in Education***Credit hours: 3.0**Other hours: 10-0-100*

This experience allows graduate students to explore independent scholarly activity in the context of teaching in their own or another's classroom. The student works with a Faculty member to develop a proposal and the details of the study. Students should consult the Assistant Dean, Graduate Studies and Research in the Faculty of Education for more information.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 5551**Educational Supervision: Effective Mentoring Relationships***Credit hours: 3.0**Contact hours per week: 3-0-0*

This course will help teacher mentors and other educators become more knowledgeable and skillful in teacher supervision in general and mentoring in specific. It will explore some of the challenges and issues in beginning teacher induction as well as examine current research about mentoring, classroom observations, analysis of teaching, and professional growth.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Education 5510 (Educational Supervision: Effective Mentoring Relationships) (prior to 2012/2013)

Grading: Pass/Fail

EDUCATION 5560**Internship in Education***Credit hours: 3.0**Other hours: 10-0-100*

This experience allows graduate students to examine and/or implement some practical aspect of his or her study in a field placement. The student works with a Faculty member to develop a proposal and the details of the study. Students should consult the Assistant Dean, Graduate Studies and Research in the Faculty of Education for more information.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

Education 5610 - Education 5622

EDUCATION 5610**Graduate Seminar in Educational Leadership and Administration (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

In-depth study of specific topics in and approaches to educational administration and leadership, dependent on student interests and Faculty resources. Examples might include: Supervision, Evaluation and Accountability; Leadership in Educational Organizations; Understanding Educational Change; Educational Governance, Structure and Finance.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5620**Graduate Seminar in Counselling Psychology (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

In-depth study of specific topics in and approaches to counselling psychology for educational and community settings, dependent on student interest and faculty resources. Examples might include: Gender and Culture Issues in Counselling; Counselling in Special Settings; Consultation Techniques.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6625 (CAAP 625) is equivalent to Education 5620 (Systemic Community Change: A Comprehensive Approach to Human Service Delivery) (prior to 2014/2015); CAAP 6633 (CAAP 633) is equivalent to Education 5620 (Human Development); Education 5621 is equivalent to Education 5620 (Ethics and Professional Practice) (prior to 2012/2013); Education 5622 is equivalent to Education 5620 (Gender and Culture) (prior to 2012/2013); Education 5623 is equivalent to Education 5620 (Learning Processes) (prior to 2012/2013); CAAP 6603 (CAAP 603) is equivalent to Education 5620 (Ethics and Professional Practice) (prior to 2012/2013); CAAP 6607 (CAAP 607) is equivalent to Education 5620 (Gender and Culture) (prior to 2012/2013); CAAP 6631 (CAAP 631) is equivalent to Education 5620 (Learning Processes) (prior to 2012/2013); Any CAAP course with the same title as the offering in the Education 5620 Series

EDUCATION 5621**Counselling Psychology: Ethics and Professional Practice***Credit hours: 3.0**Contact hours per week: 3-0-0*

This course addresses professional, legal and ethical issues in the practice, science, and regulation of Counselling Psychology. Course topics include but are not limited to: ethical decision-making models, codes of conduct, and professional standards; informed consent issues across many domains of practice; counsellor's values and attitudes; dual relationships; ethical issues with vulnerable populations; and consequences of unethical conduct.

Extensive reference will be made to the Canadian Code of Ethics for Psychologists.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6603 (CAAP 603); Education 5620 (Ethics and Professional Practice) (prior to 2012/2013)

EDUCATION 5622**Counselling Psychology: Gender and Cultural Issues***Credit hours: 3.0**Contact hours per week: 3-0-0*

This course examines unique gender and cultural issues faced when working with diverse populations. Multicultural competence is enhanced by studying the historical, sociological, familial, and societal influences placed upon each ethnic or minority group. Strengths and weaknesses of current therapeutic models will also be discussed along with the recognition of one's own ethnicity, prejudices, and beliefs that may have an impact on the therapeutic relationship. Multicultural interventions, trends, research, and future directions will also be explored while the important topic of ethics is prominent throughout the course.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6607 (CAAP 607); Education 5620 (Gender & Culture) (prior to 2012/2013)

EDUCATION 5623**Counselling Psychology: Learning Processes***Credit hours: 3.0**Contact hours per week: 3-0-0*

In-depth study of the major theories of learning as well as current research in the area. The practical implications of learning theory in educational and Counselling Psychology settings are explored.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6631 (CAAP 631); Education 5620 (Learning Processes) (prior to 2012/2013)

EDUCATION 5630**Educational Leadership and the Change Process***Credit hours: 3.0**Contact hours per week: 3-0-0*

An interpretation of the change process, leadership models, administration theory, and the role of vision in leadership.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5631**School Culture and the Instructional Program***Credit hours: 3.0**Contact hours per week: 3-0-0*

An examination of the leader's role in facilitating a positive school culture and in positioning teaching and learning as the focal point of schools.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5632**Managing the Organization***Credit hours: 3.0**Contact hours per week: 3-0-0*

The nature of leadership practice in an organizational context—the leader as manager. Understanding school system management processes, and developing human resources. Assessing the larger political, social, economic, legal, and cultural contexts.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5633**Governance, Collaboration and Community Engagement***Credit hours: 3.0**Contact hours per week: 3-0-0*

Examination of relationships, partnerships, governance, and moral decision-making in an ethical culture.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5634**Collaborative Problem Solving***Credit hours: 3.0**Contact hours per week: 1.5-0-0**Other hours: 0-0-40*

The resolution of school-system problems in a collaborative environment. Students will develop strategies, establish methods of inquiry, gather and interpret data, draw conclusions and report to stakeholders.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5635**Educational Leadership Internship I***Credit hours: 3.0**Contact hours per week: 1.5-0-0**Other hours: 0-0-120*

This course will allow students to synthesize and apply their knowledge, to practice and to develop the skills addressed in the leadership core and concentration courses. The field placement will provide a real leadership setting—planned and guided co-operatively by the Faculty of Education and the school district.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 5636**Advanced Seminar in Educational Leadership***Credit hours: 3.0**Contact hours per week: 3-0-0*

Opportunity for learners to present, critique and synthesize the practicum experience, and to demonstrate the skills developed in core and specialization courses.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5637**Educational Leadership Internship II***Credit hours: 3.0**Contact hours per week: 1.5-0-0**Other hours: 0-0-120*

An in-depth professional development and supervised practice for graduate students in the M.Ed. (Educational Leadership) program. The internship has three components: (1) observing leadership in action in a school and/or school district setting, (2) practicing school leadership strategies, and (3) researching a school problem/issue.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5635

Grading: Pass/Fail

Education 5701 - Education 5709**EDUCATION 5701****Gender and Educational Practice**

Credit hours: 3.0

Contact hours per week: 3-0-0

Gender issues as they relate to the philosophy, structure and conduct of educational systems.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5703**Pedagogy and Global Culture**

Credit hours: 3.0

Contact hours per week: 3-0-0

Themes and issues surrounding the concept of global culture and implications for the meaning and conduct of pedagogy. Topics include: Postmodernism; the Cultural Implications of the New Biology; Native Sensibility and the Face of the Other.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5704**Counselling Psychology: Skills**

Credit hours: 3.0

Contact hours per week: 3-0-0

Other hours: 0-39-0

Understanding and acquisition of communication skills in interpersonal and counselling contexts. Emphasis is placed on the identification and development of specific communication skills that are essential for working in helping contexts in particular, and for the development of working alliances in general.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6605 (CAAP 605)

EDUCATION 5705**Counselling Psychology: Theory**

Credit hours: 3.0

Contact hours per week: 3-0-0

Other hours: 0-39-0

Theoretical foundations in the various schools of psychotherapy. Psychoanalytic, humanistic, behavioural, cognitive, constructivist and systems therapies are covered.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6601 (CAAP 601)

EDUCATION 5706**Counselling Psychology: Interventions**

Credit hours: 3.0

Contact hours per week: 3-0-0

Other hours: 0-39-0

Theoretical and practical framework for the planning and implementation of client change interventions in counselling. Students work in a variety of simulated contexts to gain practice using a range of frequently used counselling interventions that have demonstrated clinical efficacy.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5704 AND Education 5705

Equivalent: CAAP 6615 (CAAP 615)

EDUCATION 5707**Counselling Psychology: Assessment**

Credit hours: 3.0

Contact hours per week: 3-0-0

Through theoretical analysis and applied skill development in laboratory settings, students will develop proficiency in the administration of assessment procedures and in the interpretation of assessment results. Standardized and non-standardized assessment techniques are covered.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5704 AND Education 5705

Equivalent: CAAP 6613 (CAAP 613)

EDUCATION 5708**Counselling Psychology: Career Counselling**

Credit hours: 3.0

Contact hours per week: 3-0-0

Major career theories, and core career counselling processes of meaningful client engagement, exploration of potential, decision strategies, preparation and implementation strategies. Occupational information sources, computer-based career programs and services, and career guidance programs are evaluated from the context of theory and core career counselling processes.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5704

Equivalent: CAAP 6621 (CAAP 621) (prior to 2014/2015)

EDUCATION 5709**Counselling Psychology: Practicum I**

Credit hours: 3.0

Contact hours per week: 2-0-0

Other hours: 0-0-150

Professional development and supervised practice for graduate students in counselling psychology. The class seminars provide opportunity for group supervision of student work with clients, and for in-depth exploration of issues encountered in the practicum settings. The practicum settings provide opportunity for supervised practice in counselling techniques with clients.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND

Education 5621 AND

Education 5622 AND

Education 5623 AND

Education 5704 AND

Education 5705 AND

Education 5706 AND

Education 5707 AND

Education 5708

Equivalent: CAAP 6611 (CAAP 611)

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

EDUCATION 5711**Counselling Psychology: Practicum II***Credit hours: 3.0**Contact hours per week: 2-0-0**Other hours: 0-0-150*

Advanced professional development and supervised practice for graduate students in counselling psychology. Students will develop and/or practice their counselling skills within a specialized setting, or with a specialized counselling focus.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Corequisite(s): Education 5709

Equivalent: CAAP 6619 (CAAP 619)

EDUCATION 5712**Counselling Psychology: Research Methods***Credit hours: 3.0**Contact hours per week: 3-0-0*

This core course will introduce students to the basic principles of research methods and design as applied to counselling psychology research. The course will address research both for critical consumption and for practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 6617 (CAAP 617); EDUC 5400 (The Nature of Educational Research) (prior to 2014/2015); EDUC 5400 (Research Methods in Counselling Psychology)

EDUCATION 5762**Problem Solving with Communication Technologies***Credit hours: 3.0**Contact hours per week: 3-0-0*

Teaching of problem-solving techniques and strategies with emphasis on communication technology-based approaches.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4762

EDUCATION 5763**Communication Technologies in the Curriculum***Credit hours: 3.0**Contact hours per week: 3-0-0*

Strategies for effective use of communication technologies in the classroom. Identification and development of educational resources and activities for integrating communication technologies in the curriculum.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4760

EDUCATION 5764**The Internet and Education***Credit hours: 3.0**Contact hours per week: 3-0-0*

An introduction to the services available on the Internet that are of particular interest to teachers and others interested in issues affecting education today. Topics will include email, newsgroups, mailing lists, FTP, and most importantly, the World Wide Web, and students will be engaged in critical discussion of the implications of such developments.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4764

EDUCATION 5765**New Media and Learning***Credit hours: 3.0**Contact hours per week: 3-0-0*

A study of the educational value of New Media. Students will develop knowledge and skills to effectively integrate and discuss the role of New Media in learning. Topics include New Media applications, the value of New Media for learning, the development of curriculum-based projects, and principles of design and layout.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4765

EDUCATION 5766**Web-Based Learning***Credit hours: 3.0**Contact hours per week: 3-0-0*

The design and development of websites for the enhancement of personal learning. Students will create a number of websites that correspond to various topics of personal interest, and which incorporate a variety of psychological learning principles such as semantic mapping, notebook creation and journal writing.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4766

EDUCATION 5767**Web-Based Teaching***Credit hours: 3.0**Contact hours per week: 3-0-0*

The design and development of websites for instructional purposes. Students critically review web-based instructional sites, and create a website that corresponds to an instructional unit and which incorporates a variety of instructional design principles.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Substantially Similar: Education 4767

EDUCATION 5769**Educational Issues in Communication Technologies (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Educational issues in communication technologies dependent on student interest, needs, and availability of faculty resources.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Education 5760 (prior to 2009/2010)

Substantially Similar: Education 4769

Education 5850 - CAAP 6603**EDUCATION 5850****Special Topics**

Credit hours: 3.0

Contact hours per week: 3-0-0

Additional graduate Education electives are offered as determined by student program needs and available University resources.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5960**Professional Development**

Credit hours: 1.5

Other hours: 20-0-0

This series offers one-half semester credit courses (20 hours of instruction) designed to meet the specific needs of graduate students.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5990**Independent Study**

Credit hours: 3.0

The graduate student undertakes to study independently a topic not covered under regular electives or special topics courses. The student works under the supervision of a Faculty member to develop a proposal and the details of the study. Students should consult the Assistant Dean, Graduate Studies and Research in the Faculty of Education for more information.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 5999**Master of Education Placeholder**

This is a placeholder registration for students admitted to the M.Ed. program, who are not registered in a course in a particular semester.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

EDUCATION 6000-6001**Project**

Credit hours: 3.0 each

Students engage in systematic inquiry of a topic relevant to their educational practice. This inquiry is grounded in theory and research but typically focuses on practice. Methods of inquiry may be both qualitative or quantitative. The final project must be submitted to the student's Supervisory Committee for evaluation. The completed project will be deposited in the University of Lethbridge Library, and an abstract available online.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 6006**M.Ed. Capstone**

Credit hours: 3.0

Contact hours per week: 3-0-0

The capstone is conducted in a supportive seminar environment that draws on the participant's experience in the graduate program in order to synthesize the student's learning in the creation of a significant contribution to scholarship and/or professional practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

EDUCATION 6011-6014**Thesis**

Credit hours: 3.0 each

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

**CAMPUS ALBERTA APPLIED
PSYCHOLOGY (CAAP)****Faculty of Education****CAAP 6601****Theories of Counselling and their Application to Client Change**

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students are engaged in a critical evaluation of a range of contemporary counselling theories and they will begin to develop a description of their own emerging theory.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 601; Education 5705

CAAP 6603**Professional Ethics and Conduct**

Credit hours: 3.0

Contact hours per week: Online facilitated instruction/face-to-face summer institute

Addresses legal and ethical issues in the practice and regulation of counselling in a variety of contexts including school counselling, private practice, and non-profit agencies. The focus is on ethical decision-making models and codes of conduct, professional standards and guidelines, federal and provincial laws/statutes, and the impact of counsellor's values on the counselling process.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 603; Education 5621; Education 5620 (Ethics and Professional Practice) (prior to 2012/2013)

CAAP 6605 Foundational Counselling and Conflict Resolution Skills

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction/face-to-
face summer
institute

Focuses on the understanding and acquisition of skills that are essential for the development of working alliances in counselling contexts. The course will introduce a theoretical framework for the application of counselling skills in addition to providing opportunity for skill practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 605;
Education 5704

CAAP 6607 Counselling Diverse Clients

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction

Focuses on increasing personal awareness, identification of conceptual frameworks, and development of in-depth knowledge of equity and diversity issues in counselling. Students will be expected to examine their own attitudes, behaviours, perceptions, and biases.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 607;
Education 5622;
Education 5620 (Gender and
Culture) (prior to 2012/2013)

CAAP 6611 General Counselling Practicum

Credit hours: 3.0

Contact hours per week: 2-0-0 Online
facilitated
instruction/face-to-
face seminar

Provides an opportunity for professional development and supervised practice in a general counselling setting. Students will be involved in direct work with clients under the supervision of a qualified professional.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6603 (CAAP 603) AND CAAP 6605 (CAAP 605) AND CAAP 6607 (CAAP 607) AND CAAP 6613 (CAAP 613) AND CAAP 6615 (CAAP 615)

Equivalent: CAAP 611;
Education 5709

Grading: Pass/Fail

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6613 Assessment: Processes and Application

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction/face-to-
face summer
institute

Addresses the measurement of characteristics of individuals across the life span and diverse groups in a variety of contexts. Assessment models, psychometric theory and concepts, ethics of testing, and utilization of various classification systems for diagnosing client functioning are addressed. Standardized and non-standardized assessment techniques are examined to measure client change and individual characteristics.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6605 (CAAP 605)

Equivalent: CAAP 613;
Education 5707

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6615 Counselling Strategies and Interventions

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction/face-to-
face summer
institute

An intensive study of a variety of counselling techniques arising from counselling theories to address common presenting problems in children, youth and adults. Skill development in laboratory settings emphasizes counsellor self-evaluation, case conceptualization, the ethical practice of delivering the treatment plan, intervention efficacy, matching of interventions to client issues, and consultation issues.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6605 (CAAP 605)

Equivalent: CAAP 615;
Education 5706

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6617 Research and Program Evaluation Skills

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction

Qualitative and quantitative research methods are examined, ranging from single-subject designs to program evaluation strategies, applicable to counselling settings.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: CAAP 617;
Education 5410 (Methods of
Inquiry)

CAAP 6619 - CAAP 6681**CAAP 6619****Specialized Counselling Practicum**

Credit hours: 3.0

Contact hours per week: 2-0-0 Online
facilitated
instruction/face-to-
face seminar

Provides an opportunity for professional development and supervised practice in a specialized counselling context. Students will be involved in direct work with clients under the supervision of a qualified professional. The practicum allows students to actively explore issues encountered in working with a specialized client population or area of practice.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6613 (CAAP 613) AND CAAP 6615 (CAAP 615)

Corequisite(s): CAAP 6611 (CAAP 611)

*Equivalent: CAAP 619;
Education 5711*

Grading: Pass/Fail

Note: Students must have a minimum 'B minus' ('B-') grade in CAAP 6613 (CAAP 613) AND CAAP 6615 (CAAP 615).

CAAP 6631**Cognitive and Affective Bases of Behaviour**

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction

Focuses on theories of Cognition and Affect by examining how humans process information and organize their knowledge and emotional experiences. Contemporary issues will be addressed in several areas of application including regulation of affect and behaviour in everyday life and in unusual circumstances.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

*Equivalent: CAAP 631;
Education 5623;
Education 5620 (Learning
Processes) (prior to 2012/
2013)*

CAAP 6633**Counselling Issues Across the Life Span**

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction

In-depth study of human development and functioning across the lifespan. Focus is on normative life transitions, the family life cycle, atypical developmental risk factors, and selected emotional and behavioral disorders in children and adolescents. Special attention is given to attachment theory across the life span and implications for relational development.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

*Equivalent: CAAP 633;
Education 5620 (Human
Development)*

CAAP 6635**Biosocial Foundations of Health Psychology**

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction

Current research in biosocial health psychology is addressed including the study of behavioural responses to stress, addictions, and chronic illness. Emphasis is on interpersonal emotional processes and lifestyle modifications to adjust to health-related stressors. Additional topics include consequences of common psychophysiological reactions and syndromes such as anxiety disorders, eating disorders, and depressive disorders including grief and loss.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6607 (CAAP 607) AND CAAP 6617 (CAAP 617)

*Equivalent: CAAP 635;
Education 5620 (Health
Psychology)*

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6637**Group Counselling and Process Skills**

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction/face-to-
face summer
institute

This course will provide a conceptual understanding of group process, applied to a wide range of contexts and clientele. The course will build on the construct of the working alliance as a foundation for the counselling process and will incorporate various theories of group counselling and group process into an overall conceptual framework. The course delivery will consist of two integrated components: (a) an online component focusing on group theories and conceptual aspects of working in group contexts and (b) a face-to-face component delivered during a summer institute.

Prerequisite(s): Admission to the cohort for which the course is being offered or consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6603 (CAAP 603) AND CAAP 6605 (CAAP 605) AND CAAP 6607 (CAAP 607)

*Equivalent: CAAP 637;
Education 5620 (Group
Counselling and Process Skills)*

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6681**Clinical Supervision**

Credit hours: 3.0

Contact hours per week: Online facilitated
instruction

The purpose of this course is for students to learn the process of clinical supervision and, as a result, become better consumers of supervision, more effective supervisors, and more able to evaluate their current and future development and involvement in supervisory roles.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education) AND CAAP 6601 (CAAP 601) AND CAAP 6603 (CAAP 603) AND CAAP 6605 (CAAP 605) AND CAAP 6607 (CAAP 607)

Equivalent: CAAP 681

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

CAAP 6695**Graduate Practicum: Selected Topics**

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students will negotiate a suitable description for this course with their instructor.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Any offering in the CAAP 695 Series with the same title as the offering in the CAAP 6695 Series

CAAP 6699**Project**

Credit hours: 0.0

Students will be required to complete an independent project as the culminating activity of the Master of Counselling program. The project may be theoretical or applied, shall be relevant to the practice of counselling or counselling psychology, and shall demonstrate a depth of knowledge and understanding of the discipline, as well as the student's area of specialization. The project is intended as a means for students to integrate their conceptual learning with applied practice in a contextually meaningful fashion. The structure of the project will be flexible in order to accommodate various creative endeavours and it may be work-based.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: Pass/Fail

Note: No fees are assessed for this registration.

CAAP 6850**Graduate Seminar: Selected Topics**

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students will negotiate a suitable description for this course with their instructor.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Equivalent: Any offering in the CAAP 693 Series with the same title as the offering in the CAAP 6850 Series

CAAP 6990**Independent Study**

Credit hours: 3.0

Contact hours per week: Online facilitated instruction

Students may be permitted to earn credit by Independent Study, which is designated by the course number CAAP 6990.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

CAAP 6999**CAAP Placeholder**

This is a placeholder registration for students admitted to the CAAP program, who are not registered in a course in a particular semester.

Prerequisite(s): Consent of the Assistant Dean of Graduate Studies and Research (Faculty of Education)

Grading: 'X' grade

Note: No fees are assessed for this registration.

FINE ARTS GRADUATE COURSES (FA)

Faculty of Fine Arts**FINE ARTS 5020****Information Literacy for the Fine Arts**

Credit hours: 3.0

Contact hours per week: 3-0-0

A course designed to provide the M.F.A./M.Mus. graduate student with the conceptual framework and skills necessary to identify, locate, evaluate, and use a variety of information sources. Emphasis is on sound decision-making in information-seeking behavior across the rapidly changing information landscape.

Prerequisite(s): Admission to the M.F.A. or M.Mus. program

Equivalent: Art 5850 (Research Methods in the Fine Arts) (prior to 2011/2012);

Art 5850 (Information Literacy for the Fine Arts) (prior to 2011/2012);

Drama 5850 (Research Methods in Dramatic Arts) (prior to 2011/2012);

Drama 5850 (Information Literacy for the Fine Arts) (prior to 2011/2012);

Music 5020 (prior to 2011/2012)

GEOGRAPHY GRADUATE COURSES

(GEOG)

Faculty of Arts and Science**GEOGRAPHY 5025****Graduate Research Methods**

Credit hours: 3.0

Contact hours per week: 3-0-0

Overview of contemporary research methods in Geography and/or Archaeology. Students will complete a number of assignments that will allow them to apply their acquired knowledge and skills directly to their research. Students will be assessed based on written components and oral presentations, including a research proposal and thesis outline.

Prerequisite(s): Admission to the M.A. or M.Sc. program

Equivalent: Geography 5850 (Graduate Research Methods) (prior to 2011/2012)

GEOGRAPHY 5753**Graduate Seminar in Remote Sensing**

Credit hours: 3.0

Contact hours per week: 3-0-0

Contemporary issues in remote sensing and image analysis. Advanced approaches to classification, modelling, change detection, and scaling. The role of remote sensing science in integrated studies of global change. Research and new directions.

Prerequisite(s): Admission to the M.A. or M.Sc. program

Recommended Background:

Two undergraduate courses in remote sensing or related areas, including one at the 3000/4000 level

Substantially Similar: Geography 4753

GEOGRAPHY 7025**Graduate Research Methods**

Credit hours: 3.0

Contact hours per week: 3-0-0

Overview of contemporary research methods in Geography and/or Archaeology. Students will complete a number of assignments that will allow them to apply their acquired knowledge and skills directly to their research. Students will be assessed based on written components and oral presentations, including a research proposal and thesis outline.

Prerequisite(s): Admission to the Ph.D. program

Health Sciences 5100 - Kinesiology 5904

HEALTH SCIENCES GRADUATE COURSES (HLSC)

Faculty of Health Sciences

HEALTH SCIENCES 5100**Research Methods**

Credit hours: 3.0

Contact hours per week: 3-0-0

Students are offered an in-depth examination and comparison of qualitative, quantitative and mixed methods designs. Specific areas emphasized in the course include: evidence justifying the research enterprise; developing research questions and hypotheses as appropriate; establishing a research design; reviewing data analysis; and understanding knowledge translation. Students will have the opportunity to apply their course-acquired knowledge of research designs toward their thesis, i.e., conduct a literature review and development of methodology.

Prerequisite(s): Admission to the M.Sc. program in the Faculty of Health Sciences

Equivalent: Health Sciences 5850 (Research Methods) (prior to 2011/2012)

HEALTH SCIENCES 5200**Philosophy of Inquiry**

Credit hours: 3.0

Contact hours per week: 3-0-0

Students are exposed to perspectives in philosophy of science. Students will explore ways in which philosophies underpin methods of inquiry and knowledge development. The focus will be on assisting students to discover and articulate the philosophies (values, beliefs and assumptions) that inform the development of their individual, emerging research projects.

Prerequisite(s): Admission to the M.Sc. program in the Faculty of Health Sciences

Equivalent: Health Sciences 5850 (Philosophy of Inquiry) (prior to 2011/2012)

HEALTH SCIENCES 5300**Advanced Statistics**

Credit hours: 3.0

Contact hours per week: 3-2-0

This course addresses descriptive statistics and statistical inference followed by a comprehensive study of statistical tests appropriate for most types of research questions and data sets. By the end of the course students will have fluency in univariate and multivariate tests, parametric and nonparametric tests, and the application of SPSS for statistical testing.

Prerequisite(s): Admission to the M.Sc. program in the Faculty of Health Sciences

Recommended Background: Completion of an undergraduate Statistics course within the last five years AND Basic computer literacy

Equivalent: Health Sciences 5850 (Advanced Statistics) (prior to 2011/2012)

Substantially Similar: Health Sciences 5850 (Statistics in Health Sciences Research) (prior to 2011/2012)

HEALTH SCIENCES 5400**Advanced Qualitative Analysis**

Credit hours: 3.0

Contact hours per week: 3-0-0

Major theoretical and philosophical aspects of various qualitative methodologies such as phenomenology, hermeneutics, narrative, ethnography, and grounded theory will be discussed. Each student will generate a qualitative research proposal.

Prerequisite(s): Admission to the M.Sc. program in the Faculty of Health Sciences

Equivalent: Health Sciences 5850 (Advanced Qualitative Analysis) (prior to 2011/2012)

KINESIOLOGY GRADUATE COURSES (KNES)

Faculty of Arts and Science

KINESIOLOGY 5901**Interdisciplinary Research Dialogues I**

Credit hours: 0.75

Other hours: 0-0-12

Seminar-based course. Research questions and conventions from across the disciplines (Humanities, Science, and Social Science) in Kinesiology. Emphasis is on creating productive research dialogues within and between students, faculty, and diverse disciplinary approaches to the field.

Prerequisite(s): Admission to the M.A. or M.Sc. program

Grading: Pass/Fail

Note: Students will normally be required to attend and contribute to four scheduled three-hour seminars over the course of the semester.

KINESIOLOGY 5902**Interdisciplinary Research Dialogues II**

Credit hours: 0.75

Other hours: 0-0-12

Continuation of Kinesiology 5901.

Prerequisite(s): Kinesiology 5901

Grading: Pass/Fail

Note: Students will normally be required to attend and contribute to four scheduled three-hour seminars over the course of the semester.

KINESIOLOGY 5903**Interdisciplinary Research Dialogues III**

Credit hours: 0.75

Other hours: 0-0-12

Continuation of Kinesiology 5902.

Prerequisite(s): Kinesiology 5902

Grading: Pass/Fail

Note: Students will normally be required to attend and contribute to four scheduled three-hour seminars over the course of the semester.

KINESIOLOGY 5904**Interdisciplinary Research Dialogues IV**

Credit hours: 0.75

Other hours: 0-0-12

Continuation of Kinesiology 5903.

Prerequisite(s): Kinesiology 5903

Grading: Pass/Fail

Note: Students will normally be required to attend and contribute to four scheduled three-hour seminars over the course of the semester.

MANAGEMENT GRADUATE COURSES (MGT)

Faculty of Management

MANAGEMENT 5100

Orientation

Credit hours: 0.0

Other hours: 0-0-32

Introduction to Master of Science (Management) program philosophy, structure, and participants. This four-day orientation is a comprehensive review of selected topics, including statistics, information systems, library facilities and resources, and career development; this module is designed to orient students and faculty into the program.

Prerequisite(s): Admission to the M.Sc. (Management) program
OR
Admission to another graduate program at the University of Lethbridge

Grading: Pass/Fail

MANAGEMENT 5110

Management Field Overviews

Credit hours: 1.5

Contact hours per week: 3-0-0

A comprehensive and rigorous cross-disciplinary analysis of fundamental management issues. Students are introduced to research programs in a variety of functional areas (e.g., organizational development, information systems, marketing, finance, accounting).

Prerequisite(s): Management 5100
OR
Admission to another graduate program at the University of Lethbridge

Note: Management 5110 is a six-week course.

MANAGEMENT 5115

Research Workshops

Credit hours: 0.0

Other hours: 0-0-32

Workshops will be held to assist students in completing their degree requirements and in developing their thesis.

Prerequisite(s): Management 5100
OR
Admission to another graduate program at the University of Lethbridge

Grading: Pass/Fail

MANAGEMENT 5120

Thinking by Design I

Credit hours: 1.5

Contact hours per week: 3-0-0

This course is the first of a pair of courses that aim to equip the graduate student with the necessary divergent and convergent thinking skills useful for the rigorous critique of research problems and the generation and extension of new ideas. Management 5120 begins with a review of reasoning. The course then explores why the world is not always as rational, normal and linear as we might hope such that the tools of traditional reasoning must often be augmented with other techniques. Chief among these techniques will be the exploration and practice of Lateral Thinking.

Prerequisite(s): Successful completion of previous M.Sc. (Management) module
OR
Admission to another graduate program at the University of Lethbridge

Note: Management 5120 is a six-week course.

MANAGEMENT 5125

Thinking by Design II

Credit hours: 1.5

Contact hours per week: 3-0-0

The second course begins with mapping mental states and processes to ensure that students share a common language as they get deeper into 'thinking about thinking.' The course then moves into Design Thinking to bring together divergent and convergent thinking through the Inspiration - Ideation - Implementation process. Initially developed for product design use, the course strives to demonstrate how this approach can yield payoffs that extend far beyond the marketplace to general research endeavours and broad social concerns.

Prerequisite(s): Successful completion of previous M.Sc. (Management) module
OR
Admission to another graduate program at the University of Lethbridge

Note: Students must have a minimum 'B minus' ('B-') grade in MGT 5110, MGT 5120, MGT 5130, MGT 5170, and MGT 5200. Management 5125 is a six-week course.

MANAGEMENT 5130

Ways of Knowing

Credit hours: 1.5

Contact hours per week: 3-0-0

This course will examine the nature of scientific research. Students will gain an understanding of the philosophy behind the positivist approach to social science, as well as criticisms of the approach. The course will address induction, confirmation, the importance of falsification, the role of theory, paradigm assessment, paradigm shifts, conceptualization, and limitations of the scientific method.

Prerequisite(s): Admission to the M.Sc. (Management) program
OR
Admission to another graduate program at the University of Lethbridge

Note: Management 5130 is a six-week course.

MANAGEMENT 5150

Research Methods in Management

Credit hours: 3.0

Contact hours per week: 3-0-0

A comprehensive introduction to and application of research methods in the field of Management. Topics include, for example, research methods paradigms, research designs (e.g., experimental, ex post facto); data gathering, analysis, and interpretation; research and the issue of relevance, ethical issues in research.

Prerequisite(s): Management 5100
OR
Admission to another graduate program at the University of Lethbridge

MANAGEMENT 5160

Qualitative Methods and Analysis

Credit hours: 3.0

Contact hours per week: 3-0-0

A comprehensive introduction and application of qualitative research methods in the field of Management. Provides an in-depth analysis of the conceptual and practical issues to be considered when engaging in qualitative research. Topics include, for example, the general categories of ethnography, interviews, focus groups, documentary analysis, content analysis, and discourse analysis.

Prerequisite(s): Successful completion of previous M.Sc. (Management) module
OR
Admission to another graduate program at the University of Lethbridge

Note: Students must have a minimum 'B minus' ('B-') grade in MGT 5110, MGT 5120, MGT 5130, MGT 5170, and MGT 5200.

Management 5170 - Music 5010**MANAGEMENT 5170****Data Management and Statistical Techniques I***Credit hours: 1.5**Contact hours per week: 3-0-0*

A comprehensive introduction and application of univariate and bivariate statistical techniques. From a Social Scientist perspective, the following statistical topics, for example, may be examined: data management, descriptive statistics, hypothesis testing, non-parametric statistics, univariate statistics (t-tests, ANOVA), and correlation.

*Prerequisite(s): Successful completion of previous M.Sc. (Management) module
OR
Admission to another graduate program at the University of Lethbridge*

Note: *Management 5170 is a six-week course.*

MANAGEMENT 5175**Data Management and Statistical Techniques II***Credit hours: 1.5**Contact hours per week: 3-0-0*

A comprehensive introduction and application of measurement assessment and multivariate statistical techniques. From a Social Scientist perspective, the following statistical topics, for example, may be examined: factor analysis, reliability, validity, MANOVA, regression, path analysis, and structured equation modeling (partial least squares, Lisrel).

*Prerequisite(s): Successful completion of previous M.Sc. (Management) module
OR
Admission to another graduate program at the University of Lethbridge*

Note: *Students must have a minimum 'B minus' ('B-') grade in MGT 5110, MGT 5120, MGT 5130, MGT 5170, and MGT 5200. Management 5175 is a six-week course.*

MANAGEMENT 5200**Major Seminar I (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

A selection from a list of topics will be offered in this seminar. The topics vary according to the major of the students.

Prerequisite(s): Management 5100

MANAGEMENT 5225**Major Seminar II (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Students will be exposed to various research topics in their chosen major/area to provide sufficient instruction in their area of research.

Prerequisite(s): Admission to the M.Sc. (Management) program OR Admission to another graduate program at the University of Lethbridge

Note: *Students must obtain approval of their supervising area before registering.*

MANAGEMENT 5300**Major Seminar III (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

This seminar develops students' understanding by examining multiple perspectives in the specific area of the major.

Prerequisite(s): Successful completion of previous M.Sc. (Management) module

Note: *Students must have a minimum 'B minus' ('B-') grade in MGT 5110, MGT 5120, MGT 5130, MGT 5170, and MGT 5200. Students must have a minimum 'B minus' ('B-') grade in all graded courses in the previous module.*

MANAGEMENT 6100**Master's Thesis***Credit hours: 15.0*

Addresses a significant management issue or problem. Provides hands-on experience in conducting research. The topic must address valid research questions related to real market, industry, or organization issues in the area of specialization. The thesis must yield output of publishable quality that reflects a substantive contribution to knowledge. Students will defend their research proposal early in the course and are required to successfully defend their proposal to continue with their thesis work.

Prerequisite(s): Successful completion of previous M.Sc. (Management) module

Grading: Pass/Fail

MATHEMATICS GRADUATE COURSES**(MATH)***Faculty of Arts and Science***MATHEMATICS 5405****Algebra (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Offerings in group and ring theory, modules, commutative and non-commutative algebras.

Prerequisite(s): Admission to the M.Sc. program

MATHEMATICS 5505**Analysis (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Offerings in measure theory, Banach spaces, Lp-spaces, Fourier and Complex analysis.

Prerequisite(s): Admission to the M.Sc. program

MUSIC GRADUATE COURSES**(MUSI)***Faculty of Fine Arts***MUSIC 5000****Musicology Seminar (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Areas of special interest not covered by regular music courses may be offered under this designation, depending upon student interest and availability of expertise of faculty.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5010**Music Theory Seminar (Series)***Credit hours: 3.0**Contact hours per week: 3-0-0*

Areas of special interest not covered by regular music courses may be offered under this designation, depending upon student interest and availability of expertise of faculty.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5450

Collaborative Piano/Guitar - Voice

Credit hours: 3.0

Contact hours per week: 2-0-1

Studies in vocal accompanying performance and literature. Bi-weekly class performances and bi-weekly coaching with the instructor, with other performances as arranged. A written project related to the performance repertoire will be required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5451

Collaborative Piano/Guitar - Instruments

Credit hours: 3.0

Contact hours per week: 2-0-1

Studies in instrumental accompanying performance and literature. Bi-weekly class performances and coaching with the instructor, with other performances as arranged. A written project related to the performance repertoire will be required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5748

Graduate Studio I

Credit hours: 3.0

Contact hours per week: 2-4-0

Two hours of individual and up to four hours of master class instruction per week.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5758

Recital

Credit hours: 3.0

Contact hours per week: 2-4-0

Two hours of individual and up to four hours of master class instruction per week. Design and presentation of a full-length recital.

Prerequisite(s): Music 5748

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

MUSIC 5848

Graduate Studio II

Credit hours: 3.0

Contact hours per week: 2-4-0

Two hours of individual and up to four hours of master class instruction per week.

Prerequisite(s): Music 5748

Note: All prerequisite courses must have a minimum 'B minus' ('B-') grade.

MUSIC 5850

Special Topics in Music

Credit hours: 3.0

Contact hours per week: 3-0-0

Topics in music not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5871

Opera Workshop I

Credit hours: 3.0

Contact hours per week: 3-0-0

Preparation and performance of musical material in an opera workshop production.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 5872

Opera Workshop II

Credit hours: 3.0

Contact hours per week: 3-0-0

Preparation and performance of musical material in an opera workshop production.

Prerequisite(s): Admission to the M.Mus. program

MUSIC 6001

Research Project

Credit hours: 12.0

A public lecture recital performed in the second year of the M.Mus. program. The topic of the lecture recital is the research project approved by the M.F.A./M.Mus. Program Committee. Its duration is approximately one hour (30 minutes each for lecture and performance). Questions from the audience may follow the lecture recital. The lecture recital's research project forms the basis of a written thesis. Both the research project and the written thesis will be defended in the Final Written Thesis Defence/Oral Examination.

Prerequisite(s): Admission to the M.Mus. program

Grading: Pass/Fail

MUSIC 6002

Written Thesis

Credit hours: 12.0

A written thesis no less than 30 pages represents a more formal version of the research project presented during the lecture recital. The format and direction of the written thesis must be determined by the student in consultation with the supervisor. The proposed written thesis must be approved by the Supervisory Committee. When complete, the candidate must defend the thesis in an oral examination.

Prerequisite(s): Admission to the M.Mus. program

Grading: Pass/Fail

MUSIC ENSEMBLE ACTIVITY GRADUATE COURSES (MUSE)
Faculty of Fine Arts

MUSIC ENSEMBLE ACTIVITY 5770 Ensemble I

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble. Weekly rehearsals with supplementary rehearsals and performances as required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC ENSEMBLE ACTIVITY 5775 Ensemble II

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble. Weekly rehearsals with supplementary rehearsals and performances as required.

Prerequisite(s): Admission to the M.Mus. program

MUSIC ENSEMBLE ACTIVITY 5880 Ensemble III

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble. Weekly rehearsals with supplementary rehearsals and performances as required.

Prerequisite(s): Admission to the M.Mus. program

Music Ensemble Activity 5885 - Physics 7300**MUSIC ENSEMBLE ACTIVITY 5885****Ensemble IV**

Credit hours: 1.5

Contact hours per week: 0-0-4

Participatory ensemble studies in a Department of Music approved ensemble.

Weekly rehearsals with supplementary rehearsals and performances as required.

Prerequisite(s): Admission to the M.Mus. program

NEUROSCIENCE GRADUATE COURSES (NEUR)

Faculty of Arts and Science

NEUROSCIENCE 5025**Contemporary Problems in Brain, Behaviour, and Cognitive Science (Series)**

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in, approaches to, and contemporary research in psychology and neuroscience.

Discussion of preparation of talks and research posters. Includes seminars on various contemporary problems in brain, behaviour, and cognitive science by staff, invited speakers and graduate students.

Prerequisite(s): Admission to the M.Sc. program

NEUROSCIENCE 5650**Cortical Function**

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of selected topics in cortical organization and function.

Prerequisite(s): Admission to the M.Sc. or Ph.D. program

Recommended Background: B.Sc.

NEUROSCIENCE 7025**Contemporary Problems in Brain, Behaviour, and Cognitive Science (Series)**

Credit hours: 3.0

Contact hours per week: 3-0-0

In-depth study of specific topics in, approaches to, and contemporary research in psychology and neuroscience.

Discussion of preparation of talks and research posters as well as preparation for comprehensive examinations. Includes seminars on various contemporary problems in brain, behaviour, and cognitive science by staff, invited speakers and graduate students.

Prerequisite(s): Admission to the Ph.D. program

NEW MEDIA GRADUATE COURSES (NMED)

Faculty of Fine Arts

NEW MEDIA 5048**Graduate Studio I**

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): Admission to the M.F.A. program with major in New Media

NEW MEDIA 5049**Graduate Studio II**

Credit hours: 9.0

Contact hours per week: 0-0-9

Self-directed study focusing on conceptual and material development in studio practice.

Prerequisite(s): New Media 5048

Note: *All prerequisite courses must have a minimum 'B minus' ('B-') grade.*

NEW MEDIA 5151**New Media Theory and History**

Credit hours: 3.0

Contact hours per week: 3-0-0

A critical survey of canonical writings and prominent developments in the history of New Media as a field of study, creative sphere, and catalyst for socio-cultural transformation.

Prerequisite(s): Admission to the M.F.A. program with a major in New Media

Equivalent: New Media 5850 (New Media Theory and History) (prior to 2013/2014)

NEW MEDIA 5850**Topics in New Media**

Credit hours: 3.0

Contact hours per week: 3-0-0

Topics in New Media not covered by regular courses may be offered under this designation, depending on student interest and availability of faculty and expertise.

Prerequisite(s): Admission to the M.F.A. program with major in New Media

NEW MEDIA 6002**Thesis**

Credit hours: 18.0

Thesis course for the creative research project and support paper.

Prerequisite(s): Admission to the M.F.A. program with major in New Media

Grading: Pass/Fail

PHYSICS GRADUATE COURSES (PHYS)

Faculty of Arts and Science

PHYSICS 5300**Theoretical Physics I**

Credit hours: 3.0

Contact hours per week: 3-0-0

Advanced topics in theoretical physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the M.Sc. program

PHYSICS 5325**Theoretical Physics II**

Credit hours: 3.0

Contact hours per week: 3-0-0

Advanced topics in theoretical physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the M.Sc. program

PHYSICS 5500**Experimental Physics I**

Credit hours: 3.0

Contact hours per week: 3-1.5-0

Advanced topics in experimental physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the M.Sc. program

PHYSICS 5525**Experimental Physics II**

Credit hours: 3.0

Contact hours per week: 3-1.5-0

Advanced topics in experimental physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the M.Sc. program

PHYSICS 7300**Theoretical Physics I**

Credit hours: 3.0

Contact hours per week: 3-0-0

Advanced topics in theoretical physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the Ph.D. program

PHYSICS 7325**Theoretical Physics II**

Credit hours: 3.0

Contact hours per week: 3-0-0

Advanced topics in theoretical physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the Ph.D. program

PHYSICS 7500**Experimental Physics I**

Credit hours: 3.0

Contact hours per week: 3-1.5-0

Advanced topics in experimental physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the Ph.D. program

PHYSICS 7525**Experimental Physics II**

Credit hours: 3.0

Contact hours per week: 3-1.5-0

Advanced topics in experimental physics relevant to current research. Independent thinking, presentation and writing skills.

Prerequisite(s): Admission to the Ph.D. program

SOCIAL SCIENCES GRADUATE COURSES (SSCI)

Faculty of Arts and Science

Note: These courses are intended for graduate students in the M.A. program.

SOCIAL SCIENCES 5101**Research Design**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced investigation of epistemological, ontological, and ethical concerns relating to research design.

Prerequisite(s): Admission to a graduate program

Note: This is a half-semester course offered in either the first or second half of the semester.

SOCIAL SCIENCES 5103**Qualitative Interviewing**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced exploration of methodological, epistemological, and practical techniques in qualitative interviewing. Emphasis is placed on interview technique, reflexivity, transcription, and interpretation.

Prerequisite(s): Admission to a graduate program

Corequisite(s): Social Sciences 5101

Note: This is a half-semester course offered in either the first or second half of the semester.

SOCIAL SCIENCES 5105**Ethnographic Methods**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced exploration of core ethnographic techniques and approaches. Includes consideration of critical issues concerning the positioning of the researcher (in terms of 'insider' and 'outsider' perspectives) and the transformation of qualitative data into text.

Prerequisite(s): Admission to a graduate program

Corequisite(s): Social Sciences 5101

Note: This is a half-semester course offered in either the first or second half of the semester.

SOCIAL SCIENCES 5107**Discourse Analysis**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced exploration of the concept of discourse, theoretical models of discourse, and the different approaches used in the analysis of discourse.

Prerequisite(s): Admission to a graduate program

Corequisite(s): Social Sciences 5101

Note: This is a half-semester course offered in either the first or second half of the semester.

SOCIAL SCIENCES 5130**Multivariate Statistics**

Credit hours: 3.0

Contact hours per week: 3-3-0

Advanced quantitative data analysis using statistical programs like SPSS, as well as familiarity with a range of statistical procedures such as multiple regression, factor analysis, logistic regression, discriminant function analysis, MANOVA, cluster analysis, and multi-dimensional scaling.

Prerequisite(s): Admission to a graduate program

SOCIAL SCIENCES 5201**Classical Feminist Theory**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced exploration of texts, theories, and actions that have shaped feminist thought from the Enlightenment to the mid 1960s, as well as the social conditions and conflicts in which feminist ideas arise and circulate.

Prerequisite(s): Admission to a graduate program

Note: This is a half-semester course offered in either the first or second half of the semester.

SOCIAL SCIENCES 5203**Historical Materialism**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced exploration of Marxist traditions. Topics may include theory and practice, ideology, objectification, commodification and commodity fetishism, modes of production, exchange and consumption, and alienation.

Prerequisite(s): Admission to a graduate program

Note: This is a half-semester course offered in either the first or second half of the semester.

SOCIAL SCIENCES 5205**Structuralism/Functionalism**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced exploration of theories of structure and/or function in social thought including structural-functionalism, structuralism and systems analysis, and critiques or revaluations of these theories.

Prerequisite(s): Admission to a graduate program

Note: This is a half-semester course offered in either the first or second half of the semester.

SOCIAL SCIENCES 5207**Culture and History**

Credit hours: 1.5

Contact hours per week: 3-0-0

Advanced exploration of cultural theory and history in Weberian and related traditions. Topics may include historical relations between culture and social practice, and processes of modernization and rationalization as they apply to identity, status, and power.

Prerequisite(s): Admission to a graduate program

Note: This is a half-semester course offered in either the first or second half of the semester.

Social Sciences 5301 - Social Sciences 5901

SOCIAL SCIENCES 5301**Contemporary Feminist Theory***Credit hours: 1.5**Contact hours per week: 3-0-0*

Advanced exploration of texts, theories, and actions that currently animate feminist thought, as well as the social conditions and conflicts in which feminist ideas arise and circulate.

Prerequisite(s): Admission to a graduate program

Note: *This is a half-semester course offered in either the first or second half of the semester.*

SOCIAL SCIENCES 5303**Critical Theory***Credit hours: 1.5**Contact hours per week: 3-0-0*

Advanced exploration of critical theories of society, culture, and communications. Topics may include hegemony, legitimation, transgression, ideology, and reification.

Prerequisite(s): Admission to a graduate program

Note: *This is a half-semester course offered in either the first or second half of the semester.*

SOCIAL SCIENCES 5305**Postmodernism/Poststructuralism***Credit hours: 1.5**Contact hours per week: 3-0-0*

Advanced exploration of key debates concerning representation, power, identity, and late capitalism. This course may outline postmodernism and poststructuralism as distinct but overlapping philosophical and artistic traditions that inform the politics of signification, discourse, ideology, and recent economic transformations.

Prerequisite(s): Admission to a graduate program

Note: *This is a half-semester course offered in either the first or second half of the semester.*

SOCIAL SCIENCES 5307**Postcolonialism***Credit hours: 1.5**Contact hours per week: 3-0-0*

Advanced exploration of historical conditions of (post) colonialism and colonial dimensions of multiculturalism. This course may examine the complexities and contradictions within black liberation discourse, diasporic studies, critical multiculturalism, anti-colonial struggle, and recent discussions of hybridity.

Prerequisite(s): Admission to a graduate program

Note: *This is a half-semester course offered in either the first or second half of the semester.*

SOCIAL SCIENCES 5701**Professional Seminar I***Credit hours: 1.5**Contact hours per week: 3-0-0*

Various topics relating to the practical aspects of academic life. Topics may include graduate life overview, using EndNote, self-efficacy, grant writing, conference protocol, and thesis planning.

Prerequisite(s): Admission to a graduate program

Grading: Pass/Fail

Note: *This is a half-semester course scheduled bi-weekly over a twelve-week period.*

SOCIAL SCIENCES 5703**Professional Seminar II***Credit hours: 1.5**Contact hours per week: 3-0-0*

Various topics relating to the practical aspects of academic life. Topics may include writing and motivation, ethics review, grantsmanship, publication practices, the thesis defence, job search, and CV construction.

Prerequisite(s): Admission to a graduate program

Grading: Pass/Fail

Note: *This is a half-semester course scheduled bi-weekly over a twelve-week period.*

SOCIAL SCIENCES 5850**Topics in Social Sciences***Credit hours: 1.5**Contact hours per week: 3-0-0*

Selected topics to be offered as determined by student program needs and available University resources. Topics may include auto-ethnography, archival research and historical methods, and visual methods.

Prerequisite(s): Admission to a graduate program

(Additional prerequisites may be specified, including any recommended background, for individual offerings)

SOCIAL SCIENCES 5901**Quantitative Reasoning in Social Science Research***Credit hours: 1.5**Contact hours per week: 3-0-0*

A seminar in quantitative reasoning underpinning social science research, designed to equip students to read and critique quantitative research at the graduate level.

Prerequisite(s): Admission to a graduate program

Note: *This is a half-semester course offered in either the first or second half of the semester.*

AWARDS AND SCHOLARSHIPS

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I. APPLICATION FOR AWARDS

a. Introduction

These guidelines are intended to ensure consistency and equity in the administration of awards and financial aid. The guidelines also assist students in developing an argument to defer or appeal an award decision. The Student Awards Committee is at liberty to set these guidelines aside when extenuating circumstances arise.

b. Eligibility

1. Application and Application Deadlines

To be eligible for awards and scholarships, application forms must be completed and received in the appropriate office, either the School of Graduate Studies or Scholarships and Student Finance Office no later than the designated date and time (if indicated). Only in circumstances that are substantially beyond the student's control will an appeal be considered for an application submitted after the stated deadline date.

When the deadline falls on a holiday or weekend, applications will be accepted until closing the next business day.

Successful applicants will be notified as soon as possible following the deadline.

When no application is required, the award is made automatically on the basis of academic achievement.

When an award recipient is to be nominated and no nomination is received; where appropriate, the University reserves the right to make a selection based on academic achievement.

2. Tenure of Awards

Scholarships administered by the University of Lethbridge are available only to those students pursuing University of Lethbridge programs. All awards are contingent upon students proceeding with their University program in the next academic session and are payable only when the student is registered in a program at the University of Lethbridge.

Exceptions to this requirement are:

- a. **Part-time Awards** - If an award has been granted to a part-time student, the award will be payable when the student is in actual attendance at the University of Lethbridge.

If a student withdraws from full-time studies after having received a payment for an award, unpaid balances of awards outstanding are forfeited.

3. Payment of Awards

- a. **Replacement** - Any award administered by the University of Lethbridge is subject to replacement by an award of equal or greater value.
- b. **Payment Schedule** - Awards may be paid out in monthly installments or in 2 - 3 installments (one per semester).
- c. **Students Graduating Early** - If the award is paid in two payments, the student must be registered in both the Fall and Spring semesters. However, students who graduate early may receive the second payment upon written request to the Graduate Award Advisor.
- d. **Deductions** - The University may deduct from award payments any funds owed to the University.
- e. According to Canadian Tax regulations all financial awards granted to a student may be considered taxable income. Students will receive a T4A information slip for awards paid to them in the calendar year (January - December).

4. Interruption of Program with Approved Leave of Absence

All Graduate Award holders must maintain continuous registration during the tenure of their award. Students may interrupt their award only for the reasons of maternity, child rearing, illness, or health-related family responsibilities. Requests for a leave of absence must be approved by both the supervisory committee and the Office of the Dean of Graduate Studies, and may require additional documentation.

5. **Returning After an Approved Leave of Absence**

Students who return after an approved leave of absence shall be considered for University of Lethbridge awards; subject to the rules guiding Graduate Awards.

To re-instate award payments following an interruption or leave of absence, award holders must notify the Graduate Award Advisor of their planned return 6 weeks prior to their return to their program. Every effort will be made to re-instate the same award or a replacement award of equal value.

6. **Posthumous Awards**

Financial awards will not be disbursed posthumously.

7. **Letters of Appreciation**

Where a donor contact is available, award recipients will be expected to write a letter of appreciation to the donor.

c. **Measuring Academic Performance for Scholarship Purposes**

1. **Academic Records**

Complete academic records from all applicable institutions may be considered for measurement of academic achievement.

d. **Disclaimer**

Since the University of Lethbridge Calendar is published a considerable time before the beginning of the academic year, the University reserves the right to make whatever changes circumstances may require, including cancellation of particular awards or changes to the minimum Grade Point Average required for awards.

e. **Definition of Terms**

Note: Award is used generically throughout to describe non-repayable financial support.

1. **Academic Medals** - Academic medals are awarded to students who have demonstrated outstanding academic achievement while attending the University of Lethbridge. Medals are presented at Spring Convocation and all students who have graduated, that Spring, or since the previous Fall Convocation are considered for medals. Students receiving academic medals are nominated by their supervisors. (See Medals listed on **page 203**.)

2. **Award** - An award is non-repayable financial support provided to a student who demonstrates academic achievement and/or meets additional defined criteria. These criteria may include participation in extracurricular activities, demonstrated leadership, contribution to the campus community and/or the local community, and financial need.

3. **Award Grade Point Average (GPA)** - For award purposes, the award GPA is generally but not always calculated on the previous 2 academic years with the exception of Audit and Credit/Non-Credit course designation.

4. **Bursary** - A bursary is non-repayable financial support provided to a student who demonstrates financial need and who is in good standing academically.

5. **Deferral** - A deferral is a postponement of a payment of an award, scholarship, or bursary until the student is registered full-time in a graduate program at the University of Lethbridge.

6. **Fellowship** - A fellowship is merit-based, non-repayable financial support provided to a graduate student enrolled in a thesis-based program.

7. **Prize** - A prize is awarded for outstanding achievement in a course or a set of courses. A prize may be monetary or a gift-in-kind.

8. **Scholarship** - A scholarship is non-repayable financial support provided to a student primarily on the basis of academic achievement. Additional defined eligibility or criteria may include program, year of program, major, demonstrated leadership, or artistic excellence.

9. **Service Award** - A service award is for students in good academic standing who have demonstrated excellence in a range of non-academic fields, such as community service, student leadership, volunteerism and athletic or artistic performance.

2. **ENTRANCE AWARDS**

These awards are typically for students entering a graduate program at the University for the first time and for those without previous participation in a graduate program at that degree level.

3. **ENTRANCE OR CONTINUING AWARDS**

These awards are typically for students continuing in a graduate program at the University for the first time and, for those without previous participation in a graduate program at that degree level. Students are not on extensions beyond the time of the graduate program (24 months at full time for Masters; 48 full time months for Doctoral).

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
4. GRADUATE SCHOLARSHIPS				
<p>Nexen Fellowship in Water Research (Nexen Inc.)</p> <ul style="list-style-type: none"> Nexen Inc. has chosen to create this endowment to help address one of the world's most pressing issues—water resources. These prestigious fellowships will be used to help attract and retain top graduate students to conduct scientific research in water-related initiatives 	<p>Value: \$15,000 for Ph.D. \$5,000 for Master's Number: Variable</p>	<ul style="list-style-type: none"> Entering or continuing full-time students conducting water-related research in the following thesis-based graduate programs: M.A., M.Sc., Ph.D. Master's students declaring water-related research after admission are eligible to apply Graduate student recipients are eligible to apply for a second year and awards will be based on funding availability and academic achievement Doctorate student recipients will have funding automatically renewed for a second year, upon confirmation that the appropriate academic standards and levels of achievement have been met 	<ul style="list-style-type: none"> Academic achievement (based on GPA and content of application documents) 	<ul style="list-style-type: none"> April 15 Application and two letters of academic reference, one of which must come from the student's program supervisor, and a statement of intended research and its social and scholarly value Application submitted to the School of Graduate Studies
<p>School of Graduate Studies Fellowship (School of Graduate Studies)</p>	<p>Value: \$15,000 (three equal payments) Number: Variable</p>	<ul style="list-style-type: none"> Entering a full-time M.A., M.Sc., or Ph.D. thesis-based program 	<ul style="list-style-type: none"> Academic achievement (minimum admission average of 3.3 GPA for Master's and 3.5 GPA for Ph.D.) Research record Potential for contribution in respective field of study 	<ul style="list-style-type: none"> July 2 for students admitted in the calendar year (January, May, and September) Separate application required
<p>Queen Elizabeth II Graduate Scholarship (Province of Alberta Scholarship Programs)</p>	<p>Value: Up to \$15,000 for Ph.D. Up to \$10,800 for Master's Number: Variable</p>	<ul style="list-style-type: none"> Canadian citizens or Permanent Residents Entering a full-time Ph.D. or Master's program 	<ul style="list-style-type: none"> Superior academic achievement Good standing with Alberta Students Finance 	<ul style="list-style-type: none"> All students accepted into a Ph.D. or Master's program are considered automatically

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
Arthur J.E. Child Award in Economics, English, and History (Arthur J.E. Child Foundation) <ul style="list-style-type: none"> Arthur James Edward Child (1910-1996), former chairman and chief executive officer of Burns Foods, was named an Officer of the Order of Canada in 1985. He co-founded the Canada West Foundation and had philanthropic commitments that spanned a great breadth of activities 	Value: One at \$10,000 or two at \$5,000 for each of the three majors: Economics, English, and History. (Total value: \$30,000)	<ul style="list-style-type: none"> Continuing undergraduate or graduate students with a major in Economics, English, or History 	<ul style="list-style-type: none"> Academic achievement Financial need Community involvement 	<ul style="list-style-type: none"> May 1 Departments of Economics, English, and History will nominate from eligible applicants
Métis Scholar Award (Métis Education Foundation and UofL) <ul style="list-style-type: none"> Established to help alleviate financial need and to encourage post-secondary achievement on the part of Métis students studying at the UofL 	Value: \$10,000	<ul style="list-style-type: none"> Full-time continuing in any graduate degree program Canadian citizen Métis heritage 	<ul style="list-style-type: none"> Demonstrated financial need Minimum GPA of 3.0 and satisfactory performance 	<ul style="list-style-type: none"> October 31 Statement of experience with the Métis community Cannot be receiving funding from Rupertsland Institute – Métis Training to Employment Services
School of Graduate Studies Entrance and Continuing Award (School of Graduate Studies)	Value: Up to \$9,000 (\$3,000 per year for two (M.A./M.Sc.) or three (Ph.D.) years) Number: Variable	<ul style="list-style-type: none"> Admission to the full-time M.A., M.Sc., or Ph.D. thesis-based graduate program Must be receiving less than \$10,000 in combined award funding (excluding GTA, RA, International Research Award and Advantage Award) 	<ul style="list-style-type: none"> Academic achievement (minimum GPA of 3.0 for M.A., M.Sc. and 3.5 for Ph.D) Renewal is contingent upon satisfactory progress and standing in the graduate program 	<ul style="list-style-type: none"> Not required All students accepted into the eligible programs are considered automatically Administered by the School of Graduate Studies
Margaret Elliot McNally (Thomson) Graduate Studies Scholarship (Dr. Ed McNally) <ul style="list-style-type: none"> UofL honorary degree recipient Dr. Ed McNally established this award to encourage nursing students to pursue graduate studies 	Value: Up to \$5,000 Number: Variable	<ul style="list-style-type: none"> Full-time students enrolled in the M.Sc. (Nursing) program Preference given to entering students 	<ul style="list-style-type: none"> Academic achievement 	<ul style="list-style-type: none"> Not required
University of Lethbridge Graduate Scholarship (UofL)	Value: \$1,500 to \$5,000 Number: Variable <ul style="list-style-type: none"> Total amount to be awarded in one year is not to exceed \$5,000 	<ul style="list-style-type: none"> Entering a full-time M.Ed. program Full-time status in the M.Ed. program in the Fall and Spring semesters during tenure 	<ul style="list-style-type: none"> Superior academic achievement in the equivalent of the last two years of study as evidenced at the time of consideration for the award 	<ul style="list-style-type: none"> Not required
25th Anniversary M.A. or M.Sc. Scholarship (UofL)	Value: \$2,500	<ul style="list-style-type: none"> Admission to the UofL M.A. or M.Sc. program 	<ul style="list-style-type: none"> Superior academic achievement 	<ul style="list-style-type: none"> Made at the time of initial Application for Admission

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
<p>F.W. Hess and Family Award (Dr. M.P. Hess)</p> <ul style="list-style-type: none"> • Dr. Hess, a former UofL Senator (1985 to 1991) and honorary degree recipient (2004) encourages an understanding and respect of our water resources and the environment 	<p>Value: \$2,400 Number: Variable</p>	<ul style="list-style-type: none"> • Canadian citizen or permanent resident of Canada • Enrolled in any Masters or Ph.D. program • Course of study must relate to the environment 	<ul style="list-style-type: none"> • Academic achievement (based on GPA and content of admission application documents) 	<ul style="list-style-type: none"> • April 1 • Application must include a statement explaining the relevance of the topic of study to the cultural, historic, physical or social environment, the intended research and its social and scholarly value • Selected by School of Graduate Studies committee
<p>Faculty of Fine Arts Graduate Studies Entrance Award (School of Graduate Studies)</p>	<p>Value: Up to \$2,000 Number: Variable</p>	<ul style="list-style-type: none"> • Entering a M.F.A. or M.Mus. program 	<ul style="list-style-type: none"> • Academic achievement 	<ul style="list-style-type: none"> • Not required • All students accepted into the eligible programs are considered automatically
<p>Master of Arts Admission Scholarship (School of Graduate Studies/ Coca-Cola Company)</p>	<p>Value: \$2,000 Number: Up to three</p>	<ul style="list-style-type: none"> • Entering a full-time, M.A. thesis-based program 	<ul style="list-style-type: none"> • Academic achievement • Minimum admission average of 3.5 GPA 	<ul style="list-style-type: none"> • All students accepted into a full-time, M.A. thesis-based program are considered automatically
<p>Master of Counselling Scholarship (Faculty of Education)</p>	<p>Value: \$2,000 Number: Six (three for second year, three for third year)</p>	<ul style="list-style-type: none"> • Successful completion of a minimum 12 credit hours for second year standing or 24 credit hours for third year standing 	<ul style="list-style-type: none"> • Academic achievement 	<ul style="list-style-type: none"> • Not required • Nominated by Faculty of Education • May receive award once at each year level of studies
<p>Master of Science Admission Scholarship (School of Graduate Studies/ Coca-Cola Company)</p>	<p>Value: \$2,000 Number: Up to two</p>	<ul style="list-style-type: none"> • Entering a full-time, M.Sc. thesis-based program 	<ul style="list-style-type: none"> • Academic achievement • Minimum admission average of 3.5 GPA 	<ul style="list-style-type: none"> • All students accepted into a full-time, M.Sc. thesis-based program are considered automatically
<p>Martin Oordt Scholarship (The Meliorist Publishing Society)</p> <ul style="list-style-type: none"> • Martin Oordt is a UofL Professor Emeritus and is largely responsible for the birth of The Meliorist 	<p>Value: \$2,000</p>	<ul style="list-style-type: none"> • Students enrolled in Arts and Science or Education programs with a declared major in English • Graduate students may also be considered 	<ul style="list-style-type: none"> • Academic achievement (minimum GPA of 3.0) • A proven interest in creative writing 	<ul style="list-style-type: none"> • May 1

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
Ph.D. Admission Scholarship (School of Graduate Studies/ Coca-Cola Company)	Value: \$2,000 Number: One	<ul style="list-style-type: none"> Entering a full-time, Ph.D. thesis-based program 	<ul style="list-style-type: none"> Academic achievement Minimum admission average of 3.75 GPA 	<ul style="list-style-type: none"> All students accepted into a full-time, Ph.D. thesis-based program are considered automatically
Derrick and Lytta Pereira Management Prize (Anil Pereira '87 & Sheryl (Turnbull) Pereira '87)	Value: \$1,500	<ul style="list-style-type: none"> Admission to the M.Sc. Management program 	<ul style="list-style-type: none"> Excellence as demonstrated on the Application for Admission 	<ul style="list-style-type: none"> Not required
LaValley Graduate Studies Award (Cindy LaValley) <ul style="list-style-type: none"> Established by UofL alumnus Cindy LaValley as a tribute to her parents, Mona and Stanley LaValley, who viewed access to education as an important pathway to success 	Value: \$1,500	<ul style="list-style-type: none"> Students entering or continuing any full- or part-time graduate studies program Must reside in, or have just moved from, a rural or small town community in southern Alberta prior to starting at the UofL 	<ul style="list-style-type: none"> Academic achievement Financial need 	<ul style="list-style-type: none"> May 1
Profiling Alberta's Graduate Students Award (Alberta Scholarships Program)	Value: Up to \$1,500 (funds awarded one-time, per academic year) Number: Variable	<ul style="list-style-type: none"> Full-time graduate students registered in a thesis-based Masters or Doctoral program Canadian citizens or permanent residence living in Alberta Preference given to second-year Masters and third- or fourth-year Ph.D. students 	<ul style="list-style-type: none"> Presentation of student research at important or major national and/or international conferences Must be registered full-time at the time of the conference Must be in good standing academically in a graduate program 	<ul style="list-style-type: none"> Required; submitted to School of Graduate Studies Must apply for the award prior to departure for conference Normally, one award during the tenure of a student's program
Alberta Society of Professional Biologists Scholarship (Alberta Society of Professional Biologists) <ul style="list-style-type: none"> The Society's purpose is to protect the interests of the public and to enhance the professional status of biologists in the province of Alberta 	Value: \$1,250 Number: Two	<ul style="list-style-type: none"> Continuing graduate (Master's or Ph.D.) students in Biological Sciences 	<ul style="list-style-type: none"> Academic achievement Excellence in biological research 	<ul style="list-style-type: none"> Not required ASPB will provide finances for travel, lodging, and meals for recipients to present research to ASPB members. Request for poster, abstract or summary be sent to ASPB
John Farwell Memorial Award (Family of John Farwell) <ul style="list-style-type: none"> In memory of John Farwell, a UofL faculty member in Theatre and Dramatic Arts, from 2003 to 2008. Established by his family in support of drama students 	Value: \$1,000 Number: Variable	<ul style="list-style-type: none"> Entering M.F.A. Theatre and Dramatic Arts with an interest in design 	<ul style="list-style-type: none"> Academic achievement 	<ul style="list-style-type: none"> Not required Nominated by Department of Theatre and Dramatic Arts

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
First Nations Graduate Programs in Education Entrance Scholarship (Faculty of Education)	Value: \$1,000 (GPA); \$1,500 (GPA and financial need) Number: Two	<ul style="list-style-type: none"> • Entering part-time or full-time students in any Faculty of Education Master's program • First Nations, Métis, or Inuit ancestry 	<ul style="list-style-type: none"> • One award: academic achievement • One award: academic achievement and financial need 	<ul style="list-style-type: none"> • May 1
Tooker Gomberg Graduate Award (Dr. Anthony Hall) <ul style="list-style-type: none"> • <i>Established through a gift from Dr. Tony Hall in honour of Tooker Gomberg. Mr. Gomberg was a politician and environmental activist, who was often controversial. He founded one of Canada's first curbside recycling programs</i> 	Value: \$1,000	<ul style="list-style-type: none"> • Graduate students in a Master of Arts program with any Humanities or Social Sciences major 	<ul style="list-style-type: none"> • Most adeptly engages public controversy to advance the public good as demonstrated in the application 	<ul style="list-style-type: none"> • April 15 • Must submit an accepted thesis proposal or interim abstract of thesis and statement of public engagement activities
Graduate Programs in Education Entrance Scholarship (Faculty of Education)	Value: \$1,000 Number: Varies One each for: M.Ed. General; M.Ed. Educational Leadership; M.Ed. Counselling Psychology; Master of Counselling	<ul style="list-style-type: none"> • Entering part-time or full-time students in any Faculty of Education Master's program 	<ul style="list-style-type: none"> • Academic achievement 	<ul style="list-style-type: none"> • Not required
Supporting Our Students Award (The University Community) <ul style="list-style-type: none"> • <i>Generous contributions from the University community, including faculty, staff, retirees, Board of Governors, Senate members, alumni, and other friends of the UofL, established this award to support UofL students</i> 	Value: \$1,000 Number: Variable	<ul style="list-style-type: none"> • Full or part-time students entering or continuing any UofL graduate degree program 	<ul style="list-style-type: none"> • Academic achievement • Financial need 	<ul style="list-style-type: none"> • May 1
Jacoba VandenBrink Award (Martin and Sonya Grympa) <ul style="list-style-type: none"> • <i>Jacoba VandenBrink immigrated to rural Alberta from Holland. Her vision was to provide a better life for her 13 children. She exemplified the notion of leadership by service to others</i> 	Value: \$1,000 Number: Two, one entrance and one continuing award	<ul style="list-style-type: none"> • Must be entering or continuing in a M.A. (Nursing) or M.Sc. (Nursing) program 	<ul style="list-style-type: none"> • Academic achievement • Demonstrated volunteer service or other community involvement • Preference to demonstrated financial need 	<ul style="list-style-type: none"> • May 1

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
Women Scholars Award (UofL Women Scholars) <ul style="list-style-type: none"> This award was established through gifts from members of the UofL Women Scholars and underlines the importance of exploring gender issues 	Value: \$1,000	<ul style="list-style-type: none"> Entering, returning after an absence, or continuing graduate students who are studying part-time or full-time Students conducting research on gender issues or female students studying in a non-traditional discipline Preference to single parents 	<ul style="list-style-type: none"> Academic achievement; minimum GPA of 3.5 for entering students or satisfactory progress and standing in the graduate program for continuing students Preference to demonstrated financial need 	<ul style="list-style-type: none"> May 1 Submit a brief statement of exploration of gender issues and summary describing eligibility for the award
Research Dissemination Award (School of Graduate Studies) <ul style="list-style-type: none"> Established to showcase University of Lethbridge national and/or international achievements 	Value: Up to \$1,000 Number: Varies	<ul style="list-style-type: none"> Full-time M.A. or M.Sc. students in the second-year of study or full-time Ph.D. students in the third- or fourth-year of study Priority is given to international students 	<ul style="list-style-type: none"> Students must be first author or presenter at a nationally or internationally recognized conference 	<ul style="list-style-type: none"> Must apply for the award prior to departure for conference Submitted to the School of Graduate Studies Award is a reimbursement only after the conference presentation
Archaeological Society of Alberta (Lethbridge) Scholarship (Archaeological Society of Alberta, Lethbridge Centre)	Value: \$500	<ul style="list-style-type: none"> Preference to graduate students with a major in archaeology Third- or fourth-year undergraduate students with a major in archaeology 	<ul style="list-style-type: none"> Academic achievement 	<ul style="list-style-type: none"> May 1
Graduate Students' Association Travel Award (Graduate Students' Association)	Value: Up to \$500 (Award not to exceed travel costs, accommodation, and registration fees minus other travel grants received)	<ul style="list-style-type: none"> Full-time graduate students 	<ul style="list-style-type: none"> Presenting at an internationally recognized conference Must be admitted to graduate program at the UofL prior to the conference Financial need 	<ul style="list-style-type: none"> Must apply for the award prior to departure for conference May receive award once per degree
Master of Science (Management) Bursary - Peter & Helen Kelley (Peter and Helen Kelley)	Value: \$500	<ul style="list-style-type: none"> Entering or continuing students enrolled in a M.Sc. (Management) program 	<ul style="list-style-type: none"> Financial need 	<ul style="list-style-type: none"> May 1

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
<p>Political Science Graduate Studies Award (Alan Siaroff)</p>	<p>Value: \$500</p>	<ul style="list-style-type: none"> • Graduating students or B.A. degree holders (from the UofL) with a major in Political Science intending to pursue graduate studies in Political Science, Public Administration, Public Policy, or related field at any graduate school • Preference to recent grads (within three years of B.A. completion) 	<ul style="list-style-type: none"> • Academic achievement (minimum GPA of 3.3) 	<ul style="list-style-type: none"> • Not required • Nominated by the Department of Political Science
<p>Dr. James D. Tagg History and Citizenship Award (Czechoslovak Canadian Cultural Society of Southern Alberta, and friends)</p> <ul style="list-style-type: none"> • <i>Dr. James D. Tagg taught American History at the UofL from 1969 to 2003. As a highly respected teacher and scholar, Dr. Tagg believes that educated persons have a duty to engage in the support and improvement of the communities in which they find themselves</i> 	<p>Value: \$500</p>	<ul style="list-style-type: none"> • Continuing undergraduate or graduate students majoring in History 	<ul style="list-style-type: none"> • Academic achievement • Community involvement 	<ul style="list-style-type: none"> • May 1 • Nominated by the Department of History
<p>Chinook Chemistry and Biochemistry Prizes (Faculty/Staff in the Department of Chemistry and Biochemistry)</p> <ul style="list-style-type: none"> • <i>Leading-edge research involving students is a hallmark of the UofL. This prize is to recognize the significant contributions our students make in research</i> 	<p>Value: \$300 for first prize \$100 for second prize Number: Four first prizes Four second prizes</p>	<ul style="list-style-type: none"> • Undergraduate and graduate students, performing original research during the 12 months preceding the deadline for abstracts, supervised or co-supervised by a member of the Department of Chemistry and Biochemistry 	<ul style="list-style-type: none"> • Completion and participation in the Chinook Symposium poster competition 	<ul style="list-style-type: none"> • Not required • Nominated by the Department of Chemistry and Biochemistry
<p>M.A., M.Sc., Ph.D. Bursary (School of Graduate Studies/ Coca-Cola Company)</p>	<p>Value: \$250 up to a maximum \$1,000 Number: Variable</p>	<ul style="list-style-type: none"> • Full-time M.A. and M.Sc. students enrolled in a thesis-based, two-year program and full time Ph.D. students 	<ul style="list-style-type: none"> • Financial need • Satisfactory status in the program 	<ul style="list-style-type: none"> • Required, at time of need • Documentation to support demonstrated need must accompany application • Students can access this bursary twice and combined award total cannot exceed \$1,000

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
Biology Graduate Research Symposium Prize for Research Achievement (Faculty/Staff in the Department of Biological Science) • <i>Novel research involving graduate or undergraduate students is a hallmark of the UofL. This prize is to recognize the significant contributions our students make in research</i>	Value: \$200 for first prize \$100 for second prize Number: 2 first prizes (one poster, one oral presentation) 2 second prizes (one poster, one oral presentation)	<ul style="list-style-type: none"> • Current students in a B.Sc., M.Sc., or Ph.D. program • Performing original research • Co-supervised by a member in the Department of Biological Sciences • Participation in the annual Biology Graduate Research Symposium 	<ul style="list-style-type: none"> • Best symposium presentation (oral or poster) 	<ul style="list-style-type: none"> • Not required • Symposium judges determine prizes
Society of Edmonton Demographers Scholarship (Society of Edmonton Demographers)	Value: \$2,000 Number: Variable	<ul style="list-style-type: none"> • Register in a full time Masters" or Doctoral program • Research in the field of demography and population studies 	<ul style="list-style-type: none"> • Academic achievement (minimum GPA 3.5) 	<ul style="list-style-type: none"> • January 15
Parkland Institute Award • <i>Aims to encourage public policy research, broadly defined, and advance training of graduate students from all faculties.</i>	Value: \$5,000 Number: One	<ul style="list-style-type: none"> • Full-time graduate students registered in a Masters or Doctoral program 	<ul style="list-style-type: none"> • Academic achievement • Minimum admission average of 3.5 GPA 	<ul style="list-style-type: none"> • March 31
School of Graduate Studies Dean's Scholarship (School of Graduate Studies)	Value: \$10,000 Number: Variable	<ul style="list-style-type: none"> • Full time Masters or PhD • No more than 24 (Masters) / 48 (Ph.D.) months completed • Cannot be held concurrently with other awards equal/greater than \$10,000 	<ul style="list-style-type: none"> • Academic achievement (GPA 3.7) • Renewal is contingent upon satisfactory progress and standing in the graduate program • Must apply for external funding 	<ul style="list-style-type: none"> • Not required • All students accepted into the eligible programs are considered automatically • Administered by the School of Graduate Studies
School of Graduate Studies Tuition Award (School of Graduate Studies)	Value: \$13,000/\$4,000 for International students \$6,000/\$2,000 for Dom/PR students Number: Variable	<ul style="list-style-type: none"> • Full time Masters or PhD • No more than 24 (Masters) / 48 (Ph.D.) months completed 	<ul style="list-style-type: none"> • Academic achievement (GPA 3.5) • Renewal is contingent upon satisfactory progress and standing in the graduate program 	<ul style="list-style-type: none"> • Not required • All students accepted into the eligible programs are considered automatically • Administered by the School of Graduate Studies
Abbondanza Fine Arts	Value: Variable Number: Variable	<ul style="list-style-type: none"> • Full time Masters student in a M.F.A. or M.Mus. program 	<ul style="list-style-type: none"> • Academic achievement (GPA 3.5) 	<ul style="list-style-type: none"> • Not required • Nominated by the M.F.A./M.Mus. Departments
Dr. Malcolm Greenshields European History Award	Value: \$1,000 Number: Variable	<ul style="list-style-type: none"> • Continuing undergraduates or graduate students majoring in History 	<ul style="list-style-type: none"> • Academic achievement • Demonstrated excellence in European history courses 	<ul style="list-style-type: none"> • May • Nominated by the History Department

TITLE AND DONOR	VALUE AND NUMBER	ELIGIBILITY	CRITERIA	APPLICATION
Michael Chan Prize in Asian Studies	<i>Value:</i> \$1,000 <i>Number:</i> Variable	<ul style="list-style-type: none"> Continuing undergraduates or graduate students in any degree program with an Asia-focused or Asia-related research or projects 	<ul style="list-style-type: none"> Academic achievement Outstanding achievement in a course project or paper on an Asian topic 	<ul style="list-style-type: none"> Deadline for submission of a copy of the paper/report will be the final day of classes in the last day of the final Summer Session Submission is made to the Co-ordinator of Asian Studies

5. ACADEMIC MEDALS

School of Graduate Studies Medals of Merit (UofL)	<i>Number:</i> Five	<ul style="list-style-type: none"> Must have completed requirements during the current academic term 	<ul style="list-style-type: none"> Awarded to the most distinguished students graduating with a Master's degree 	<ul style="list-style-type: none"> Not required
The Gold Medal of the Governor General of Canada (The Governor General of Canada)	<i>Number:</i> One	<ul style="list-style-type: none"> Must have completed degree requirements in the current academic year 	<ul style="list-style-type: none"> Awarded to the graduating student with the highest academic standing in a graduate-level program 	<ul style="list-style-type: none"> Not required

6. FINANCIAL ASSISTANCE

Application forms and information for Government Student Financial Assistance Programs are available from the Scholarships and Student Finance Office (AH151, tel. 403-329-2585). General eligibility for full-time assistance is:

- Canadian citizen or Permanent Resident of Canada
- A valid Social Insurance Number
- Study in an approved post-secondary program of at least 12 weeks in length
- Courses must be applied to a recognized certificate, diploma or degree
- Demonstrated financial need.

Most government financial aid programs are need based. Students apply for the program through a provincial/territorial application form. One application encompasses the Canada Student Loans and Grants program, and Provincial/Territorial Loans and Grants. The Scholarships and Student Finance Office will assist students to determine which application to use. Students must apply to the province/territory which they are considered residents of, not necessarily the province/territory they are attending school in.

The government determines financial need by assessing costs the student will incur for tuition, fees, books and moderate living costs. Savings, part-time earnings, scholarships, assets, and parental contributions may be assessed as resources and formulated as to whether a student has need. Students may appeal the outcome of the government needs assessment.

Allow four to eight weeks for an application to be processed. Students are advised to apply before June 1 for Fall funding. Students will receive a Notification of Assessment with directions on where the loan, grant payments or documents will be sent. Tuition and fees owing will be deducted from the loan payments. **Students are strongly advised to read all applications and documents before signing. Know your rights and responsibilities!**

In semesters when a returning student who has previous government student loans does not take out additional student loans, it is essential the student complete and submit a Confirmation of Enrolment form. This will protect the student (interest-free) status of the loan. Confirmation of Enrolment forms must be filed for both Canada and Provincial student loans, if both have been previously issued to the student.

General eligibility for part-time financial assistance is the same as full-time assistance. Check with the staff at Scholarships and Student Finance for further details.

Financial assistance programs for students with permanent disabilities are also available. Check with the staff at Scholarships and Student Finance for further details.

The following websites have more information on the Government Financial Assistance Programs for students:

- Alberta residents:
alis.alberta.ca/ps/fo/pay/loans-grants
- All other provincial/territory links can be accessed from:
www.canlearn.ca
- The University of Lethbridge does not participate in the U.S. Department of Education Federal Student Aid programs. Students can receive Confirmation of Enrolment for existing USDE issued loans, but cannot access new USDE loans to attend the University of Lethbridge.

a. Repayment

Students are responsible for repaying their student loans. However, loans are not repayable during periods of full-time studies and for six months after graduation or withdrawal. In certain cases repayment may be deferred for additional periods after the six months' exemption, upon successful application for the *Repayment Assistance Program*.

b. Withdrawal from Courses

Students must maintain a minimum course load in order to stay eligible for government student assistance. When on full-time government student assistance, a student must maintain a minimum of a 60 percent course load (9.0 credits per Fall or Spring semester). If a student withdraws to below a 60 percent course load, the student may be required to repay some or all funding received. Grant money may be converted to loan money. Students may be restricted from further government student assistance for 12 months. Check with the staff at Scholarships and Student Finance before withdrawing from courses.

c. Emergency Student Loan Fund

The purpose of the fund is to provide temporary assistance to full-time University of Lethbridge students to meet expenses related to an unexpected shortfall in their personal finances or an unanticipated delay in their receipt of financial assistance funding.

An emergency is defined as an unexpected shortfall in finances that has caused an inability to meet the rent payments when due, lack of adequate food supplies, and any other type of expenses related to the necessities of life that cannot be delayed. Students will not receive emergency financial assistance to cover registration deposits, tuition fees, books, fines, or debts to other University departments.

Emergency loans are available to assist students experiencing delays in the normal disbursement of their confirmed government student loans or grants. These advances are also available, in extenuating circumstances, to those students ineligible for government financial aid. In such cases, students must have written proof of their ability to repay the loan.

The full policy is available online at www.uleth.ca/policy/emergency-student-loan-fund.

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1. ACCOMMODATED LEARNING CENTRE

Students with Disabilities

The University of Lethbridge attempts to meet the special needs of students with disabilities. Many students have unique needs, and response must be made on an individual basis. Dealing with these needs may require the student in question to liaise with a number of provincial and non-profit agencies, as well as University of Lethbridge personnel. For more information and possible assistance with these matters, contact the Accommodated Learning Centre (B760; 403-329-2766).

The Accommodated Learning Centre can support student requests for assessments or registration procedures once their disability has been documented. They can also guide students to local services or agencies which may be of assistance. Special equipment or specialized services frequently must be funded through agencies outside the University of Lethbridge. Questions regarding physical access may also be brought to the Accommodated Learning Centre who will then direct students to the appropriate University office or personnel. Further information is available on the Accommodated Learning Centre website.

Graduate and Professional School Examinations

The Accommodated Learning Centre is an authorized test center for professional and graduate school exams such as the LSAT (Law School Admission Test) and MAT (Miller Analogies Test). Pre-registration for these tests is required, and Internet links are included on the Accommodated Learning Centre website (www.uleth.ca/ross/accommodated-learning-centre) Information bulletins are also available at the Career & Co-op Services (AH154).

Accommodated Learning Centre website:
www.uleth.ca/ross/accommodated-learning-centre

2. ADMISSIONS

In addition to processing all applications for admission and transfer credit, Admissions personnel provide on-campus advising regarding admission requirements and application procedures to prospective students. Admissions is located in the Registrar's Office (SU140; 403-382-7134, admissions@uleth.ca).

Admissions website: www.uleth.ca/ross/admissions

3. BOOKSTORE

Retail Services

The University Bookstore is located on Level 2 of the Students' Union Building. It stocks all required texts and course materials. The Bookstore also carries a full line of general reading books, stationary, art supplies, University apparel, and giftware. Hours of operation are 8:45 a.m. to 4:30 p.m., Monday through Friday. Changes to hours are posted and advertised as required.

Textbook Reservation Service

The Bookstore will do your textbook shopping for you. Access the Bookstore's website at www.uleth.ca/bookstore for information as it becomes available. Textbook reservation service is only available for the Fall semester and is open for submissions as of April.

Returns Policy

The Bookstore's policy for returning textbooks and other materials is clearly stated on the 'Return Policy' attached to the receipt with your purchase. If you are unsure whether an item is returnable, please ask the Bookstore staff for clarification.

Used Book Sell Backs

If a textbook is going to be used the following semester, and the Bookstore requires inventory, we will purchase good quality used copies from students. This service is available daily from 9:00 a.m. to 3:30 p.m., except during semester opening (watch for time changes). As well, the Bookstore sponsors semi-annual 'Used Book Sell Backs' during exam week in April and December. Exact dates and times are posted on campus and on the Bookstore website.

Various Forms of Course Materials Available

The bookstore staff are continually reviewing various opportunities to provide cost savings to our students. Watch for options as they become available such as rental for new and used books, digital formats, and special requests from instructors.

4. BUS SERVICE

The City of Lethbridge operates a regular bus service between West Lethbridge and downtown in accordance with a published schedule, including two stops at the campus.

Bus passes and additional information on schedules are available from the Students' Union *Rockerman's Service Centre* (SU232) and the City of Lethbridge.

5. CAMPUS CARD

The University of Lethbridge Campus ID Card is the official picture identification of the University of Lethbridge. All students, faculty, and staff need this card in order to access vending, printing, photocopying, food services, recreation facilities, athletic events, the Library, and some off-campus services.

Campus ID Cards may be obtained at the IT Solutions Centre in University Hall (E610). Picture ID is required. For more information on hours or location call the IT Solutions Centre (tel. 403-329-2490). The initial card is free—replacing a damaged, lost, or stolen card is \$10.

6. CAMPUS WOMEN'S CENTRE (CWC)

The Campus Women's Centre offers many services to the University and its surrounding community. It's a safe, quiet place where women (and men) can come to talk. Student

volunteers, experienced with student life on campus, are easy to talk to and can relate to issues such as frustrations with roommates, juggling home life with school life, and personal conflict. Although the Campus Women's Centre is not a licensed counselling centre, student volunteers are trained to recognize when someone is in need of counselling services and will direct them accordingly. The Campus Women's Centre can facilitate help for students through contact with local organizations such as the YWCA, the Womanspace Resource Centre, shelters, and food banks.

The Women's Centre has a wide range of pamphlets and information about topics including sexual health, birth control, cancer, STI's, pregnancy, nutrition, HIV and AIDS, drug and alcohol abuse, sexual abuse, mental health, spirituality, feminism, daycare services, self-esteem, losing weight, and piercing.

Throughout the year, the Women's Centre organizes and participates in a variety of events impacting women in our society today. These events include National Day of Remembrance and Action on Violence Against Women, International Women's Day, Breast Cancer Awareness Month, and AIDS Week.

Currently each student contributes a levy fee of one dollar in the Fall and Spring semesters. Since the Women's Centre fee is not compulsory, students may choose to opt out. To do so, students must submit a formal email request, indicating their full name and University ID number from a valid "uleth.ca" account. Alternatively, students may stop by the office (SP150) and fill out an opt-out form. Refunds will be administered during the last week in October for the Fall semesters and the last week in February for the Spring semesters. Applications and requests for opt out must be submitted prior to the refund dates. Students will receive an email confirmation instructing them to come to the Women's Centre in person to receive their refund in cash. A valid University ID card is required.

7. CAREER & CO-OP SERVICES (CCS)

Career & Co-op Services provides a comprehensive service to students in all stages of career development. experiential learning,

Career and Employment Services (CES): Services for Students and Graduates

Career Exploration/Job Search Techniques - As students explore careers, CES assists them in gathering occupational information such as qualifications, job duties, education requirements, and labour market conditions. We also assist students in any aspect of the job search process (e.g., resumé writing, interview techniques) either on an individual appointment basis or in a group workshop.

Job Postings - Students/Graduates looking for a job, whether it is part-time, temporary, summer, or full-time after graduation can view job postings online at CES job board. Go to our website to view all our services including a link to the CES job board. Log onto the job board with your U of L username and password.

On-Campus Recruitment (OCR) - CES assists employers in recruiting UofL students throughout the year. OCR postings can be found on the CES job board. Students are required to sign-up on our contact lists by major in order to participate.

Career Resources - CES maintains the resource area located in the CCS. It offers information on international careers, education and training, career options, job search techniques, and career planning. Books are available for in-office use. Visit

the CES homepage for listings of online resources for career and employment opportunities.

Career Events - Each Fall CES coordinates the annual UofL Career Fair. The fair is open to all students and provides an exceptional opportunity to gather information on career paths and to network with potential employers. Other events are offered throughout the year.

Graduate Employment Services - Upon graduation, students can continue to utilize all the services of CES. Alumni are encouraged to contact CES before leaving campus to ensure they continue to receive relevant career-related information.

CES website: www.uleth.ca/ross/ces

For further information on all programs, please contact the Career & Co-op Services at 403-329-2000 or visit us in Anderson Hall (AH154).

8. CATERING AND FOOD SERVICES - PROVIDED BY ARAMARK HIGHER EDUCATION

On May 1, 2013, the University was pleased and proud to welcome Aramark Higher Education to our campus as our new catering and food services partner! Aramark is a world-class corporation operating dining services at hundreds of universities and colleges across Canada and around the world.

Aramark Higher Education has opened new retail food outlets and offered an enhanced dining and catering experience to our students, faculty, staff, and guests of the University of Lethbridge.

Food Services are provided in an à-la-carte style with a variety of retail food outlets on campus, offering a contemporary range of healthy menu choices to meet most dietary requirements and fully satisfy the needs of our residence students on our mandatory dining plans.

Catering Services provides a full range of services to suit occasions anywhere on campus. Services range from refreshments for small groups, to luncheons, to full-service formal banquets, and receptions. Menus are planned to meet individual client requirements and budgets.

Locations

ARAMARK took over in May of 2013 and undertook significant renovations and enhancements to many of the retail food outlets on campus. These exciting renovations brought new and vibrant changes to Food Services at the University of Lethbridge.

Our signature dining outlet is located adjacent to the Atrium on Level 6 of University Hall. This newly renovated concept includes a completely rejuvenated décor with personal service stations offering fresh made-to-order selections including hand-made pizzas and calzones and bakery items, a stunning Euro-style Deli featuring homemade soups, salads and sandwiches, home-cooked Entrée station, fresh made sushi station, Custom Pasta or Stir-fry Station, and Full Service BBQ Grill. Menus are rotated weekly featuring “home-style” comfort food as well as new and innovative menu ideas. In addition, our new signature outlet will feature holiday fare and special event menus throughout the year including themed buffets and special events.

Regular operating hours:

Aramark Office (W620):	
Monday - Friday	8:00 a.m. - 4:00 p.m.
Catering (catering@uleth.ca or 403-329-2491):	
Monday - Sunday	8:00 a.m. - 4:30 p.m.

Starbucks (Library Building, 9th floor):

Monday - Friday	7:00 a.m. - 7:00 p.m.
Saturday & Sunday	Closed

Markin Starbucks Cafe (Markin Hall, Atrium):

Monday- Thursday	7:30 a.m. - 3:00 p.m.
Friday, Saturday, & Sunday	Closed

Subway (University Hall, 6th floor):

Monday - Friday	10:00 a.m. - 7:00 p.m.
Saturday & Sunday	Closed

Tim's Express (University Hall, 6th floor):

Monday - Friday	7:00 a.m. - 5:00 p.m.
Saturday & Sunday	Closed

Tim Horton's (First Choice Savings, 2nd floor):

Monday - Friday	7:00 a.m. - 8:00 p.m.
Saturday	9:00 a.m. - 4:00 p.m.
Sunday	Closed

Urban Market (University Hall, 6th floor):

Monday - Friday	8:00 a.m. - 9:00 p.m.
Saturday & Sunday	9:00 a.m. - 7:00 p.m.

Note: Operating hours may be subject to change.

9. CHAPLAINCY

Chaplains provide private consultation to any University student or staff in relation to spiritual or religious needs.

The Chaplaincy consists of Ministers of many faiths. Participating Chaplains have regularly scheduled hours for consultation. The Chaplain's office is located in Anderson Hall (MH4054). For more information please call 403-317-2849.

10. CKXU RADIO

CKXU 88.3 FM is a community-based campus station with a mandate to showcase, promote, and enhance southern Alberta's diversity.

The station and its volunteers are committed to serving the interests of both the university community and the community at large. In addition to its musical programming, the station is dedicated to giving voice to issues and points of view under-represented in mainstream media.

CKXU offers many opportunities apart from on-air programming, including advertising, fundraising, and assisting with production as well as news, sports, and spoken-word programming. An interest in diversity and a willingness to learn is all that is required.

To learn more, drop by CKXU's offices in SU164. More information about the station, including program listings and an Internet audio feed, is available at www.ckxu.com.

11. CONFERENCE AND EVENT SERVICES

Conference & Event Services provides support for the extended learning of faculty and students enabling the most recent research and knowledge to be shared on campus with both our on-campus and local communities. Conference & Event Services coordinates conferences, meetings, special events, the on-campus hotel, and provides support for the University, southern Alberta community, and casual guests within a sustainable environment.

Conveniently located, the on-campus hotel provides easy access to University facilities as well as the downtown core. We aim to provide comfortable accommodations at affordable prices. Providing full accommodations May to August and limited accommodations September to April, we are the only hotel on the west side of Lethbridge.

Conference & Event Services can help coordinate every aspect of your event, from setup to take down. Our on-campus meeting spaces can be rented to accommodate groups of five to 450 people. Our rooms are located across campus and can provide you with cost-effective, state-of-the-art venues that can accommodate all the requirements of your next meeting, conference, or group event.

Hours of operation are from 8:30 a.m. to 4:30 p.m., Monday to Friday, with additional support as requested for special events. Extended summer hours of operation are from 8:00 a.m. to 7:00 p.m., Monday to Sunday. Call 403-329-2244; fax: 403-329-5166; email: cnf@uleth.ca

Book everything online through our website:
www.uleth.ca/conference

12. CONVOCATION

Convocation is the culmination of a student's hard work at the University of Lethbridge; it is the formal ceremony where students don a cap and gown and receive their degrees, diplomas or certificates. Ceremonies are held in the spring and fall. Convocation is organized by a dedicated group of individuals representing many departments across campus including: the President's Office, Registrar's Office and Recruitment and Student Life.

13. COUNSELLING SERVICES

Counselling Services is located in Turcotte Hall (TH218). The primary purpose of Counselling Services is to contribute to the total well-being and development of individual students. Personal counselling, career counselling, and academic skills development programs are offered to assist students in realizing their educational, social, and personal potential. The Office's services are extended without charge on a confidential basis.

Although Counselling Services normally operates on an appointment basis, counsellors see students experiencing a personal crisis as quickly as possible. After-hours and weekend emergencies should be handled through Campus Security (403-329-2345) or the emergency service at the Regional Hospital. Personal crisis situations experienced after hours should be directed to the Distress Line of Southwestern Alberta (403-327-7905).

Students with career, personal, and/or academic concerns are encouraged to make a counselling appointment before the situation becomes overwhelming. For an appointment call 403-317-2845 or go to TH218.

Counselling Services website: www.uleth.ca/counselling

For employees of the University, counselling is available through the Employee Assistance Program. Call 403-329-2494 for further information.

14. HEALTH CENTRE

The Health Centre is open Monday through Friday from 9:00 a.m. to 4:00 p.m. in SU020. Call 403-329-2484 or drop by SU020 for appointments.

Health Centre email: health.centre@uleth.ca.

Health Centre website: www.uleth.ca/hr/health-centre

Follow us on Twitter: @ULethHealth www.twitter.com/ULethHealth

LIKE us on Facebook - University of Lethbridge Health Centre
www.facebook.com/UniversityOfLethbridgeWellness

Confidential services include the following:

- Medical Clinic is available on Campus- Physician Clinics (Monday through Friday)
- Psychiatrist Clinics (limited appointments and by referral only- talk to us if you need an appointment)
- Mental Health Assistance- a mental health nurse, mental health therapist, physician and dietitian are available to assist students
- Dietitian service (talk to us about making an appointment)
- Nursing Assessment and Care (one-to-one education, treatments, and questions)
- Communicable Disease Management
- Basic Health Insurance Inquiries
- Health Education
- First Aid Coordination- First Aiders and first aid kits are embedded into the campus. If you need assistance, call Security at 403-329-2345 who will respond quickly 24/7

On-Campus Medical Clinic

Don't have a family physician? Students can see a physician on campus Monday through Friday. Book an appointment for any health concern or your yearly physical by calling 403.329.2484 ext 1 and ask for an appointment. The Clinic also accommodates needs for allergy and other injections, certain treatments, 3rd party medicals, etc. (talk to us about planning your specific health needs).

On-Campus Mental Health Assistance

The Health Centre and Counselling Services work to assist students with mental health care. We have a mental health team to assist with care which includes a mental health nurse, a mental health therapist, a dietitian, administrative support, a physician, and two psychiatrists. Psychiatrists are physicians who have extra training/expertise in mental health. Appointments are by referral, talk to us if you believe you need one.

Nursing Assessment and Care

Nurses are available for discussions on health issues and health planning for specific subjects. If you have a chronic health issues that requires medical plans while you are in University, come to see one of the nurses. Drop into the Health Centre to book an appointment to discuss your needs.

On-Campus First Aid

Call 911 for ambulance if emergency medical aid is required; when directed to hang up by the 911 Operator, call campus security at 2345 or 403-329-2345 at any time during the day or night. For any on-campus first aid, inform your supervisor, and call Security at 403-329-2345 for immediate first aid service.

The University of Lethbridge strives to work together within this community to maintain a safe experience on campus. To best manage emergencies on campus or during off-campus excursions, faculty are encouraged to contact the First Aid Coordinator at extension 403-332-4469 for any questions or assistance pertaining to first aid preparedness including training, equipment, and planning, Occupational Health and Safety First Aid Code, or departmental first aid plan development.

Communicable Disease Management

The Health Centre will inform the University community about specific disease management for campus-wide illnesses. Remember, the first defence against viruses is simply washing your hands and protecting others from your cough or sneeze. Check out our website for more information.

Health Centre website: www.uleth.ca/hr/health-centre

Health Education

Campus-wide health education events are held throughout the semester and are located in a variety of places on campus. Check out the electronic student magazine, Student Health 101, distributed monthly to your student email. It is full of helpful tips to get through the semester; read it here - www.read101.ca/uleth.html

Health Insurance

There are two types of health insurance. First, by law, all students MUST have basic provincial health insurance (this pays for doctor's bills, hospital care, and most medical tests). Usually, this insurance is from your home province. If you have questions about the Alberta Health Care Insurance Plan (AHCIP) or your home province insurance, please ask the Health Centre staff. Second, there is an extended benefit plan which assists in paying for items not covered by provincial health insurance.

Students should either have an extended benefit plan from their work or family or have the Students' Union Health and Dental Plan. The Students' Union Health and Dental Plan assists with the cost of medications, ambulance rides, therapies, and dental costs. If you have questions about the Students' Union Health and Dental Plan, drop by SU180.

Note: *The University does not assume responsibility for the cost of medical treatment or hospitalization.*

We want you to learn about your own health as you also grow academically. Please ask for help when you need it!

15. HOUSING SERVICES

'Come Live With Us!'

Our focus in Housing Services is to provide students with the best possible environment for academic success and personal development. Residence Life programming is offered and coordinated through live-in Residence Assistants. Some examples of the programs and workshops offered in the past include time management, aerobics, health and nutrition, substance abuse, study skills, exam preparation, library use, tutoring, movie nights, cabarets, resumé writing, and effective interview and job search skills.

The convenience of living on campus, together with access to the University's services and programs, gives students educational, social, and cultural advantages. Residents tend to be more involved in campus life, build stronger friendships than their off-campus counterparts, and develop greater tolerance and understanding. All this adds up to an enhanced opportunity to graduate from the University of Lethbridge.

Campus Housing Choices

The University provides campus housing for single students in fully-furnished bedrooms, self-contained apartment units, and townhomes. For students with families, we provide unfurnished townhomes. Units meeting the needs of the physically challenged are also available. Students directly out of high school and in their first year of study are assigned to the traditional-style units in University Hall and to the apartment-

style units in Kainai House. The Piikani House, Tsuu T'ina House, Residence Village (RV), and Mount Blakiston House units are assigned to students in their second and subsequent years of study. The unfurnished townhomes in Siksika House are generally for married, common-law, or single students with families.

New High School Graduates

University Hall Residence - Our most convenient, on-campus accommodation offers 276 single and double rooms within University Hall itself. These fully-furnished rooms are available on the first four floors and are reserved for first-year residents coming to the University directly from high school. The residence is equipped with common rooms, a games room, a laundry centre, and an activity centre. The Library, main campus food outlet, study rooms, and computer labs are conveniently located, and most academic areas are accessible without going outside on inclement days.

Kainai House - Our Kainai House apartment building accommodates 155 students in one, two, four, and six bedroom, fully furnished units. All bedrooms are single occupancy and suites are assigned on a bedroom-by-bedroom basis. Swipe-card laundry facilities are provided on each floor. This complex also includes study and meeting rooms, television lounge, and games room. The apartment building is conveniently located south of Aperture Drive, just a short five-minute walk away from the centre of campus.

Residence Dining Plan

All University Hall and Kainai House residents must participate in the Residence Dining Plan as these rooms are offered on a 'Room and Board' basis only.

Further information can be obtained from the Campus Dish website on meal plans, or by calling Food Services & Catering at 403-332-4475.

Website: www.campusdish.com/en-US/CA/Lethbridge

Transfer and Continuing Students

Aperture Residential Park Single Housing Apartments and Townhomes - Our apartment and townhouse-style buildings accommodate 520 students in studio, one, two, and four bedroom, fully furnished units. All bedrooms are single occupancy and suites are assigned on a bedroom-by-bedroom basis. Study areas, swipe-card and coin-operated laundry facilities, and barbeques are provided in each residential area. These complexes include a computer room, cardiovascular room, study and meeting rooms, television lounge, and games room which are available to all residence students. The Piikani House, Tsuu T'ina House, Residence Village, and Mount Blakiston House buildings are located south of Aperture Drive.

Aperture Residential Park Family Townhomes

Housing for married, common-law, or and single students with families is provided in Siksika House with one, two, and three bedroom townhome units. All townhomes have a refrigerator, stove, and window coverings. One bedroom units are reserved for the physically challenged. The three bedroom units include a washer and dryer. Central coin-operated laundry facilities are available in each of the buildings for the other tenants. Each home has its own entrance and balcony, with living room and kitchen on one floor and bedrooms on a separate level. The townhomes are located just south of the two apartment buildings in Aperture Residential Park.

What You Should Bring for Comfort!

The following items are suggestions only: personal computer, circuit breaker-equipped power bar, extension cords, stereo/radio, alarm clock, hair dryer, towels, toiletry items, athletic gear, iron, laundry soap, cleaning supplies, vacuum cleaners, and bedding. University Hall residents are not allowed to have kitchen appliances in their rooms including but not limited to microwaves, kettles, toasters, and bar fridges.

Note: All electrical appliances must be CSA approved.

Application Process

Applications are accepted starting in September for the following September occupancy. Applications may be obtained online at www.uleth.ca/housing. You must apply to the University of Lethbridge for Admission prior to being eligible to apply for campus housing. Once you have received your UofL ID number you may log on to the Housing Residence Portal to apply. All applications must be accommodated with a non-refundable application fee plus deposit payable online. **Students are advised to apply as early as possible to improve their chances for accommodation.** Newly admitted applicants, applying before April 1, will have their names entered into an accommodation lottery. Approximately 75% of the allocated beds will be randomly selected. The names drawn will be guaranteed accommodation prior to May 15. Returning students, whose applications are received by January 15, will participate in a lottery draw for 75% of the allocated beds. Others will have their names placed on the application list in priority order, according to date received.

Offer of Accommodation

Once accommodation is assigned, the student is advised through an 'Offer of Accommodation' letter via email. This letter must be signed and returned, along with the second advance payment, by the deadline date as stated in the offer. Failure to meet this deadline will result in cancellation of the application and loss of the first advance payment.

Security Deposit

All students staying in campus accommodation will be required to submit a security deposit of \$300 for single student housing or the equivalent of one month rent for family housing. Interest will be payable on any unused amount if applicable under Provincial Government Statute. Security deposits will be used to cover any outstanding housing-related charges deemed payable upon termination of occupancy, including cancellation fees, damage, cleaning, lost keys, dining plan, etc.

The security deposit shall not be deemed to constitute a limit for any charges which may be incurred under the lease.

Cancellations

Applicants who are declined admission to the University, who cannot be accommodated by Housing Services by the first day of classes, or who cancel their application in writing prior to June 1, may request a refund of all advance payments, but must do so within one week of the start of classes. Cancellation for any other reason will be subject to forfeiture of the advance payments according to the cancellation schedule as outlined in the Offer of Accommodation. The refund amount for these cancellations is based on the date upon which written notice is received by Housing Services; therefore, students are advised to contact Housing Services as soon as their plans change. (Cancellation over the Christmas break may be submitted by email to housing@uleth.ca.) All cancellations received after a student has moved into residence are subject to one calendar

month notice. Failure to provide this notice will result in next month rent charges.

Housing Services may be contacted at the University of Lethbridge, 4401 University Drive, Lethbridge, Alberta, T1K 3M4; phone: 403-329-2584; fax: 403-329-2030; or email: housing@uleth.ca.

Rates

The Board of Governors approves rental rates and Residence Dining Plan costs each spring and applicants are advised of the new rates as soon as possible. The 2013/2014 rates are as follows:

Traditional-Style Residences (Furnished)

• Double Room	\$1,260/semester
• Hallway Single room	\$2,052/semester
• Suite Single Room	\$1,888/semester
• Suite Large Single Room	\$2,136/semester
• Executive Hallway Single Room	\$2,292/semester
• Executive Suite Single Room	\$2,188/semester
• Executive Suite Large Single	\$2,388/semester

Apartments and Townhomes (Furnished)

• Bachelor Studio (Double Bed)	\$2,660/semester
• Executive Studio (Double Bed)	\$2,936/semester
• One Bedroom Apartment	\$3,888 - \$3,928/semester
• Two Bedroom Apartment	\$2,444 - \$2,492/semester
• Two Bedroom Apartment Suite (double bed)	\$2,740/semester
• Four Bedroom Apartment	\$2,420 - \$2,480/semester
• Four Bedroom Apartment Suite (double bed)	\$2,660/semester
• Six Bedroom Apartment	\$2,388/semester
• Four Bedroom Executive Townhome (double bed)	\$2,632/semester
• Four Bedroom Townhome	\$2,544/semester
• One Bedroom Townhome	\$3,888/semester
• Two Bedroom Townhome Large (double bed)	\$2,568/semester
• Two Bedroom Townhome Small	\$2,440/semester

Townhome Family Units (Unfurnished)

• One Bedroom Townhome (H/C)	\$ 895/month
• Two Bedroom Townhome	\$1,023/month
• Three Bedroom Townhome	\$1,088/month

Residence Dining Plan

- **University Hall** (Commuter Plan) - \$2,991 for a two-semester period
- **Kainai House** (Aperture Plan) - \$2,128 for a two-semester period

Fees

Rates for single student housing (Traditional-Style, Apartments, and Village Townhomes) and for the Residence Dining Plan must be paid at the beginning of each semester.

A utility surcharge may be levied to offset increased utility costs due to the effects of deregulation and the resulting inflationary impact.

Rental rates include all utilities except telephone line and Internet access, and are based on a two-semester (single) or 12-month (family) contract. Arrangements may be made with Housing Services for a 12-month contract for single students (September-August).

Emergency Response/Internet Digital System Fee

All residence bedroom spaces are equipped with the VoIP (Voice over Internet Protocol) communication system, which provides each resident with Internet access and a telephone in their room. The system allows for efficient communication within residence for emergency response in the event of critical incidents. A mandatory \$72 fee is levied to each resident per semester.

Organization of Residence Students (ORS)

The ORS provides community development opportunities to meet, interact, and socialize in the academic atmosphere for the benefit of each member and the community as a whole. A \$45 membership fee is levied to each resident per semester.

Policies

The University has policies, regulations, and programs to provide for the students' personal, academic, social, and cultural growth, as well as their privacy and well-being. Breach of these policies and certain Criminal Code offences will be grounds to terminate the students' use agreements and evict them from University Housing. Housing policies are available online at www.uleth.ca/housing (refer to "Residence Community Handbook").

Summer Housing

Students working or studying in Lethbridge over the summer are invited to stay in our residence. Special contract terms and rates are available. Accommodation is available in the Residence from approximately May to August for Summer Session students and for conferences, seminars, meetings, visiting faculty, and guests to the University. Daily, weekly, and monthly rates are available for casual visitors.

Special contract terms and rates for Summer Sessions and EAP programs are available.

Contact us for more detailed information:

Housing Services
University of Lethbridge
4401 University Drive
Lethbridge, Alberta, T1K 3M4
Phone: 403-329-2584
Email: housing@uleth.ca

Housing website: www.uleth.ca/housing

16. INFORMATION TECHNOLOGY

The Department of Information Technology provides computer support to the University community.

Student computing facilities supported by the Department include the University Hall E6 Computer Labs (4 PC labs), the Anderson Hall Computer Lab (1 PC lab), the University Hall B5 Computer Labs (3 PC labs and 1 Macintosh lab), and the University Hall B7 Computer Lab (1 PC lab). (Each computer lab contains approximately 30 computers.) These central facilities are typically open:

Monday-Thursday	8:00 a.m.	-	10:00 p.m.
Friday	8:00 a.m.	-	5:00 p.m.
Saturday - Sunday	10:00 a.m.	-	5:00 p.m.

24-hour facilities include the Atrium Study Centre (30 computers), the E648 computer lab, and email stations (50 located around campus).

All student computing facilities on campus are connected to the Internet. The communications software provided can be used to access campus resources (e.g., the Library catalogues,

Fitness Centre and Recreation Services schedules, the University of Lethbridge Calendar, course offerings, and the final exam schedule). Other software available to all students includes statistical analysis packages, graphics editors, database software, spreadsheets, word processors, different programming languages, as well as applications specific to individual academic fields. Additional services include access to scanners, CD/DVD writers, and video capture equipment. Black and white and colour laser printing are available for a nominal fee.

A number of other departments maintain additional computing facilities, including Computer Science (60 Linux stations), Geography (25 PC computers), Modern Languages (36 PC computers), and the Library (150 PC computers).

Wireless networking is available in most areas on campus. Service is available via two different methods:

Hot Spot Wireless (Guest @ UofL)

This service is a general-use public Internet connection. Simply connect to the "Guest @ UofL" wireless network and you will be able to browse the web and access email.

Enhanced Wireless (Student @ UofL)

The enhanced network will require you to enter your student username and password and provides access to additional services that are not available to guests. This is the preferred network for general student use.

All students on campus automatically receive an email account at no charge. For more information, please contact the IT Solutions Centre at tel. 403-329-2490.

The official Computer Use Policy is available online at www.uleth.ca/policy/computer-use-policy.

Information Technology website: www.uleth.ca/it

17. INTERNATIONAL CENTRE FOR STUDENTS

See **International and Exchange Students and the International Centre for Students** in this Calendar.

18. INTERNATIONAL STUDENT ADVISOR

See **International and Exchange Students and the International Centre for Students** in this Calendar.

19. LETHBRIDGE PUBLIC INTEREST RESEARCH GROUP (LPIRG)

The Lethbridge Public Interest Research Group (LPIRG) is a student-funded, student-directed, not-for-profit organization providing resources for undergraduate students to engage with environmental and social justice issues. LPIRG embraces plurality and participation, and encourages students to critically evaluate the institutions and systems in which they take part. LPIRG assists students in translating their knowledge through research, education, and action to serve public interest.

LPIRG receives \$5 from each UofL undergraduate student in the Fall and Spring semesters. (This levy is fully refundable if a student so chooses.) LPIRG uses this money to fund student research, events, and projects demonstrated to be in the *public interest*, as well as providing additional administration, organization, and information resources that allow students to become engaged citizens.

Funding can be accessed for undergraduate research, special events, travel to conferences and workshops, and working groups (collectives of students and possibly community members who work together on a public interest issue; groups

may focus on research, events, action, publications, or other activities and have long-term goals). LPIRG also facilitates opportunities for skill development through educational events, public campaigns, and partnerships with community organizations.

To find out more about LPIRG funding, events, volunteer opportunities, or the opt-out process, please contact us:

Office phone: 403-332-5243

Office location: SU242 (UofL Students' Union Building)

Email: pirg@uleth.ca

Website: www.lpirg.org

20. LIBRARY

The University of Lethbridge Library promotes personal learning through rich and relevant collections, innovative technologies, exemplary assistance, quality instruction, and varied learning and study spaces.

Library Website

The Library's website provides access to resources and services which are available both on and off campus. These resources and services include access to electronic indexes and databases; the library catalogue; e-journals and e-books as well as other electronic resources; a virtual tour; 'help' guides; and electronic reference services. Off campus access to licensed online resources such as e-books, online journals, electronic indexes/databases is restricted to current UofL students, faculty, and staff.

Library website: www.uleth.ca/lib

On-Site Services

Assistance: Library staff members are here to assist Library users with class assignments, research questions, and can provide instruction in the effective use of information resources and the tools available to locate them. To get help with your information needs, submit a question via our online "Ask Us" reference service (www.uleth.ca/lib/ask_Us), use our instant messaging reference service, or stop by the Information and Research Assistance Desk on Level 10 to talk with one of our talented reference staff. A variety of tours of physical and virtual resources is offered at the beginning of the Fall and Spring semesters, or by special request.

Collections: The Library provides access to educational materials in a variety of formats that support the University's academic and research programs. There are roughly 1.4 million physical items in the collection including books, journals, government publications, audiovisuals, maps, and microforms. The Library subscribes to electronic resources in a variety of disciplines including indexes and databases, e-books, e-journals, and government documents.

Borrowing: Individuals with a validated UofL Campus Card (including alumni) are entitled to borrow circulating materials from the Library. Also available is The Alberta Library (TAL) card which can be used to borrow books directly from participating libraries throughout Alberta. Community members may purchase a membership or use their TAL cards from their home libraries to borrow books.

Loan periods vary depending on the type of material borrowed, and some items are non-circulating. Materials in heavy demand, such as required readings for courses, may be

placed on Reserve and are subject to shortened loan periods. For further information regarding borrowing privileges, you can visit the General Services Desk on Level 10 or go to the "Services" section of the Library website at www.uleth.ca/lib.

Interlibrary Loans: The Library will try to obtain—for faculty, students, and staff—materials required for study and research that are not available at the University of Lethbridge Library. To request an Interlibrary Loan, go to the "Services" section of the Library website at www.uleth.ca/lib.

Media: A collection of equipment is available for use on site as well as for loan (pc/mac laptops, projectors, digital and analog camcorders, audio recorders, etc.). Visit the General Services Desk on Level 10 to book, borrow, or obtain assistance in using available equipment. Some services are restricted to faculty, staff, and students of the University. For more information on Media, go to the "Services" section of the Library website at www.uleth.ca/lib.

Study & Creative Facilities: The Library provides a variety of individual and group learning, study spaces including study tables, carrels, and group work rooms. The Library provides access to general use computers equipped with a variety of productivity software and applications. The Library also provides access to hardware and software to support production of multimedia projects. Listening and viewing equipment is available for use with a variety of media types. Group work rooms are equipped with wall-mounted monitors for connection to laptops (perfect for collaboration or practicing presentations). Wireless network access is available on all three levels of the Library. A number of computers with specialized software and devices are also available to assist students, faculty, and staff with disabilities. Copiers/printers are available on all three levels of the Library.

Faculty of Education Curriculum Laboratory

The Curriculum Laboratory, located on Level 11, is a learning resource centre designed to support the Faculty of Education's teacher education program. Multi-format materials relevant to the Alberta school curriculum are available for preview and/or loan. Collections and facilities include group study spaces, Macintosh computers, a scanner, and other preview and materials preparation equipment that are available to users when the Library is open. Circulating materials are signed out and returned at the Library's General Services Desk.

Curriculum Lab website: www.uleth.ca/edu/currlab

Policies

The University has policies, plans, and publications to provide users with fair and equitable access to Library materials, resources, and services in a productive and safe environment. Users and visitors are expected to engage in behaviour consistent with these goals. Library policies are available online at www.uleth.ca/lib.

Library Hours

The Library's hours vary throughout the year. Please check the Library's website, www.uleth.ca/lib/hours for current Library hours.

Library website: www.uleth.ca/lib

21. MAIL SERVICES

The Mail Services Office, located in the Park Way Service Complex, is not a full service outlet for the public. Pre-stamped outgoing mail may be deposited any time in the red mail boxes located in the following places:

- University Hall - Level 6 (across from East patio)
- Students' Union Building - Level 2 (across from the Bookstore)
- Physical Education Building - Level 2 (across from the Recreation Services Office)

Postage stamps may be purchased at the Students' Union *Rockerman's Service Centre* (SU232).

22. NATIVE STUDENT ADVISING

The Native Student Advising Office is located in the Registrar's Office and Student Services (ROSS) in the Students' Union Building. This is a free confidential service for those students who self-identify as First Nations', Métis, or Inuit. The primary role of the advising office is to guide, encourage, and empower students in the university environment.

The advisor can help you make the transition to the University by helping you access services such as:

- Housing information
- Scholarships and loans information
- Financial planning
- Academic planning
- Personal counselling
- Career and employment counselling
- Tutor support
- Elder support

In addition, the advisor can connect you to your First Nations', Métis, and Inuit community on campus such as:

- First Nations', Métis, or Inuit support person in your program
- Native American Student Association
- University of Lethbridge First Nations', Métis, and Inuit Alumni Chapter

For an appointment call 403-320-5700 or visit the Information Centre (SU140).

Native Student Advising website: www.uleth.ca/first-nations-metis-inuit

23. OFF-CAMPUS HOUSING

Recruitment and Student Life maintains a current off-campus housing registry listing properties available for rent in Lethbridge. You can access the list online or pick up a paper copy in the Recruitment and Student Life office, SU065. We can also mail you an up-to-date list of available options. Please contact Off-Campus Housing at 403-329-2092 for more information.

Off-Campus Housing website: www.uleth.ca/offcampushousing

24. OFFICE OF THE ASSOCIATE VICE-PRESIDENT (STUDENTS)

The Office of the Associate Vice-President (Students) includes the Registrar's Office and Student Services (ROSS); First Nations', Métis, and Inuit Centre; and Recruitment and Retention Integrated Planning. Student Services include the Accommodated Learning Centre, Career and Employment Services, Counselling Services, the International Centre for Students, Native Student Advising, and Scholarships and

Student Finance. Details of services provided by each of these units, as well as by the Registrar's Office, are available elsewhere in this part of the Calendar.

The Office of the Associate Vice-President (Students) is located in Anderson Hall and can be reached by phone at 403-320-4432.

ROSS Website: www.uleth.ca/ross

25. PRINTING SERVICES

Printing Services provides quality material and service in the following areas: offset printing and design, wide-format printing, custom learning resources, high speed copying, and vanda card-operated copiers.

Copy Centre (Park Way Service Complex): With fast turnaround times, the Copy Centre offers high-speed photocopying, digital printing, black and white and/or colour copies, collating, folding, stapling, and punching, and a number of different covers and bindings.

Note: *Copyright permission is the responsibility of the individual requesting copies and must be obtained from the author and or publisher of the work. For more information regarding copyright, please contact the Office of the University Copyright Advisor (email: copyright@uleth.ca; phone: 403 332-4472).*

Offset Printing and Design (Park Way Service Complex): Typesetting and design, offset printing, and Printing Services administration are located in the Park Way Service Complex. Everything from business cards and forms to full-colour posters, (including wide-format printing up to 44 inches), banner stands, and complete book production may be accommodated. We can take any printing project from an idea to the design and layout stage through to production, finishing, and binding.

Venda Photocopiers/Printers: Venda card-operated photocopiers/printers are located throughout the Library; in the Level 6 Atrium; in Anderson Hall; and in the Anderson Hall, E6, and computer labs. The venda copiers accept Bridge Bucks—using your UofL ID Card, you can add value at the Cash Office (AH144); at Food Services (A681); and at the cash load stations located in the Library, next to Tim Hortons in the 1st Choice Savings Centre for Sport and Wellness, at the entrance to the E6 computer lab, outside of the computer lab in Anderson Hall, in the main atrium of University Hall, and Library (L911). Your Bridge Bucks account can be used to operate these copiers as well as a number of other services on campus.

Printing Services is open Monday to Friday, from 8:30 a.m. to 4:30 p.m. (Park Way Service Complex; tel. 403-329-2626).

Printing Services website: www.uleth.ca/printing

26. RECRUITMENT AND STUDENT LIFE

The Recruitment and Student Life office provides information to prospective students, their families, and high school and college guidance counsellors on all aspects of the university and student life. This includes information about programs, admission requirements, tuition, scholarship and research opportunities, housing, and student services. They also organize events such as Open House and information evenings, and offer campus tours, prospective student advising, and the "Connections" (student for a day) program. Recruitment Officers travel throughout the school year representing the University of Lethbridge at high schools and colleges across Canada.

Recruitment and Student Life organizes events like New Student Orientation that help students make the transition to university life, and develops student resources such as the to-do list and Mentor Mail.

Students interested in the University of Lethbridge should contact us at 403-329-2762 or inquiries@uleth.ca.

Recruitment and Student Life website: discover.ulethbridge.ca

27. REGISTRAR'S OFFICE

The Registrar's Office houses a number of units that assist students with everything from an introduction to the University, to registering in courses, to applying for graduation. The units located in the Registrar's Office include Admissions; Documents and User Support; the Information Centre; Recruitment and Student Life; the Student Information System (SIS) team; and Student Records/Registration.

This office is responsible for producing the Calendar and the Timetable; managing registration and Convocation; maintaining the official student record; responding to inquiries about student records; providing access to grades at the end of each term; and issuing transcripts.

Details of services offered by Admissions and Recruitment and Student Life are available elsewhere in this part of the Calendar.

ROSS website: www.uleth.ca/ross

28. RISK AND SAFETY SERVICES

Risk and Safety Services (RSS) under the umbrella of Campus Safety is committed to the education and promotion of risk control and a strong safety culture for the University's students, faculty, staff, and to members of the external community who attend and use the University facilities and services. RSS is responsible for overseeing the University's safety programs inclusive of laboratory safety, radiation safety, laser and X-ray safety, and biosafety. It also manages the University's Environment and Occupational Health and Safety program. Our services are multifaceted inclusive of conducting safety audits, assisting with hazard assessments, providing safety training such as WHMIS, laboratory safety, radiation and biosafety. The administration of the University's insurance portfolio; conducting risk assessments and risk orientations for University events, field trips, practicum, co-op, affiliations, internships, and international travel programs; waiver creation and administration; incident/accident investigation; claims management; ensure safety legislative compliance; contract review as it relates to the insurance requirements and indemnity agreements; and the administration of University's Alcohol Policy.

RSS offices are located in Anderson Hall and LINC and our staff can be contacted as follows:

Manager, Safety (AH129):	403-329-2350
OH&S Safety Officer (AH128):	403-329-2190
Biosafety Officer: (AH127):	403-332-4484
Risk Analyst (AH1208):	403-329-2099
Director, RSS (L911A):	403-382-7176

Risk and Safety Services website:

www.uleth.ca/hum/risk-and-safety-services

29. SECURITY AND PARKING (INCLUDING LOST AND FOUND)

The Security and Parking Administration Office is located in the Library building (L911, 403-329-2603).

Security

Security Officers provide security of campus buildings, loss prevention, first aid response, incident investigation, lost and found services, and control of parking and traffic on campus.

The Campus Emergency phone number is 403-329-2345.

Parking

Anyone intending to park a vehicle on the University of Lethbridge campus must purchase a parking permit. Permits are available at the Cash Office, or they may be reserved online using the Bridge (www.uleth.ca/bridge).

Permit Rates for 2013/2014:

Non-plug	\$390.00/year
	\$312.00/8 months
	\$175.50/semester (access to Lot E)
	\$345.00/year
	\$276.00/8 months
	\$157.50/semester (access to Lot M and N)
Plug-in	\$515.00/year
	\$412.00/8 months
	\$231.75/semester (access to Lot FS)

Individuals with special needs should apply for a permit to park in assigned areas. Applications are available through Security at 403-329-2603.

A reduced fee is charged for Summer School and part-time students.

Residence students should purchase a parking permit through Housing Services (C420).

Visitor parking is available at meters or short-term (one hour to all day) permits may be obtained from permit dispensers located in Lots C, D, E, H, K, L, M, and N; at the Cash Office (AH144); or at the Security and Parking Administration Office (L911).

Parking maps may be obtained from the Cash Office or Campus Security.

The official Security and related policies are available online at www.uleth.ca/security.

The official Parking and related policies are available online at www.uleth.ca/facilities/parking.

Parking website: www.uleth.ca/facilities/parking

30. SPORT AND RECREATION SERVICES

Pronghorn Athletics (403-329-2681)

The Intercollegiate Athletics program has been an integral part of student life at the University of Lethbridge since 1969. Any full-time student interested in participating in an athletic activity at a high competitive level is eligible to try out.

Currently the University of Lethbridge has the following athletic teams:

- Men's and Women's Basketball
- Men's and Women's Ice Hockey
- Men's and Women's Soccer
- Men's and Women's Swimming
- Men's and Women's Track and Field
- Women's Rugby

The University of Lethbridge Pronghorns compete in the Canada West Conference of Canadian Interuniversity Sport (CIS). The Pronghorns are full members of CIS which represents universities across Canada and operates annual National Championships for the four university conferences across the country.

As a result of the high level of athletic competition, many Pronghorn athletes have represented the province and the country in national and international competitions. This speaks well for the calibre of coaching and the quality of athletes at the University of Lethbridge.

All student athletes who maintain the appropriate academic standing are eligible for financial assistance, in the form of scholarships, awards, and grants through the University's Scholarships and Student Finance Office.

For those people who are interested in athletics but are not able to compete, the Athletics program offers other opportunities, such as team managers, athletic trainers, minor officials, and event coordinator positions.

University of Lethbridge students are entitled to reduced admission prices to regular season Pronghorn home athletic events.

Athletics website: www.gohorns.ca

Facilities and Services (403-329-2706)

The 1st Choice Savings Centre for Sport and Wellness building hours are as follows:

Monday-Thursday	5:30 a.m.	-	11:00 p.m.
Friday	5:30 a.m.	-	9:00 p.m.
Saturday-Sunday	8:00 a.m.	-	8:00 p.m.
Holidays	10:00 a.m.	-	5:00 p.m.
CLOSED - December 25, January 1			

The 1st Choice Savings Centre for Sport and Wellness facilities at the University of Lethbridge include the following (hours of operation may vary):

- Fitness Centre
- Ascent Climbing Centre
- Max Bell Aquatic Centre
- Triple gymnasium (seating for 2,000 spectators)
- 4-lane 200-metre indoor track
- Stadium - artificial turf, lights, 8-lane 400 metre track
- Multi-purpose rooms
- Dance and fitness studio
- Research laboratories
- Kinesiology classrooms
- Pronghorn Ticket Centre

Customer Service Centre (403-329-2706)

The Customer Service Centre is located on Level 1 of the 1st Choice Savings Centre for Sport and Wellness in PE160. Memberships, lockers, and registrations for recreation programs are sold at this location. This is also the controlled access point to all facilities and locker rooms. Your student ID card is required for ALL access. This includes all academic classes, locker room access, and casual use.

Fitness Centre/Indoor Track

The Fitness Centre is located in PE156. Access to the indoor track is via the stairwell in the Fitness Centre.

Max Bell Aquatic Centre

Please visit our website for swim times (www.uleth.ca/sportrec).

This 50-metre training facility features several springboards, a 3-metre and 5-metre dive tower, and a 12.5-metre x 21-metre movable floor.

Triple Gymnasium

Please visit our website for Open Gym times (www.uleth.ca/sportrec).

Ascent Climbing Centre

Please visit our website for Climbing Centre times (www.uleth.ca/sportrec).

Come check out the 53-foot-high wall and additional bouldering cave.

Stadium

Located on the south end of the campus. Please visit our website for Open times and details (www.uleth.ca/sportrec).

Locker Rooms - Men and Women

Both men's and women's main locker rooms have steam rooms. Access to the locker rooms requires your student ID card as these rooms are beyond the Customer Service Centre, which is our controlled access point. We also have a dedicated family change room as well as day use locker rooms for men and women.

- Towel Service Lockers
 - Available for one, two, or three semester rental
- Textbook Lockers
 - Level 4 – University Centre for the Arts (Music Department)
 - Level 6 – University Hall (outside E690)
 - Level 7 – University Centre for the Arts (stairwell overlooking Atrium)
 - Level 8 – University Centre for the Arts (Art Department)

Risk Awareness

Sport & Recreation Services will not be held liable for any injury or death resulting from the use of Sport & Recreation Services equipment or participating in any activity/program nor in no way be responsible for: medical or dental expenses; ambulance expenses; damage, theft or loss of personal equipment, eye glasses or contact lenses incurred while participating in any activity/program.

Each person has a different capacity for participating in physical activities, programs, and services. You should be aware that all activities, services, and programs offered are educational, recreational, or self-directed may involve inherent risks and that your participation in any and all activities, facilities, programs, and services provided by Sport and Recreation Services is strictly voluntary.

Your participation in any and all activities, facilities, programs, and services provided by Sport & Recreation Services is at your own risk and you assume full responsibility for your choice to use and/or apply the information or instruction you receive and assume any and all risk of injury, illness, damage, loss, or expense that might result.

Part of the risk involved in undertaking any exercise activity or program is related to your own state of fitness or health. It is understood that your choice to participate in any activity, service, or program brings with it the assumption of those risks stemming from your choices and the fitness, health, awareness, care, and skill that you possess and use. If any risk factors related to engaging in physical exercise pertain to you, it is to be understood that you should have received clearance from your physician to engage in physical activities of the sort or type you have chosen to participate in.

Marketing (403-332-5253)

There are numerous marketing opportunities available in the 1st Choice Savings Centre, Nicholas Sheran Arena, and the University of Lethbridge Community Stadium. We offer unique opportunities and benefits to reach captive and consistent audiences. Whether through innovative advertising, sponsorship, or promotions we can help generate brand awareness to a key target demographic of students, staff, alumni, community, and Pronghorn fans.

For more information on partnership opportunities please contact the Business Development Manager at 403-332-5253.

Facility Bookings (403-329-2658)

For all facility bookings and rentals please call 403-329-2658.

Programming (403-329-2706)

Sport and Recreation Services offers a diverse selection of seasonal recreation and fitness activities and programs including, but not limited to, the following:

- Swim Lessons - Private & Group for both children and adults
- Climbing courses
- Dance classes
- First aid and CPR courses
- Fitness - Personal Training & Assessments
- Fitness classes
 - Aqua aerobics
 - Cycling
 - Group
 - Prenatal
 - Walking
- Golf Lessons
- Gymnastics (at off-campus location, Northside Recreation Facility)
- High Performance Training
- Intramural Sports
- Sport Clubs
 - Badminton
 - Curling
 - Dance/Cheer
 - Field Lacrosse
 - Golf
 - Ringette
 - Softball (Ladies Fastpitch)
- Walking
- Kayaking
- Lifeguarding and instructing courses
- Martial arts
- Sport Camps
- Yoga

NOW AVAILABLE – Online registration for most programs!

For further information or to register for programs please contact the Customer Service Centre.

Full programming information is described in our free Activity Guide as well as on our website.

Sport and Recreation Services website: www.uleth.ca/sportrec

31. STUDENT AWARDS - SCHOLARSHIPS AND BURSARIES

The University of Lethbridge offers a wide range of awards that serve to recognize the achievements of students who pursue their university education at the University of Lethbridge. These awards are granted based on academic achievement as well as other factors (e.g., financial need, leadership potential, community involvement, artistic ability).

Students are eligible to apply for awards if they are:

- an applicant entering the University from high school or from another post-secondary institution; or,
- a student continuing his/her studies at the University of Lethbridge.

While not all awards require the student to apply, an application is strongly recommended for students who feel that they may qualify for awards. Application forms for most awards are online on the Bridge and information on procedures are available at the Scholarships and Student Finance Office, located in Anderson Hall (AH151; 403-329-2585) or online at www.uleth.ca/ross/student-finance/awards.

15 General Policies and Procedures

For a complete description of awards administered by the University of Lethbridge, please refer to **Awards and Scholarships** in this Calendar.

Liability - The University assumes liability for the payment of scholarships, bursaries, prizes, and other awards only to the extent that expected gifts from donors or returns from particular investments of endowed funds are realized.

Application - To be eligible for awards, application forms must be submitted via the Bridge no later than the designated date. Application forms and information are available from the following website:

www.uleth.ca/ross/student-finance/awards.

A student who has not applied for awards cannot claim for the right of consideration by the University.

Academic records - Only academic records from the last five years will be considered for measurement of academic achievement.

Interrupted studies - Students who interrupt post-secondary studies and return after an absence shall be considered for University of Lethbridge awards. Evaluation will be based on the student's last year of attendance at the University of Lethbridge subject to the rules guiding Undergraduate Awards.

Conditions - Unless otherwise stated, awards made to full-time students are conditional on the student proceeding with full-time studies at the University of Lethbridge in the Fall and Spring semesters following the award. Failure to meet this condition may result in the forfeiture of any unpaid balance.

Replacement - Any award administered by the University of Lethbridge is subject to replacement by an award of equal or greater value.

Payment schedule - Awards totalling more than \$1,000 are disbursed in two equal payments: the first on October 1 and the second on February 1.

Deductions - The University may deduct from award payments any funds owed to the University.

Tax receipts - T4A forms will be issued to award recipients by the University or other issuing agency in the Spring following the year of the award.

Government Student Loan Programs - It is the responsibility of the student receiving an award, who is currently receiving financial assistance in the form of student loans and grants, to notify the applicable government student loan program as soon as possible regarding the number and value of scholarships, bursaries, and other awards.

Deferral - A deferral postpones the payment of a financial award until a student is registered full-time at the University of Lethbridge. A request for a deferral must be submitted in writing to the Coordinator, Scholarships and Student Finance by October 31 for the Fall semester, and February 28 for the Spring semester. Justifiable reasons for deferral include:

- a. Unavoidable circumstances - An award may be deferred when circumstances which are substantially beyond the student's control prevent his/her full-time registration in the semester for which an award was made.

Scholarships and Student Finance website:
www.uleth.ca/ross/student-finance

32. STUDENT FINANCE - GOVERNMENT STUDENT LOANS AND GRANTS

The Federal, Provincial, and Territorial governments of Canada provide financial assistance to help residents in the pursuit of post-secondary education. This assistance is provided in the form of loans and grants. The Scholarships and Student Finance Office provides advising concerning these government student assistance programs.

The level of government financial assistance awarded to a student depends on evidence of financial need and on personal circumstances. In Alberta, parental income is no longer used to determine the loan funding a student can receive. During the 2012/2013 academic year, the maximum amount an Alberta resident was eligible to receive was \$13,300 in combined Canada and Alberta student loan funding. Students may also qualify for low or middle income grants in their first and subsequent years of study. Grants are also available for students with dependents and students with permanent disabilities.

Financial assistance is also available to students who are considered to be residents of other provinces and territories. The amount and type of provincial or territorial funding available for out-of-province students varies according to the individual provincial or territorial guidelines.

Government student loans are interest-free while students are attending full-time at a post-secondary institution. To ensure that interest-free status continues during full-time study, it is the student's responsibility to provide appropriate proof of enrolment to all lenders holding the student's loan(s). Repayment of government student loans begins six months after ceasing to be a full-time student.

Students in receipt of financial assistance to attend full-time studies who withdraw completely or revert to part-time studies may be required to repay a proportionate amount of their assistance granted for the current academic session. Furthermore, such assistance for the next semester is automatically cancelled and students may be ineligible to receive further funding for a 12 month period. Students intending to return to full-time studies in the next semester

and who require financial assistance must submit a new financial assistance application for the appropriate period of studies.

Students who need to apply for financial assistance should apply prior to the semester in which assistance will be required. Many provinces and territories do have deadlines and it is advisable to check the deadlines in advance of application. Processing of an application can take four to six weeks and processing must be completed prior to the end of the semester to which it pertains.

Independent and Applied Studies courses are classified as one course (3.0 credit hours) and can only be used in one semester to determine eligibility for student loan purposes. Students taking more than one semester to complete these courses should plan their subsequent semester schedules accordingly.

Payment of tuition and fees are a first charge against assistance received from government student loan certificates and grants/bursaries.

For application forms and more information, please visit the Scholarships and Student Finance Office, located in Anderson Hall (AH151) or call 403-329-2585.

More information on Government Student loan programs is available from the following websites:

www.canlearn.ca
www.uleth.ca/ross/student-finance (click the "Student Loans" tab)

33. STUDENTS' UNION

The Students' Union exists to provide advocacy and services for its members. It represents students on UofL internal committees as well as Federal and Provincial committees and agencies, which determine education policies. Promoting the rights and the welfare of all UofL students is the Students' Union's primary concern.

Any undergraduate student registered at the University may run for one of the 20 positions on the Students' Council (some restrictions may apply). Elections are held in February or March each year with the term of office running May 1 to April 30. Council meetings are held regularly and are open to all students.

Students' Union Building (SUB)

Opened in the Fall of 1990, the SUB is a joint project of the Students' Union, the University of Lethbridge and the Government of Alberta. Overlooking the Oldman River Valley, the Students' Union occupies 56 percent of the SUB, featuring a retail floor, Zoo pub, conference and major event facilities, food kiosks, convenience store, office suite, club rooms, and Alumni offices. *The Meliorist*, CKXU, Campus Women's Centre, Pride Centre, Lethbridge Public Interest Research Group (LPIRG), UofL Bookstore, Health Centre, and the Registrar's Office are also located in the SUB.

Committee Representation

Student representatives serve on various University committees, ensuring the student perspective on matters such as program structure and content, degree requirements, tuition fees, and academic regulations is represented. Students interested in committee work or additional information are invited to visit the Students' Union Office (SU180) or contact their VP Academic. Many students have found committee representation to be a rewarding experience. The following committees are only a sampling of those requiring student's representation each academic year:

General Faculties Council (GFC) Committees

- General Faculties Council
- General Faculties Executive Committee
- GFC Admission Standards Committee
- GFC Advisory Committee on Inter-Varsity Athletics
- GFC Curriculum Coordinating Committee
- GFC Discipline Committee
- GFC Honorary Degrees Committee
- GFC Library Committee
- GFC Policy Appeals Advisory Committee
- GFC Recreation Services Advisory Committee
- GFC Space Allocation Committee
- GFC Student Awards Committee

Senate Committees

- Senate
- Senate Executive Committee
- Senate Honorary Degree Search Committee
- Senate Honorary Degree Committee
- Senate Hospitality Committee
- Senate Volunteer Award Committee

Arts and Science Committees

- Arts and Science Committee on Research and Teaching
- Arts and Science Council
- Arts and Science Curriculum Coordinating Committee
- Arts and Science Executive Committee
- Arts and Science Planning Committee
- Arts and Science Committee on Liberal Education

Other Committees

- Bookstore Advisory Committee
- Budget Committee
- Convocation Committee
- Distinguished Teacher Selection Committee
- Fee Review Committee
- Grade Appeals Policy Advisory Committee
- Presidents' Advisory Committee on Ethical Behaviour
- Printing Services Advisory Committee
- Resource and Teaching Development Committee

Scholarships and Bursaries

The Students' Union makes available over \$200,000 in scholarships and bursaries each year for University of Lethbridge students. They have a wide range of qualifications to accommodate a variety of circumstances.

Applications for the following scholarships and bursaries are available through the University of Lethbridge Scholarships and Student Finance Office (AH151; 403-329-2585):

- Students' Union Quality Initiatives Scholarship
- Students' Union Scholarship
- Students' Union Part-Time Scholarship
- Students' Union/Coca-Cola Bottling Scholarship
- Students' Union International Travel Award
- Students' Union Community Service Award
- Students' Union/Coca-Cola Bottling Edmonton and Calgary Scholarship
- Recycling Programs for Scholarships
- Students' Union Quality Initiatives Bursary
- Students' Union Placement Award
- Students' Union Award
- Students' Union/Coca-Cola Bottling Award
- Students' Union Emergency Bursary
- StudentWise Bursary

Provincial and National Affiliations

Council of Alberta University Students (CAUS)

The Students' Union is a founding member of CAUS, the provincial body of representation for university students. CAUS members meet with government representatives and associated committees including the Students Finance Board, Council on Admissions and Transfer, and Finance Appeals Board.

CAUS meets regularly to coordinate joint lobbying efforts, as well as exchange information on the operations of student councils.

Canadian Alliance of Student Associations (CASA)

The Students' Union is a member of CASA, a national body of representation for undergraduate students. CASA members meet with Federal Government representatives regarding various national issues in education. CASA meets three times a year to lobby the Federal Government and formulate solutions to problems in Canada's post-secondary system.

Social and Cultural Events

The Students' Union sponsors many social and cultural events, such as Fresh Fest, cabarets, concerts, speakers' series, and a variety of other student-oriented activities. Students are invited to bring any ideas they might have to Council regarding activities they would like to see on campus.

Services provided by the Students' Union:

Clubs

There are over 70 Students' Union ratified clubs on campus covering many areas of interest. Clubs are the best way to pursue an interest in a non-academic setting, meet people, have fun, and expand horizons. All clubs welcome new members with innovative ideas.

To get involved with a club, watch for clubs rush week in the Atrium during the second week of the Fall and Spring semesters. Here clubs will have information tables promoting what their organization is about. To start up a new club, come to our office and ask for a Clubs Handbook. This guide contains information about how to start and maintain a club and lists the many advantages associated with being an active club on campus. More information can also be obtained at the Students' Union Office, on our website at www.ulsu.ca, or by contacting the VP Internal Affairs at 403-329-5155.

Grade Appeals

Grade Appeals deal with claims when a student feels his or her course grade has been improperly determined. The Students' Union is here to help students through the grade appeal process. Come to SU180 to pick up pamphlets with advice, sample letters, and a checklist to help you in organizing your appeal. We encourage students to seek counsel from the VP Academic at the Students' Union concerning any inquiries about the grade appeal process at 403-329-2770.

Food Bank

The Students' Union operates a Food Bank on campus to help students when they are in financial need. Any student with a valid university ID card may access the campus Food Bank. Students must come to our office and fill out a form in order to receive a package filled with a variety of food items. Users are limited to a maximum of two packages per month (10 visit

maximum) and will remain confidential. Users are asked to contact the Students' Union at least 24 hours before the time they would like to pick up the hamper to ensure availability at 403-329-2222 or food.bank@uleth.ca.

Handbook

The Students' Union Handbook is available free of charge to all students from the Students' Union office while quantities last. The Handbook is a great way for students to stay organized, as it includes a day-timer as well as a weekly list of important deadlines. It also contains a variety of local advertisements and coupons to help orientate new students to Lethbridge.

Health and Dental Coverage

All full-time students at the UofL who pay Students' Union fees are automatically included in an extended health and dental care program.

The health coverage includes prescription drugs (80% on a managed formulary), ambulance benefit, physiotherapy, chiropractic services, massage therapy, naturopath, speech therapy, medical equipment and appliances, dental accident benefit, accidental death and dismemberment, and emergency travel medical coverage. This plan does not replace provincial health care.

The dental care coverage includes basic and preventative services (75%) such as checkups, cleanings, and X-rays; minor restorative services (50%) such as fillings and extractions; endodontic services (75%) such as root canal therapy; and periodontal services (75%) such as scaling and gum treatment. The coverage period is from September 1 to August 31. Optional family coverage is also available for an additional fee.

Full-time students enrolled in the Fall semester pay premiums for the Health and Dental Plan for the full year. Full-time students enrolled in the Spring pay premiums for the Spring semester only. Regardless of a change in status (e.g., full-time to part-time or student to non-student), all students enrolled at the beginning of their respective semester will retain their coverage until August 31.

Students can opt out of the Student Health and/or Dental plan if proof of comparable coverage and a completed waiver form is presented to the Students' Union Health and Dental Plan Office. Students may opt out online using the Bridge (www.uleth.ca/bridge). The opt-out deadlines for the Fall and Spring semesters will be posted at the Students' Union office and throughout the University (see **Fees, Section 11. Fee Deadlines, p. 145**). The opt-out procedure is annual and must be done each year of the student's enrolment. The deadline set for January is for newly registered full-time students and students upgrading from part-time to full-time only.

Part-time students and students' dependants may add on to the Student Health and/or Dental Plan. For further details, please contact the Students' Union Health and Dental Plan Office (SU180) at 403-329-2039.

Photocopying and Faxes

The Students' Union *Rockerman's Service Centre* provides photocopy service located outside Galileo's. Fax service is also available in the *Rockerman's Service Centre*.

Recycling

The Students' Union is responsible for campus can and bottle recycling. Recycling bins are located throughout campus. Proceeds from this recycling are used to create and enhance scholarships for UofL students.

Speaker Series

Established in June of 1990, the Students' Union Speaker Series has brought in such noteworthy Canadians as Ben Wicks, Dr. Lloyd Axworthy, Stephen Lewis, Fred Penner, Jacques Parizeau, Peter Mansbridge, and Gwynn Dyer as well as international figures such as Dr. Jane Goodall, William Sampson, and Bill Nye. For more information or to submit suggestions, please contact the Students' Union Office.

Student Employment

The Students' Union provides part-time employment in many of the Students' Union operations. Applications are accepted in SU180 from students throughout the year.

The Zoo

As the campus pub, the Zoo is wholly owned and operated by the Students' Union. It is THE place for meeting friends and having a good time.

The Zoo is open daily at 8:00 a.m. to serve breakfast. Our experienced staff prepare great and affordable meals all day. Featured menu items include a variety of appetizers, pizzas, burgers, sandwiches, and vegetarian items. Food and drink specials are offered on a daily basis.

The Zoo is more than just great food as it offers a friendly atmosphere in a smoke-free environment. The pub has a balcony offering a fantastic view of Lethbridge. Enjoy some down time by watching your favourite sports program on the largest screen in Lethbridge or by playing games on the widescreen TV in one of two sofa lounges. The Zoo also hosts a wide range of activities including cabarets, live bands, comedians, and theme nights.

By combining two other ballrooms to create a massive hall, the Zoo has the capacity to hold almost any size of event. The public may rent one or more of these rooms for events such as business meetings, conventions, trade shows, or weddings. For more information please visit our website at www.ulsu.ca or call us at 403-329-2222.

Rockerman's Service Centre

Rockerman's Service Centre, located on Level 2 of the Students' Union Building, is the campus convenience store. Students can purchase confectionary items, concert and cabaret tickets, newspapers, magazines, and much more. Students also have access to fax and photocopier services as well as microwaves.

Lethbridge Transit Breeze

The Breeze card provides riders with the most economical and convenient method of taking the bus. To purchase your monthly or semester Breeze card, visit the Students' Union *Rockerman's Service Centre* (SU232).

Food Court

The Food Court is located on Level 2 of the Students' Union Building and offers a variety of food to please your palate.

The Red Fort Cafe: Indian Cuisine.

Tivoli: Includes a salad bar, chicken and fries as well as a number of pasta dishes and finger foods.

Hiroba: Chinese food with your choice of buffet-style or made-to-order menu and daily specials.

Smoothie Hut: Smoothies, wraps, and pitas.

Icy's: A variety of tacos and similar-type salads. Includes a breakfast menu and healthy frozen yogurt treats.

The Coffee Company: An assortment of specialty coffees, espresso drinks, and muffins.

Subway: Gourmet submarine sandwiches on fresh-baked bread, soups, and cookies.

Galileo's Lounge

The north end of the Food Court has been converted to a friendly, soft, and quiet space. With wireless Internet, computer receptacles, and cushy seating, this is THE place to unwind, catch up on reading, take a catnap, and meet new friends. This space also boasts of a sofa lounge/living room, student gallery, movie wall, and observation deck. If you are interested in reserving this room for an art show or maybe showing a movie, please contact us at 403-329-2222.

Additional Information Resource

Visit our website to find more information about our organization, the council and staff, and more details about the services we have to offer.

Students' Union website: www.ulsu.ca

34. THE MELIORIST (STUDENT NEWSPAPER)

The Meliorist has been the student newspaper at the University of Lethbridge since 1967. It offers a weekly newspaper service and provides an open forum for all members of the University community and the surrounding area of Southern Alberta. *The Meliorist* Publishing Society is an autonomous body that determines the editorial direction of the paper, with students providing the content. *The Meliorist's* staff members gain first-hand knowledge in writing, editing, photography, layout, and management of a weekly newspaper. State-of-the-art computer equipment is used in the production of *The Meliorist*.

Since its inception, the newspaper has embraced the philosophy of Meliorism, which holds that the world naturally tends to get better as the result of human effort.

The Meliorist office is located in SU166, telephone number 403-329-2334. *The Meliorist* can also be viewed online at www.themeliorist.ca.

35. UNIVERSITY ADVANCEMENT

University Advancement works to enhance the reputation, build relationships and seek resources necessary to support the student experience, teaching and research goals of the University of Lethbridge.

Comprised of the Departments of Alumni Relations, Advancement Services, Development, Communications and Marketing, and Public Affairs and Government Relations, University Advancement reports to the Vice President (Advancement) and are responsible for the coordination and management of the following:

- alumni relations activities and the Alumni Association;
- fundraising and sponsorship activity;
- government relations;
- media relations and public affairs activities;
- social media coordination and management;
- institutional marketing;
- visual identity and branding;
- internal and external communication coordination and management;
- publications, web development, and graphic design.

The office is located on Level 7 (A735) and can be reached by phone at 403-329-2582; FAX at 403-329-5130; or email at advancement@uleth.ca.

36. WRITING CENTRE

The University's Writing Centre offers individual consultations with trained academic writing instructors and tutors to students from all faculties and programs. The Centre provides practical writing support that supplements in-class instruction and helps students understand a wide variety of writing assignments including research papers, summaries, critical essays, literature reviews, annotated bibliographies, and lab reports. It also provides assistance with formatting, thesis development, essay organization, and grammar and punctuation. The Centre is located in the Library (L1006A).

Appointments can be made online by visiting the Writing Centre website at www.uleth.ca/artsci/academic-writing/writing-centre

ACADEMIC STAFF

PROFESSORS EMERITI

AITKEN, Nola	Education	JACKSON, John-Paul Christopher	Music
ALLEN, Jeremiah Mervin	Economics	KENYON, Gerald Sidney	Sociology
ALI, M. Keramat	Physics	KUIJT, Job	Biological Sciences
ARMS, Robert Louis	Psychology and Neuroscience	KWONG, Luke	History
ARMSTRONG-ESTHER, Christopher	Health Sciences	LESKIW, J. Russell	Education
AUFRECHT, Walter Emanuel	Geography	LETKEMANN, Peter Jacob	Sociology
AXFORD, Herbert Melvin	Economics	LITTLE, Neil G.	Kinesiology and Physical Education
BAIN, John	Biological Sciences	LITTLE BEAR, Leroy	Native American Studies
BAKER, William	History	LOEWEN, Arthur	Education
BALDERSON, Wesley	Management	LONG, John Anthony	Political Science
BENDER, Christopher Owen	Chemistry and Biochemistry	LOO, Robert	Management
BLAIR, Dean	Music	MANN, George A.	Sociology
BOLDT, Menno	Sociology	MCCARROLL, Billy	Art
BOWIE, Garald William	Physical Education	McKENNA, Ian	Management
BUCHIGNANI, Norman L.	Anthropology	MCCURDY, Keith Gordon	Chemistry and Biochemistry
BUHRMANN, Hans Gunther	Physical Education	MICHENER, Gail Rosalind	Biological Sciences
BULLOCK, Robert Earl	Biological Sciences	MIKHAIL, Edward Halim	English
BURNETT, Dale	Education	MOKOSCH, Eric	Education
BUTTERFIELD, Philip	Philosophy	NAKAMURA, Kazuo	Biological Sciences
CADE, William	President & Vice-Chancellor	NELSON, Toni L.	Management
CAMPBELL, Gordon	Education	NICOL, Ken	Management
CASSIS, Awny Fayez	English	ORCHARD, George Edward	History
CANTELON, Hart	Kinesiology & Physical Education	O'SHEA, Seamus	Chemistry and Biochemistry
CHAMBERS, Cynthia	Education	PARKINSON, Brian	Theatre and Dramatic Arts
COOK, William Aubrey	Education	PENTON, M. James	History
COSGROVE, Ronald Michael	Education	PETHERBRIDGE, Douglas Lawrence	Education
CRANE, Charlie	Art	PIMENTEL, Linda	Education
DANIELS, Dayna	Kinesiology & Physical Education	PREUSS, Peter Siegfried	Philosophy
DAY, James Albert Peter	Kinesiology and Physical Education	READ, J. Donald	Psychology and Neuroscience
DAYKIN, Phillip Norman	Computer Science	RIDLEY, Una	Health Sciences
DOLMAN, Douglas	Chemistry and Biochemistry	ROGERSON, Robert	Geography
DUA, Bhagwan D.	Political Science	SANDILANDS, Mark Lawson	Psychology and Neuroscience
ELTON, David Kitchener	Political Science	SHIMAZAKI, Hiroshi	Management
EPP, Richard Allen	Theatre and Dramatic Arts	SKINNER, Ches	Theatre and Dramatic Arts
EVELYN, George Elbert	Music	SMITH, W.A.S. (Sam)	Psychology and Neuroscience
FALKENBERG, Eugene Edward	Education	STANLEY, Sara Ann	Theatre and Dramatic Arts
FLETCHER, Roy Jackson	Geography	STEBBINS, Lucius LeBaron	Biological Sciences
FRANTZ, Donald Gene	Native American Studies	TAGG, James D.	History
FREASE, Dean Ellis	Sociology	TEILLET, Philippe	Physics and Astronomy
GALL, Robert Stephen	Education	TENNANT, Howard E.	Management
GANSKE, Ludwig	Education	THOMSON, Colin Argyle	Education
GREENE, Myrna Lorraine	Education	TITLEY, Brian	Education
GREENSHIELDS, Malcolm	History	TYSON, Brian Fergus	English
HALL, Ronald	Philosophy	UPTON, Paul Stanley	English
HENSLOWE, Shirley Anne	Education	WADE, Nick	Art
HESSE, M. Gudrun	Modern Languages	WAGENAAR, Emile B.	Biological Sciences
HICKEN, Ken	Music	WEAVER, Larry	Art
HICKS, Herb	Art	WILLIAMS, Albert Warren	History
HOLMES, Owen Gordon	Chemistry and Biochemistry	WISMATH, Stephen	Mathematics & Computer Science
HOLZMANN, Wolfgang H.	Mathematics and Computer Science	WOODS, John Hayden	Philosophy
HOYE, Laurence George	Mathematics and Computer Science	YOSHIDA, Ronald Mamoru	Philosophy
HUEL, Raymond A.J.	History	YOUNG MAN, Alfred	Native American Studies
ICHIKAWA, Akira	Political Science	ZAHIR, Sajjad	Management
INDRA, Doreen M.	Anthropology		

IN MEMORIAM, 2013

LATTA, William Charlton Jr.	English	WALKER, Laurence	Education
MRAZEK, Rick	Education	WEBKING, Edwin William	Political Science
TWA, Robert James	Education		

FACULTY OF ARTS AND SCIENCE

Dean - C. Cooper

Associate Deans

M. Letts

M. Mellow (*Leave: January 1 - June 30, 2014*)

J. Rice

Assistant Dean (Curriculum) - C. Calver

Dean's Office: Academic and Professional Staff

DELISLE, Richard

B.A., M.A. (Montréal), Ph.D. (South Africa), Ph.D. (Montréal); Associate Professor, Liberal Education Program

HALL, Anthony James

B.A., M.A. (York), Ph.D. (Toronto); Professor, Liberal Education Program

HOGUE, Michelle M.

B.Sc. (Regina); Assistant Professor and Coordinator of First Nations Transition Program

KIZUK, Randall Alexander

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LOBE, Clifford A.

B.Theology (Canadian Mennonite Bible College), B.A., M.A. (Manitoba), Ph.D. (Alberta); Assistant Professor and Coordinator of Academic Writing

MACKAY, D. Bruce

B.A. (Lethbridge), MTS (Harvard Divinity School), Ph.D. (Toronto); Assistant Professor and Coordinator of Liberal Education Program

KANASHIRO, A. Catherine

B.Mgt. (Lethbridge), C.A.; Director of Finance and Administration

RANDA, Sandra

CMA; Financial Analyst (Research)

STEELE, Corinne D.

B.Mgt. (Lethbridge), C.A.; Financial Analyst

Academic Assistants:

AMBEDIAN, Lynn M.

B.A. (Western Ontario), M.A. (Toronto); Academic Assistant, Academic Scheduling & Student Records

BERTEOTTI, Jasmin F.

B.Sc. (Lethbridge); Coordinator of Applied Studies and Co-operative Education

CONNOLLY, Helen

B.A. (Lethbridge), MLitt (Dublin), M.T.S. (Harvard); Instructor in Academic Writing

ECKERT, Rebekah

B.A. (Alberta), M.Div. (Wilfrid Laurier); Instructor in Academic Writing

GAUDETTE-SHARP, Stacey L.

B.A., M.A. (Lethbridge); Instructor and Assistant Coordinator for Applied Studies and Co-operative Education

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JOHNSRUDE, Shawn

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STILES, Stefanie

B.A. (Mount Allison), M.A. (York), Ph.D. (Waterloo); Instructor and Writing Centre Coordinator

YOUNG, Diana R.

B.Ed. (Hons.) (Liverpool), M.A. (Durham); Instructor, and Director, Co-operative Education and Faculty Communications

Academic Advisors:

BUZIAK-PRUS, Carla

B.A. (Lethbridge); Student Program Advisor

MCARTHUR, JENNIFER

B.A./B.Mgt. (Lethbridge); Student Program Advisor

MILLS, Beth

B.A. (Lethbridge); Student Program Advisor

MURPHY, Debbie

B.A. (Athabasca); Student Program Advisor

PREYDE, Jacqueline

B.A., M.H.Sc. (Toronto), M.A. (Windsor); Student Program Advisor

RODE, Lesley B.

B.S.W. (Calgary); Student Program Advisor

ANTHROPOLOGY

CHAIR - TBA

July 1, 2014

CUÉLLAR, Andrea (*Leave: July 1 - December 31, 2014*)

B.A., M.A., Ph.D. (Pittsburgh); Associate Professor of Anthropology

CUNNINGHAM, Jeremy

B.A. (Calgary), M.A. (Western Ontario), Ph.D. (McGill); Assistant Professor of Anthropology

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B.A. (Arizona), M.A., Ph.D. (Wisconsin); Associate Professor of Anthropology & Coordinator of Public Health

KINGFISHER, Catherine P.

B.A. (Beloit College), M.A., Ph.D. (Michigan State); Professor of Anthropology

MacKENZIE, C. James (*Leave: July 1 - December 31, 2014*)

B.A., M.A. (Alberta), Ph.D. (Albany); Assistant Professor of Anthropology

NEWBERRY, Janice C.

B.A. (Missouri, Columbia), M.A. (Wyoming), Ph.D. (Arizona); Associate Professor of Anthropology

WHITEHEAD, Judith A.

B.A. (British Columbia), M.A., Ph.D. (Toronto); Professor of Anthropology

WILSON, Patrick C.

B.A. (Augustana College, Illinois), Ph.D. (Pittsburgh); Associate Professor of Anthropology

ARCHAEOLOGY - SEE GEOGRAPHY

ART - SEE FACULTY OF FINE ARTS

BIOLOGICAL SCIENCES

CHAIR - B.Selinger

ASSOCIATE CHAIR - H. Danyk

July 1, 2012 - June 30, 2015

BARLEY, Randall

B.Sc. (Bishops), M.Sc., B.Ed, Ph.D. (Alberta); Academic Assistant in Biological Sciences

BURG, Theresa M.

B.Sc., M.Sc. (British Columbia), Ph.D. (Cambridge); Associate Professor of Biological Sciences

DANYK, Helena Cecile

B.Sc., M.Sc. (Alberta); Instructor in Biological Sciences

FLANAGAN, Lawrence B.

B.Sc., M.Sc. (Alberta), Ph.D. (Toronto); Professor of Biological Sciences

GOATER, Cameron P.

B.Sc. (Brandon), Ph.D. (Exeter); Associate Professor of Biological Sciences

GOLDEN, Joanne L.

B.Sc., M.Sc. (Lethbridge); Instructor in Biological Sciences

GOLSTEYN, Roy M.

B.Sc. (Lethbridge), M.Sc. (Calgary), Ph.D. (Cambridge); Associate Professor of Biological Sciences

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B.Sc. (Ottawa), M.Sc., Ph.D. (Alberta); Professor of Biological Sciences

HURLY, T. Andrew

B.Sc. (Toronto), M.Sc., Ph.D. (Queen's); Professor of Biological Sciences

KOVALCHUK, Igor P. *(Leave: January 1 - December 31, 2015)*

B.Sc., M.D. (Ivano-Frankivsk State Medical Academy), Ph.D. (Ukrainian Scientific Genetics Center); Professor of Biological Sciences

KOVALCHUK, Olga V. *(Leave: January 1 - December 31, 2015)*

B.Sc., M.D. (Ivano-Frankivsk State Medical Academy), Ph.D. (Ukrainian Scientific Genetics Center); Professor of Biological Sciences

LAIRD, Robert Andrew

B.A., M.A. (Queen's), Ph.D. (Calgary); Assistant Professor of Biological Sciences

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B.Sc. (Alberta), M.Sc. (Lethbridge); Instructor in Biological Sciences

PACARYNUK, Laurie A.

B.Sc., M.Sc. (Calgary); Instructor in Biological Sciences

PYLE, Gregory

B.Sc., M.Sc. (Laurentian), Ph.D. (Saskatchewan); Associate Professor of Biological Sciences

RASMUSSEN, Joseph B.

B.Sc., M.Sc. (Alberta), Ph.D. (Calgary); Professor of Biological Sciences

ROOD, Stewart Boone

B.Sc. (Alberta), Ph.D. (Calgary); Professor of Biological Sciences

RUSSELL, Anthony

B.Sc., Ph.D. (British Columbia); Assistant Professor of Biological Sciences

SCHULTZ, Elizabeth A.

B.Sc. (McMaster and Guelph), Ph.D. (Saskatchewan); Associate Professor of Biological Sciences

SELINGER, L. Brent

B.Sc., M.Sc., Ph.D. (Saskatchewan); Professor of Biological Sciences

STEYNEN, Quintin

B.Sc., M.Sc. (Lethbridge); Instructor in Biological Sciences

THOMAS, James Ernest

B.Sc., Ph.D. (McMaster); Professor of Biological Sciences

CHEMISTRY AND BIOCHEMISTRY**CHAIR - M. Roussel**

July 1, 2013 - June 30, 2016

ASSOCIATE CHAIR - J. Eng

July 1, 2012 - June 30, 2015

BOERÉ, René Theodoor

B.Sc. (Dalhousie), Ph.D. (Western Ontario); Professor of Chemistry

DIBBLE, Peter William *(Leave: January 1 - June 30, 2015)*

B.Sc., Ph.D. (Waterloo); Associate Professor of Chemistry

ENG, John Alan

B.Sc. (Simon Fraser); Instructor in Chemistry and Biochemistry

FINDLAY, Susan M.

B.Sc. (Guelph), Ph.D. (Calgary); Instructor in Chemistry and Biochemistry

FISCHER, Kristopher E.

B.Sc., M.Sc. (Lethbridge); Instructor in Chemistry and Biochemistry

GERKEN, Michael *(Leave: January 1 - June 30, 2015)*

B.Sc., M.Sc. (Gerhard-Mercator), Ph.D. (McMaster); Associate Professor of Chemistry

HAKIN, Andrew William

B.Sc., Ph.D. (Leicester); Professor of Chemistry, and VP (Academic)

HAYES, Paul G.

B.Sc. (Mount Allison), Ph.D. (Calgary); Associate Professor of Chemistry

HAZENDONK, Paul

B.Sc. (Winnipeg), M.Sc. (Manitoba), Ph.D. (McMaster); Associate Professor of Chemistry

LIPPA, Wayne K.

B.Sc., B.Ed. (Lethbridge); Instructor in Chemistry and Biochemistry

MONTINA, Anthony

B.Sc., M.Sc. (Lethbridge); Instructor in Chemistry and Biochemistry

MOSIMANN, Steven C.

B.Sc., Ph.D. (Alberta); Associate Professor of Chemistry

PATENAUDE, Greg W.

B.Sc. (Guelph), Ph.D. (Victoria); Instructor in Chemistry and Biochemistry

ROUSSEL, Marc R.

B.Sc. (Queen's), M.Sc., Ph.D. (Toronto); Professor of Chemistry

WETMORE, Stacey D.

B.Sc. (Mount Allison), Ph.D. (Dalhousie); Professor of Chemistry

WIEDEN, Hans-Joachim

B.S., M.S. (Heinrich-Heine), Ph.D. (Witten); Associate Professor of Biochemistry

WIEDEN-KOTHE, Ute

B.Sc., M.Sc., Ph.D. (Germany); Associate Professor of Biochemistry

ZHENG, Ying

B.Ed. (York), B.Sc., M.Sc. (Zhongshan), M.Sc., Ph.D. (Toronto); Instructor in Chemistry and Biochemistry

DRAMA - SEE FACULTY OF FINE ARTS**ECONOMICS****CHAIR - TBA**

July 1, 2014

ALI, Kamar

B.Sc., M.Sc. (Chittagong), M.Sc. (University College London), Ph.D. (West Virginia University); Assistant Professor of Economics

BJØRNLUND, Henning

B.Bus., Ph.D. (South Australia); Associate Professor of Economics

DARKU, Alexander B.

B.A., M.Phil. (Ghana), M.A., Ph.D. (McGill); Associate Professor of Economics

DAVIDSON, Jeffrey J.

B.Mgt. (Lethbridge), M.Sc. (Guelph); Instructor in Economics

GHAZALIAN, Pascal L.

B.S. (Lebanon), M.S. (Greece), Ph.D. (Saskatchewan); Associate Professor of Economics

KLEIN, Kurt Kenneth

B.S.A., Dip.Ag., M.Sc. (Saskatchewan), Ph.D. (Purdue); Professor of Economics

LANYI, Michael G.

B.A. (York), M.A. (Simon Fraser); Instructor in Economics

LE ROY, Danny Gilbert

B.A. (Carleton), M.A., Ph.D. (Guelph); Associate Professor of Agricultural Economics

MALLA, Stavroula

B.A. (Makedonia), M.Sc., Ph.D. (Saskatchewan); Associate Professor of Economics

MUELLER, Richard E. *(Leave: January 1 - December 31, 2015)*

B.A., M.A. (Calgary), Ph.D. (Texas, Austin); Associate Professor of Economics

NICOL, Christopher J.

B.A. (Scotland), M.A., Ph.D. (Queen's); Professor of Economics, Professor of Women & Gender Studies, and University Librarian

ROCKERBIE, Duane Wesley

B.B.A., M.A., Ph.D. (Simon Fraser); Associate Professor of Economics

TOWNLEY, Donna J.

B.A. (Brandon), M.A. (Saskatchewan); Instructor in Economics

TRAN, Kien C.

B.Sc. (Saskatchewan), M.A. (Rochester), Ph.D. (Western Ontario); Associate Professor of Economics

ENGLISH**CHAIR - TBA**

July 1, 2014

BENZON, Kiki (Leave: July 1 - December 31, 2014)

B.A. (McGill), M.A. (British Columbia), Ph.D. (University College London); Associate Professor of English

CALVER, Cheryl Dawnan

B.A. (Saskatchewan), M.A., Ph.D. (McMaster); Associate Professor of English

CARTER, Adam T.C. (Leave: July 1, 2014 - June 30, 2015)

B.A., M.A. (Saskatchewan), Ph.D. (McMaster); Associate Professor of English

FAITH, Wendy

B.A., M.A. (Regina), Ph.D. (Calgary); Instructor in English

GALWAY, Elizabeth

B.A. (Toronto), M.A. (Durham), Ph.D. (Exeter); Associate Professor of English

GAMBLE, Jay

B.A., M.A. (Waterloo), Ph.D. (Calgary); Instructor in English

HAWKINS, Maureen S.G.

B.A. (Indiana), M.A. (Leeds), Ph.D. (Toronto); Assistant Professor of English

LADD, Heather

B.A., M.A. (Carleton), Ph.D. (Toronto); Assistant Professor of English

McADAM, R. Ian

B.A. (Victoria), M.A. (Toronto), Ph.D. (Dalhousie); Professor of English

MORGENTALER, Goldie

B.A. (Bennington College), Dip.Ed., M.A., Ph.D. (McGill); Professor of English

NG, Maria N.

B.A., M.A., Ph.D. (British Columbia); Associate Professor of English

O'DONNELL, Daniel P.

B.A. (St. Michael's College at Toronto), M.A., Ph.D. (Yale); Professor of English

GEOGRAPHY**CHAIR - W. Xu**

July 1, 2012 - June 30, 2015

BARENDREGT, René William (Leave: Jan 1, 2015 - Nov 30, 2015)

B.Sc. (Lethbridge), M.Sc. (Delft), Ph.D. (Queen's); Professor of Geography

BOON, Sarah

B.Sc. (Victoria), Ph.D. (Alberta); Associate Professor of Environmental Science

BUBEL, Shawn T.

B.Sc. (Lethbridge), M.A., Ph.D. (K.U. Leuven); Associate Professor of Archaeology

BYRNE, James M.

B.Sc., M.Sc., Ph.D. (Alberta); Professor of Geography

COBURN, Craig A.

B.Sc. (Saskatchewan), M.Sc. (Alberta), Ph.D. (Simon Fraser); Associate Professor of Geography

DUKE, Guy (Leave: July 1, 2014 - June 30, 2015)

B.Sc., M.Sc. (Lethbridge); Instructor in Geography

HOPKINSON, Christopher

B.Sc. (Hons.) (UK); M.E.S., Ph.D. (Waterloo); Associate Professor of Geography

JISKOOT, Hester

Doctoraal (Amsterdam), Ph.D. (Leeds); Associate Professor of Geography

JOHNSON, Daniel L.

B.Sc. (Saskatchewan), M.Sc., Ph.D. (British Columbia); Professor of Environmental Science

JOHNSTON, Thomas R.R.

B.A., M.A. (Guelph), Ph.D. (Waterloo); Associate Professor of Geography

KIENZLE, Stefan W. (Leave: January 1 - June 30, 2015)

B.Sc., M.Sc. (Hanover), Ph.D. (Heidelberg); Associate Professor of Geography

LETTIS, Matthew G.

B.A., B.Sc. (Queen's), M.Sc. (McGill), Ph.D. (London); Associate Professor of Geography

MacLACHLAN, Ian Robertson

B.A., M.A. (Carleton), Ph.D. (Toronto); Professor of Geography

McGEOUGH, Kevin M.

B.A. (Lethbridge), M.T.S. (Harvard), Ph.D. (Pennsylvania); Associate Professor of Archaeology

MONTAIN, Jacqueline M.

B.A.Sc. (Lethbridge), M.S.A. (Ryerson Polytechnic); Instructor in Geography

PEDDLE, Derek Roland

B.Sc. (Memorial), M.Sc. (Calgary), Ph.D. (Waterloo); Professor of Geography

STAENZ, Karl

M.Sc., Ph.D. (Switzerland); Professor of Geography

TOWNSHEND, Ivan J.

B.A., M.A., Ph.D. (Calgary); Professor of Geography

XU, Wei

B.Sc., M.A. (East China Normal), M.A., Ph.D. (Guelph); Professor of Geography

HISTORY**CHAIR - C. Epplert**

July 1, 2012 - June 30, 2015

ALEXANDER, Kristine

B.A. (Winnipeg), M.A., Ph.D. (York); Assistant Professor of History

BURTON, Christopher J.

B.A. (Memorial), M.A. (Carleton), Ph.D. (Chicago); Associate Professor of History

COOPER, Craig R.

B.A. (Alberta), M.A., Ph.D. (British Columbia); Professor of History

EDWARDS, Harriet

B.A. (Hons.)(UWI), M.A. (England), M.Phil., Ph.D. (Trinidad); Instructor in History

EPPLETT, W. Christopher

B.A., M.A. (McMaster), Ph.D. (British Columbia); Associate Professor of History

FUJIWARA, Gideon

B.A. (UBC), M.A. (Tohoku), Ph.D. (UBC); Assistant Professor of History

HAY, David J.

B.A. (Queen's), M.A., Ph.D. (Toronto); Associate Professor of History

HOSGOOD, Christopher Philip

B.A. (Victoria), M.Phil. (Leicester), Ph.D. (Manitoba); Associate Professor of History and Dean of Health Sciences

KENNEDY, V. Lynn

B.A. (Western Ontario), M.A. (Queen's), M.L.I.S., Ph.D. (Western Ontario); Associate Professor of History

MacDONALD, Heidi E.

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McMANUS, Sheila M.

B.A. (Calgary), M.A. (Victoria), Ph.D. (York); Associate Professor of History

NUGENT, Janay B.

B.A. (Lethbridge), M.A., Ph.D. (Guelph); Associate Professor of History

SHAW, Amy J.

B.A. (York), M.A. (McMaster), Ph.D. (Western Ontario); Associate Professor of History

KINESIOLOGY AND PHYSICAL EDUCATION**CO-CHAIRS****M. Helstein** (July 1, 2013 - June 30, 2016)**I. Wong** (July 1, 2012 - June 30, 2015)**ADAMS, Carly** (Leave: July 1, 2014 - June 30, 2015)

B.H.K. (Windsor), M.A., Ph.D. (Western Ontario); Associate Professor of Kinesiology

BOCKSNICK, Jochen Gerd

Diplomsportlehrer (Johannes Gutenberg), M.Sc. (Saskatchewan), Ph.D. (Alberta); Associate Professor of Kinesiology

BRAYTON, Sean

B.A. (Lethbridge), M.A., Ph.D. (Alberta); Associate Professor of Kinesiology

BROWN, Lesley A.

B.P.E. (McMaster), M.H.K. (Windsor), Ph.D. (Waterloo); Professor of Kinesiology and Associate VP (Research)

COPELAND, Jennifer L.

B.Sc. (Mt. Allison), M.Sc., Ph.D. (New Brunswick); Associate Professor of Kinesiology

DOAN, Jonathon E.

B.Sc. (Guelph), M.Sc. (Queen's), Ph.D. (Lethbridge); Associate Professor of Kinesiology

DYCK, Mary

B.A. (Lethbridge), M.Sc. (North Dakota), Ph.D. (Calgary); Instructor in Kinesiology and Physical Education

GONZALEZ, Claudia

B.A. (Mexico), M.A., Ph.D. (Lethbridge); Assistant Professor of Kinesiology

HAZELL, Tom

B.Kin.(Hons.) (McMaster), MHK (Windsor), Ph.D. (Western Ontario); Assistant Professor of Kinesiology

HELSTEIN, Michelle T.

B.A. (Augustana), Ph.D. (Alberta); Associate Professor of Kinesiology

KOSSUTH, Robert S.

B.A. (Wilfrid Laurier), M.H.K. (Windsor), Ph.D. (Western Ontario); Assistant Professor of Kinesiology

MAHON, Michael J.

B. Phys. Ed. (Manitoba), M.Sc. (Alberta), Ph.D. (North Carolina); Professor of Kinesiology, and President & Vice-Chancellor

MARTIN, Luc

B.A., M.A., Ph.D. (Western Ontario); Assistant Professor of Kinesiology

SHAN, Gongbing *(Leave: July 1 - December 31, 2014)*

B.Sc. (Shandong), M.Sc., Ph.D. (Muenster); Professor of Kinesiology

SIMARD, J.P.C. Stephane

B.Sc. (Concordia), M.Sc. (Calgary); Instructor in Kinesiology and Physical Education

TRINH, Fred

B.A. (Lethbridge); Instructor in Kinesiology and Physical Education

VERZOSA, Sophia

B.Sc. (UBC), M.Sc. (Lethbridge); Instructor in Kinesiology and Physical Education

WONG, Ilsa E.

B.Sc. (Waterloo), B.Ed. (Toronto), M.Sc. (Oregon); Instructor in Kinesiology and Physical Education

MATHEMATICS AND COMPUTER SCIENCE

CHAIR - H. Kharaghani

ASSOCIATE CHAIR - H. Cheng

July 1, 2012 - June 30, 2015

ADATIA, Aminmohamed

B.Sc., M.Sc. (Liverpool), M.Sc. (Saskatchewan), Ph.D. (Western Ontario); Associate Professor of Statistics

AKBARY, Amir

B.Sc., M.Sc. (Tehran), Ph.D. (Toronto); Professor of Mathematics

ARCHIBALD, Jana

B.Sc. (Dalhousie), M.Sc., Ph.D. (Toronto); Instructor in Mathematics and Computer Science

BENKOCZI, Robert

B.Sc., M.Sc. (Romania), Ph.D. (Simon Fraser); Assistant Professor of Computer Science

BOMHOF, Arie G.

B.Sc. (Lethbridge); Instructor in Mathematics and Computer Science

CHALI, Yllias *(Leave: January 1 - June 30, 2015)*

Diploma in Engineering (CS) (Oran), M.Phil. (Algiers), M.Phil., Ph.D. (Paul Sabatier); Professor of Computer Science

CHENG, Howard C.H.

B.Sc., M.Sc. (Alberta), Ph.D. (Waterloo); Associate Professor of Computer Science

CONNOLLY, Dennis Michael

B.Sc. (Sydney), M.A. (Western Ontario), Ph.D. (York, England); Associate Professor of Mathematics

GAUR, Daya R.

B.Sc. (Institute of Technology, Banaras Hindu), M.Sc., Ph.D. (Simon Fraser); Associate Professor of Computer Science

GRANT, Kevin

B.Sc., M.Sc., Ph.D. (Saskatchewan); Associate Professor of Computer Science

HOSSAIN, Shahadat

B.Sc. (Dhaka), M.Sc., Ph.D. (Bergen); Associate Professor of Computer Science

KADIRI, Habiba

B.Sc., M.Sc. (Bordeaux), Ph.D. (Lille); Assistant Professor of Mathematics

KAMINSKI, David Orest

B.Sc., M.Sc., Ph.D. (Manitoba); Associate Professor of Mathematics

KHARAGHANI, Hadi

B.Sc. (Tehran), M.Sc. (Shiraz), Ph.D. (Calgary); Professor of Mathematics

LEGGE, Sean J.

B.Sc. (Memorial), M.Math. (Saskatchewan); Instructor in Mathematics and Computer Science

LI, Hua

B.Sc. (Beijing Polytechnic), M.Sc. (Peking), Ph.D. (Regina); Associate Professor of Computer Science

MOMENI, Abbas

B.Sc. (T&T), M.Sc., Ph.D. (Sharif); Assistant Professor of Mathematics

MORRIS, David W.

B.A. (Wisconsin), M.Sc., Ph.D. (Chicago); Professor of Mathematics

MORRIS, Joy M.

B.A., B.Sc. (Trent), Ph.D. (Simon Fraser); Associate Professor of Mathematics

NG, Nathan *(Leave: July 1 - December 31, 2014)*

B.Sc. (British Columbia), M.Sc. (Toronto), Ph.D. (British Columbia); Associate Professor of Mathematics

OSBORN, Wendy K.

B.C.S., M.Sc. (Windsor), Ph.D. (Calgary); Assistant Professor of Computer Science

RICE, Jacqueline E.

B.Sc., M.Sc., Ph.D. (Victoria); Associate Professor of Computer Science

SHERIFF, John

B.A. (Guelph), M.Sc., Ph.D. (Toronto); Assistant Professor of Statistics

TAKEYASU, Trent M.

B.Mgt., B.Sc. (Lethbridge); Instructor in Mathematics and Computer Science

WILSON, L. Nicole

B.Sc. (Lethbridge); Instructor in Mathematics and Computer Science

WISMATH, Shelly L.

B.Sc. (Queen's), M.Sc., Ph.D. (Simon Fraser); Professor of Mathematics, and Professor of Women and Gender Studies

WISMATH, Stephen Kenneth

B.Ed., B.Sc., M.Sc. (Queen's), Ph.D. (British Columbia); Professor of Computer Science

YAZDANI, Soroosh

B. Math (Waterloo), Ph.D. (Berkeley); Assistant Professor of Mathematics

ZHANG, John

B.Sc. (China), M.Sc., Ph.D. (Simon Fraser); Associate Professor of Computer Science

MODERN LANGUAGES

CHAIR - I. Genee

July 1, 2013 - June 30, 2016

COLLADO, Melanie E.

M.A. (Calgary), Ph.D. (British Columbia); Associate Professor of Modern Languages

DEVOS, Brent W.

B.A. (Guelph), M.A. (Western Ontario), Ph.D. (Ottawa); Assistant Professor of Modern Languages

GENEE, W. B.A. (Inge)

B.A., M.A., Ph.D. (Amsterdam); Associate Professor of Modern Languages

GERWIN, Elisabeth M. (Leave: July 1, 2014 - June 30, 2015)

B.A. (Toronto), D.E.A. (France), Ph.D. (Buffalo); Assistant Professor of Modern Languages

McMEEKIN, Abigail

B.S., M.A. (Iowa), Ph.D. (Hawaii); Assistant Professor of Modern Languages

OSPINA, Luz Janeth

B.A., M.A. (Columbia); Instructor in Modern Languages

POPE, Timothy Fairfax

M.A. (Oxford), M.A., Ph.D. (British Columbia); Professor of Modern Languages

RODRIGUEZ, Omar

M.A., Ph.D. (British Columbia); Assistant Professor of Modern Languages

SPAGNOLO, Tabitha

B.A., M.A. (British Columbia), Ph.D. (Duke); Assistant Professor of Modern Languages

TRILLIA, Raquel

B.A., B.Ed., M.A. (Western Ontario), Ph.D. (Toronto); Associate Professor of Modern Languages

URQUHART, Steven

B.A., B.Ed. (Waterloo), M.A. (Penn State), Ph.D. (Queen's); Associate Professor of Modern Languages

MUSIC - SEE FACULTY OF FINE ARTS

NATIVE AMERICAN STUDIES

CHAIR - TBA

July 1, 2014

BEAULIEU, Hendrika

B.A., M.A. (Lethbridge), Ph.D. (Netherlands); Assistant Professor in Native American Studies

BELANGER, Yale D.

B.A. (Lethbridge), M.A. (Manitoba), Ph.D. (Trent); Associate Professor of Native American Studies

HARNETT, Tanya

B.F.A., M.F.A. (Alberta); Assistant Professor of Native American Studies

MANY GUNS, Linda

B.A. (St. Thomas), LLB (Ottawa), M.A. (Carleton); Assistant Professor of Native American Studies

NEUROSCIENCE

CHAIR - TBA

July 1, 2014

CROSS, Albert R.

B.Sc. (Saskatchewan), M.Sc. (Waterloo), Ph.D. (New Brunswick); Assistant Professor of Neuroscience

EUSTON, David R.

B.A.Sc. (California), M.A. (New Mexico), Ph.D. (Oregon); Assistant Professor of Neuroscience

GIBB, Robbin L.

B.Sc., M.Sc., Ph.D. (Lethbridge); Associate Professor of Neuroscience

GRUBER, Aaron

B.S. (Cincinnati), M.S. Ph.D. (Northwestern); Assistant Professor of Neuroscience

IWANIUK, Andrew Nicholas

B.Sc. (Monash), M.Sc. (Lethbridge), Ph.D. (Monash); Associate Professor of Neuroscience

KOLB, Bryan Edward

B.Sc., M.Sc. (Calgary), Ph.D. (Pennsylvania State), F.R.S.C.; Professor of Neuroscience

LUCZAK, Artur

M.A., Ph.D. (Poland); Assistant Professor of Neuroscience

McDONALD, Robert J.

B.Sc. (Lethbridge), M.Sc., Ph.D. (McGill); Professor of Neuroscience

McNAUGHTON, Bruce L.

B.Sc., M.Sc. (Carleton), Ph.D. (Dalhousie), Professor of Neuroscience

METZ, S. Gerlinde A.

B.Sc. (Giessen), M.Sc., Ph.D. (Zurich); Professor of Neuroscience

MOHAJERANI, Majid

B.Sc., M.Sc. (Iran), Ph.D. (Italy); Assistant Professor of Neuroscience

PELLIS, Sergio M.

B.Sc., Dip.Ed., Ph.D. (Monash); Professor of Neuroscience

SUTHERLAND, Robert J.

B.Sc. (Trinity), M.A., Ph.D. (Dalhousie); Professor of Neuroscience

TATA, Matthew S.

B.Sc. (New York), M.Sc., Ph.D. (British Columbia); Associate Professor of Neuroscience

TATSUNO, Masami

B.A., M.A. Ph.D. (Japan); Assistant Professor of Neuroscience

WHISHAW, Ian Quentin Addison

B.A., M.Sc. (Calgary), Ph.D. (Western Ontario), F.R.S.C.; Professor of Neuroscience

PHILOSOPHY

CHAIR - B. Brown

July 1, 2014 - June 30, 2017

ALWARD, Peter W.B. (Leave: July 1, 2014 - June 30, 2015)

B.Sc. (Toronto), M.A. (Dalhousie), M.A., Ph.D. (North Carolina, Chapel Hill); Associate Professor of Philosophy

ANDERSON, Ardis M.

B.A. (Lethbridge), M.A. (Dalhousie); Instructor in Philosophy

BROWN, Martin Bryson

B.A. (Trent), M.A., Ph.D. (Pittsburgh); Professor of Philosophy

PEACOCK, Kent A.

B.A., M.A., Ph.D. (Toronto); Professor of Philosophy

RODYCH, Victor

B.A. (Brandon), M.A., Ph.D. (York); Professor of Philosophy

STINGL, Michael

B.A. (Madison), M.A., Ph.D. (Toronto); Associate Professor of Philosophy

VIMINITZ, Paul Kenneth

B.A. (Regina), M.A. (Dalhousie), Ph.D. (Alberta); Assistant Professor of Philosophy

PHYSICS AND ASTRONOMY

CHAIR - TBA

July 1, 2014

DAS, Saurya

B.Sc. (Presidency College, Calcutta), M.Sc., Ph.D. (Institute of Mathematical Sciences, Chennai); Professor of Physics

DASGUPTA, Arundhati

B.Sc. (Presidency College, Kolkata, India), M. Sc. (Anna University, India), Ph.D. (Madras University, India); Associate Professor of Physics

FURGASON, Daniel John

B.Sc. (Lethbridge); Instructor in Physics and Astronomy

NAYLOR, David Andrew

B.Sc. (Sussex), Ph.D. (Calgary); Professor of Physics

PATITSAS, Stathis (Steve) N.

B.Sc. (Laurentian), M.Sc., Ph.D. (British Columbia); Associate Professor of Physics

PREDOI-CROSS, Adriana

B.Sc. (Bucharest), Ph.D. (New Brunswick); Professor of Physics

SEYED-MAHMOUD, Behnam

B.Sc. (Lethbridge), M.Sc. (Memorial), Ph.D. (York); Associate Professor of Physics

SIMINOVITCH, David J.

B.Sc. (Carleton), M.Sc. (Toronto), Ph.D. (Guelph); Associate Professor of Physics

SPENCER, Locke

B.Sc. (Alberta), M.Sc., Ph.D. (Lethbridge); Assistant Professor of Physics

TIPPER, Mark

B.Sc., M.Sc. (Lethbridge); Instructor in Physics

VOS, Kenneth J.E.

B.Sc., Ph.D. (Alberta); Associate Professor of Physics

WALTON, Mark Allan

B.Sc. (Dalhousie), M.Sc., Ph.D. (McGill); Professor of Physics

POLITICAL SCIENCE**CHAIR - P. McCormick**

July 1, 2013 - June 30, 2015

HALE, Geoffrey

B.A. (Princeton), M.B.A., Ph.D. (Western Ontario); Professor of Political Science

JANSEN, Harold J.

B.A. (Alberta), M.A. (Carleton), Ph.D. (Alberta); Associate Professor of Political Science

KUKUCHA, Christopher J. (Leave: July 1, 2014 - June 30, 2015)

B.A. (British Columbia), M.A. (Windsor), Ph.D. (Alberta); Professor of Political Science

McCORMICK, Peter James

B.A. (Alberta), M.A. (Toronto), D.Phil. (London); Professor of Political Science

SIAROFF, Alan R.

B.A. (McMaster), M.A. (McGill), Ph.D. (Yale); Professor of Political Science

VON HEYKING, John F.K.

B.A., M.A. (Calgary), Ph.D. (Notre Dame); Professor of Political Science

PSYCHOLOGY**CHAIR - D. Rendall**

June 1, 2013 - June 30, 2016

ALLEN, Scott W.

B.A. (Victoria), Ph.D. (McMaster); Associate Professor of Psychology

BARRETT, Louise

B.Sc., Ph.D. (London); Professor of Psychology

FORGIE, Margaret L.

B.A. (Simon Fraser), M.A., Ph.D. (Concordia); Instructor in Psychology

HANCOCK, Stephanie

B.A. (Mount Allison), M.A. (Queen's), Ph.D. (Newfoundland); Instructor in Psychology

HENZI, S. Peter

B.A., Ph.D. (South Africa); Professor of Psychology

LI, Fangfang (Leave: January 1 - December 31, 2014)

B.Sc. (Beijing), Ph.D. (Ohio State); Assistant Professor of Psychology

MATHER, Jennifer Ann

B.Sc. (British Columbia), M.Sc. (Florida State), Ph.D. (Brandeis); Professor of Psychology

RENDALL, C. Andrew (Drew)

B.Sc. (Calgary), M.A., Ph.D. (California, Davis); Professor of Psychology

SADR, Javid

B.Sc. (Simon Fraser), Ph.D. (Massachusetts); Assistant Professor of Psychology

VASEY, Paul L.

B.A. (Alberta), M.A. (Simon Fraser), Ph.D. (Montreal); Professor of Psychology

VOKEY, John Richard

B.A. (Winnipeg), Ph.D. (McMaster); Professor of Psychology

WEEKS, Daniel J.

B.A. (Windsor), M.Sc. (McMaster), Ph.D. (Auburn); Professor of Psychology, and VP (Research)

RELIGIOUS STUDIES**CHAIR - T. Robinson**

July 1, 2013 - June 30, 2015

HARDING, John S.

B.A. (Puget Sound), Ph.D. (Pennsylvania); Associate Professor of Religious Studies

KHALIL, Atif

B.A., M.A., Ph.D. (Toronto); Assistant Professor of Religious Studies

LINVILLE, James R.

B.A. (Alberta), Ph.D. (Edinburgh); Associate Professor of Religious Studies

ROBINSON, Thomas Arthur (Leave: January 1 - June 30, 2015)

B.A. (New Brunswick), M.C.S. (Regent College), Ph.D. (McMaster); Professor of Religious Studies

RODRIGUES, Hillary P. (Leave: July 1 - December 31, 2014)

B.Sc. (McGill), B.A., M.A., Ph.D. (McMaster); Professor of Religious Studies

SOCIOLOGY**CHAIR - TBA**

July 1, 2014

BIBBY, Reginald Wayne

O.C., B.A. (Alberta), B.D. (Southern Seminary), M.A. (Calgary), Ph.D. (Washington State), D.Litt. (h.c.) (Laurentian); Professor of Sociology

GRANZOW, Kara

B.A. (Lethbridge), M.A. (Waterloo), Ph.D. (Alberta); Assistant Professor of Sociology

HARRISON, Trevor W. (Leave: January 1 - June 30, 2015)

B.A. (Winnipeg), M.A. (Calgary), Ph.D. (Alberta); Professor of Sociology

KAZEMIPUR, Abdolmohammad

B.A., M.A. (Tehran), Ph.D. (Manitoba); Professor of Sociology

LAURENDEAU, Jason E. (Leave: July 1, 2014 - June 30, 2015)

B.Kin., M.A., Ph.D. (Calgary); Associate Professor of Sociology

MAIR, Kimberly (Leave: July 1 - December 31, 2013)

B.A., M.A., Ph.D. (Alberta); Assistant Professor of Sociology

MALACRIDA, Claudia A.

B.A., M.A., (Calgary), Ph.D. (Alberta); Professor of Sociology

McDANIEL, Susan

B.A. (Massachusetts), M.A. (Cornell), Ph.D. (Alberta); Professor of Sociology, and Director, Prentice Institute & Prentice Research Chair in Global Population & Economy

MELLOW, Muriel (Leave: January 1 - June 30, 2014)

B.A. (Toronto), M.A., Ph.D. (McGill); Associate Professor of Sociology

PERKS, Thomas A.

B.A., M.A. (Western Ontario), Ph.D. (Waterloo); Assistant Professor of Sociology

RAMP, William J.

B.A. (Trent), M.A., Ph.D. (York); Associate Professor of Sociology

VALLEE, Mickey

B.Mus., M.A. (Carleton), Ph.D. (Alberta); Assistant Professor of Sociology

WOOD, Robert T.

B.A. (Alberta), M.A. (Toronto), Ph.D. (Alberta); Professor of Sociology, and Dean of School of Graduate Studies

WOMEN AND GENDER STUDIES

CHAIR - C. Williams

July 1 - December 31, 2014

CHAIR - G. Bonifacio

January 1, 2015

BONIFACIO, Glenda L.

B.A., M.A. (Philippines), Ph.D. (Australia); Associate Professor of Women and Gender Studies

FISKE, Jo-Anne

B.Ed., M.A., Ph.D. (British Columbia); Professor of Anthropology and Professor of Women and Gender Studies

LENON, Suzanne J.

B.A. (Calgary), M.A. (Carleton), Ph.D. (Toronto); Assistant Professor of Women and Gender Studies

NICOL, Christopher J.

B.A. (Scotland), M.A., Ph.D. (Queen's); Professor of Economics, Professor of Women & Gender Studies, and University Librarian

STINGL, Michael Joseph

B.A. (Wisconsin-Madison), M.A., Ph.D. (Toronto); Associate Professor of Philosophy, and Women and Gender Studies

WILLIAMS, Carol J.

B.A. (Simon Fraser), M.A. (Leeds), Ph.D. (Rutgers); Associate Professor of Women and Gender Studies

WISMATH, Shelly L.

B.Sc. (Queen's), M.Sc., Ph.D. (Simon Fraser); Professor of Mathematics, and Professor of Women and Gender Studies

ARTS AND SCIENCE PROGRAMS

Coordinators:

Academic Writing - C. Lobe

Agricultural Biotechnology - J. Thomas

Agricultural Studies - D. Le Roy

Applied Studies - J. Berteotti

Asian Studies - J. Harding

Biochemistry - U. Wieden-Kothe

Canadian Studies - A. Shaw

Co-operative Education - D. Young (Director)

Environmental Science - S. Kienzle

Liberal Education - B. MacKay

Urban and Regional Studies - I. Townshend

FACULTY OF EDUCATION

Dean - C. Loewen

Associate Dean - T. Gunn

Assistant Dean, Graduate Studies and Research in Education -
K. Bernes

Assistant Dean, Student Program Services - N. Grigg

Assistant Dean, Field Experiences - L. Beaudin

Coordinator, Curriculum Laboratory - W. Glaister

ADAMS, Pamela

B.Ed., M.Ed. (Lethbridge), Ph.D. (Calgary); Associate Professor of Education

BALDERSON, Daniel Wesley (Leave: July 1, 2014 - June 30, 2015)

B.A., B.Ed. (Lethbridge), M.Sc., Ph.D. (Nevada-Las Vegas); Associate Professor of Education

BEAUDIN, Lorraine C.

B.Ed., M.Ed. (Lethbridge), Ph.D. (Calgary); Associate Professor of Education

BEDARD, George J. (Leave: July 1 - December 31, 2014)

B.A. (Toronto), Professional Secondary School Teachers' Diploma and Teaching Certificate (British Columbia); M.A. (Netherlands), M.A. (Simon Fraser), Ph.D. (Toronto); Associate Professor of Education

BENGRY, Susan Mae

B.Ed., Graduate Diploma (Lethbridge), M.A. (San Diego)

BERNES, Kerry (Leave: July 1, 2014 - June 30, 2015)

B.Ed., M.Sc., Ph.D. (Calgary); Professor of Education

BRIGHT, Robin

B.A., B.Ed., M.Ed. (Lethbridge), Ph.D. (Victoria); Professor of Education

BUTT, Richard

B.Ed., M.Ed. (Regina), Ph.D. (Ottawa); Professor of Education

CAMPBELL, Catherine

B.P.E. (Dalhousie), M.Ed., Ph.D. (Alberta); Associate Professor of Education

FOWLER, Leah Cheryl

B.Sc., B.Ed., M.Ed. (Alberta), Ph.D. (Victoria); Professor of Education

GLAISTER, William David

B.Ed. (Lethbridge), M.L.S. (Alberta); Professional Librarian

GRIGG, Lance Miles

B.A. (Hons.) (Saskatchewan), B.Th. (Newman), Ph.D. (Calgary); Associate Professor of Education

GRIGG, Nancy Carol

B.Ed. (Lethbridge), M.Ed. (Alberta), Ph.D. (Virginia); Associate Professor of Education

GUNN, Thelma Muriel

B.A. (Hons.), B.Ed. (Saskatchewan), M.Ed. (Sydney), Ph.D. (Saskatchewan); Associate Professor of Education

HASEBE-LUDT, Erika Luise

B.A. (Universitat des Saarlandes), B.Ed., Ph.D. (British Columbia), M.A. (Freie Universitat Berlin); Professor of Education

HEFFERNAN, Peter John

B.A. (Hons.) (Trent), M.A. (Waterloo), M.A.T. (Simon Fraser), Ph.D. (Laval); Professor of Education

HEIDEBRECHT, Kenneth Paul

B.Ed., B.Sc., M.Ed. (Lethbridge); Instructor in Education

HENRY, Jim J.

B.A. (Ottawa), B.Ed. (Queen's), M.Ed., Ph.D. (Alberta); Associate Professor of Education

HEWSON, Kurtis Patrick

B.A./B.Ed. (Lethbridge), M.Ed. (Calgary)

LOEWEN, Craig

B.Ed. (Lethbridge), M.Ed., Ph.D. (Alberta); Professor of Education

MARYNOWSKI, Richelle Marie

B.Ed. (Lethbridge), M.Ed. (Alberta), Ph.D. (Alberta); Assistant Professor of Education

MAZUREK, Kasper

B.A., B.Ed., M.Ed., Ph.D. (Alberta); Professor of Education

McBRIDE, Dawn

B.A. (Hons.) (Winnipeg), M.Sc., Ph.D. (Calgary); Associate Professor of Education

MOMBOURQUETTE, Carmen

B.A., B.Ed., (St. Francis Xavier), M.Ed., Ed.D. (Montana - Missoula); Assistant Professor of Education

O'DEA, Jane Winnifred (Leave: July 1 - December 31, 2014)

B.Mus. (Ireland), M.Ed., Ph.D. (Alberta); Professor of Education

PIQUETTE, Noella

B.Ed., M.Ed., Ph.D. (Calgary); Associate Professor of Education

POULSEN, John Christian

B.Ed. (Calgary), M.A. (London), Ph.D. (Calgary); Associate Professor of Education

RAHN, Janice May

B.F.A. (Queen's), B.Ed. (Toronto), M.F.A., Ph.D. (Concordia); Associate Professor of Education

RODERMOND, Margaret

B.A. (Iowa), M.L.I.S. (Alberta); Professional Librarian

ROSCOE, Keith

B.Sc. (Hons.) (Guelph), B.Ed. (Queen's), M.Sc. (Wales), Ph.D. (Alberta); Associate Professor of Education

SHEPARD, Blythe Catherine

B.A. (Waterloo), M.A., Ph.D. (Victoria); Associate Professor of Education

SLOMP, David Hendrik

B.Ed. (Lethbridge), M.Ed., Ph.D. (Alberta); Assistant Professor of Education

STEED, Marlo *(Leave: July 1, 2013 - June 30, 2014)*

B.Ed. (Alberta), M.Ed. (OISE Toronto), Ed.D. (Amherst); Associate Professor of Education

TOWNSEND, David

B.Sc., M.Sc., Ph.D. (Oregon); Associate Professor of Education

VON HEYKING, Amy *(Leave: August 1, 2013 - July 31, 2014)*

B.A. (Calgary), M.A. (Toronto), Ph.D. (Calgary); Associate Professor of Education

WASIAK, Edwin Bruce

B.Mus.Ed. (Regina), M.Ed. (Victoria), Dip. Fine Arts (Calgary), D.M.A. (Arizona); Associate Professor of Education

WINSOR, Pamela

B.A., B.Ed. (New Brunswick), M.Ed. (Mount Saint Vincent), Ph.D. (Illinois); Professor of Education

WORRALL, Alyson

B.Math. (Waterloo), B.Ed. (Queen's), M.Ed. (Toronto), Ph.D. (Toronto); Lecturer

FACULTY OF FINE ARTS

Dean - **E. Jurkowski**

Associate Dean - **S. Scott**

Assistant Dean, Student Program Services:

DOBBIE, James A.

B.A. (Lethbridge), M.A. (Simon Fraser)

ART

ACTING CHAIR - **A. Martin**

ALLAN, Ken

B.A. (Hons) (Guelph), M.A. (York), Ph.D. (Toronto); Associate Professor of Art

BASTER, Victoria

M.A. English, (University of Reading); Instructor in Art

CAMPBELL, Michael

B.A. (Toronto), M.F.A. (Concordia); Associate Professor of Art

DAHLE, Dagmar

B.F.A. (Victoria), M.F.A. (NSCAD); Associate Professor of Art

DAWN, Leslie Allan

B.A., M.A. (Victoria), M.A., Ph.D. (British Columbia); Associate Professor of Art

DYMOND, Anne

B.A. (Hons.), M.A., Ph.D. (Queen's); Associate Professor of Art

FREDRICKSON, Denton

M.F.A., Fine and Media Arts, (N. S. College of Art & Design); Assistant Professor of Art

GILL, Don *(Leave: July 1, 2013 - June 30, 2014)*

B.F.A. (Victoria), M.F.A. (California Institute of the Arts); Associate Professor of Art

KAVANAGH, Mary

B.A. (Hons.) (Guelph), M.F.A. (Saskatchewan); Associate Professor of Art

MACKINNON, Glen

B.F.A. (Nova Scotia College of Art & Design); Instructor in Art

MARTIN, Annie

B.F.A., M.F.A. (Concordia); Associate Professor of Art

MILLS, Josephine

B.A. (High Hons.) (Saskatchewan), M.A. (Simon Fraser), Ph.D. (Concordia); Associate Professor of Art, Director/Curator Art Gallery

ROCHFORD, A. Desmond *(Leave: July 1, 2013 - June 30, 2014)*

Dip. (Byam Shaw School of Art), M.F.A. (Royal Academy of Art), Ph.D. (Royal College of Art); Professor of Art

THEATRE AND DRAMATIC ARTS

CHAIR - **D. MacArthur**

CHAMBERS, Ron

B.A.Sc. (B.A.) (Lethbridge), M.F.A. (Calgary); Associate Professor of Theatre and Dramatic Arts

DOBBIN, Jim

B.A. (Memorial), B.Ed (Memorial), M.F.A. (Calgary); Instructor of Theatre & Dramatic Arts

DOOLITTLE, Lisa *(Leave: July 1, 2013 - June 30, 2014)*

B.A. (Ottawa), M.A. (Wesleyan); Professor of Theatre and Dramatic Arts

HANRAHAN, Gail

B.A. (McGill), M.F.A. (Calgary); Assistant Professor of Theatre and Dramatic Arts

HANSON, Nicholas *(Leave: July 1, 2013 - June 30, 2014)*

B.A. (Hons.), B.Ed. (Queen's), M.A. (Toronto); Associate Professor of Theatre and Dramatic Arts

MacARTHUR, Douglas

B.A., B.A. (Graceland University), M.F.A. (York); Assistant Professor of Theatre and Dramatic Arts

POTTER, Gerry

B.A. (Carleton), M.F.A. (U of A); Instructor of Theatre & Dramatic Arts

ROBISON-GREENE, Leslie

B.A. (Southern Utah), M.F.A. (Illinois); Professor of Theatre and Dramatic Arts

SCOTT, Shelley

B.A.Sc. (B.A.) (Lethbridge), M.A., Ph.D. (Toronto); Professor of Theatre and Dramatic Arts

TAYLOR, Aaron

B.A. (Western), M.A. (Carlton), Ph.D. (Kent); Assistant Professor of Theatre and Dramatic Arts

WHITEHEAD, Jay

M.F.A. Acting, (York University); Assistant Professor of Theatre and Dramatic Arts

WILCOX, Richie

B.A. (King's College), M.A. (Texas State); Instructor of Theatre & Dramatic Arts

WILLS, Jim

B.A. (Regina), M.F.A. (Calgary); Associate Professor of Theatre and Dramatic Arts

MUSIC

CHAIR - **D. Oye**

BLACK, Brian

B.Mus., Ph.D. (McGill); Associate Professor of Music

BOEHM, Norbert

B.Mus. (Alberta), M.Mus. (Oregon); Adjunct Assistant Professor of Music

BOON, Rolf

A.R.C.T. (Toronto), B.Mus. (Queen's), B.Ed., M.Mus. (British Columbia), Ph.D. (Alberta); Associate Professor of Music

BOUTIN, Lise

M.Mus (Toronto); Adjunct Assistant Professor of Music

DAVIES, Josh

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B.N. (Athabasca), M.N. (Athabasca), RN

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B.Sc.N (Alberta), RN, RPN

CERNIGOY, Liz

B.Sc.N. (Ottawa), RN

DYCK, Teri

B.N. (Calgary), M.N. (New Brunswick), RN

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FOSTER, Carrie

B.N. (Athabasca), RN

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M.N., B.N. (Lethbridge), RN

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McCOY, Leslie

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B.Sc. (Calgary), BN (Calgary), RN

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B.Sc. (California Coast University), M.Sc. (San Diego), RN

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BAO, Yongjian (Leave July 1 - December 31, 2014)

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BASIL, Michael Dominic

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 Taz Kassam (2010–2011)
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 Frank J. Papp (1972)
 Edwin W. Webking (1972–1973)
 Frank J. Schaffer (1973–1974)
 William M. Baker (1974–1975)
 Roger H. Barnsley (1975–1976)
 Robert S. Gall (1976)
 Philip Butterfield (1976–1977)
 Steve C. Patten (1977–1978)
 Eugene E. Falkenberg (1978–1979)
 Douglas L. Petherbridge (1979–1980)
 D. Alan Aycocock (1980–1981)
 Ian Q.A. Wishaw (1981–1982)
 Allan S. Hunter (1982–1983)
 Lucius L. Stebbins (1983–1984)
 Jeremiah M. Allen (1984–1985)
 Mark L. Sandilands (1985–1986)
 Michael P. Kubara (1986–1988)
 William M. Baker (1988–1989)
 Eldon J. Gardner (1989–1990)
 Chesley J. Skinner (1990–1991)
 Patricia M. Chuchryk (1991–1992)
 Bernd J. Ebel (1992–1993)
 Carl E. Granzow (1993–1994)
 Frank J. Sovka (1994–1995)
 Siu-Cheung Chau (1995–1997)
 Thomas A. Robinson (1997–1999)
 E. Brian Titley (1999–2000)
 Richard A. Epp (2000–2001)
 Andrew W. Hakin (2001–2002)
 Christopher P. Hosgood (2002–2003)
 M. Bryson Brown (2003–2004)
 Thomas R. Johnston (2004–2005)
 Peter J. McCormick (2005–2006)
 Steven F. Ferzacca (2006–2008)
 Ilsa E. Wong (2008–2009)
 Bryson Brown (2009–2010)
 Robert Sutherland (2010–2011)

ALUMNI ASSOCIATION PAST PRESIDENTS

Hugh A. Arnold (1967–1968)
 R. Douglas Hall (1968–1969)
 Stan W. Sawicki (1969–1970)
 Harold Lynn Stuckey (1970–1972)
 Jack (John) Fulwiler (1972–1975)
 Catherine Khan (1975–1977)
 Jessie Snow (1977–1979)
 Richard Mrazek (1979–1983)
 Craig Whitehead (1983–1985)
 Marija Boh (1985–1987)
 Shaun Ward (1987–1990)
 Richard Paziuk (1990–1991)
 Randall Spohn (1990–1991)
 Jill Kotkas (1991–1993)
 Art Ferrari (1993–1996)
 Geri Hecker (1997–1999)
 Ken McInnes (1999–2001)
 Art Ferrari (2001–2003)
 Douglas McArthur (2003–2005)
 John Gill (2005–2007)
 Sheila McHugh (2007–2009)
 Donald Chandler (2009–2011)
 Kathy Lewis (2011–2013)

CHANCELLOR OF THE UNIVERSITY

Shirley McClellan

PRESIDENT AND VICE-CHANCELLOR

Michael J. Mahon

STUDENTS' UNION PRESIDENT

Shuna Talbot

GRADUATE STUDENTS ASSOCIATION PRESIDENT

Fahid Naeem

FACULTY ASSOCIATION (ULFA) PRESIDENT

John Usher

BOARD OF GOVERNORS

Chair:

Gordon Jong (October 2012–October 2015)

Chancellor:

Shirley McClellan (March 2011–March 2014)

President and Vice-Chancellor:

Michael J. Mahon (July 2010–June 2015)

Alumni:

Grant Adamson (October 2013–October 2016)

Richard Masson (October 2013–October 2016)

General Faculties Council:

Jennifer Copeland (March 2012–March 2015)

University of Lethbridge Faculty Association:

Andrea Amelinckx (November 2012–November 2015)

Senate:

Ron Corbiere (February 2013–February 2016)

Students:

Shuna Talbot (May 2013–April 2014)

Chris Hollingsworth (May 2013–April 2014)

Graduate Student:

Fahid Naeem (May 2013–April 2014)

Non-Academic Staff:

Michael Persinger (November 2013–November 2016)

Appointed Members:

Patrick Forrest (June 2010–July 2016)

James Berezan (May 2009–May 2012)
 Elizabeth Karbasheski (March 2010–March 2014)
 Timothy Waters (March 2010–March 2014)
 Ronald Scrimshaw (March 2012–March 2015)
 Marianne Gray (March 2012–March 2015)
 Blaine Kunz (July 2009–July 2015)
 Janice Varzari (October 2013–October 2016)
 Marilyn Smith (March 2011–March 2014)

Secretary to the Board:
 Jodie Gallais, Director, University Secretariat

SENATE

Chancellor and Chair: Shirley McClellan
 President and Vice-Chancellor: Michael J. Mahon
 Provost and Vice-President (Academic): Andrew Hakin
 Vice-President (Finance and Administration): Nancy Walker
 Vice-President (Advancement): Chris Horbachewski
 Alumni President: Grant Adamson
 Alumni Vice-President: Randy Kobbert
 Appointed Members:
 Dean's Council: Alison Nussbaumer
 Robert Ellis
 Board of Governors: Ron Corbiere
 General Faculties Council: Lynn Kennedy
 Shelly Wismath
 Wendy Osborn
 Alumni Association: Sharon Malec
 Jan Tanner
 Students' Union: Adam Long
 Sean Glydon
 Shuna Talbot
 Michael Kawchuk
 Graduate Students' Association: Titlola Babalola
 Non-Academic Staff: Jason Baranec
 Steve Brodrick
 Government: Bruce Galts
 Bernadette Lyons
 Kerry Milder
 John Seaman
 Bruce Tait
 Kenneth Torry
 Representative Members:
 Ingrid Berg Lethbridge
 Fred Bradley Blairmore
 Susan Burrows-Johnson Lethbridge
 Loralee Burton Lethbridge
 Debi Charlesworth Welling
 Ron Corbiere Lethbridge
 E. Mari Daunt Okotoks
 Wendy Fox Lethbridge
 Ginny Goulet Monarch
 Karen Gunn Lethbridge
 Alex Hann Lethbridge
 Stephanie Hlady Bow Island
 Robin Hood Lethbridge
 Bev Lanz Lethbridge
 Margaret Mazerolle Medicine Hat
 Robert McKay Lethbridge
 Brad Neubauer Irvine
 Christopher Northcott Milo
 Tammy Perlich Lethbridge
 Knud Petersen Lethbridge
 Shawn Pinder Lethbridge
 Diane Randell Lethbridge
 Tim Rollingson Lethbridge
 Dory Rossiter Lethbridge

Kurt Schlachter
 Bernie Scott
 Lynne Sherwood
 Katherine Wasiak
 Secretary to the Senate: Sheena Olson

GENERAL FACULTIES COUNCIL

President and Chair: Michael J. Mahon
 Provost and Vice-President (Academic): Andrew Hakin
 Vice-President (Finance and Administration): Nancy Walker
 Vice-President (Research): Dan Weeks
 Vice-President (Advancement): Chris Horbachewski
 Dean of Arts and Science: Craig Cooper
 Dean of Education: Craig Loewen
 Dean of Fine Arts: Ed Jurkowski
 Dean of Health Sciences: Chris Hosgood
 Dean of Management: Robert Ellis
 Dean of Graduate Studies: Robert Wood
 Dean of Internationalization: Alison Nussbaumer
 University Librarian Delegate: Chris Nicol
 Acting Registrar: Charles Jorgenson
 Faculty of Arts and Science: Ian MacLachlan
 Shelly Wismath
 Michelle Helstein
 Catherine Kingfisher
 John Vokey
 Peter Henzi
 Claudia Malacrida
 Wendy Osborn
 Lynn Ambedian
 Jason Laurendeau
 David Siminovitch
 Dan O'Donnell
 Ivan Townshend
 Ken Vos
 Faculty of Education: John Poulsen
 Noella Piquette
 Faculty of Fine Arts: Peter Visentin
 Leanne Elias
 Janet Youngdahl
 Faculty of Health Sciences: Karim McCallum
 Bonnie Lee
 Penni Wilson
 Faculty of Management: Pam Loewen
 Wen Long Yuan
 Rossitsa Yalamova-Usher
 Statutory Student Members: Shuna Talbot
 Katie Kalmar
 Prosper Asaana
 Appointed Faculty: Lynn Kennedy
 Tabitha Spagnolo
 Thelma Gunn
 George Bedard
 James Dobbie
 Leslie Robison-Greene
 Mark Pijl Zieber
 Kathy Haight
 Murray Lindsay
 Carla Canaghan
 Library: Leona Jacobs
 Graduate Studies: Maureen Hawkins
 Appointed Members: Bob Boudreau
 Lesley Brown
 Judith Lapadat
 Jennifer Copeland
 John Usher

Graduate Student: Fahid Naheem
Titilola Babalola

Student Members: Sean Glydon
Chris Hollingsworth
Michael Kawchuk
Adam Long
Lisa Hildebrand
Nigel Peters
Miller Wiens

Secretary to GFC: Jodie Gallais

ALUMNI ASSOCIATION

President: Kathy Lewis

Past President: Don Chandler

Vice-President: Grant Adamson

Treasurer: Jason Baker

Secretary: Sara Breedon

Board of Governors
Representatives: Kathy Lewis
Kevin Nugent

Senate Representatives: Rachel Caldie
Sharon Malec
Kathy Lewis
Grant Adamson

Directors: Jan Tanner
Greg Imeson
Ted Likuski
Jeff Milner
Randy Kobbert
Neil Boyden

Calgary Chapter President: Brock Melnyk

Edmonton Chapter President: Shannon Digweed

FNMI Chapter President: Leroy Little Bear

Students' Union Representative: Armin Escher

Graduate Students' Representative: Matthew Wang

Director, Alumni Relations: Maureen Schwartz

Honorary President: Michael J. Mahon

Honorary Treasurer: Nancy Walker

Honorary Directors: Shirley McClellan

Director of Alumni Relations: Maureen Schwartz

ADMINISTRATIVE OFFICERS

President and Vice-Chancellor: Mike Mahon, B.P.E., M.Sc., Ph.D.

Senior Advisor to the President: Laurel Corbiere, B.A., M.B.A.

Director, University Secretariat: Jodie Gallais, B.A., M.Ed.

Vice-President (Advancement): Chris Horbachewski, B.A.

Senior Director, Calgary Advancement Office: Ruth Hummel, B.Sc., M.A.

Manager, Advancement Services: Anna Linville, M.A., M.Th., B.A.

Prospect Research Analyst: Kristine Carlsen Wall, B.A., M.L.S.

Director, Alumni Relations: Maureen Schwartz

Director, Communications and Marketing: Tanya Jacobson-Gundlock, B.A.

Manager, External Communications: Alesha Farfus-Shukaliak, B.A., B.Mgt.

Manager, News and Information Advancement Communications Officer: Trevor Kenney, B.A.

Marketing Specialist: Kali McKay, B.A., M.A.

Manager, Major Gifts: Julia Mitchell, B.A.H.

Manager, Development Programs: Barry Knapp, B.Rs.

Director, Public Affairs and Government Relations: Kathy MacFarlane, C.F.R.E.

Educational Specialist (Technology): Richard Westlund
Calvin Toth

Vice-President (Finance and Administration): Nancy Walker, B.Mgt., M.B.A., FCA

Executive Analyst: Nicole Hillary, B.A.Sc., M.A.

Director, Internal Audit: Sonya von Heyking, B.Mgt., CA, CIA, CCSA, CRMA

General Counsel: Sharon Sproule, B.A., LL.B.

Privacy and Legal Services Advisor: Maria Marcial, LL.B.

Associate Vice-President (Finance): Doug Spoulos, B.Mgt., CA

Manager, Budget and Planning: Marnie Sawa, B.Mgt., CMA

Resource Analyst: Sheila Lowe

Executive Director, Financial Services: Carrie Takeyasu, M.B.A., CMA

Director: Kim Ordway, B.Mgt., CA

Manager, Accounts Payable: Joanne Des Roche, B.Mgt., CA

Manager, Financial Controls and Processes: Helen Wolfe, B.Admin., CMA

Manager, Financial Operations: Linda Anderson, B.Mgt.

Manager, Financial Reporting: Joel Makin, CGA

Manager, Materials Management: Daryl Schacher, B.Mgt., SCMP

Manager, Research Accounting: Mark Sera, B.Mgt., CA

Manager, Revenue Accounting: Cindy Matheson, B.Mgt., CGA

Financial Analyst: Caralyn Boh, B.Mgt., M.B.A., CMA

Ancillary Financial Analyst: Dwayne Pepin, CMA

Capital Financial Analyst: Leslie Gatner, B.Mgt.

Research Financial Analyst: Gabe Krywolt, B.Mgt., CGA

Executive Director, Ancillary Services: Jim Booth, B.Sc., B.Com.

Manager, Conference and Event Services: Erin Crane, B.F.A.

Director, Housing Services: Terri Thomas, B.Sc.

Associate Director, Housing Services: Steve Brodrick, B.Mgt., M.B.A.

Residence Life and Education: Heather Hacios, B.A., B.S.W., R.S.W.

Coordinator Housing Services: Annette Bright

Manager, Bookstore: Kari Tanaka, B.A.

Assistant Manager, Bookstore/Retail Analyst: Rebecca Colbeck

Assistant Manager, Bookstore/Retail Marketing: Valerie Archibald, B.ScF, M.Div.

Manager, Youth Science Programs: Greg Martin, Journeyman, Printing and Graphic Arts Craftsman

Manager, Printing Services: Sandy Slavin, B.P.E.

Executive Director, Sport and Recreation Services: Mike Whipple, B.A., M.ORGL.

Coordinator, Customer Service: Michael Pinder, B.Sc.

Coordinator, Operations: Eoin Colquhoun, B.A.

Coordinator, Sports Information and Events: Robb Engen

Manager, Business Development: Deb Marek, B.Comm., M.B.A.

Manager, Facilities/Services: Bill Halma, B.A.

Manager, Programs: Colleen Sullivan

Associate Manager, Programs: Mike Hansen, B.A., B.Ed., M.Ed.

Men's Basketball Coach: Vacant

Men's Hockey Coach: Erin McAleenan, M.A., B.Ed., B.Sc.

Women's Basketball Coach: Chandy Kaip, B.A.

Women's Ice Hockey Coach: Elaine Carlson, B.Sc., M.B.A., CHRP

Associate Vice-President (Human Resources): Ken McInnes, B.A., B.Mgt., M.B.A.

Executive Director, Human Resources: Brad Doak, B.Comm. (Hons.), CHRP

Senior Human Resources Consultants: Nancy Pastoor, B.B.A.

Manager, Pension & Benefits	Linda van der Velde, CHRP	Manager, Enterprise Systems	Tom Doyle, B.Sc.
Manager, Health Centre	Barb Thomsen, CPM	Principal Software Developer	David Thurlow, B.Sc.
	Lorelei (Lori) Weber, R.N., B.N., M.Ed.	Operations Lead	Steve Calvert, B.Math.
Clinical Admin Coordinator	Chris Moroz	Business Systems Analyst	Jaime Prada
Health Educator/R.N.	Christina Harsch, R.N., B.N.	BI Administrator	Vicki Lund-Tulloch
First-Aid Coordinator	Vacant	Portal Administrator	Ben Burnett
Dietician	Donnelly Sellers R.N.		
Physician Support/R.N.	C. Schaupmeyer	Vice-President (Research)	Daniel Weeks, B.A., M.Sc., Ph.D.
Behaviourist	Margaret Miles, MSW, RSW	Associate Vice-President (Research)	Lesley Brown, B.P.E., M.H.K., Ph.D.
Coordinator, Records Management	Marni Morton, B.Mgt.	Research Officer (NSERC)	Gillian Laird, B.Sc., M.Sc.
Coordinator, Wellness Programs	Suzanne McIntosh, CWPM	Research Officer (SSHR)	Mary Butterfield, M.A.
Acting Executive Director, Facilities	T.J. Hanson, PEng.	Project Manager (Research)	Penny Pickles, B.A.Sc., M.A., PMP
Manager, Facilities Administration	Jackie Mueller, Mgt. Cert.	Grant & Knowledge Transfer Officer	Penny D'Agnone, B.Sc., M.Sc.
Manager, Building Maintenance	Marty Gadd, F.M.A.	Ethics Officer	Susan Entz, B.Sc., M.Sc.
Operations Supervisor	Jim Vanderzee	Managers, University-Industry Liaison Office (UILO)	Morgan Mengjuan Guo, Ph.D.
Director, Campus Planning & Architecture	John Claassen, B.Env.Des., M.Arch., AAA, MRAIC	Director, Centres and Institutes and Research Advocacy	David Hill
Associate Director, Campus Planning & Architecture	Spencer Court, B.Env.Des., M.Arch, MRAIC, LEED@AP	University Veterinarian	Isabelle Gauthier, DMV Cert. LAM
Executive Director, Campus Safety	John O'Keeffe, MCGI, MSyl	Provost and Vice-President (Academic)	Andrew Hakin, B.Sc. (Hons.), Ph.D.
Manager, Security	Peter Ashworth, B.Sc. (Hons), M.Sc.	Academic Initiatives Manager	Paul Sparrow-Clarke, B.Sc., B.Ed.
Manager, Parking	Dick Lutwick, C.E.T.	Academic Projects Officer	Robin Hopkins, B.A., LL.B.
Manager, Caretaking Services	Judy Jaeger	Vice Provost and Associate Vice-President (Academic)	Robert Boudreau, B.A., M.Sc., Ph.D.
Manager, Electrical	Tal Meidinger, Mast. Elect.	Manager, Institutional Analysis	Mandy Moser, B.Mgt., M.B.A.
Manager, Grounds and Motor Vehicle Pool	Phil Dyck, B.Mgt.	Institutional Analysts	Jon Kozub, B.Sc.
Manager, Operations & Mechanical Systems	Terry Sutton, Red Seal 3rd Class Engineer, Journeyman Plumber/Steam/Gas Fitter	Director/Curator, Art Gallery	Darlene Unrau, B.Mgt.
Assoc. Executive Director, Project Management Office	Brad Robinson, C.Tech., LEED@AP (BD+C)	Administrative Manager	Josephine Mills, B.A., M.A., Ph.D.
Project Managers	Rod Gelleny, Millwright	Director, Teaching Centre	Jon Oxley
	Greg Lacey, E.D.D.Tech.	Teaching Development Facilitator	David Hinger, B.F.A., M.Ed.
	Gene Lublinkhof, C.Tech.	Teaching Development Facilitator	Doug Orr, B.Ed, Dip.Ed.(Admin.), M.Ed.
Director, Risk and Safety Services	Anne Baxter, B.A.	Interim Dean, Internationalization	Jeff Meadows, B.Ed. M.Ed.
Risk Analyst	Toby Clark, B.Sc.	Alison Nussbaumer, B.A., M.L.S. Professional Librarian	Alison Nussbaumer, B.A., M.L.S. Professional Librarian
Manager, Safety (Radiation Safety Officer)	Carolyn Cattoi-Demkiw, B.Tech.	Dean, Graduate Studies	Robert Wood, B.A., M.A., Ph.D.
Safety Officer	Darlene Konyonenbelt, NCSO	Acting Associate Dean, Graduate Studies	Helen Kelley, B.Mgt., M.Sc., Ph.D.
Biosafety Officer	Lorna Selinger, B. Sc. (Agr.)	Manager, School of Graduate Studies	Kathleen Schrage
Chief Information Officer	Mark Humphries, B.Sc.	Graduate Studies Awards Advisor	Deirdre Coburn, M.Sc.
Director, Infrastructure Systems	Terry Kirkvold	Dean, Arts and Science	Craig Cooper, B.A., M.A. Ph.D.
Manager, Client Services	Chris Robinson	Associate Dean	Jacqueline Rice, B.Sc., M.Sc., Ph.D.
Manager, Databases	Doran Anderson, B.Mgt.	Associate Dean	Matthew Letts, B.A., B.Sc., M.Sc., Ph.D.
Database Administrators	Brent Graveland	Associate Dean	Muriel Mellow, B.A., M.A., Ph.D.
Manager, Facilities	John Bronk	Assistant Dean, Curriculum	Cheryl Calver, B.A., M.A., Ph.D.
Manager, Systems and Communications Technology	Craig Bullock	Academic Scheduling & Student Records	Lynn Ambedian, B.A., M.A.
Project and Change Manager, Infrastructure Systems	Jeffrey L. Oliver, B.Sc.	Student Program Advisors	Carla Buziak-Prus, B.A.
Director, Transformation Solutions	Jeff Takeyasu, B.Sc., M.Sc.	Director, Arts and Science	Jennifer McArthur, B.A./B.Mgt.
Manager, Information Security	Darren Schell, B.Sc.	Co-operative Education and Faculty Communication	Bethany Mills, B.A.
Manager, Managed Applications	Kevin Vadnais, B.Sc., PMP, GCIA	Marketing & Communications Officer	Debbie Murphy, B.A.
	Daryle Niedermayer, B.A., B.Sc., M.Div., M.Ed., PMP		Jacqueline Preyde, B.A., M.A., M.H.Sc.
Systems and Information Technology Analyst	Wim Chalmet, Ind.Eng.		Lesley Rode, B.S.W.
Manager, Project Management Office	Chris Roberts, B.Sc., PEng., PMP		Diana Young, B.Ed. (Hons.), M.A.
Manager, Web Services	Michael Warf		Catharine Reader, B.A.
Manager, Enterprise Implementations	Jamie Chinn, B.Sc.		

Coordinator, Co-operative Education/Applied Studies Assistant Coordinator, Co-operative Education/ Applied Studies	Jasmin Bertecotti, B.Sc. Stacey Gaudette-Sharp, B.A., M.A.	University Librarian	Christopher J. Nicol, B.A. (Hons.) (Stirling), M.A., Ph.D. (Queen's Canada); Professor of Economics
Director of Finance and Administration Financial Assistant Financial Analyst (Research) Research Manager (CCBN)	Cathy Kanashiro, B.Mgt., CA Corinne Steele, B.Mgt., CA Sandra Randa, CMA Janice Sutherland, Ph.D.	Associate University Librarian Information Systems, Collections and Technical Services Supervisor, Access Services Supervisor, Library Information Systems Supervisor, Library Technical Services	Wendy Merkley, B.A., M.L.S., Professional Librarian Jesse Malinsky, B.A. Allan Gergel, Dip. AV Comm. Karen McCallum, B.A., Lib.Tech.
Dean, Education	Craig Loewen, B.Ed., M.Ed., Ph.D.	Associate Vice-President (Students) Manager, Student Success Centre Tutoring Program Coordinator Learning Strategist Mental Health Educator Director, Career and Employment Services Career and Employment Advisor	Judith Lapadat, B.A., M.Sc., Ph.D. Trish Jackson, B.A.Sc. Jaime Morasch, B.Mgt. Aaron Chubb, M.Ed. Auburn Phillips, M.A. Pat Tanaka, B.A.
Associate Dean	Thelma Gunn, B.A. (Hons.), B.Ed., M.Ed., Ph.D.	Acting Manager, Counselling Services Counsellors	Nicole Leusink, B.A., Cert. Career & Academic Advising Mark Slomp, B.A., B.Ed., M.Ed., Ph.D. (Education), R.Psych. Jennifer Ellis-Toddington, B.Sc., M.C. Registered Provisional Psychologist Allison Roest, B.A., B.Ed., M.Ed. C.C.C. Heather Rowland, M.S.W., R.S.W. Tanya Krueger, M.Ed., R.Psych. Tanya Surette, BA, MOC, C.C.C., R. Psych Terri Saunders, M.S.W., R.S.W. Mark Bruce, BA, M.Ed, Registered Provisional Psychologist Serena Visser, M.S.W., R.S.W.
Assistant Dean, Graduate Studies & Research	Kerry Bernes, B.Ed., M.Sc., Ph.D.		
Assistant Dean, Student Program Services	Nancy Grigg, B.Ed., M.Ed., Ph.D.		
Assistant Dean, Field Experiences	Lorraine Beaudin, B.Ed., M.Ed., Ph.D.		
Student Program Advisor Program Manager Support Staff Supervisor/ Circulation Manager Communications Officer Financial Officer	Brenda Bell, B.A., M.A. Susan Pollock, B.A., B.Comm. Gitte Villiger Darcy Novakowski Carol Knibbs, B.A., B.Comm., M.B.A.		
Dean, Fine Arts	Edward Jurkowski, Ph.D. Music Theory		
Associate Dean	Shelley Scott, B.A., M.A., Ph.D. (Drama)		
Assistant Dean, Student Services Facilities Manager, Art Studio Communications/PR Officer Financial Officer Technical Director -Theatres	James Dobbie, B.A., M.A. Catherine Ross, B.F.A. Katherine Wasiak, B.Sc., M.M.C. Margot O'Donnell, CMA James McDowell, B.F.A.		
Dean, Health Sciences	Christopher Hosgood, B.A., M.Phil., Ph.D.	Manager, Accommodated Learning Centre Specialized Support Coordinator Director, FNMI Centre Coordinator, Native Student Advising, Director, International Centre for Students International Student Advisor Manager, Language Services International Centre Instructors	Sheila Gilker Dip. Rehab, B.A., Cert. Learning Strategist Aaron Tamayose, B.A. Vacant Elizabeth Ferguson, B.A., M.A. Paul Pan, B.A., M.B.A. Imaru Baquero Jenine Hawryluk, B.A., M.Ed. Robbyn Hoffe, B.F.A., BFA.Ed., Dip. Visual Arts, CELTA Steven Huxley, B.Mgt., B.A., Dip. Comm. Arts., CELTA Brenda MacKinnon, B.A., B.Ed., CELTA
Financial Analyst FNMI Learning Facilitator Student Recruitment and Communications	Jan Morton, CGA Marilyn Lamb, B.A., B.Ed. Asheley Cowie, B.Ed.		
Dean, Management	Robert Ellis, B.A., M.A., Ph.D.		
Executive Assistant	Corie Lazenby, B.A.		
Associate Dean, Programs and Administration	Richard Perlow, B.A., M.S., M.A., Ph.D.		
Assistant Dean, Undergraduate Programs	Pat Hodd, B.Ed., B.Mgt., M.Ed.		
Assistant Dean, Northern Campuses	Lorne Williams, B.A., B.Mgt., M.A.		
Manager, Calgary Campus Manager, Edmonton Campus	Dana Corbin, B.Mgt. Nicholas Langat Soi, B.A., M.Ed., Ph.D.		
Director, External Relations/ Co-operative Education Director, International/First Nations' Governance Director, Master of Science (Management) Program	Steve Craig, B.Mgt. Andrea Amelinckx, B.A., J.D. Kelly Williams-Whitt, M.B.A., Ph.D.	International Recruitment Officer Coordinator, Scholarships and Student Finance Advisor, Scholarships and Student Finance Financial Aid Advisor Acting Registrar and Associate Registrar Senior Business Systems Analyst	Natasha Pirani Becky Lore, B.Sc. Sue Kovach, B.A., B.Mgt. Keith McLaughlin, B.A. Charles Jorgenson, B.Ed., B.Sc. Angela Mlynarski, B.Sc., M.Sc.
Director, Theory Into Practice	Dan Kazakoff, B.Comm., B.A., M.B.A.		
Communications Officer Financial Officer Manager, Technology Services	Zyna Taylor, B.Ed. Anita Ryder, B.Ed., B.Mgt., CA Trevor Butler, B.Mgt., MCPM, MCBA, ITEL		

Senior Business Analyst	Kathleen Willms, Mgt. Cert., B.G.S., M.Ed.
Documents, Calendar Editor	Vacant
Manager, Student Systems	Guy Vervoort, B.Sc.
Director, Recruitment, Student Life and Convocation	Natasha Buis Deering, B.A.
Manager, National Recruitment	Carma Leishman, B.Sc., B.Mgt.
Student Recruitment Officers, Lethbridge Campus	Emily Brown, B.A. Rachel Walicki, B.A. Karen Ogilvie, B.A. Tisha Bromley-Wadsworth, B.A.
Student Recruitment Officer, Calgary Campus	Hana Curties, B.A.
Student Recruitment Officer, Edmonton Campus	Vacant
Coordinator, Student Life Programs	Lukas Neamtu, B.Sc.
Coordinator, Student Communications	Kari Sackney, B.A.
Convocation Coordinator	Armin Escher, B.A.

AWARDS OF DISTINCTION

UNIVERSITY OF LETHBRIDGE AWARDS

HONORARY DEGREE RECIPIENTS

- 1968** None Awarded
- 1969** *Doctor of Laws*
James Gladstone
J.H. Sissons, B.A.
- 1970** *Doctor of Laws*
Murray Adaskin, D.Mus., O.C.
A.E. Palmer, B.Sc., M.Sc.
- 1971** *Doctor of Laws*
Anora Brown
- 1972** *Doctor of Laws*
Roloff Beny, B.A. (Fine Arts),
M.A. (Fine Arts), O.C.
Ernest Manning, C.C.
Chester Ronning, C.C.
W.H. Swift, B.A., M.A., Ph.D.
L.S. Turcotte, LL.B.
Doctor of Literature
Claude Bissell, M.A., Ph.D., C.C.
- 1973** *Doctor of Laws*
James Cousins, B.A., M.A.
Farley Mowat, B.A., O.C.
- 1974** *Doctor of Arts and Science*
Immanuel Velikovsky, M.D.
Doctor of Laws
Gerald Tailfeathers
- 1975** *Doctor of Laws*
N.D. Holmes, B.Sc., M.Sc., Ph.D.
H.K. Rasmussen, B.Sc., M.Sc., Ph.D.
- 1976** *Doctor of Laws*
Alex Johnston, B.Sc., M.Sc.
Gabrielle Roy, C.C.
- 1977** *Doctor of Laws*
Andrew Russell, C.M.
Doctor of Science
Ruby Larson, B.A., M.A., Ph.D.
- 1978** None Awarded
- 1979** *Doctor of Dramatic Arts*
John Neville
Doctor of Laws
Harry Strom
- 1980** *Doctor of Laws*
Hedwig D. Bartling
Doctor of Science
Max Wyman, B.Sc., Ph.D., O.C.
- 1981** *Doctor of Laws*
Liona Boyd, B.Mus., C.M.
Arthur Erickson, B.Arch., D.Eng.,
C.C.
Barbara Elizabeth Hope Johnson
Cleo Mowers, B.A.
Frank Lynch-Staunton, B.Eng.
Peter Ustinov
Doctor of Letters
Robertson Davies, B.Litt., C.C.
- 1982** *Doctor of Humanities*
Terence M. Penelhum, B.Phil., M.A.
Doctor of Laws
Gwen Pharis Ringwood, B.A., M.A.
Nettie Ware
- 1983** *Doctor of Laws*
Anne Campbell, C.M.
Doctor of Letters
Albert Bandura, B.A., M.A., Ph.D.
- 1984** *Doctor of Laws*
Dale B. Bartlett
V.E. Christou, D.D.S.
Doctor of Science
Archibald Stalker, B.A., M.Sc., Ph.D.
- 1985** *Doctor of Laws*
A.C. Anderson, Phm.C., C.M.
S. Robert Blair, B.Sc., Ph.D., C.C.
H. Martin Kenney, C.M.
Doctor of Science
Helen Hogg, A.M., Ph.D., C.C.
- 1986** *Doctor of Laws*
Eva Brewster
Mel Hurtig, O.C.
Peter McLaren Roberts, M.A., M.A.
Doctor of Science
Brenda Atkinson Milner, B.A., M.A.,
Ph.D., O.C.
- 1987** *Doctor of Laws*
W.Z. Estey, B.A., LL.B., LL.M., C.C.
Y. Kawamura, C.M.
Colin Low, C.M.
Doctor of Science
J.C. Polanyi, B.Sc., M.Sc., Ph.D., C.C.
- 1988** *Doctor of Laws*
Tetsuo Aoki, B.Comm., B.Ed., M.Ed.,
Ph.D.
Islay May Arnold, O.C.
Onkar Prasad Dwivedi, B.Sc., M.A.,
M.A., Ph.D.
Peter Lougheed, B.A., LL.B., M.B.A.,
C.C.
- 1989** *Doctor of Laws*
James Valentine Hogarth Milvain,
LL.B., O.C.
Masao Morimoto, B.A., M.A.
Yoshio Senda
Doctor of Letters
Sydney Wayne Jackman, B.S., M.A.,
M.A., Ph.D.
Doctor of Science
Loren Hepler, B.Sc., Ph.D.
- 1990** *Doctor of Laws*
Reed Cowley Ellison
Donald Southam Harvie, B.Sc.,
M.B.A., P.Eng., O.C.
- Walter Alvah Samuel Smith, B.A.,
M.A., Ph.D.
Doctor of Letters
Robert Steven Patterson, B.Ed.,
M.Ed., Ph.D.
Doctor of Science
Frank Moore Cross, A.B., B.D., M.A.,
Ph.D.
- 1991** *Doctor of Laws*
Lawrence D. Halmrast
Joy Nozomi Kogawa, B.A., C.M.
Mary Elizabeth Munn, L.R.A.M.,
M.Mus., D.M.A., C.M.
Doctor of Letters
Harry William Arthurs, B.A., LL.B.,
LL.M., O.C.
Doctor of Science
Johan F. Dormaar, B.S.A., Ph.D.
- 1992** *Doctor of Laws*
Helen Manyfingers, C.M., B.Ed.
Keith Victor Robin, B.Ed., M.A., D.Ed.
William Stafford Russell, B.A., LL.B.
Doctor of Letters
Douglas Sanders, B.A., LL.B., LL.M.
Doctor of Science
Jan Bures, Ph.D.
- 1993** *Doctor of Laws*
Florence Dorothy Dalglish
Russell J. Leskiw, M.Ed., Ph.D.
Anne Wheeler, B.Sc., O.C.
Doctor of Science
Richard Edward Taylor, B.Sc., M.Sc.,
Ph.D.
- 1994** *Doctor of Humanities*
Douglas Joseph Cardinal,
B.Arch. (Hons.), O.C.
- 1995** *Doctor of Fine Arts*
Takao Tanabe, C.M.
Doctor of Laws
William E. Beckel, B.A., M.Sc., Ph.D.
Irene E. McCaugherty
- 1996** *Doctor of Humanities*
Donald H. Akenson, B.A., Ed.M.,
Ph.D.
Doctor of Laws
Cornelius Martens
Doctor of Science
Robert T. Golembiewski, B.A., M.A.,
Ph.D.
- 1997** *Doctor of Arts and Science*
Bertram Neville Brockhouse, B.Sc.,
M.Sc., Ph.D., C.C.
Doctor of Laws
Richard Keith Downey, Ph.D., O.C.
Margaret Elizabeth Southern, B.Ed., O.C.
George Millard Watson, B.Arch.

UNIVERSITY OF LETHBRIDGE AWARDS

- Doctor of Science*
Earle Frederick Zeigler, B.A., M.A., Ph.D.
- 1998** *Doctor of Arts*
Gordon Kiyoshi Hirabayashi, B.A., M.A., Ph.D.
- Doctor of Laws*
Robert Bertram Church, B.Sc., M.Sc., Ph.D., C.M.
David William Hughes
- Doctor of Science*
Dorothy May Pringle, B.Sc.N., M.S., Ph.D.
- 1999** *Doctor of Laws*
Ovide Mercredi, LL.B.
Ralph Thrall Jr., B.Sc., M.B.A., B.S.
- Doctor of Letters*
Bas van Fraassen, B.A., M.A., Ph.D.
- Doctor of Science*
Keith Laidler, M.A., Ph.D.
- 2000** *Doctor of Laws*
Leonard Marvin Blumenthal, B.Ed.
William Maurice Sibley, B.A., M.A., Ph.D.
- Doctor of Science*
Marie Elizabeth Sanderson, B.A., M.A., Ph.D.
Cornelius Hendrik Vanderwolf, B.Sc., M.Sc., Ph.D.
- 2001** *Doctor of Fine Arts*
Lois Choksy, B.S., M.S.
Dennis Reid, B.A., M.A.
- Doctor of Laws*
Nellie Joy Cournoyea
Beverley Marian McLachlin, B.A., M.A., LL.B.
Ingrid Marie Speaker, B.A., B.Ed.
- Doctor of Science*
Marc Garneau, B.Eng., Ph.D., O.C.
Laughlin Barker Taylor, B.Sc., B.Ed., M.Sc.
- 2002** *Doctor of Fine Arts*
Howard Cable, C.M.
Joan Stuart Barclay Waterfield
- Doctor of Laws*
Orville Kope
- Doctor of Science*
Robert Hironaka, B.Sc., M.Sc., Ph.D.
Jonathan Schaeffer, B.Sc., M.Math., Ph.D.
- 2003** *Doctor of Arts*
John Hayden Woods, B.A., M.A., Ph.D., LL.D. (h.c.), FR.S.C.
- Doctor of Fine Arts*
Zoran Kacic-Alesic, B.Eng., M.Sc.
- Doctor of Laws*
Donald Ross Getty, H.B.A., O.C.
Lanny King McDonald
Gwyn Morgan, P.Eng.
Ludvik Pahulje, Sr.
Ronald Satoshi Sakamoto
Raymond Albert Speaker, B.Ed., P.C., O.C.
- 2004** *Doctor of Arts and Science*
Leroy Robert Little Bear, B.A., J.D.
- Doctor of Fine Arts*
Susan Aglukark Poirier
Margaret Perkins Hess, B.A., B.F.A.
- Doctor of Laws*
Joyce Fairbairn, B.A.
Lois Elsa Hole, C.M., A.O.E.
James Deverell Horsman, C.M., QC, B.Comm., LL.B.
Thomas Dale Jackson
Kathleen Isobel Kerr
Yoshitaka Kinjo
Valerio Angelo Matteoti
Roland Philip Muir North, B.Sc., LL.B.
- Doctor of Science*
Maurice Martin Moloney, B.Sc., Ph.D.
- 2005** *Doctor of Arts and Sciences*
Owen Gordon Holmes, Ph.D.
- Doctor of Fine Arts*
William Fruet
- Doctor of Humanities*
Romeo Dallaire, B.Sc.
- Doctor of Laws*
Leonard Kane Haney
Edward Elliott McNally, LL.B.
Eric Patrick Newell, B.Sc., M.Sc.
Dennis Sidney O'Connell
Judith Grunfeld Shamian, B.A., M.P.H., Ph.D.
Howard Edward Tennant, C.M., M.B.A., Ph.D.
Pamela Dawn Wallin, B.A.
- Doctor of Science*
Julie Payette, B.E., M.App.Sc.
- 2006** *Doctor of Laws*
Thomas Wilhelmus Droog
Catherine Anne Fraser, B.A., LL.D.
Allan Paul Markin, B.Sc.
John Digby Prentice, B.Sc.
Chava Rosenfarb
Lena Heavy Shields Russell
Blaine Allen Thacker, Q.C.
Willard H. Yuill
- Doctor of Science*
David William Schindler, B.Sc., Ph.D., O.C.
Roger Tomlinson, B.Sc., M.Sc., Ph.D.
- 2007** *Doctor of Arts and Science*
James Fraser Mustard, C.C., O.Ont., M.D., Ph.D., FR.C.P.(C), FR.S.C.
- Doctor of Fine Arts*
John McEwen
- Doctor of Laws*
Gerald Thomas Conaty, B.A., M.A., Ph.D.
John A. Gogo
Harley Norman Hotchkiss, B.Sc., LL.D., O.C., P.Geol., A.O.E.
Terrance E. Royer, B.A.Sc. (B.A.)
- Doctor of Science*
Ronald James Gillespie, B.Sc., Ph.D., D. Sc.
James Edgar Till, B.A., M.A., Ph.D., O.C., O.Ont., FR.S.C., D.Sc.
- 2008** *Doctor of Fine Arts*
Ben Heppner, O.C., B.Mus.
Wendy Louise Nielsen, B.Mus., M.Mus.
- Doctor of Laws*
Henry John Bergen, C.M.
Shirley DeBow, B.A.
Roelof Adriaan Heinen
Constance Prentice, B.Ed.
Sheila Weatherill, C.M., B.Sc.N.
- Doctor of Science*
Ian Q. Wishaw, B.A., M.Sc., Ph.D., FR.S.C.
- 2009** *Doctor of Fine Arts*
Paul Brandt
Joan Marie Stebbins, C.M., B.F.A.
- Doctor of Laws*
Robert Samuel Best, B.A., M.A.
Ralph Eugene Himsl, B.A., B.Ed., M.Ed.
Mobina Sherali Bandali Jaffer, LL.B., Q.C.
Samantha Joan Nutt, M.D., M.Sc., CCFP, FRCPC, LL.D.
Son Soubert, M.A.
Ross Wade Watson, B.A.
- 2010** *Doctor of Laws*
Ike A. Lanier, B.A.
Shirley Anne Margaret McClellan
Michael Thomas Melling, B.Sc., M.B., Ch.B., FRCS(Glas.), FRCS©, FACS., Certfcd.ASAM
Hank A. Margolis, B.Sc., M.F., Ph.D.
- Doctor of Science*
Vincent Di Lollo, B.A., Ph.D.
- 2011** *Doctor of Arts*
John S. Kloppenborg, B.A., M.A., Ph.D.
- Doctor of Laws*
Maude Victoria Barlow
Clinton E. Dunford, B.A.
Phan Thi Kim Phuc, LL.D.
George V. Gemer
- Doctor of Science*
Gordon Walter Semenov, B.Sc., Ph.D.
- 2012** *Doctor of Laws*
William H. Cade, B.A., M.A., Ph.D.
James Coutts, C.M.
W.C. Richard Davidson, Q.C.
Pete Standing Alone
- Doctor of Science*
Patrick O'Farrell, B.Sc., Ph.D.
- 2013** *Doctor of Laws*
Richard Lloyd Casson, P.C.
Neil C. Wittman, B.Comm., LL.B., Q.C.
Robert J. Turner, B.Comm., LL.B., Q.C.
Gary Bowie, B.Sc., M.Sc., Ph.D.
- Doctor of Fine Arts*
Rivka Golani, B.A., M.A.

UNIVERSITY OF LETHBRIDGE AWARDS

DISTINGUISHED TEACHING AWARD

Sponsored by Miss A.M. 'Dolly' Tennant

- 1987** David Spinks, L.T.C.L., F.R.S.A.
Dramatic Arts
Paul Upton, M.A.
English
- 1988** Robert Anderson, Ph.D.
Education
Ronald Yoshida, Ph.D.
Philosophy
- 1989** Robert Arms, Ph.D.
Psychology
Shelly Wismath, Ph.D.
Mathematical Sciences
- 1990** Keith Parry, Ph.D.
Anthropology
Brian Tyson, Ph.D.
English
- 1991** Patricia Chuchryk, Ph.D.
Sociology
Bryan Kolb, Ph.D., F.R.S.C.
Psychology
- 1992** Richard Arnold, Ph.D.
English
Malcolm Greenshields, D.Phil.
History
- 1993** Alan Aycock, Ph.D.
Anthropology
Gail Michener, Ph.D.
Biological Sciences
- 1994** William Baker, Ph.D.
History
John Donald Read, Ph.D.
Psychology
- 1995** Jane O'Dea, Ph.D.
Education
Lucius Stebbins, Ph.D.
Biological Sciences
- 1996** Martin Oordt, M.A.
English
John Woods, Ph.D., LL.D. (h.c.), F.R.S.C.
Philosophy
- 1997** Norman Buchignani, Ph.D.
Anthropology
Ian Wishaw, Ph.D., F.R.S.C.
Psychology
- 1998** Rick Mrazek, Ph.D.
Education
- 1999** George Evelyn, D.M.A.
Music
John Vokey, Ph.D.
Psychology and Neuroscience
- 2000** Andrew Hakin, Ph.D.
Chemistry and Biochemistry
Hillary Rodrigues, Ph.D.
Religious Studies/Anthropology
- 2001** Douglas Bray, B.Sc.
Biological Sciences
- 2002** Christopher Armstrong-Esther, Ph.D.
Health Sciences
- 2003** Hiroshi Shimazaki, Ph.D.
Management

- 2004** David Townsend, Ph.D.
Education
- 2005** Robin Bright, Ph.D.
Education
- 2006** Craig Loewen, Ph.D.
Education
- 2007** Craig Monk, D.Phil.
English
- 2008** Kenneth Vos, Ph.D.
Physics
- 2009** Ian McAdam, Ph.D.
English
- 2010** Leah Fowler, Ph.D.
Education
- 2011** Hans-Joachim Wieden, Ph.D.
Chemistry & Biochemistry
- 2012** David Hay, Ph.D.
History
- 2013** Hadi Kharaghani, Ph.D.
Mathematics & Computer Science

INGRID SPEAKER MEDAL FOR DISTINGUISHED RESEARCH, SCHOLARSHIP, OR PERFORMANCE

Sponsored by Dr. Ingrid Speaker, Chancellor Emerita

- 1995** Menno Boldt, Ph.D.
Sociology
- 1996** Ian Wishaw, Ph.D., F.R.S.C.
Psychology
- 1997** John Woods, Ph.D., LL.D. (h.c.), F.R.S.C.
Philosophy
- 1998** Reginald Bibby, O.C., Ph.D., D. Litt. (h.c.)
Sociology
- 1999** Bryan Kolb, Ph.D., F.R.S.C.
Psychology and Neuroscience
- 2000** Raymond Huel, Ph.D.
History
- 2001** Keramat Ali, Ph.D.
Physics
- 2002** David Naylor, Ph.D.
Physics
- 2003** Gail Michener, Ph.D.
Biological Sciences
Margret Winzer, Ed.D.
Education
- 2004** Kurt Klein, Ph.D.
Economics
- 2005** Hadi Kharaghani, Ph.D.
Mathematics and Computer Science
- 2006** Stewart Rood, Ph.D.
Biological Sciences
- 2007** Robert James Sutherland, Ph.D.
Neuroscience
- 2008** Lawrence Flanagan, Ph.D.
Biological Sciences
- 2009** Brian Titley, Ph.D.
Education

- 2010** Dave Morris, Ph.D.
Education
- 2011** Jennifer Mather, Ph.D.
Psychology
- 2012** Joseph Rasmussen, Ph.D.
Biological Sciences
- 2013** Cynthia Chambers, Ph.D.
Education

UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS RESEARCH CHAIRS

- 2000** Ian Wishaw, Ph.D., F.R.S.C.
Psychology and Neuroscience
- 2001** Reginald Bibby, O.C., Ph.D., D. Litt. (h.c.)
Sociology
Bryan Kolb, Ph.D., F.R.S.C.
Psychology and Neuroscience
Stewart Rood, Ph.D.
Biological Sciences
Randall Weselake, Ph.D.
Chemistry and Biochemistry
- 2003** Larry Flanagan, Ph.D.
Biological Sciences
Kurt Klein, Ph.D.
Economics
Gail Michener, Ph.D.
Biological Sciences
David Naylor, Ph.D.
Physics
- 2005** Ian Wishaw, Ph.D., F.R.S.C.
Neuroscience
- 2006** Reginald Bibby, O.C., Ph.D., D. Litt. (h.c.)
Sociology
Bryan Kolb, Ph.D., F.R.S.C.
Neuroscience
Stewart Rood, Ph.D.
Biological Sciences
- 2007** Sergio Pellis, Ph.D.
Neuroscience
Igor Kovalchuk, Ph.D.
Biological Sciences
Olga Kovalchuk, Ph.D.
Biological Sciences
- 2008** Larry Flanagan, Ph.D.
Biological Sciences
- 2011** Robert McDonald, Ph.D.
Neuroscience
Reginald Bibby, O.C., Ph.D., D. Litt. (h.c.)
Sociology
Bryan Kolb, Ph.D., F.R.S.C.
Neuroscience
Stewart Rood, Ph.D.
Biological Sciences
- 2012** David Naylor, Ph.D.
Physics and Astronomy
Sergio Pellis, Ph.D.
Neuroscience
Olga Kovalchuk, Ph.D.
Biological Sciences
Igor Kovalchuk, Ph.D.
Biological Sciences
- 2013** Robert Sutherland, Ph.D.
Neuroscience

UNIVERSITY OF LETHBRIDGE AWARDS

UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS TEACHING CHAIRS

- 2007** Shelly Wismath, Ph.D.
Mathematics and Computer Science
- 2008** Rick Mrazek, Ph.D.
Education
- 2009** Hillary Rodrigues, Ph.D.
Religious Studies
- 2010** Robin Bright, Ph.D.
Education
- 2011** Janice Newberry, Ph.D.
Anthropology
- 2012** Lance Grigg, Ph.D.
Education
- 2013** Harold Jansen, Ph.D.
Political Science

UNIVERSITY OF LETHBRIDGE BOARD OF GOVERNORS UNIVERSITY SCHOLARS

- 2008** Brian Titley, Ph.D.
Education
Lisa Doolittle, M.A.
Fine Arts
Claudia Malacrida, Ph.D.
Social Sciences
- 2009** Judith Kulig, D.N.Sc.
Health Sciences
Heidi MacDonald, Ph.D.
Humanities
Marc Roussel, Ph.D.
Sciences
Mahfooz Ansari, Ph.D.
Management
- 2010** Amy von Heyking, Ph.D.
Education
Catherine Kingfisher, Ph.D.
Social Sciences
- 2011** Debra Basil, Ph.D.
Management
Maria Ng, Ph.D.
Humanities
Louise Barrett, Ph.D.
Sciences
- 2012** Janice Rahn, Ph.D.
Education
Judith Whitehead, Ph.D.
Social Science
Peter Visentin, Ph.D.
Fine Arts
- 2013** Michael Basil, Ph.D.
Management
Judith Kulig, D.N.Sc.
Health Science
Mark Walton, Ph.D.
Sciences
Carol Williams, Ph.D.
Humanities

PRESIDENT'S AWARD FOR SERVICE EXCELLENCE

- 2003** Debi Sandul
Associate Registrar, Records and Registration
- 2004** Sharon Stevenson-Ferrari
Library Collections and Database Services (AUPE)
Terry Kirkvold
Telecom Manager (APO)
- 2005** Catherine Ross
Fine Arts Technician (AUPE)
Peter Haney
Assistant Registrar, Admissions (APO)
- 2006** Penny Secretan
Information Centre, Supervisor (AUPE)
Carrie Takeyasu
Associate Director, Financial Services (APO)
- 2007** Carl Budny
Building Maintenance (AUPE)
- 2008** Jane Allan
Grant Facilitator (APO)
Teresa Heyburn
Manager, Costume Shop (AUPE)
Lynn Hopkins
Costume Shop Assistant (AUPE)
- 2009** Naomi Cramer
Administrative assistant, Canadian Centre for Behavioural Neuroscience (AUPE)
Charlene Janes
International Liaison Officer, International Centre (APO)
- 2010** Facilities
Team Recipient: Major Building Construction Team
Calvin Toth
Audio Visual Production, Curriculum Re-Development Centre (APO)
Kim Fowler
Administrative Support (AUPE)
- 2011** Jaime Chinn
Business Systems Analyst, Information Technology (APO/ESS)
Dana Corbin, Kristin Galicia, Ghazia Kirn, and Kelly Reid
Calgary Campus Administrative Team (AUPE)
- 2012** Kathleen Schrage
Manager, School of Graduate Studies (APO)
Linda Sebastian
Timetable and Convocation Officer (AUPE)
- 2013** Barbara Williams
Coordinator, Counselling Services (APO/ESS)
Barbara Hodgson
Administrative Support (AUPE)
Printing Services
Team Recipient

KEY TO THE UNIVERSITY OF LETHBRIDGE

- Robert J. Turner
Board of Governors Chair Emeritus
- Richard Davidson
Chancellor Emeritus
- Val and Flora Matteoti
Friends
- Tony Rose and Rocco Sirriano
Friends
- Robert Tarleck
Former Mayor of Lethbridge
- Rick Casson
Former MP Lethbridge
- Ed Stelmach
Former Alberta Premier
- Robert Hironaka
Chancellor Emeritus

UNIVERSITY OF LETHBRIDGE VOLUNTEER AWARD

Sponsored by the University of Lethbridge Senate

- 2005** Sharon Tennant
- 2006** Knud Petersen
- 2007** Judith Ann O'Shea
- 2008** Daniel Douglas Laplante
- 2009** Dennis M. Connolly
- 2010** Robert Hironaka
Elsa Cade
- 2011** Elisha Rasmussen
- 2012** George Evelyn & Lottie Austin
- 2013** Alberta Summer Games Team:
Jochen Bocksnick, Deb Marek, Cheryl Meheden, and Nancy Walker

DISTINGUISHED ALUMNI

Sponsored by the University of Lethbridge Alumni Association

- 1989** Don A. Vanden Berg, Ph.D.
- 1990** Clint Brooks, Ph.D.
- 1992** Terrance Earl Robinson, Ph.D.
- 1993** Rick Mrazek, Ph.D.
- 1994** Quentin J. Pittman, Ph.D.
- 1995** Madeleine Dion Stout, M.A.
- 1996** Wendy Nielsen, M.Mus.
- 1997** Brent A. Reynolds, Ph.D.
- 1998** Alfred Bogusky, B.F.A.
- 1999** Glen Prusky, Ph.D.
- 2000** Anil H. Pereira, B.Mgt.
- 2001** Lorraine Major, M.A.
- 2002** Austin Mardon, Ph.D.

- 2003** Leroy Little Bear, J.D.
2004 David Iwaasa, M.A.
2005 Raymond Romses, B.A.Sc. (B.A.)
2006 Shirley Steinberg, Ph.D.

- 2007** Trevor David Legg, Ph.D.
2008 Douglas Schmitt, Ph.D.
2009 Cheryl Jayne Misak, Ph.D.
2010 Blair R. McMurren, Ph.D.

- 2011** J. Michael Miltenberger, B.A.Sc. (B.A.)
2012 Kathryn Preuss, Ph.D.
2013 Robert Morrison, Ph.D.

DISTINGUISHED ACHIEVEMENTS

3M TEACHING AWARD

- 1999** Patricia Chuchryk, Ph.D.

CANADA COUNCIL KILLAM RESEARCH FELLOWSHIP

- 1998/1999** Bryan Kolb, Ph.D., F.R.S.C.
2007/2008 Stewart Rood, Ph.D.
2008-2010 Stewart Rood, Ph.D.

CANADA RESEARCH CHAIRS

- 2003** Alice Hontela, Ph.D.
Ecotoxicology (Tier 2)
 Joseph B. Rasmussen, Ph.D.
Aquatic Ecosystems (Tier 1)
2004 Dan L. Johnson, Ph.D.
Sustainable Grassland Ecosystems (Tier 1)
 Robert McDonald, Ph.D.
Behavioural Neuroscience (Tier 2)
2005 Henning Bjornlund, Ph.D.
Water Resource Economics (Tier 2)
 Hans-Joachim Wieden, Ph.D.
Physical Biochemistry (Tier 2)
2006 Deborah Saucier, Ph.D.
Neuroscience (Tier 2)
 Stacey Wetmore, Ph.D.
Chemistry and Biochemistry (Tier 2)
2009 Claudia Gonzalez, Ph.D.
Kinesiology (Tier 2)

CANADA'S TOP 40 UNDER 40 (TM)

- 2010** Olga Kovalchuk, Ph.D.

CANADIAN ASSOCIATION FOR COOPERATIVE EDUCATION (CAFCE), CO-OP STUDENT OF THE YEAR

- 2000** Russell Goodman
2003 Marc Slingerland

FULBRIGHT SCHOLARS

- 1999/2000** Derek R. Peddle, Ph.D.
2005/2006 Geoffrey Hale, Ph.D.
2007/2008 Christopher Kukucha, Ph.D.
2010/2011 Trevor Harrison, Ph.D.

POLARIS AWARD RESEARCH CHAIR

- 2008** Bruce McNaughton

PRENTICE INSTITUTE RESEARCH CHAIR

- 2009** Susan McDaniel, Ph.D.

ORDER OF CANADA

- 1986** Islay M. Arnold, O.C., LL.D. (h.c.)
2003 Howard E. Tennant, C.M., Ph.D., LL.D. (h.c.)

- 2006** Reginald Bibby, O.C., Ph.D., D. Litt. (h.c.)
Officer (Social Sciences)

James D. Horsman, C.M., QC, B.Comm., LL.B., LL.D. (h.c.)
Member (Public Service)

- 2007** Yoshio Senda, C.M., LL.D. (h.c.)

RHODES SCHOLARS

- 1984** Cheryl Misak
1998 Blair McMurren
2001 Russell Goodman

THE ROYAL SOCIETY OF CANADA

- 1990** John Woods, Ph.D., LL.D. (h.c.), F.R.S.C.
Fellow (Academy of Humanities and Social Science)
Vice President of Academy II (1994–1996)
President of Academy II (1996–1998)
1994 Susan McDaniel, Ph.D., FRSC
Fellow (Academy II, Academy of Social Science)
Director, Social Sciences Division, 2007–2009
1998 Ian Wishaw, Ph.D., F.R.S.C.
Fellow (Academy of Science)
2000 Bryan Kolb, Ph.D., F.R.S.C.
Fellow (Academy of Science)

COLLABORATING AND PARTNERING INSTITUTIONS

1. COLLABORATING INSTITUTIONS	251	e. Fine Arts (Art) Program	252
2. PARTNERING INSTITUTIONS	251	f. Fine Arts (Theatre and Dramatic Arts) Program	252
a. Agricultural Studies Program	251	g. Fine Arts (Multidisciplinary) Program	252
b. Computer Science Program	251	h. Health Sciences - Addictions Counselling Program	252
c. Environmental Science Program	251	i. Management Program	252
d. Geography, with a Concentration in Geographical Information Science Program	252	j. Music Program	253

This Part provides a list of institutions collaborating or partnering with the University of Lethbridge. For a complete list of the approved diplomas at each institution, please contact the appropriate Faculty/School or access the Post-Diploma Degree Program website at www.uleth.ca/postdiploma.

1. COLLABORATING INSTITUTIONS

A collaborative program is offered jointly by the University of Lethbridge and a collaborating college. These programs are distinguished by policies relating to admission and graduation. Students are initially admitted to both the University of Lethbridge and to the collaborating institution. Graduating students are awarded a University of Lethbridge degree.

Nursing Education in Southwestern Alberta (NESA) Programs, B.N. and B.N. (After Degree)
Lethbridge College

2. PARTNERING INSTITUTIONS

Partnering programs are offered independently by a college and lead to the completion of a certificate or diploma. These credentials are recognized by the University of Lethbridge for admission to a post-diploma degree program. Graduating students are awarded a University of Lethbridge degree.

a. Agricultural Studies Program

Alberta

Grande Prairie Regional College
Lakeland College
Lethbridge College
Northern Alberta Institute of Technology (NAIT)
Olds College

Manitoba

Assiniboine Community College

Saskatchewan

Saskatchewan Institute of Applied Science and Technology (SIAST)

b. Computer Science Program

Alberta

Grande Prairie Regional College
Lethbridge College
Medicine Hat College
Northern Alberta Institute of Technology (NAIT)

Red Deer College
SAIT Polytechnic

British Columbia

Camosun College
Douglas College
Kwantlen Polytechnic University
Okanagan College

Ontario

Algonquin College
Centennial College
Durham College
Georgian College
Humber College Institute of Technology and Advanced Learning
Loyalist College
Sheridan Institute of Technology and Advanced Learning
St. Lawrence College

Saskatchewan

Saskatchewan Institute of Applied Science and Technology (SIAST)

c. Environmental Science Program

Alberta

Lakeland College
Lethbridge College
Northern Alberta Institute of Technology (NAIT)
Olds College
SAIT Polytechnic

British Columbia

Douglas College
Selkirk College

Manitoba

Assiniboine Community College

Northwest Territories

Aurora College

Nunavut

Nunavut Arctic College

Ontario

Georgian College

d. Geography, with a Concentration in Geographical Information Science Program

Alberta

Lethbridge College
Northern Alberta Institute of Technology (NAIT)
SAIT Polytechnic

British Columbia

Selkirk College

Manitoba

Assiniboine Community College

Saskatchewan

Saskatchewan Institute of Applied Science and
Technology (SIAST)

e. Fine Arts (Art) Program

Alberta

Grande Prairie Regional College
Grant MacEwan College
Keyano College
Medicine Hat College
Red Deer College

British Columbia

Camosun College
Capilano University
Emily Carr Institute of Art and Design
Kwantlen Polytechnic University
Langara College
Thompson Rivers University
University of the Fraser Valley

Ontario

Cambrian College of Applied Arts and Technology
Fanshawe College
Fleming College
Georgian College
Humber College Institute of Technology and Advanced
Learning
Niagara College
Ottawa School of Art
Sheridan Institute of Technology and Advanced Learning

United States

Brigham Young University - Idaho

Malaysia

Limkokwing Institute of Creative Technology

f. Fine Arts (Theatre and Dramatic Arts) Program

Alberta

Grant MacEwan College
Keyano College
Medicine Hat College
Mount Royal University
Red Deer College

British Columbia

Douglas College
Langara College
University of the Fraser Valley

Ontario

George Brown College
Humber College Institute of Technology and Advanced
Learning
Sheridan Institute of Technology and Advanced Learning

United States

Brigham Young University - Idaho

g. Fine Arts (Multidisciplinary) Program

Alberta

Grande Prairie Regional College
Grant MacEwan College
Mount Royal University

h. Health Sciences - Addictions Counselling Program

Alberta

Lethbridge College

Ontario

Fleming College

i. Management Program

Alberta

Athabasca University
Bow Valley College
Grande Prairie Regional College
Grant MacEwan College
Keyano College
Lakeland College
Lethbridge College
Maskwachees Cultural College
Medicine Hat College
Mount Royal University
Northern Alberta Institute of Technology (NAIT)
Olds College
Portage College
Red Deer College
SAIT Polytechnic
Yellowhead Tribal College

British Columbia

British Columbia Institute of Technology (BCIT)
Camosun College
Capilano University
College of New Caledonia
College of the Rockies
Columbia College
Douglas College
Nicola Valley Institute of Technology
Okanagan College
Selkirk College
Vancouver Island University

Manitoba

Assiniboine Community College
University College of the North (formerly Keewatin
Community College)
Red River College

Newfoundland

College of the North Atlantic (formerly Central
Newfoundland Regional College)

Northwest Territories

Aurora College

Nunavut

Nunavut Arctic College

Ontario

Algonquin College
Cambrian College of Applied Arts and Technology
Centennial College

Conestoga College
Confederation College
Fanshawe College
Fleming College
Lambton College

Quebec
Dawson College

Saskatchewan
Saskatchewan Institute of Applied Science and
Technology (SIAST)
Saskatchewan Indian Institute of Technologies (SIIT)

Yukon Territory
Yukon College

United States
Brigham Young University - Idaho

Malaysia
Disted - Stamford College
Nilai International College

Singapore
Nanyang Polytechnic
Temasek Polytechnic

j. Music Program

Alberta
Grande Prairie Regional College
Grant MacEwan College
King's University College (The)
Mount Royal University
Red Deer College

British Columbia
Camosun College
Capilano University
Douglas College
Kwantlen Polytechnic University

Ontario
Cambrian College of Applied Arts and Technology
Humber College Institute of Technology and Advanced
Learning
Mohawk College

United States
Brigham Young University - Idaho

Malaysia
University College Sedaya International (UCSI)