
The following Motions and Documents were considered by the GFC Academic Standards Committee at its Thursday, December 12, 2019 meeting:

Agenda Title: **4A. Transfer Credit Approvals and Denials for December 2019, Office of the Registrar**

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the transfer credit approvals and denials for December 2019.

Agenda Title: **4B. Proposed Changes to Admissions Charts 4 and 5, International Baccalaureate and Advanced Placement Equivalents, Office of the Registrar**

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the changes to Admissions Charts 4 and 5 regarding International Baccalaureate and Advanced Placement equivalents.

Agenda Title: **4C. Proposed Changes to Entrance Requirements and Graduation Regulations, Faculty of Nursing**

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed change to entrance requirements and graduation regulations for the Faculty of Nursing.

FINAL Item: 4

Agenda Title: **Proposed Changes to Entrance Requirements and Transfer Regulations for Undergraduate Programs in the Faculty of Agricultural, Life and Environmental Sciences**

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to entrance requirements and transfer regulations for undergraduate programs in the Faculty of Agricultural, Life and Environmental Sciences (ALES), as set forth in attachments 1-3, for publication in the 2020-2021 University Calendar.

FINAL Item: 5

Agenda Title: **Proposed Changes to Academic Standing Regulations for Undergraduate Programs in the Faculty of Agricultural, Life and Environmental Sciences**

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to academic standing regulations for undergraduate programs in the Faculty of Agricultural, Life and Environmental Sciences (ALES), as set forth in attachment 1, to be published in the 2020-2021 University Calendar.

FINAL Item: 6

Agenda Title: Proposed Changes to Existing Entrance Requirements, Academic Standing Regulations and Program Requirements for Graduate Programs in History and Classics, Faculty of Arts, and Faculty of Graduate Studies and Research

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing entrance requirements and academic standing regulations for graduate programs in the Department of History and Classics, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Arts, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

CARRIED MOTION:

THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee, the proposed changes to existing program requirements for graduate programs in the Department of History and Classics, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Arts, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

FINAL Item: 7

Agenda Title: Proposed Changes to Existing Academic Standing Regulations for PhD Programs in Mechanical Engineering, Faculty of Engineering, and Faculty of Graduate Studies and Research

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing academic standing regulations for the PhD programs in Mechanical Engineering, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Engineering, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.

FINAL Item: 8

Agenda Title: Proposal for a New Graduate Embedded Certificate in Maternal and Child Health Research, Faculty of Graduate Studies and Research, and Faculty of Medicine and Dentistry

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, a new Graduate Embedded Certificate in Maternal and Child Health Research, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, as amended, to take effect September 2019 and to be published in the 2020-2021 Calendar.

FINAL Item: 9

Agenda Title: Proposed Changes to Academic Standing Regulations for Undergraduate Professional Programs in the Faculty of Medicine and Dentistry

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to the FoMD Academic Regulations section for all undergraduate professional programs within the Faculty of Medicine and Dentistry, as proposed by the Faculty of Medicine and Dentistry, and set forth in Attachments 1-5, to take effect in Fall 2020.

FINAL Item: 10

Agenda Title: **Proposed Changes to Entrance Requirements and Academic Standing Regulations for the Embedded Certificate in Interdisciplinary Leadership, Peter Lougheed Leadership College and the Faculty of Business**

CARRIED MOTION:

THAT the GFC Academic Standards Committee, with delegated authority from GFC, approve the changes to the entrance requirements and academic standing regulations for the Certificate in Interdisciplinary Leadership Studies, as submitted by the Peter Lougheed Leadership College and the Faculty of Business, and as set forth in Attachment 1, as amended, to take effect July 1, 2020.

FINAL Item: 11

Agenda Title: **Updates to Required English Language Proficiency (ELP) Scores for Undergraduate Admissions**

CARRIED MOTION:

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to Undergraduate English Language Proficiency requirements, as submitted by the Office of the Registrar and as set forth in attachment 1, to take effect for Fall 2021 admissions.

FINAL Item: 12

**Governance Executive Summary
Action Item**

Agenda Title	<p>Items Deemed Minor/Editorial</p> <p>4A. Transfer Credit Approvals and Denials for December 2019, Office of the Registrar</p> <p>4B. Proposed Changes to Admissions Charts 4 and 5, International Baccalaureate and Advanced Placement Equivalents, Office of the Registrar</p> <p>4C. Proposed Changes to Entrance Requirements and Graduation Regulations, Faculty of Nursing</p>
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Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, Interim Vice-Provost and Registrar Greta Cummings, Dean, Faculty of Nursing
Presenter(s)	Tammy Hopper, Vice-Provost (Programs) and Chair, GFC Academic Standards Committee

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	See individual item for detail on proposed changes submitted by Faculties and the Office of the Registrar.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The Office of the Provost and Vice-President (Academic) has determined that the proposed changes are editorial in nature.</p> <p>ASC's Terms of Reference provide that "'Routine and/or Editorial' - refers to proposals which do not involve or affect other Faculties or units and do not form part of a proposal for a new program. Editorial or routine changes include any and all changes to the wording of faculty or program specific admissions or academic standing regulations."</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Vice-Provost (Programs) and Chair, GFC Academic Standards Committee • Faculty Councils • Representatives of the Office of the Registrar
<p><For information on the protocol see the Governance</p>	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> •

Item No. 4

Resources section Student Participation Protocol >	<u>Those who have been informed:</u> •
Approval Route (Governance) (including meeting dates)	<ul style="list-style-type: none"> • See individual item for Faculty approval information • GFC ASC December 12, 2019

Strategic Alignment

Alignment with <i>For the Public Good</i>	Please note the Institutional Strategic Plan objective(s)/strategies the proposal supports.	
Alignment with Institutional Risk Indicator	Please note below the specific institutional risk(s) this proposal is addressing.	
Legislative Compliance and jurisdiction	Post-Secondary Learning Act (PSLA) UAPPOL Admissions Policy GFC Academic Standards Committee (ASC) Terms of Reference	
	<input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success

1. A-2019-12-Approvals and Denials
2. B-IB and AP Equivalentents
3. C-Nursing Admission and Graduation

Prepared by: Heather Richholt, Assistant Secretary to GFC, heather.richholt@ualberta.ca

College of the Rockies Approvals for Academic Standards Committee, December 2019

Date: November 29, 2019**COTR Course: Uof A Equivalent: Notes:**

ANTH 101 (3)	ANTHR 110 (3) AUHUM 1XX (3)	
ANTH 105 (3)	AUIND 1XX (3)	
ANTH 216 (3)		
	AUENV 2XX (3) Arts	
ANTH 211 (3)	AUSOC 275 (3)	
BIOL 101 (3)	AUBIO 111 (3)	
BIOL 102 (3)	AUBIO 112 (3)	
BIOL 151 (3)	AUENV 120 (3)	
BIOL 200 (3)	AUBIO 274 (3)	
BIOL 201 (3)	AUBIO 230 (3)	
BIOL 203 (3)	BIOL 207 (3) AUBIO 260 (3)	
BIOL 204 (3)	AUBIO 253 (3)	
CHEM 100 (3)	SCOPT 1XX (3) AUENV 1XX (3) Science	
CHEM 101 (3)	CHEM 101 (3) AUCHE 111 (3)	
CHEM 102 (3)	CHEM 102 (3) AUCHE 112 (3)	
CHEM 201 (3)	CHEM 261 (3) AUCHE 250 (3)	
CHEM 202 (3)	CHEM 261 (3) AUCHE 252 (3)	
CRIM 101 (3)	AUCRI 1XX (3)	
CRIM 103 (3)	AUCRI 1XX (3)	
CRIM 104 (3)	AUCRI 225 (3)	
CRIM 131 (3)	AUCRI 160 (3)	
CRIM 135 (3)	AUCRI 1XX (3)	
ECON 100 (3)	AUECO 1XX (3)	
ECON 101 (3)	AUECO 101 (3)	
ECON 102 (3)	AUECO 102 (3)	
ECON 250 (3)	AUECO 341 (3)	
ECON 280 (3)	AUECO 2XX (3)	
ENGL 224 (3)	ENGL 2XX (3)	
FA 105 (3)	ART 134 (3)	
FA 106 (3)	ART 1XX (3)	
FA 108 (3)	ART 1XX (3)	
FA 208 (3)	ART 2XX (3) AUART 2XX (3)	
FA 217 (3)	ART 2XX (3)	
FA 220 (3)	AROPT 1XX (3)	
FREN 101 (3)	AUFRE 101 (3)	
FREN 102 (3)	AUFRE 102 (3)	
FREN 111 (3)	AUFRE 201 (3)	
FREN 112 (3)	AUFRE 202 (3)	
GEOG 210 (3)		
	HGP 2XX (3) AUGEO 2XX (3) Arts	
GEOG 211 (3)	EAS 221 (3) AUGEO 218 (3)	

GEOG 212 (3)	EAS 2XX (3)Science AUGEO 2XX (3)Science	
GEOL 105 (3)	EAS 105 (3) AUGEO 1XX (3) Science	
HIST 202 (3)	AUHIS 1XX (3)	
HIST 208 (3)	AUHIS 2XX (3)	
HIST 230 (3)	AUHIS 375 (3)	Student cannot receive credit for both AUHIS 375 (3) and AUENV 375 (3) at U of A
POLI 100 (3)	AUPOL 103 (3)	
POLI 202 (3)	AUPOL 328 (3)	
POLI 203 (3)	AUPOL 221 (3)	
PSYC 101 (3)	PSYCO 104 (3) AUPSY 1XX (3) Science	Student will not also receive credit for AUPSY 103 (3) at U of A.
PSYC 102 (3)	PSYCO 105 (3) AUPSY 1XX (3) Arts	Student will not also receive credit for AUPSY 103 (3) at U of A.
PSYC 102 (3) & PSYC 102 (3)	AUPSY 1XX (3) & AUPSY 103 (3)	
PSYC 151 (3)	PSYCO 1XX (3) Arts AUIDS 1XX (3)	
PSYC 265 (3)		
	PSYCO 2XX (3) Arts AUPSY 2XX (3) Arts	Student will not also receive credit for AUPSY 426 (3) at U of A.
PSYC 270 (3)	PSYCO 2XX (3) Arts AUPSY 344 (3)	
RELS 265 (3)		
	PSYCO 2XX (3) Arts AUPSY 2XX (3) Arts	Student will not also receive credit for AUPSY 426 (3) at U of A.
SOCI 101 (3)	AUSOC 101 (3)	
SOCI 102 (3)	AUSOC 103 (3)	
SOCI 210 (3)	AUSOC 236 (3)	
SOCI 240 (3)	AUSOC 2XX (3)	
SPAN 101 (3)	AUSPA 101 (3)	
SPAN 102 (3)	AUSPA 102 (3)	
STAT 106 (3)	AUSTA 153 (3)	

November 29, 2019

UNIVERSITY OF ALBERTA: OFFICE OF THE REGISTRAR
Proposals Recommended for APPROVAL of Transfer Credit at the Academic Standards Committee Meeting on December 12, 2019

Sending Institution	Sending Institution Courses	UofA Courses	Transfer Agreement Footnotes	Comments
Ambrose University	REL 220 (3)	CHRTC 2XX (3) AUREL 212 (3)		
	REL 105 (3)	CHRTC 100 (3) AUREL 1XX (3)		
Red Deer College	PSYC 314 (3)	SOC 210 (3) AUSTA 153 (3)		
Burman University	CHEM 221 (3)	CHEM 211 (3) AUCHE 220 (3)		
	ARTH 241 (3)	HADVC 1XX (3)		
	BIOL 395 (3)	BIOL 2XX (3) AUBIO 3XX (3)		
Grande Prairie Regional	SO 4000 (3)	SOC 4XX (3) AUSOC 4XX (3)		
St Mary's University	EDPA 591 (3)	CHRTC 4XX (3)		

November 29, 2019

UNIVERSITY OF ALBERTA: OFFICE OF THE REGISTRAR
Proposals Recommended for APPROVAL of Transfer Credit at the Academic Standards Committee Meeting on December 12, 2019

Sending Institution	Sending Institution Courses	UofA Courses	Transfer Agreement Footnotes	Comments
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DATE November 29, 2019

UNIVERSITY OF ALBERTA: OFFICE OF THE REGISTRAR

Summary of Transfer Credit Proposals DENIED

Circulated for Information Only at the Academic Standards Committee Meeting on DATE December 12, 2019

Proposal ID # and Sending Institution	Sending Institution Course	U of A Course Requested	Denial Date	Reason for Denial
Ambrose University	ZOO 379 (3)	BIOL 361 (3)	8-Nov-19	What we see is that the students are in the field no more than 3 days (accounting for travel to and from Bamfield). We do not see how this can be equivalent to a 3-credit course. If there is substantial pre-field and/or post-field instruction, the course may warrant 3 credits, but there is no evidence of this in the course outline.
	ZOO 323 (3)	KIN 3XX (3)	21-Nov-19	The minimal detail provided within the course outline (e.g., re course assessment and evaluation, lab requirements and content covered, lecture schedule and time table, specific content of each lecture, etc...) makes it quite difficult to assess transferability and as a result, prevents the awarding of transfer credit at this time.
	KIN 201 (3)	KIN 2XX (3)	November 21, 2019	This course appears to have some materials covered by two different courses in KSR. The depth and content coverage as a result is questionable. Therefore, this course as presented is not recommended for transfer credit at the U of A at this time.

Attachment 1 - Proposed Changes to University Calendar - Admissions Charts 4 and 5

[Admissions Chart 4](#) - IB Courses Approved for Advance Standing

Current	Proposed
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International Baccalaureate Courses	University of Alberta Equivalents	Augustana Faculty Equivalents (Camrose)	International Baccalaureate Courses	University of Alberta Equivalents	Augustana Faculty Equivalents (Camrose)
Computing Science (HL or SL) taken prior to 2006	CMPUT 101 (★3)	AUCSC 110 (★3)	Computing Science (HL or SL) taken prior to 2006	CMPUT 101 (★3)	AUCSC 100-level (★3)
Computing Science (HL) taken 2006 - 2013	CMPUT 174 (★3) and CMPUT 175 (★3)	AUCSC 110 (★3) and AUCSC 120 (★3)	Computing Science (HL) taken 2006 - 2013	CMPUT 174 (★3) and CMPUT 175 (★3)	AUCSC 100-level (★3) and AUCSC 111 (★3)
Computing Science (SL) taken 2006 - 2013	CMPUT 174 (★3)	AUCSC 110 (★3)	Computing Science (SL) taken 2006 - 2013	CMPUT 174 (★3)	AUCSC 100-level (★3)

Sports, Exercise and Health Science (SL)	KIN 100-level (★3)	AUPED 100-level (★3)
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Notes

1. Students who are eligible for Advanced Placement may register in a senior course. In the case of Language other than English courses students with Advanced Placement will be permitted to register in a senior level course after determination of their background qualifications for that course (interview, placement test, etc.). Students may also challenge a junior or senior course for credit via the Credit by Special Assessment route if they have appropriate qualifications and are eligible within the regulations.
2. Credit will be awarded for all five regional options offered at the higher level (HL), including Africa; Americas; East and South East Asia and Oceania; Europe (including Russia); and South Asia and the Middle East (including North Africa).
3. For students entering the Faculty of Engineering, transfer credit for the first (qualifying) year courses does not reduce the minimum load requirement of 37.0 units.
4. Students wishing to pursue credit by special assessment, please refer to [Credit by Special Assessment](#) for information.
5. When students are instructed 'not to take' a specific course and a generic 100-level credit is granted, this credit may be used to meet the prerequisite for any higher level course requiring the specific course in question.

Sports, Exercise and Health Science (HL or SL)	KIN 100-level (★3)	AUPED 100-level (★3)
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Notes

1. Students who are eligible for Advanced Placement may register in a senior course. In the case of Language other than English courses students with Advanced Placement will be permitted to register in a senior level course after determination of their background qualifications for that course (interview, placement test, etc.). Students may also challenge a junior or senior course for credit via the Credit by Special Assessment route if they have appropriate qualifications and are eligible within the regulations.
2. Credit will be awarded for all five regional options offered at the higher level (HL), including Africa; Americas; East and South East Asia and Oceania; Europe (including Russia); and South Asia and the Middle East (including North Africa).
3. For students entering the Faculty of Engineering, transfer credit for the first (qualifying) year courses does not reduce the minimum load requirement of 37.0 units.
4. Students wishing to pursue credit by special assessment, please refer to [Credit by Special Assessment](#) for information.
5. When students are instructed 'not to take' a specific course and a generic 100-level credit is granted, this credit may be used to meet the prerequisite for any higher level course requiring the specific course in question.

Admissions Chart 5 - AP Courses Approved for Advanced Standing

Current	Proposed
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Advanced Placement Courses	University of Alberta Equivalents	Augustana Faculty Equivalents (Camrose)
Art History	HADVC 101 (★3) and HADVC 102 (★3)	AUART 100 (★3) and AUART 102 (★3)
Biology	BIOL 100-level (★3) (not to take BIOL 107)	AUBIO 100-level (★3) (not to take AUBIO 111)

Advanced Placement Courses	University of Alberta Equivalents	Augustana Faculty Equivalents (Camrose)
Art History	HADVC 1XX (★6)	AUART 100 (★3) and AUART 102 (★3)
Biology	BIOL 107 (★3)	AUBIO 111 (★3)

Notes

1. Students who are eligible for Advanced Placement may register in a senior course. In the case of Language other than English courses students with Advanced Placement will be permitted to register in a senior level course after determination of their background qualifications for that course (interview, placement test, etc.). Students may also challenge a junior or senior course for credit via the Credit by Special Assessment route if they have appropriate qualifications and are eligible within the regulations.
2. When students are instructed 'not to take' a specific course and a generic 100-level credit is granted, this credit may be used to meet the prerequisite for any higher level course requiring the specific course in question.
3. Students who have not taken Physics C: Electricity and Magnetism and wish to take

Notes

1. Students who are eligible for Advanced Placement may register in a senior course. In the case of Language other than English courses students with Advanced Placement will be permitted to register in a senior level course after determination of their background qualifications for that course (interview, placement test, etc.). Students may also challenge a junior or senior course for credit via the Credit by Special Assessment route if they have appropriate qualifications and are eligible within the regulations.
2. When students are instructed 'not to take' a specific course and a generic 100-level credit is granted, this credit may be used to meet the prerequisite for any higher level course requiring the specific course in question.
3. Students who have not taken Physics C: Electricity and Magnetism and wish to take

further Physics courses should consult the Department of Physics.

further Physics courses should consult the Department of Physics.

Rationale:

- With this change, potential students are informed about the credit that will be granted for relevant IB and AP courses. The change will replace current Admission Charts 4 & 5 in the *University Calendar* with an implementation date of 2020/2021.
- Next steps will include the revisions to the Admission website, printed material and ACAT agreements.

**Faculty of Nursing
Calendar Change Request Form
For Implementation in 2020-2021**

Undergraduate Admission/Faculty of Nursing

CURRENT	PROPOSED
<p data-bbox="203 436 440 468">Faculty of Nursing</p> <p data-bbox="203 541 732 573">Admission Requirements for All Students</p> <p data-bbox="203 594 781 684">All students seeking admission to undergraduate programs in the Faculty of Nursing must present the following:</p> <ol data-bbox="251 730 797 1289" style="list-style-type: none"> <li data-bbox="251 730 797 852">1. Spoken English Requirement: Applicants must meet a spoken English requirement (see Spoken English Requirement). <li data-bbox="251 856 797 1289">2. Health and Safety Requirements: There are a number of health and safety-related requirements that must be met upon admission (see Health and Safety Requirements). Further information regarding these requirements and deadlines is available on the Faculty of Nursing website at www.ualberta.ca/nursing. <p data-bbox="300 1360 651 1392">Situational Judgement Test Requirement (Effective Fall 2020 admission onward): Applicants are required to complete a situational judgement test and submit the results when submitting an application for admission. Further information regarding these requirements is available on the Faculty</p>	<p data-bbox="826 436 1063 468">Faculty of Nursing</p> <p data-bbox="826 541 1356 573">Admission Requirements for All Students</p> <p data-bbox="826 594 1404 684">All students seeking admission to undergraduate programs in the Faculty of Nursing must present the following:</p> <ol data-bbox="875 730 1421 1289" style="list-style-type: none"> <li data-bbox="875 730 1421 852">1. Spoken English Requirement: Applicants must meet a spoken English requirement (see Spoken English Requirement). <li data-bbox="875 856 1421 1289">2. Health and Safety Requirements: There are a number of health and safety-related requirements that must be met upon admission (see Health and Safety Requirements). Further information regarding these requirements and deadlines is available on the Faculty of Nursing website at www.ualberta.ca/nursing. <p data-bbox="924 1360 1274 1392">Situational Judgement Test Requirement (Effective Fall 2020 admission onward): Applicants are required to complete a situational judgement test and submit the results when submitting an application for admission. An applicant's situational judgement test score is a selection factor that is considered in the admission decision process. Further information regarding these</p>

<p>of Nursing website at www.ualberta.ca/nursing.</p> <p></p>	<p>requirements is available on the Faculty of Nursing website at www.ualberta.ca/nursing.</p>
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Rationale:

The Faculty of Nursing would like to add clarification regarding the situational judgement test as a requirement for admission.

Approval:

Faculty of Nursing Undergraduate Curriculum Committee Approved – October 16, 2019

Faculty of Nursing Caucus Discussed – November 20, 2019

Faculty of Nursing Executive Committee Approved – November 22, 2019

**Faculty of Nursing
Calendar Change Request Form
For Implementation in 2020-2021**

The Faculties/Faculty of Nursing/Faculty Regulations/Admission

CURRENT	PROPOSED
<p>Faculty Regulations</p> <p>9. Graduation Requirements:</p> <p>a. For students in the BScN - Collaborative Program, BScN - Bilingual Program, or the BScN - After Degree Program, a minimum GPA of 2.0 is required on the last ★60. (If ★60 requires including another term or terms, the best results from this term or terms are included. Failing results are not included in the calculation of the graduation GPA.)</p> <p>b. For students in the Registered Psychiatric Nurse (RPN) to BScN Program a minimum GPA of 2.0 is required on the last ★36 taken.</p>	<p>Faculty Regulations</p> <p>9. Graduation Requirements:</p> <p>a. For students in the BScN - Collaborative Program, BScN - Bilingual Program, or the BScN - After Degree Program, a minimum GPA of 2.0 is required on the last ★60. (If ★60 requires including another term or terms, the best results from this term or terms are included. Failing results are not included in the calculation of the graduation GPA.)</p> <p>b. For students in the Registered Psychiatric Nurse (RPN) to BScN Program a minimum GPA of 2.0 is required on the last ★36 taken.</p> <p>c. <u>Pass/fail courses are included in the credit count but not in the calculation of the GPA.</u></p>

Rationale:

The Faculty of Nursing would like to add in clarification regarding graduation requirements since several courses are pass/fail and do not contribute to the calculation of the grade point average.

Approval:

Faculty of Nursing Undergraduate Curriculum Committee Approved – October 16, 2019

Faculty of Nursing Caucus Discussed – November 20, 2019

Faculty of Nursing Executive Committee Approved – November 22, 2019

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Changes to Entrance Requirements and Transfer Regulations for Undergraduate Programs in the Faculty of Agricultural, Life and Environmental Sciences
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Motion

<p>THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to entrance requirements and transfer regulations for undergraduate programs in the Faculty of Agricultural, Life and Environmental Sciences (ALES), as set forth in attachments 1-3, for publication in the 2020-2021 University Calendar.</p>

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Stanford Blade, Dean, Agricultural, Life and Environmental Sciences
Presenter(s)	Scott Jeffrey, Associate Dean (Academic), ALES

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee as the result of an ALES initiative to review and update its Calendar content. The changes are primarily editorial in nature, and focused on clarity of language and removing redundant or outdated material.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p><i>What is the strategic impact of the proposal?</i></p> <ul style="list-style-type: none"> To ensure that prospective students and other stakeholders can clearly understand admission requirements for ALES programs. <p><i>What problems/opportunities will it address?</i></p> <ul style="list-style-type: none"> When the University Calendar was moved from a print to an online document, many editorial conventions were no longer optimal and required rewriting and formatting to maximize clarity. <p><i>Explain the alignment with the core risk area identified and include a brief summary of the associated risk(s) for each decision item</i></p> <ul style="list-style-type: none"> No risks <p><i>What are the financial implications (costs and funding sources)?</i></p> <ul style="list-style-type: none"> None <p><i>What are the next steps?</i></p> <ul style="list-style-type: none"> University Calendar is updated as proposed.
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the</p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> ALES Student Services
	<p><u>Those who have been consulted:</u></p>

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protocol see the Governance Resources section Student Participation Protocol >	<u><i>Those who have been informed:</i></u>
Approval Route (Governance) (including meeting dates)	ALES Academic Coordinating Committee, March 27, 2019 ALES Faculty Council, April 15, 2019 GFC ASC Subcommittee on Standards - December 5, 2019 GFC Academic Standards Committee - December 12, 2019

Strategic Alignment

Alignment with <i>For the Public Good</i>	Build: Objective 1, strategy i: Develop and implement an undergraduate and graduate recruitment strategy to attract top students from across the diverse communities in Alberta and Canada, leveraging our strengths as a comprehensive research-intensive, multi-campus university with options for francophone and rural liberal arts education. Sustain: Objective 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing. <input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure <input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success	
Legislative Compliance and jurisdiction	<ol style="list-style-type: none"> 1. Post-Secondary Learning Act (PSLA): The PSLA gives GFC responsibility, subject to the authority of the Board of Governors, over academic affairs. Further, the PSLA gives the Board of Governors authority over certain admission requirements and rules respecting enrolment. The Board has delegated its authority over admissions requirements and rules respecting enrolment to GFC. 2. PSLA: The PSLA give Faculty Councils power to “provide for the admission of students to the faculty” (29(1)(c)) 3. UAPPOL Admissions Policy 4. UAPPOL Undergraduate Admissions Procedure 5. GFC Academic Standards Committee <ol style="list-style-type: none"> B. Admission and Transfer.... <ol style="list-style-type: none"> ii. ASC acts for GFC in approving routine and/or editorial changes to both admissions/transfer policies and academic standing regulations. 	

Attachments:

1. ALES Admissions 1 (Pages 1-3)
2. ALES Admissions 2 (Pages 1-17)
3. ALES Admissions 3 (Pages 1-5)

Prepared by: Jim Bohun, Assistant Dean (Academic and Student Programs), Faculty of ALES

Calendar Changes for the Faculty of ALES

ALES Admission Section 2020/21 Calendar Changes

Current (2019/20) Calendar Entry	Proposed (2020/21) Calendar Entry
<p>Faculty of Agricultural, Life and Environmental Sciences Return to: Admission Requirements by Faculty</p> <ul style="list-style-type: none"> • BSc in Agricultural/Food Business Management • BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program) • BA in Environmental Studies • BSc in Environmental and Conservation Sciences/BA in Native Studies Combined Degrees • BSc in Environmental and Conservation Sciences—Bilingual/Baccalauréate ès sciences (sciences de l'environnement et de la conservation—bilingue) • BSc in Fashion Business Management • BSc in Forest Business Management • BSc in Human Ecology and BSc in Human Ecology/BEd (Secondary) Combined Degrees • Pre-Veterinary Medicine • BSc Honors in Food Science • BSc Honors in Nutrition • BSc in Nutrition and Food Science, Dietetics Specialization • BSc in Nutrition and Food Science, Food Science and Technology Specialization • Transfer Applicants • Special Students • Visiting Students • Aboriginal Applicants <p>Admission to the Faculty of Agricultural, Life and Environmental Sciences is competitive. The number of high school and transfer admissions or readmissions to the Faculty may be limited in any given year depending on the number of applicants and their qualifications. Presentation of the minimum application requirements does not guarantee admission. Applicants will be assessed on the basis of their academic records.</p>	<p>Faculty of Agricultural, Life and Environmental Sciences Return to: Admission Requirements by Faculty</p> <ul style="list-style-type: none"> • BSc in Agricultural/Food Business Management • BSc in Agriculture • BSc in Animal Health • BSc in Environmental and Conservation Sciences • BSc in Environmental and Conservation Sciences/BA in Native Studies Combined Degrees • BSc in Environmental and Conservation Sciences—Bilingual/Baccalauréate ès sciences (sciences de l'environnement et de la conservation—bilingue) • BA in Environmental Studies • BSc in Fashion Business Management • BSc in Forest Business Management • BSc in Forestry • BSc in Human Ecology • BSc in Nutrition and Food Science (General Program) • BSc in Nutrition and Food Science, Dietetics Specialization • BSc in Nutrition and Food Science, Food Science and Technology Specialization • BSc Honors in Food Science • BSc Honors in Nutrition • Pre-Veterinary Medicine • Transfer Applicants • Special Students • Visiting Students • Aboriginal Applicants <p>Admission to the Faculty of Agricultural, Life and Environmental Sciences is competitive. The number of high school and transfer admissions or readmissions to the Faculty may be limited in any given year depending on the number of applicants and their qualifications. Presentation of the minimum application requirements does not guarantee admission. Applicants will be assessed on the basis of their academic records.</p>

Rationale for change:

Each program is split out for clarity (editorial change), given that the Calendar is no longer a print document. BSc in Human Ecology/Bed (Secondary) Combined Degrees has been formally suspended in accordance with the Ministry of Advanced Education process. As all eligible students have completed the program we are deleting all references to the program from the Calendar and proceeding with termination. There should be no references to admission in the Calendar for the BSc in Human Ecology/Bed (Secondary) Combined Degrees as no students are eligible for admission.

Pre-Veterinary Medicine

~~Pre-Veterinary Medicine at the University of Alberta qualifies students for application to the Doctor of Veterinary Medicine programs at the University of Calgary or the University of Saskatchewan.~~

Students wishing to apply to Pre-Veterinary Medicine at the University of Alberta should apply to either the BSc Animal Health (any major) or BSc Agriculture (Animal Science major) and then declare pre-veterinary medicine on their application. Specialized advising will be provided to Pre-Veterinary Medicine students.

Pre-Veterinary Medicine

Students wishing to apply to Pre-Veterinary Medicine at the University of Alberta should apply to either the BSc Animal Health (any major) or BSc Agriculture (Animal Science major) and then declare pre-veterinary medicine on their application. Specialized advising will be provided to Pre-Veterinary Medicine students.

Rationale: Edited for clarity. Student interested in applying to any vet school would benefit from being in pre-veterinary medicine, so reference to particular schools is removed.

Special Students

Special students are those who have been permitted to register in one or more courses which are not being taken for credit toward a degree program. There may be a limit on the number of special students admitted each year because the Faculty of Agricultural, Life and Environmental Sciences is under enrolment management and priority in admission is given to applicants to degree programs. Special students may not have access to all courses offered by Agricultural, Life and Environmental Sciences departments. To be considered for admission as a special student in the Faculty of Agricultural, Life and Environmental Sciences, applicants must normally have received a university degree in a related field from an accredited postsecondary institution, present a competitive admission grade point average, and meet English Language Proficiency requirements as specified in Language Proficiency Requirements. Applicants must also submit a list of planned courses and a brief statement of intent outlining why they are applying as a special student (further details available at www.ales.ualberta.ca). Special students who wish to continue must reapply each year, and priority is given to students who have not previously attended as special students. Special students should apply to the Faculty in which they will take the majority of their courses.

Special Students

Special students are those who have been permitted to register in one or more courses which are not being taken for credit toward a degree program. There may be a limit on the number of special students admitted each year because the Faculty of Agricultural, Life and Environmental Sciences is under enrolment management and priority in admission is given to applicants to degree programs. Special students may not have access to all courses offered by Agricultural, Life and Environmental Sciences departments. To be considered for admission as a special student in the Faculty of Agricultural, Life and Environmental Sciences, applicants must normally have received a university degree in a related field from an accredited postsecondary institution, present a competitive admission grade point average, and meet English Language Proficiency requirements as specified in Language Proficiency Requirements. Applicants must also submit to **ALES Student Services** a list of planned courses and a brief statement of intent outlining why they are applying as a special student. Special students who wish to continue must reapply each year, and priority is given to students who have not previously attended as special students. Special students should apply to the Faculty in which they will take the majority of their courses.

Rationale: updated link.

Visiting Students

Students from other universities or colleges are eligible to be considered for admission to the Faculty of Agricultural, Life and Environmental Sciences as a visiting student if

1. They are degree program students at their home institution;
2. Their home institution provides a letter of permission;
3. They have completed a minimum of ★24 at their home institution;
4. Their academic record shows satisfactory standing;
5. They demonstrated ~~English language proficiency (see English Language Proficiency).~~ English Language Proficiency.

Visiting student status is granted for up to 12 months from the initial confirmed registration. To extend this period, visiting students must reapply each academic year and present a new letter of permission from their home institution. As the Faculty of Agricultural, Life and Environmental Sciences is a limited enrolment Faculty, priority in admission is given to applicants to degree programs. Visiting students should apply to the Faculty in which they will take the majority of their courses.

Visiting Students

Students from other universities or colleges are eligible to be considered for admission to the Faculty of Agricultural, Life and Environmental Sciences as a visiting student if

1. They are degree program students at their home institution;
2. Their home institution provides a letter of permission;
3. They have completed a minimum of ★24 at their home institution;
4. Their academic record shows satisfactory standing;
5. They demonstrate English Language Proficiency.

Visiting student status is granted for up to 12 months from the initial confirmed registration. To extend this period, visiting students must reapply each academic year and present a new letter of permission from their home institution. As the Faculty of Agricultural, Life and Environmental Sciences is a limited enrolment Faculty, priority in admission is given to applicants to degree programs. Visiting students should apply to the Faculty in which they will take the majority of their courses.

Rationale: removed redundant material.

Calendar Changes for the Faculty of ALES

ALES Admission Section 2020/21 Calendar Changes

Current (2019/20) Calendar Entry	Proposed (2020/21) Calendar Entry
<p>BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program)</p> <p>See BSc Honors in Food Science, BSc Honors in Nutrition, BSc in Nutrition and Food Science, Dietetics Specialization, and BSc in Nutrition and Food Science, Food Science and Technology Specialization.</p> <p>See also Pre-Veterinary Medicine.</p> <p>I. High School Requirement Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Chemistry 30 3. Biology 30 4. Mathematics 30-1 5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife. <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. Chemistry 30 2. Mathematics 30-1 3. Biology 30 <p>Other Requirements See general nonmatriculated requirements Nonmatriculated Applicants.</p> <p>III. Transfer Applicants Please refer to Postsecondary Transfer Applicants and Transfer Applicants.</p>	<p>BSc in Agriculture</p> <p>See also Pre-Veterinary Medicine.</p> <p>I. High School Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Chemistry 30 3. Biology 30 4. Mathematics 30-1 5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife. <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. Chemistry 30 2. Mathematics 30-1 3. Biology 30
<p>BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program)</p>	<p>BSc in Animal Health</p> <p>See also Pre-Veterinary Medicine.</p>

~~See BSc Honors in Food Science, BSc Honors in Nutrition, BSc in Nutrition and Food Science, Dietetics Specialization, and BSc in Nutrition and Food Science, Food Science and Technology Specialization.~~

~~See also Pre-Veterinary Medicine.~~

I. High School Requirements

Subject Requirements

1. English Language Arts 30-1
2. Chemistry 30
3. Biology 30
4. Mathematics 30-1
5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife.

II. Nonmatriculated Applicants

Subject Requirements

1. Chemistry 30
2. Mathematics 30-1
3. Biology 30

Other Requirements

~~See general nonmatriculated requirements Nonmatriculated Applicants.~~

III. Transfer Applicants

~~Please refer to Postsecondary Transfer Applicants and Transfer Applicants.~~

BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program)

~~See BSc Honors in Food Science, BSc Honors in Nutrition, BSc in Nutrition and Food Science, Dietetics Specialization, and BSc in Nutrition and Food Science, Food Science and Technology Specialization.~~

~~See also Pre-Veterinary Medicine.~~

I. High School Requirements

Subject Requirements

1. English Language Arts 30-1
2. Chemistry 30
3. Biology 30
4. Mathematics 30-1

I. High School Applicants

Subject Requirements

1. English Language Arts 30-1
2. Chemistry 30
3. Biology 30
4. Mathematics 30-1
5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife.

II. Nonmatriculated Applicants

Subject Requirements

1. Chemistry 30
2. Mathematics 30-1
3. Biology 30

BSc in Environmental and Conservation Sciences

I. High School Applicants

Subject Requirements

1. English Language Arts 30-1
2. Chemistry 30
3. Biology 30

<p>5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife.</p> <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. Chemistry 30 2. Mathematics 30-1 3. Biology 30 <p>Other Requirements See general nonmatriculated requirements Nonmatriculated Applicants.</p> <p>III. Transfer Applicants Please refer to Postsecondary Transfer Applicants and Transfer Applicants.</p>	<p>4. Mathematics 30-1</p> <p>5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife.</p> <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. Chemistry 30 2. Mathematics 30-1 3. Biology 30
<p>BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program)</p> <p>See BSc Honors in Food Science, BSc Honors in Nutrition, BSc in Nutrition and Food Science, Dietetics Specialization, and BSc in Nutrition and Food Science, Food Science and Technology Specialization. See also Pre-Veterinary Medicine.</p> <p>I. High School Requirements Subject Requirements</p> <ol style="list-style-type: none"> 6. English Language Arts 30-1 7. Chemistry 30 8. Biology 30 9. Mathematics 30-1 10. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife. <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 4. Chemistry 30 5. Mathematics 30-1 6. Biology 30 	<p>BSc in Forestry</p> <p>I. High School Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Chemistry 30 3. Biology 30 4. Mathematics 30-1 5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife. <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. Chemistry 30 2. Mathematics 30-1 3. Biology 30

<p>Other Requirements See general nonmatriculated requirements Nonmatriculated Applicants.</p> <p>III. Transfer Applicants Please refer to Postsecondary Transfer Applicants and Transfer Applicants.</p>	
<p>BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program) See BSc Honors in Food Science, BSc Honors in Nutrition, BSc in Nutrition and Food Science, Dietetics Specialization, and BSc in Nutrition and Food Science, Food Science and Technology Specialization. See also Pre-Veterinary Medicine.</p> <p>I. High School Requirements Subject Requirements</p> <ol style="list-style-type: none"> 11. English Language Arts 30-1 12. Chemistry 30 13. Biology 30 14. Mathematics 30-1 15. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife. <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 7. Chemistry 30 8. Mathematics 30-1 9. Biology 30 <p>Other Requirements See general nonmatriculated requirements Nonmatriculated Applicants.</p> <p>III. Transfer Applicants Please refer to Postsecondary Transfer Applicants and Transfer Applicants.</p>	<p>BSc in Nutrition and Food Science (General Program) See BSc Honors in Food Science, BSc Honors in Nutrition, BSc in Nutrition and Food Science, Dietetics Specialization, and BSc in Nutrition and Food Science, Food Science and Technology Specialization.</p> <p>I. High School Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Chemistry 30 3. Biology 30 4. Mathematics 30-1 5. Subject from Group A, B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Foods, Forestry, or Wildlife. <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. Chemistry 30 2. Mathematics 30-1 3. Biology 30
<p>Rationale: Each program to be given its own section for clarity. Highlighted parts will be maintained in the relevant section. Reference to “Other Requirements” and “Transfer Applicants” is not required in the high school requirements, so is removed in an effort to keep ales Calendar entries as simple as possible.</p>	

<p>BA in Environmental Studies</p> <p>This program is offered jointly by the Faculty of Agricultural, Life and Environmental Sciences and the Faculty of Arts. Students can apply for admission to either Faculty.</p> <p>I. High School Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Mathematics 30-1 or Mathematics 30-2 3. Biology 30 4. Subject from Group A (Social Studies 30 or 30-1 recommended) 5. Subject from Group A or C <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Mathematics 30-1 or Mathematics 30-2 3. Biology 30 <p>Other Requirements</p> <p>See also general nonmatriculated requirements Nonmatriculated Applicants.</p> <p>Transfer Applicants</p> <p>Please refer to Postsecondary Transfer Applicants and Transfer Applicants.</p>	<p>BA in Environmental Studies</p> <p>This program is offered jointly by the Faculty of Agricultural, Life and Environmental Sciences and the Faculty of Arts. Students can apply for admission to either Faculty.</p> <p>I. High School Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Mathematics 30-1 or Mathematics 30-2 3. Biology 30 4. Subject from Group A (Social Studies 30 or 30-1 recommended) 5. Subject from Group A or C <p>II. Nonmatriculated Applicants Subject Requirements</p> <ol style="list-style-type: none"> 1. English Language Arts 30-1 2. Mathematics 30-1 or Mathematics 30-2 3. Biology 30
<p>Rationale: “Other Requirements” and “Transfer Applicants” is not required in the high school requirements, so is removed in an effort to keep ales Calendar entries as simple as possible.</p>	
<p>BSc in Environmental and Conservation Sciences/BA in Native Studies Combined Degrees</p> <p>This program consists of ★150 to fulfill both degree requirements. To gain admission to the five-year program students can apply to either the Faculty of Native Studies or the Faculty of Agricultural, Life and Environmental Sciences.</p> <p>Students will remain in the Faculty to which they were admitted for the duration of their program. See BSc in Environmental and Conservation Sciences/BA in Native Studies Combined Degrees and BA in Native Studies/BSc in Environmental and</p>	<p>BSc in Environmental and Conservation Sciences/BA in Native Studies Combined Degrees</p> <p>This program consists of ★150 to fulfill both degree requirements. To gain admission to the five-year program students can apply to either the Faculty of Native Studies or the Faculty of Agricultural, Life and Environmental Sciences.</p> <p>Students will remain in the Faculty to which they were admitted for the duration of their program. See BSc in Environmental and Conservation Sciences/BA in Native Studies Combined Degrees and BA in Native Studies/BSc in Environmental and</p>

Conservation Sciences Combined Degrees.

**I. High School Applicants
Subject Requirements**

1. English Language Arts 30-1
2. Chemistry 30
3. Biology 30
4. Mathematics 30-1
5. Subject from Group A (Social Studies 30 or 30-1 recommended), B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Community Health, Foods, Forestry, or Wildlife.

**II. Nonmatriculated Applicants
Subject Requirements**

1. English Language Arts 30-1
2. Biology 30
3. Chemistry 30
4. Mathematics 30-1

An interview process may be required for mature students who lack formal requirements but present academic potential and/or relevant work experience.

III. Transfer Applicants

Students may transfer into the Combined Degrees program provided that they have successfully completed at least 24 transferable to the University of Alberta with a GPA of 2.0 or greater and meet all admission requirements. See Transfer Applicants.

Other Requirements

See also general nonmatriculated requirements Nonmatriculated Applicants.

Conservation Sciences Combined Degrees.

**I. High School Applicants
Subject Requirements**

1. English Language Arts 30-1
2. Chemistry 30
3. Biology 30
4. Mathematics 30-1
5. Subject from Group A (Social Studies 30 or 30-1 recommended), B, C or Macroeconomics 30 and Microeconomics 30, or a minimum of five credits in Career and Technology subjects at the Advanced level from the following strands: Agriculture, Community Health, Foods, Forestry, or Wildlife.

**II. Nonmatriculated Applicants
Subject Requirements**

1. English Language Arts 30-1
2. Biology 30
3. Chemistry 30
4. Mathematics 30-1

Rationale: ALES does not have an interview option for admission. "Other Requirements" and "Transfer Applicants" is not required in the high school requirements, so is removed in an effort to keep ales Calendar entries as simple as possible.

BSc in Environmental and Conservation Sciences-Bilingual/Baccalauréate ès sciences (sciences de l'environnement et de la conservation-bilingue)

Effective September 2015, there will be no further admissions to BSc ENCS program. Students who entered the program prior to September 2015 must complete all program requirements by April 30, 2021. The last BSc ENCS program will be granted at Spring Convocation 2021.

To gain admission to the bilingual program students apply to Faculté Saint-Jean. Students will be registered in Faculté Saint-Jean for the first two years of their program. All qualified Year 2 BSc in Environmental and Conservation Sciences-Bilingual students will then be promoted to Year 3 in the Faculty of Agricultural, Life and Environmental Sciences provided that

1. a minimum GPA of 2.0 has been achieved, and
2. a minimum of ★54 applicable to the program has been successfully completed

Note: Students in Year 2 who have completed less than ★54 towards the program, but who have a GPA of at least 2.0, may remain in Faculté Saint-Jean for one additional year.

Specific admission requirements are the same as for the BSc in Environmental and Conservation Sciences program [see BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program)], except that applicants must present one of French 30 (9 year), 31, Français 30-1, 30-2, French Language Arts 30-1, 30-2, in place of their fifth subject. See Faculté Saint-Jean English Language Proficiency for Admission, Compétence dans la langue anglaise and Nonmatriculated Applicants, Adultes ne répondant pas aux conditions d'admission for detailed admission requirements and information.

Language Proficiency Requirements

For information regarding general English language proficiency requirements as well as specific spoken English requirements, see Spoken English Requirement. For information regarding Faculté

BSc in Environmental and Conservation Sciences-Bilingual/Baccalauréate ès sciences (sciences de l'environnement et de la conservation-bilingue)

Effective September 2015, there will be no further admissions to BSc ENCS-Bilingual program. Students who entered the program prior to September 2015 must complete all program requirements by April 30, 2021. The last BSc ENCS program will be granted at Spring Convocation 2021.

Saint-Jean requirements, see English Language Proficiency for Admission, Compétence dans la langue anglaise. Applicants to the BSc in Environmental and Conservation Sciences-Bilingual Program will be required to demonstrate written and spoken proficiency both in English and French before admission [see Language Proficiency Requirements and French Language Proficiency, Compétence dans la langue française].

Rationale: Program is suspended, so admission requirements are deleted.

BSc in Human Ecology and BSc in Human Ecology/Bed (Secondary Combined Degrees)

The BSc in Human Ecology is a four-year degree program consisting of ★120. The BSc in Human Ecology/BEd (Secondary) Combined Degrees is a five-year program consisting of ★150. To gain admission to the Human Ecology program and the first three years of the Combined Degrees program students apply to the Faculty of Agricultural, Life and Environmental Sciences.

Spoken English Requirement: Applicants to the BSc in Human Ecology/BEd (Secondary) program must meet a spoken English requirement (see Spoken English Requirement).

All qualified Year 3 BSc in Human Ecology/ BEd (Secondary) students will be promoted to Year 4 in the Faculty of Education provided that

1. A minimum admission grade point average of 2.0 has been achieved, and
2. A minimum of ★90 applicable to the BSc in Human Ecology/BEd (Secondary) program has been successfully completed.

**I. High School Applicants
Subject Requirements**

1. English Language Arts 30-1
2. One of Biology 30, Chemistry 30, or Physics 30 (see Note 1)
3. Mathematics 30-1 or Mathematics 30-2
4. Subject from Group A or C
5. Subject from Group A, B, C, or a minimum of five credits in Career and Technology subjects at the Advanced level from the

BSc in Human Ecology

**I. High School Applicants
Subject Requirements**

1. English Language Arts 30-1
2. One of Biology 30, Chemistry 30, or Physics 30
3. Mathematics 30-1 or Mathematics 30-2
4. Subject from Group A or C
5. Subject from Group A, B, C, or a minimum of five credits in Career and Technology subjects at the Advanced level from the

following: Cosmetology, Design Studies, Fashion Studies, Foods (see Notes 2 and 3).

Notes

1. Chemistry 30 is required for Textile Science minor. Chemistry 30 and Biology 30 required for Community Nutrition minor. Biology 30 or Chemistry 30 do not have to be included in the five 30-level subjects used for admission, however some courses taken within these minors require Biology 30 and Chemistry 30 as prerequisites.
2. 5 credits in advanced Career and Technology Studies (CTS) Fashion Studies recommended for Clothing, Textiles and Material Culture majors.
3. 5 credits in advanced CTS Fashion Studies or Foods recommended for the Combined Degrees.

II. Nonmatriculated Applicants Subject Requirements

1. English Language Arts 30-1
2. One of Biology 30, Chemistry 30 or Physics 30 (see Note 1 above)
3. Mathematics 30-1 or Mathematics 30-2 (see Note 2 above)

Other Requirements

See also general nonmatriculated requirements Nonmatriculated Applicants.

Transfer Applicants

Please refer to Postsecondary Transfer Applicants and Transfer Applicants.

following: Cosmetology, Design Studies, Fashion Studies, Foods (Fashion Studies recommended for Clothing, Textiles and Material Culture majors).

II. Nonmatriculated Applicants Subject Requirements

1. English Language Arts 30-1
2. One of Biology 30, Chemistry 30 or Physics 30
3. Mathematics 30-1 or Mathematics 30-2

Rationale: BSc in Human Ecology/Bed (Secondary) Combined Degrees has been formally suspended in accordance with the Ministry of Advanced Education process. As all eligible students have completed the program we are deleting all references to the program from the Calendar and proceeding with termination. There should be no references to admission in the Calendar for the BSc in Human Ecology/Bed (Secondary) Combined Degrees as no students are eligible for admission. The minors in Human Ecology no longer exist (approved by GFC), so the related notes are redundant. CTS preference was moved directly to the relevant section. "Other Requirements" and "Transfer Applicants" is not required in the high school requirements, so is removed in an effort to keep ales Calendar entries as simple as possible.

BSc in Nutrition and Food Science, Dietetics Specialization

1. Enrolment

Enrolment is limited to an annual quota of 50 students. Preference is given to Alberta residents as defined in Residence Requirements.

2. Preprofessional Year

Admission to the Dietetics Specialization requires completion of a preprofessional year. Students generally complete their preprofessional year in the BSc in Nutrition and Food Science General Program. **Faculty admission requirements must be met as outlined in BSc in Agriculture, BSc in Animal Health, BSc in Environmental and Conservation Sciences, BSc in Forestry, and BSc in Nutrition and Food Science (General Program).** Coursework completed during the preprofessional year is not considered to be part of the degree requirements for the Dietetics Specialization

3. Minimum Admission Requirements

~~Entrance to this specialization takes place after at least one year of preprofessional university (or equivalent) studies [see Preprofessional Year above]. All admissions are competitive. Meeting the minimum AGPA and course requirements does not guarantee admission to the Dietetics Specialization.~~ All applicants must present with a minimum AGPA of 2.7 **on their last ★30** and a demonstrated ability to perform well in a consecutive Fall/Winter session of full-time study (preferably ★30). Required courses for admission to the Dietetics Specialization are:

- a. BIOL 107
- b. CHEM 101 **and CHEM 102**
- c. **CHEM (CHEM 164 or CHEM 261)**
- d. **★6 ENGL or ★3 ENGL and ★3 WRS**
- e. NUTR 100
- f. STAT 151

Students cannot apply to the Dietetics Specialization if they have completed more than ★90 of the requirements for BSc Honors in Nutrition, BSc Honors in Food Science or BSc Nutrition and Food Science General Program.

4. Other Requirements

- a. Spoken English Proficiency: Applicants must meet a spoken English requirement.

BSc in Nutrition and Food Science, Dietetics Specialization

1. Enrolment

Enrolment is limited to an annual quota of 50 students. Preference is given to Alberta residents as defined in Residence Requirements.

2. Preprofessional Year

Admission to the Dietetics Specialization requires completion of a preprofessional year. Students generally complete their preprofessional year in the BSc in Nutrition and Food Science General Program. **Applicants must meet high school-level course requirements for the BSc in Nutrition and Food Science (General Program).** Coursework completed during the preprofessional year is not considered to be part of the degree requirements for the Dietetics Specialization

3. Minimum Admission Requirements

All applicants must present with a minimum AGPA of 2.7 and a demonstrated ability to perform well in a consecutive Fall/Winter session of full-time study (preferably ★30). Required courses for admission to the Dietetics Specialization are:

- a. BIOL 107
- b. CHEM 101
- c. **CHEM 102**
- d. CHEM 164 or CHEM 261
- e. NUTR 100
- f. STAT 151
- g. **★6 ENGL or ★3 ENGL and ★3 WRS**

Students cannot apply to the Dietetics Specialization if they have completed more than ★90 of the requirements for BSc Honors in Nutrition, BSc Honors in Food Science or BSc Nutrition and Food Science General Program.

4. Other Requirements

- a. Spoken English Proficiency: Applicants must meet a spoken English requirement.

(See Spoken English Requirement.)

- b. Letter of Intent: Applicants must submit a letter with their application for admission stating their career goals, knowledge of the profession, related experience, and reasons for seeking admission to the Dietetics Specialization. Prospective students should have spoken with a Registered Dietitian and undertaken significant career exploration prior to seeking admission. Further details regarding the Letter of Intent is available on the Faculty of Agricultural, Life and Environmental Sciences website at: www.ales.ualberta.ca.
- c. Interview: Competitive applicants must present themselves for an interview to determine if they have the personal qualities necessary for the program. The interview evaluates the applicant's maturity, initiative, ability to communicate, leadership skills and critical thinking abilities. Interview selection is based on academic achievement in the prerequisite courses, overall academic achievement (emphasizing recent academic performance), a demonstrated interest in Dietetics and the content and format of their Letter of Intent. The interim document deadline is February 1. Applicants who fail to submit the interim documents (two official transcripts, and the required Letter of Intent) by the deadline cannot be evaluated for interview selection. The interview dates differ each year; short-listed applicants will be advised of the interview dates by letter or e-mail.
- d. Letters of Reference: Applicants must provide three closed, professional letters of reference attesting to their suitability for entry into the dietetic profession.
- e. Health and Safety Requirements: There are a number of health and safety-related requirements that must be met upon admission to the Dietetics Specialization. Applicants should be aware that both immunization and criminal records checks are required. Further information regarding these requirements and deadlines is available on the Faculty of Agricultural, Life and Environmental Sciences website at: www.ales.ualberta.ca.
- f. Rural Placement Requirement: Applicants should be aware that in order to achieve the program's requirements, relocation to a rural community is required on one or more occasions during the program's professional

(See Spoken English Requirement.)

- b. Letter of Intent: Applicants must submit a letter with their application for admission. Prospective students should have spoken with a Registered Dietitian and undertaken significant career exploration prior to seeking admission. Further details regarding the Letter of Intent is available from ALES Student Services.
- c. Letters of Reference: Applicants must provide two closed, professional letters of reference attesting to their suitability for entry into the dietetic profession.
- d. Interview: Competitive applicants must present themselves for an interview to determine if they have the personal qualities necessary for the program. The interview evaluates the applicant's maturity, initiative, ability to communicate, leadership skills and critical thinking abilities. Interview selection is based on academic achievement in the prerequisite courses, overall academic achievement (emphasizing recent academic performance), a demonstrated interest in Dietetics and the content and format of their Letter of Intent. The interview dates differ each year; short-listed applicants will be advised of the interview dates by letter or e-mail.
- e. Health and Safety Requirements: There are a number of health and safety-related requirements that must be met upon admission to the Dietetics Specialization. Applicants should be aware that both immunization and criminal records checks are required. Further information regarding these requirements and deadlines is available from ALES Student Services.
- f. Rural Placement Requirement: Applicants should be aware that in order to achieve the program's requirements, relocation to a rural community is required on one or more occasions during the program's professional practice course work.

practice course work.

- g. Residence Requirement and Proof of Residency Status: Because residency status may be a factor in the ultimate ranking of applicants, applicants may be required to present proof of residency status. See Residence Requirements.

~~h. Acceptance Deposit: Upon notification of acceptance, successful applicants will be required to confirm their intention to register by submitting a nonrefundable tuition deposit within a specified time. The deposit will be credited toward payment of tuition upon completion of registration. Further details regarding the Acceptance Deposit is available on the Faculty of Agricultural, Life and Environmental Sciences website at: www.ales.ualberta.ca.~~

5. Selection Process

- a. The Admissions Committee is responsible for selecting from among the applicant pool; those individuals who have demonstrated promise to successfully complete the program and achieve the registration requirements of the College of Dietitians of Alberta. The Admissions Committee reserves the right to use its judgment with respect to the assessment of applicants. The Dietetics Specialization has an annual quota of 50 students and admission is competitive. The number of applicants may exceed the number of available spaces and therefore not all qualified candidates will be offered admission.
- b. Applicants are ranked on their academic achievement in the prerequisite courses; overall academic achievement (emphasizing recent academic performance); the content and format of their Letter of Intent; the strength of their letters of reference and their performance in the interview process.

- g. Residence Requirement and Proof of Residency Status: Because residency status may be a factor in the ultimate ranking of applicants, applicants may be required to present proof of residency status. See Residence Requirements.

5. Selection Process

- a. The Admissions Committee is responsible for selecting from among the applicant pool those individuals who have demonstrated promise to successfully complete the program and achieve the registration requirements of the College of Dietitians of Alberta. The Admissions Committee reserves the right to use its judgment with respect to the assessment of applicants. The Dietetics Specialization has an annual quota of 50 students and admission is competitive. The number of applicants may exceed the number of available spaces and therefore not all qualified candidates will be offered admission.
- b. Applicants are ranked on their academic achievement in the prerequisite courses; overall academic achievement (emphasizing recent academic performance); the content of their Letter of Intent; the strength of their letters of reference and their performance in the interview process.

Rationale: Removed repetitive material and clarified language wherever possible. Letter of intent requirements are better outlined on the template that students fill out (available on ALES website), as they are subject to change. Interview and Letters of Reference sections (highlighted in blue and green) reordered to fit the order in the actual process. NU FS 100 dropped as a preprofessional requirement as the course is not available at other institutions and is therefore a barrier to external applicants. Interview section: reference to the document deadline is redundant. Number of required letters of reference lowered from 3 to 2. Acceptance deposit is no longer required. Letter of intent is a form, so format is already set.

BSc in Nutrition and Food Science, Food Science and Technology Specialization

Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 2.7, **calculated on the most recent Fall/Winter Terms in which a minimum of ★24 is taken.** Students may prepare for the BSc Nutrition and Food Science, Food Science and Technology Specialization by completing their first year in the BSc Nutrition and Food Science, General Program or in another Faculty or postsecondary institution. Recommended courses **are BIOL 107, CHEM 101, CHEM 102, (CHEM 164 or CHEM 261), ★6 ENGL (which may include ★3 in WRS), MATH 113 or MATH 114, NU FS 100, STAT 151.**

BSc in Nutrition and Food Science, Food Science and Technology Specialization

Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 2.7. Students may prepare for the BSc Nutrition and Food Science, Food Science and Technology Specialization by completing their first year in the BSc Nutrition and Food Science General Program or in another Faculty or postsecondary institution.

Recommended courses **for transfer include:**

- **BIOL 107**
- **CHEM 101**
- **CHEM 102**
- **CHEM 164 or 261**
- **MATH 134, 144 or 154**
- **NU FS 100**
- **STAT 151**
- **★6 ENGL (which may include ★3 in WRS)**

Rationale: Edited for clarity. AGPA is now calculated the same as for all ALES programs. Course requirements (highlighted in blue) have not changed, but edited for clarity.

BSc Honors in Food Science

Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 3.0, **calculated on the most recent Fall/Winter Terms.** Students may prepare for the BSc Honors in Food Science by completing their first year in the BSc Nutrition and Food Science General Program or in another Faculty or postsecondary institution. Recommended courses for transfer include **BIOL 107, CHEM 101, CHEM 102, (CHEM 164 or CHEM 261), ★6 ENGL (which may include ★3 in WRS), MATH (MATH 113 or MATH 114), NU FS 100, STAT 151, and ★3 free elective.**

Students cannot apply to the Honors program if they have completed more than ★90 of the requirements for the BSc Nutrition and Food Science General Program.

BSc Honors in Food Science

Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 3.0. Students may prepare for the BSc Honors in Food Science by completing their first year in the BSc Nutrition and Food Science General Program or in another Faculty or postsecondary institution.

Recommended courses for transfer include:

- **BIOL 107**
- **CHEM 101**
- **CHEM 102**
- **CHEM 164 or 261**
- **MATH 134, 144 or 154**
- **NU FS 100**
- **STAT 151**
- **★6 ENGL (which may include ★3 in WRS)**

Students cannot apply to the Honors program if they have completed more than ★90 of the requirements for the BSc Nutrition and Food Science General

Rationale: Edited for clarity. AGPA is now calculated the same as for all ALES programs. Course requirements (highlighted in blue) have not changed, but edited for clarity.

BSc Honors in Nutrition

Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 3.0, calculated on the most recent Fall/Winter Terms. Students may prepare for the BSc Honors in Nutrition by completing their first year in the BSc Nutrition and Food Science General Program or in another Faculty or postsecondary institution. Recommended courses for transfer include NUTR 100, NU FS 100, BIOL 107, CHEM 101, CHEM 102, (CHEM 164 or CHEM 261), ★6 ENGL (which may include ★3 in WRS), STAT 151, and ★3 free elective.

Students cannot apply to the Honors program if they have completed more than ★90 of the requirements for the BSc Nutrition and Food Science General Program.

Other Requirements:

Letter of Intent: Applicants must submit a letter with their application for admission stating their career goals, knowledge and experience related to research, and reasons for seeking admission to the Honors in Nutrition program. Further details regarding the Letter of Intent and contact information for the Honors in Nutrition Student Advisor are available on the Faculty of Agricultural, Life and Environmental Sciences website at: www.ales.ualberta.ca.

BSc Honors in Nutrition

Students must present ★24 applicable to the BSc Nutrition and Food Science program with a minimum AGPA of 3.0. Students may prepare for the BSc Honors in Nutrition by completing their first year in the BSc Nutrition and Food Science General Program or in another Faculty or postsecondary institution.

Recommended courses for transfer include:

- NUTR 100
- NU FS 100
- BIOL 107
- CHEM 101
- CHEM 102
- CHEM 164 or 261
- ★6 ENGL (which may include ★3 in WRS)
- STAT 151

Students cannot apply to the Honors program if they have completed more than ★90 of the requirements for the BSc Nutrition and Food Science General Program.

Other Requirements:

Letter of Intent: Applicants must submit a letter with their application for admission stating their career goals, knowledge and experience related to research, and reasons for seeking admission to the Honors in Nutrition program. Further details regarding the Letter of Intent and contact information for the Honors Advisor for Nutrition are available from ALES Student Services.

Rationale: Edited for clarity. AGPA is now calculated the same as for all ALES programs. Course requirements (highlighted in blue) have not changed, but edited for clarity.

Transfer Applicants

I. Transfers from other Faculties and other Postsecondary Institutions

1. ~~Students who do not meet the specific subject requirements in Faculty of Agricultural, Life and Environmental Sciences will not be considered for admission to the Faculty of Agricultural, Life and Environmental Sciences. Any deficiencies in matriculation subjects must be cleared before admission. Students who are deficient in one or more matriculation subjects may fulfil this deficiency with University transferable work in the same subject area as described in Admission Chart 3.~~
2. ~~Students registered in another Faculty at the University of Alberta or in another postsecondary institution may apply to transfer to the Faculty of Agricultural, Life and Environmental Sciences. Applicants who have completed ★24 or more transferable to the University of Alberta will be considered for admission on the basis of their admission grade point average (AGPA) if they have an AGPA of at least 2.0 (2.3 for the Business Management programs; 2.7 for the BSc in Nutrition and Food Science, Food Science and Technology Specialization and the BSc in Nutrition and Food Science, Dietetics Specialization; and 3.0 for the BSc in Honors in Food Science and the BSc Honors in Nutrition) and meet all other admission requirements. Applicants to the BSc in Environmental and Conservation Sciences – Bilingual program should see General Information. Refer to Admission Grade Point Average (AGPA) Calculation for calculation of AGPA. Applicants should note that possession of the minimum requirements does not guarantee admission. Transfer credit will be given for completed coursework that is applicable to the degree.~~
3. Transfer applicants who have completed less than ★24 transferable to the University of Alberta will be considered for admission on the basis of their high school matriculation average and their postsecondary coursework.
4. ~~Subsequent to having been required to withdraw from any other postsecondary institution, students must have successfully completed at least ★24 transferable to the~~

Transfer Applicants

I. Transfers from other Faculties and other Postsecondary Institutions

1. Transfer Applicants must meet the high school-level course requirements for their desired program to be considered for admission. Any deficiencies must be cleared before admission. Deficiencies may be satisfied with University transferable work in the same subject area as described in [Admission Chart 3](#).
2. Applicants who have completed ★24 or more transferable to the University of Alberta will be considered for admission on the basis of their Admission Grade Point Average (AGPA). Possession of the minimum AGPA does not guarantee admission.
3. Transfer applicants who have completed less than ★24 transferable to the University of Alberta will be considered for admission on the basis of their high school matriculation average and their AGPA for completed postsecondary coursework.

University of Alberta with an AGPA of 2.0 (2.3 for the Business Management programs; 2.7 for the BSc in Nutrition and Food Science, Food Science and Technology Specialization and the BSc in Nutrition and Food Science, Dietetics Specialization; and 3.0 for the BSc in Honors in Food Science and the BSc Honors in Nutrition) to be considered for admission. Applicants who have twice been required to withdraw from any postsecondary institution or program will not normally be considered for admission to the Faculty of Agricultural, Life and Environmental Sciences. Refer to Admission Grade Point Average (AGPA) Calculation for calculation of AGPA.

5. — Students who have been required to withdraw from the University of Alberta and who then complete ★18 transferable to the University of Alberta with an AGPA of 2.7 or ★24 transferable to the University of Alberta with an AGPA of 2.0 (2.3 for the Business Management programs; 2.7 for the BSc in Nutrition and Food Science, Food Science and Technology Specialization and the BSc in Nutrition and Food Science, Dietetics Specialization; and 3.0 for the BSc in Honors in Food Science and the BSc Honors in Nutrition) may apply for readmission to the Faculty, unless they have been required to withdraw more than once from any postsecondary programs (see Application of Academic Standing).

II. Transfer from Approved Diploma Programs

Graduates of Faculty-approved two-year diploma programs may receive up to ★60 towards their degree. Diploma transfer students must present a competitive admission GPA and meet all matriculation subject requirements. Students who do not meet the specific subject requirements in Faculty of Agricultural, Life and Environmental Sciences will not be considered for admission to the Faculty of Agricultural, Life and Environmental Sciences. Any deficiencies in matriculation subjects must be cleared before admission to the Faculty. Students who are deficient in one or more matriculation subjects may fulfil this deficiency with University transferable work in the same subject area as described in Admission Chart 3. For details on current transfer agreements and admission requirements, students should contact

II. Transfer from Approved Diploma Programs

Graduates of Faculty-approved two-year diploma programs may receive up to ★60 towards their degree. Diploma transfer students must present a competitive AGPA and meet all matriculation subject requirements. Any deficiencies in matriculation subjects must be cleared before admission to the Faculty. Students who are deficient in one or more matriculation subjects may fulfil this deficiency with University transferable work in the same subject area as described in Admission Chart 3. Details on current transfer agreements and admission requirements are available from [ALES Student Services](#).

Agricultural, Life and Environmental Sciences, Student Services at (780) 492-4933, 1-800-804-6417 (Western Canada), or new2ales@ualberta.ca or www.ales.ualberta.ca/UndergraduateStudents.

II. Admission with Advanced Standing

Students transferring into any program must meet all program requirements. See Postsecondary Transfer Applicants for additional information regarding transfer credits.

IV. Admission with Transfer Credit

Students should make an appointment with the Student Services Office (2-06 Agriculture-Forestry Centre) if they have questions regarding transfer credit awarded towards their degree program. Once this informal avenue has been exhausted, final authority on transfer credit rests with the Dean or designate, with no further Faculty or University appeal available.

III. Admission with Transfer Credit

Transfer credit will be assessed in accordance with Faculty assessment practices once an application for admission and official transcripts have been received. Students who believe additional transfer credit is warranted must apply for review to the Faculty by October 1 of their admission year. Transfer credit assessment is not appealable.

Rationale: Edited for clarity and to better reflect current ALES admission practice. Deleted section related to RTW applicants is repeated from the University admissions section of the Calendar and is therefore redundant. Specific references to AGPA have previously been addressed in each program section as required. Transfer credit review process is clarified.

Calendar Changes for the Faculty of ALES

**Faculty Regulations Related to Admissions and Transfer
2020/21 Calendar Changes**

Current (2019/20) Calendar Entry	Proposed (2019/20) Calendar Entry
<p>Definitions [ALES]</p> <p>...</p> <p>Major: Academic area of focus within a degree program. [text highlighted in green is moved from the “Admissions and Transfer” section (below)] ... Those who have not selected a major by the end of their first year in the program shall be required to declare one before registering for the next academic year.</p>	<p>Definitions [ALES]</p> <p>...</p> <p>Major: Academic area of focus within a degree program. Students who have not selected a major by the end of their first year in the program may be required to declare one before registering for the next academic year.</p>
<p>Admission and Transfer [ALES]</p> <p>Admission requirements are detailed in the following Calendar sections:</p> <ul style="list-style-type: none"> • Admission to Undergraduate Programs • General Admission Requirements • Faculty of Agricultural, Life and Environmental Sciences <p>An applicant who holds an undergraduate degree (either from the University of Alberta or another university) and who wishes to pursue a degree in the Faculty of Agricultural, Life and Environmental Sciences must satisfy all admission requirements (see Faculty of Agricultural, Life and Environmental Sciences), as well as program, academic standing and graduation requirements of the particular degree program (see Academic Standing and Programs). The total number of units of course weight required to satisfy the program requirements will vary depending on the degree held and the degree sought; however, a minimum of ★54 will always be required. In some cases, more than ★54 will be required depending on the applicability of courses completed as part of the</p>	<p>Admission and Transfer [ALES]</p> <p>Admission requirements are detailed in the following Calendar sections:</p> <ul style="list-style-type: none"> • Admission to Undergraduate Programs • General Admission Requirements • Faculty of Agricultural, Life and Environmental Sciences

first degree. The specific course requirements are determined by transfer credit assessment at the time of admission. Any deficiency in a matriculation requirement or a high school prerequisite to a program requirement must be cleared before admission to the degree program. A minimum of ★54 must be completed while registered at the University of Alberta, ★30 of which must be completed while registered in the Faculty of Agricultural, Life and Environmental Sciences. The degree program selected may be the same as the first degree program if another major is selected. Combined degree programs are not available to students who already have one of the two degrees. An applicant who holds an undergraduate degree from the Faculty of Agricultural, Life and Environmental Sciences and who wishes to pursue another degree in the Faculty must satisfy all admission requirements (see Faculty of Agricultural, Life and Environmental Sciences), as well as program, academic standing and graduation requirements of the particular degree program (see [Academic Standing](#) and Programs). The total number of units of course weight required to satisfy the program requirements will vary depending on the degree held and the degree sought; however, a minimum of ★30 will always be required. In some cases, more than ★30 will be required depending on the applicability of courses completed as part of the first degree. The specific course requirements are determined by transfer credit assessment at the time of admission. Any deficiency in a matriculation requirement or a high school prerequisite to a program requirement must be cleared before admission to the degree program. A minimum of ★30 must be completed while registered in the Faculty of Agricultural, Life and Environmental Sciences. The degree program selected may be the same as the first degree program if another major is selected. Combined degree programs are not available to students who already have one of the two degrees.

The Faculty of Agricultural, Life and Environmental Sciences functions under enrolment management. As such, the Faculty's total student enrolment is limited. All applications with the minimum Admission Grade Point Average (AGPA) are

evaluated and ranked as part of an applicant pool. Spaces in programs are allocated to the top applications in the applicant pool downward until the spaces in the programs are filled. Therefore, in any given year, the AGPA cutoff to a degree program may be higher than the minimum AGPA required for consideration.

Applicants should indicate their choice of a degree program and major on their application. Those who have not selected a major by the end of their first year in the program shall be required to declare one before registering for the next academic year.

1. **Residence Requirement:** A maximum of two years of transfer credit completed outside the University of Alberta will be granted toward an undergraduate degree in the Faculty of Agricultural, Life and Environmental Sciences. This consists of ★60 or its equivalent. A minimum of ★60 must be completed at the University of Alberta, of which a minimum of ★30 must be completed while registered in this Faculty. Students are advised to discuss their course and program requirements with Student Services (2-06 Agriculture-Forestry Centre).
2. **Permission to take courses at another postsecondary institution:** Following initial admission, students are expected to complete all requirements at the University of Alberta. Students may apply for permission to take courses at another institution for credit to their degree program if
 - a. they are degree students in the Faculty of Agricultural, Life and Environmental Sciences; and
 - b. they present Satisfactory academic standing (i.e., Fall/Winter Grade Point Average of 2.0 or greater). Approval is not granted when the student has already received the maximum allowable transfer credit. There is no obligation to grant transfer credit unless prior permission has been obtained.

[covered in previous section “Definitions, Major” (above). See text highlighted in green.]

[covered in new section “Transfer Credit” (below). See text highlighted in blue.]

Qualified students must contact Student Services (2-06 Agriculture-Forestry Centre) to obtain the necessary forms and approval before enrolling at another institution.

- 3- **Exchange Programs:** For students already admitted to a program in the Faculty of Agricultural, Life and Environmental Sciences who are participating in approved international exchange programs, credit is considered on a course-by-course basis. The residence requirement defined in (1) above applies to students participating in such exchanges.

Rationale for change:

Text updated for clarity. Section on “Residence Requirement” and “Permission to take courses at another institution” updated and moved to new section titled “Transfer Credit” (below). “Exchange Programs” also covered under “Transfer Credit” (below), given that they are treated no differently than any courses taken by current students. Relevant content related to transfer applicants appears in the Admissions section of the Calendar, so is deemed redundant.

[Moved down from “Admissions and Transfer” section (above)]

- 1- **Residence Requirement:** A maximum of two years of transfer credit completed outside the University of Alberta will be granted toward an undergraduate degree in the Faculty of Agricultural, Life and Environmental Sciences. This consists of ★60 or its equivalent. A minimum of ★60 must be completed at the University of Alberta, of which a minimum of ★30 must be completed while registered in this Faculty. Students are advised to discuss their course and program requirements with Student Services (2-06 Agriculture-Forestry Centre).
- 2- **Permission to take courses at another postsecondary institution:** Following initial admission, students are expected to complete all requirements at the University of Alberta. Students may apply for permission to take courses at another institution for credit to their degree

Transfer Credit

A maximum of ★60 transfer credit completed outside the University of Alberta will be granted toward an undergraduate degree in the Faculty of Agricultural, Life and Environmental Sciences. A minimum of ★60 of degree requirements must be completed at the University of Alberta, of which a minimum of ★30 must be completed while registered in the Faculty of Agricultural, Life and Environmental Sciences.

Current students, including those interested in exchange programs and study abroad, must receive permission to take courses at another institution for credit to their degree program. A student is not eligible if they have already received the maximum allowable transfer credit (★60), or if they do not present satisfactory academic standing. There is no obligation to grant transfer credit unless prior permission has been obtained. Qualified students must contact ALES Student Services to obtain the necessary forms and approval before enrolling at another institution.

program if

- a. they are degree students in the Faculty of Agricultural, Life and Environmental Sciences; and they present satisfactory academic standing (i.e., Fall/Winter Grade Point Average of 2.0 or greater).
- b. Approval is not granted when the student has already received the maximum allowable transfer credit. There is no obligation to grant transfer credit unless prior permission has been obtained. Qualified students must contact Student Services (2-06 Agriculture-Forestry Centre) to obtain the necessary forms and approval before enrolling at another institution.

Rationale:

Clarifies transfer credit limits and indicates the process for gaining permission to take courses elsewhere. Applies to all exchanges as well.

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Changes to Academic Standing Regulations for Undergraduate Programs in the Faculty of Agricultural, Life and Environmental Sciences
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Motion

<p>THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to academic standing regulations for undergraduate programs in the Faculty of Agricultural, Life and Environmental Sciences (ALES), as set forth in attachment 1, to be published in the 2020-2021 University Calendar.</p>

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Stanford Blade, Dean, Agricultural, Life and Environmental Sciences
Presenter(s)	Scott Jeffrey, Associate Dean (Academic), ALES

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee as the result of an ALES initiative to review and update its Calendar content. The changes are primarily editorial in nature, and focused on clarity of language and removing redundant or outdated material.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p><i>What is the strategic impact of the proposal?</i></p> <ul style="list-style-type: none"> To ensure that students and other stakeholders can clearly understand admission requirements for ALES programs. <p><i>What problems/opportunities will it address?</i></p> <ul style="list-style-type: none"> When the University Calendar was moved from a print to an online document, many editorial conventions were no longer optimal and required rewriting and formatting to maximize clarity. <p><i>Explain the alignment with the core risk area identified and include a brief summary of the associated risk(s) for each decision item</i></p> <ul style="list-style-type: none"> No risks <p><i>What are the financial implications (costs and funding sources)?</i></p> <ul style="list-style-type: none"> None <p><i>What are the next steps?</i></p> <ul style="list-style-type: none"> University Calendar is updated as proposed.
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the</p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> ALES Student Services
	<p><u>Those who have been consulted:</u></p>

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protocol see the Governance Resources section Student Participation Protocol >	<u><i>Those who have been informed:</i></u>
Approval Route (Governance) (including meeting dates)	ALES Academic Coordinating Committee, March 27, 2019 ALES Faculty Council, April 15, 2019 GFC ASC Subcommittee on Standards - December 5, 2019 GFC Academic Standards Committee - December 12, 2019

Strategic Alignment

Alignment with <i>For the Public Good</i>	Sustain: Objective 21: Encourage continuous improvement in administrative, governance, planning and stewardship systems, procedures, and policies that enable students, faculty, staff, and the institution as a whole to achieve shared strategic goals.	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.	
Legislative Compliance and jurisdiction	<input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input type="checkbox"/> Student Success

Attachments:

1. ALES Regulations (Pages 1 – 8)

Prepared by: Jim Bohun, Assistant Dean (Academic and Student Programs), Faculty of ALES

Calendar Changes for the Faculty of ALES

**Faculty Regulations
2020/21 Calendar Changes**

Current (2019/20) Calendar Entry	Proposed (2019/20) Calendar Entry
<p>Definitions [ALES]</p> <p>...</p> <p>Minor: Secondary area of focus that complements a major within a degree program.</p> <p>[New Definition. Text in green moved from “Selection of Courses” (below)]</p> <p>Students wishing to take more than ★15 in a term must have satisfactory standing and approval of Student Services (2-06 Agriculture Forestry Centre).</p> <p>Program Core: consists of the central program elements in each degree.</p> <p>...</p>	<p>Definitions [ALES]</p> <p>...</p> <p>Minor: Secondary area of focus that complements a major within a degree program.</p> <p>Normal Course Load: A normal full academic course load is ★15 per term in Fall/Winter.</p> <p>Students wishing to take more than ★15 in a term must have satisfactory standing and approval of ALES Student Services.</p> <p>Program Core: consists of the central program elements in each degree.</p> <p>...</p>
<p>Rationale: <i>This was deemed a better place for this material, particularly given the entirety of the changes we are proposing for the Faculty Regulations.</i></p>	

Practicum Placements, Professional Practice and the Public Interest

The Dean, or a designate acting on behalf of the Dean, may immediately deny assignments of a student, withdraw a student from, or vary terms, conditions or site of a work experience placement or practicum (Internship, Cooperative Education, Integrated Dietetics and the Human Ecology Practicum), if the Dean or designate has reasonable grounds to believe that this is necessary in order to protect the Public Interest. Refer to Practicum Intervention Policy.

Rationale: Delete content and include reference to Practicum placements in 'Appeals and Grievances' section (below). This mirrors practice by the Faculty of Science. Note that University policy requires faculties "to provide information in the Faculty section of the calendar where Students can obtain a copy of the appeal procedures." The deleted statement repeats language from the appeal procedures without full context.

Graduation [ALES]

1. Application for Graduation:

Students must apply for graduation on Bear Tracks (<https://www.beartracks.ualberta.ca>) by February 1 for Spring Convocation or by September 1 for Fall Convocation.

2. Convocation:

Students completing degree requirements during the Fall Term or Winter Term will graduate at Spring Convocation; those completing degree requirements during the Spring/Summer will graduate at Fall Convocation.

3. Degree Requirements:

Students registered in the following degree programs require ★120 to graduate: BSc Agriculture, BSc Agricultural/Food Business Management, BSc Animal Health, BSc Environmental and Conservation Sciences, BA Environmental Studies, BSc Forestry, BSc Forest Business Management, BSc Human Ecology, and BSc Nutrition and Food Science. Students registered in the BSc in Human Ecology/BEd and the BSc in Environmental and Conservation Sciences/BA in Native Studies Combined Degrees require ★150 to graduate.

4. Courses Extra to the Degree

Graduation [ALES]

1. Eligibility for Graduation

Students that have completed all of the requirements in their program and present Satisfactory Standing are eligible for Graduation.

2. Courses Extra to the Degree

Courses successfully completed while registered in a program which are not being used for degree credit are known as courses extra to the degree. Such courses are, however, included in the assessment of academic standing.

The Faculty will designate courses as extra to degree when they are not being used for degree credit. When a course designated by the Faculty as extra to degree could also satisfy a degree requirement, the student may request a revision of the designation of that course. If the Faculty agrees to the revision, a course that was previously deemed to be satisfying the same degree requirement must in turn be declared extra to degree.

5. Graduation Grade Point Average

To be eligible for graduation from any of the programs offered by the Faculty of Agricultural, Life and Environmental Sciences, students must present Satisfactory Academic Standing [see (6) below] and obtain a GPA of at least 2.0 (2.7 for the BSc in Nutrition and Food Science, Food Science and Technology Specialization and the BSc in Nutrition and Food Science, Dietetics Specialization; and 3.0 for the BSc in Honors in Food Science and the BSc Honors in Nutrition) on their last ★60 counting towards their degree (including courses completed at another institution).

When calculating the Graduation GPA all courses from a particular term of study must be used. When fewer credits than were taken in a specific term are needed to meet the requirement of the last ★60 counting towards the degree, the grade points will be calculated by multiplying the GPA of all courses completed in that term by the number of credits required to meet the ★60.

6. Extension to the Graduating Year

Students who have successfully completed at least ★120 or ★150 [for programs as indicated in (3)] who do not meet program requirements for graduation, and who are otherwise eligible to continue in their program of study, may continue to register to the end of the next Fall/Winter of study

Courses successfully completed while registered in a program which are not being used for degree credit are known as courses extra to the degree. Such courses are, however, included in the assessment of academic standing.

The Faculty will designate courses as extra to degree when they are not being used for degree credit. When a course designated by the Faculty as extra to degree could also satisfy a degree requirement, the student may request a revision of the designation of that course. If the Faculty agrees to the revision, a course that was previously deemed to be satisfying the same degree requirement must in turn be declared extra to degree.

3. Graduation Grade Point Average

To be eligible for graduation from any of the programs offered by the Faculty of Agricultural, Life and Environmental Sciences, students must present Satisfactory Standing and obtain a GPA of at least 2.0 (2.7 for the BSc in Nutrition and Food Science, Food Science and Technology Specialization and the BSc in Nutrition and Food Science, Dietetics Specialization; and 3.0 for the BSc in Honors in Food Science and the BSc Honors in Nutrition) on their last ★60 counting towards their degree (including courses completed at another institution).

When calculating the Graduation GPA all courses from a particular term of study must be used. When fewer credits than were taken in a specific term are needed to meet the requirement of the last ★60 counting towards the degree, the grade points will be calculated by multiplying the GPA of all courses completed in that term by the number of credits required to meet the ★60 including non-graded courses.

4. Extension to the Graduating Year

Students who have completed ★120 (★150 for combined degrees) or more are permitted to register only in those courses necessary to complete their current program and meet graduation requirements as quickly as possible. Approval of ALES Student Services is required for

in order to meet graduation requirements. Students who have been given their first assignment of "Marginal Standing" (i.e. Academic Warning) in their graduating year, may continue to register to the end of the next Fall/Winter of study. Students must complete a minimum ★9 to a maximum ★15 to meet the "Satisfactory Standing" requirement for graduation [see (8) above]. Students who are in Unsatisfactory Standing, (i.e., Required to Withdraw), may petition/appeal to be allowed to complete one further Fall/Winter of study to meet the "Satisfactory Standing" for graduation requirements. If graduation requirements are not met within the Fall/Winter period, such students will be required to withdraw and will not normally be readmitted.

7. Graduation with Distinction

This designation is awarded to a student achieving a grade point average of 3.5 or greater on the last ★60. The same calculation as detailed in Graduation Grade Point Average in (5) above applies.

every course beyond ★120 (★150 for combined degrees) in which they register.

5. Graduation with Distinction

The notation "With Distinction" is inscribed on the permanent record and graduation parchment if a student has obtained a Graduation GPA of 3.5 or higher on the last ★60 of their program completed at the University of Alberta.

Rationale: Content edited for clarity, simplicity, and to remove redundancies and reflect best practice at the UofA.

1. Application for Graduation – delete as it simply repeats information related to RO practice that is contained in the University section of the Calendar.
2. Convocation - 1. Application for Graduation – delete as it simply repeats information related to RO practice that is contained in the University section of the Calendar.
3. Degree requirements – delete as it simply reiterates the credit counts for programs that are listed in detail in the programs section. Redundant.
5. Graduation Grade point average – clarify what ALES does with non-graded courses when calculating Graduation GPA.
6. Extension of the Graduating Year – procedure made more clear and tightened up to ensure students don't take courses beyond their degree requirements without permission. Based on the procedure in the Faculty of Science.
7. Graduation with Distinction – edited for clarity and to better reflect practice.

Courses

1. Selection of Courses

Students are responsible for familiarizing themselves with program requirements and limitations as specified in the Calendar, for ensuring their programs are properly planned in accordance with degree specifications, and for the completeness and accuracy of their

DELETE

registration. Please read the Calendar carefully before registering in courses, and if you are in doubt about any regulations pertaining to your program, consult the Student Services (2-06 Agriculture-Forestry Centre) for clarification.

Students wishing to take more than ★15 in a term must have satisfactory standing and approval of Student Services (2-06 Agriculture-Forestry Centre).

2. Selection of First-Year Courses—

Beginning first-year students who have completed no credits toward their programs normally restrict their registration to junior courses. First-year students contemplating taking senior level courses should be careful to ensure that they have completed any prerequisites.

3. Withdrawal from Courses—

Courses from which the student withdraws up to and including the last day for registration in the Fall and Winter Terms will not appear on the student's record. Courses from which the student withdraws after the last day of registration and up to and including the last day for dropping courses will appear with a grade of "W" (Withdrew with permission) on the transcript.

Deadlines for withdrawing from courses are listed in Academic Schedule.

Rationale: Content related to courses is purely informational, and would be better provided on the Faculty website. Withdrawal information is already covered in “Major Dates and Deadlines” and in “Academic Regulations”. ALES programs also state that course choice may affect scheduling. Definition of “Normal Courseload” added to definitions section (see above) to cover off approval process for taking more than *15.

Interruption of Studies

Students who wish to take a break from studies for more than 12 months will be required to reapply in order to continue with their studies. Students will follow the new program requirements when they return to the Faculty. Permission to follow their current requirements can be requested by writing the Associate Dean (Academic) at least 14 days prior to the beginning of the term that the student wishes to miss.

Students with marginal standing or who are on academic probation are only permitted to interrupt their studies with the prior, written approval of the Associate Dean (Academic). Should students in either of these categories interrupt their programs for more than twelve months without prior approval, readmission will not be granted unless the student meets the current readmission criteria.

Interruption of Studies

Students who, for any reason, fail to maintain any registration in a program for 12 or more consecutive months will be required to apply for readmission to the program in order to resume their registration (see also [Application for Readmission or Internal Transfer](#)). Students who interrupt their studies for any reason without prior written permission from the Associate Dean (Academic) will need to meet all admission criteria including competitive AGPA, and will be required to satisfy the degree program requirements for the year they are readmitted.

Rationale for change:

Creates consistent language for applying study interruption guidelines across various student circumstances. There is no need to have a separate statement for marginal standing and academic probation as the process is the same for all students.

<p>Time Limit to Complete Program Students in the BSc Nutrition and Food Science, Dietetics Specialization must complete their program within six years from the year of original admission to the Dietetics Specialization. Exception requests must be submitted to the Associate Dean (Academic).</p> <p>For all other programs offered by the Faculty, students who have not completed their degree within eight years from the year of original admission and wish to do so must follow the program requirements in the current Calendar. Exception requests must be submitted to the Associate Dean (Academic).</p>	<p>Time Limit to Complete Program Students in the BSc Nutrition and Food Science, Dietetics Specialization must complete their program within six years from the year of original admission to the Dietetics Specialization. Exception requests must be submitted in writing to the Associate Dean (Academic).</p> <p>For all other programs offered by the Faculty, students who have not completed their degree within eight years from the year of original admission and wish to do so must follow the program requirements in the current Calendar. Exception requests must be submitted in writing to the Associate Dean (Academic).</p>
<p>Rationale: added “in writing” for clarity.</p>	
<p>Petitions and Appeals The Faculty of Agricultural, Life and Environmental Sciences has petition and appeal procedures so that students who encounter special problems relating to academic standing, grade or course concerns, and program requirements have them reviewed in an equitable manner. A copy of these Faculty regulations regarding petitions and appeals may be obtained from Undergraduate Student Services, 206 Agriculture Forestry Centre.</p> <p>Note: Deadlines exist for submission of petitions and appeals. Contact the Faculty for details.</p> <p>Under certain conditions, an unsuccessful appeal within the Faculty may be carried to the General Faculties Council Academic Appeals Committee. See Appeals and Grievances</p>	<p>Appeals and Grievances A copy of Faculty of Agricultural, Life and Environmental Sciences regulations regarding appeals on grades, academic standing and practicum intervention may be obtained from ALES Student Services. Certain academic standing decisions made by the Faculty Academic Appeals Committee may be appealed to the General Faculties Council Academic Appeals Committee. Decisions made by the Faculty Practice Review Committee may be appealed to the General Faculties Council Practice Review Board.</p>
<p>Rationale: Clarity of language and consistency with other Faculties. Mirrors Faculty of Science language.</p>	

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Changes to Existing Entrance Requirements, Academic Standing Regulations and Program Requirements for Graduate Programs in History and Classics, Faculty of Arts, and Faculty of Graduate Studies and Research
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Motion I

<p>THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing entrance requirements and academic standing regulations for graduate programs in the Department of History and Classics, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Arts, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.</p>
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Motion II

<p>THAT the GFC Academic Standards Committee recommend to the GFC Academic Planning Committee, the proposed changes to existing program requirements for graduate programs in the Department of History and Classics, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Arts, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.</p>

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input checked="" type="checkbox"/> Recommendation
Proposed by	Brooke Milne, Vice-Provost and Dean, FGSR Lesley Cormack, Dean, Faculty of Arts
Presenter(s)	Adam Kemezis, Associate Chair (Graduate), Faculty of Arts - History & Classics Dept Janice Causgrove Dunn, Associate Dean, FGSR Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to ensure that all Academic Regulations (entrance/admission requirements, academic standing requirements and program requirements) for this program are listed in the Calendar

Item No. 7

<p>Executive Summary (<i>outline the specific item – and remember your audience</i>)</p>	<p>1.FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:</p> <ul style="list-style-type: none"> • Ensuring all entrance requirements are in the calendar, including all supporting documentation and application deadlines • Clarification of Academic Standing requirements • Creation of separate calendar entries for each specialization • Updating formatting and inserting standard calendar wording <p>2. Substantive changes to the coursework and comprehensive exam requirements for the History PhD program designed to shorten students' time to candidacy by integrating the coursework better into both the comprehensive and candidacy exam structure, as well as increasing the breadth of students' learning experience, teachable knowledge and exposure to faculty;</p> <p>3. Some changes to the History MA program necessitated by the new course structure created by the above-mentioned PhD changes;</p> <p>4. Several minor changes designed to produce uniformity of language between the various programs</p> <p>This Calendar update reflects current practice.</p>
<p>Supplementary Notes and context</p>	<p><This section is for use by University Governance only to outline governance process.></p>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Adam Kemezis, Associate Chair(Graduate), Faculty of Arts - History & Classics Dept <p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Maria Chia, Graduate Governance and Policy Coordinator, FGSR • Janice Hurlburt, Graduate Governance and Policy, FGSR <p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> •
<p>Approval Route (Governance) (including meeting dates)</p>	<p>Arts Faculty Council November 28, 2019 GFC ASC Subcommittee on Standards, December 5, 2019 GFC Academic Standards Committee, December 12, 2019 GFC Academic Planning Committee, January 15, 2020</p>

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>Objective 21</p>			
<p>Alignment with Core Risk Area</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success			
<p>Legislative Compliance and jurisdiction</p>	<p>Post-Secondary Learning Act GFC Academic Standards Committee Terms of Reference GFC Academic Planning Committee Terms of Reference</p>			

Attachments:

1. Department of History and Classics Calendar change (pages 1 - 19)

Prepared by: Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca

Killam Centre for Advanced Studies
2-29 Triffo Hall Edmonton AB Canada T6G 2E1
Tel: 780.492.2816 / Fax: 780.492.0692
www.gradstudies.ualberta.ca

2021-2022 University of Alberta Proposed Calendar Graduate Program Changes:

Current	Proposed
<p>Graduate Programs History and Classics [Graduate]</p> <p>Department of History and Classics 2-28 Tory Building University of Alberta Edmonton, Alberta T6G 2H4 E-mail: Lydia.Dugbazah@ualberta.ca www.uofaweb.ualberta.ca/historyandclassics/</p> <p>General Information The Department of History and Classics has programs leading to the degrees of Master of Arts and Doctor of Philosophy.</p> <p>The Department offers two course-based Classics MAs: one in Classical Languages (Greek, Latin, and classical studies), where some concentration is possible in classical literature or ancient history; the other in Classical Archaeology, which offers an opportunity to pursue archaeological fieldwork. The PhD in Classics is also offered in both Classical Languages and Classical Archaeology.</p> <p>MA and PhD programs in History are offered in the following areas: Africa and the Middle East; British Empire; Modern Britain; Canada; China, Japan, and Korea; Medieval England; Early Modern England; Medieval Europe; Early Modern Western Europe; Modern Western Europe; Latin America; Russia and Eastern Europe; United States; Science, Medicine, and Technology; and Women. The MA may be either course-based or thesis-based.</p> <p>The Department also offers a thesis-based MA in Ancient Societies and Cultures, with an emphasis on inter- and cross-disciplinary approaches.</p> <p>[moved below to Entrance Requirements]</p>	<p>Graduate Programs History and Classics [Graduate]</p> <p>Department of History and Classics 2-28 Tory Building University of Alberta Edmonton, Alberta T6G 2H4 E-mail: gradstud@ualberta.ca https://www.ualberta.ca/history-classics</p> <p>General Information <u>Our Department offers the degrees of MA and PhD in the separate disciplines of History and Classics, as well as an MA in Ancient Societies and Cultures with an interdisciplinary focus. Within both History and Classics we offer a number of different programs, and within all of those programs a broad range of geographical, thematic and methodological specializations. Applicants are encouraged to consult the Department's web site for details of the particular areas of research concentration of our faculty.</u></p> <p><u>In Classics, the</u> Department offers two course-based MAs: one in Classical Languages (Greek, Latin, and Classical Studies), where some concentration is possible in classical literature or ancient history; the other in Classical Archaeology, which offers an opportunity to pursue archaeological fieldwork. The PhD in Classics is also offered in both Classical Languages, <u>which is a broad-based program leading to a general qualification in Classics, and in</u> Classical Archaeology.</p> <p><u>In History, the department offers a course-based MA, a thesis-based MA, and a PhD. The department can support graduate studies on a wide range of areas and topics in History; see the department website for details.</u></p> <p>The Department also offers a thesis-based MA in Ancient Societies and Cultures, with an emphasis on inter- and cross-disciplinary approaches.</p>

The application deadline for September admission is normally early January. For the exact date and any additional information, contact the Graduate Chair, History and Classics.

Entrance Requirements

The Department's minimum admission requirements are an undergraduate degree with an average of 3.5 in the last two years of undergraduate work (or graduate work) at the University of Alberta, or an equivalent qualification from a recognized institution.

[moved up from MA in Classical Languages and MA in Classical Archaeology]

MA in Classical Languages

Entrance Requirements

In addition to general Departmental requirements, students must have a BA with a major in Classics;

[moved up from MA in Classical Archaeology]

Students with a major in Archaeology, Anthropology, History, or Art History may also be accepted, provided that they have taken at least six courses (★18) in Classics at the 200-level or above.

[moved up from MA in Classical Languages]

with the equivalent of GREEK 101/GREEK 102 and GREEK 301/GREEK 302 and LATIN 101/LATIN 102 and LATIN 301/LATIN 302 and ★9 at the 400-level in Greek and/or Latin.

Students who have less preparation in the languages, but are otherwise well-qualified for graduate study, may be considered for admission as qualifying students.

[moved up from MA in Classical Archaeology]

with the equivalent of at least ★6 of (Ancient) Greek or Latin at the 100-level and with eight courses (★24) in Classics at the 200-level or above, at least two (★6) of which must be at the 400-level.

[moved up from PhD in Classics]

Entrance Requirements

In addition to general Departmental requirements, students must have an MA in Classics or the equivalent.

Entrance Requirements

For the MA programs in Classical Archaeology and Classical Languages, the Department's minimum admission requirements are a BA with a major in Classics with an admission GPA of at least 3.5 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

For the MA in Classical Archaeology, students with a major in Archaeology, Anthropology, History, or Art History may also be accepted, provided that they have taken the equivalent of at least six courses (★18) in CLASS, LATIN or GREEK at the 200-level or above.

Applicants to the MA in Classical Archaeology must have completed the equivalent of at least ★6 of GREEK or LATIN

Applicants to the MA in Classical Languages must have completed the equivalent of GREEK 302 and LATIN 302 and a combined ★9 at the 400-level in GREEK and/or LATIN.

For the PhD programs in Classical Archaeology and Classical Languages, the Department's minimum admission requirements are an MA in Classics with an admission GPA of at least 3.5 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

[moved up from the MA in History]

Entrance Requirements

Students holding a four-year Honors or Special BA in History from the University of Alberta, or a comparable degree from another university, may be admitted to the status of candidate for the MA degree. Students who lack the above qualification, but who hold an acceptable bachelor's degree (or its equivalent), may be admitted as a qualifying graduate student; as such, the student will be expected to complete additional courses before proceeding to the MA program proper. Qualifying graduate students must normally take ten (★30) courses, at least ★18 of them in History courses. The courses, usually senior undergraduate courses at the 300- or 400-level, will be chosen in consultation with the Graduate Chair. Students must attain a grade point average of 3.5, with no single grade below B-. Students should also plan to complete the language requirement by the end of their qualifying year; advancement to candidacy status may be delayed until it is fulfilled.

[moved up from PhD in History]

Entrance Requirements

Students proposing to enter a PhD in History program are expected to hold an acceptable MA degree or its equivalent. In exceptional cases a student admitted as a candidate for the MA may subsequently be permitted to enter the PhD program without writing a master's thesis.

[moved up from MA in Ancient Societies and Cultures]

Entrance Requirements

In addition to general Departmental requirements, students should hold a BA degree either in Classics or History or a suitable related field (e.g., Religious Studies, Philosophy, Anthropology)

[moved up from MA in Ancient Societies and Cultures] and must demonstrate appropriate preparation for the desired program of study, including a level of language proficiency to conduct research on the primary sources, as applicable to the student's program (e.g., suitable preparation in Greek, Hebrew, Latin and/or Sanskrit).

For the MA program in History, the Department's minimum admission requirements are a four-year Honors or Special BA in History with an admission GPA of at least 3.5 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

For the PhD program in History, the Department's minimum admission requirements are an acceptable MA degree with an admission GPA of at least 3.5 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

For the MA program in Ancient Societies and Cultures, the Department's minimum admission requirements are a BA degree either in Classics or History or a suitable related field (e.g., Religious Studies, Philosophy, Anthropology) with an admission GPA of at least 3.5 on the 4-point scale from the University of Alberta, or an equivalent qualification and standing from a recognized institution. The admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

Applicants to the MA in Ancient Societies and Cultures must demonstrate appropriate level of language proficiency to conduct research on the primary sources, as applicable to the student's program (e.g., suitable preparation in Ancient Greek, Hebrew, Latin and/or Sanskrit).

and a TOEFL score of 95 (Internet-based) or 580 (paper-based) as applicable (see English Language Requirement).

[moved down from above]

The application deadline for September admission is normally early January. For the exact date and any additional information, contact the Graduate Chair, History and Classics

Academic Standing Requirements

The Department of History and Classics requires a higher minimum cumulative grade point average than that acceptable to the Faculty of Graduate Studies and Research (see Minimum Faculty Requirements and Failure in or Failure to Complete a Course or Research Work). All students pursuing graduate degrees in History and Classics must maintain a minimum cumulative grade point average of 3.0 throughout the course of the program. A student whose cumulative grade point average falls below 3.0 may be required to withdraw.

[Modern Language Requirements are still required; revised requirements are restated within each degree program]

Modern Language Requirements

All candidates for the MA and PhD must demonstrate competence in reading at least one modern language

In all MA programs, students with undergraduate degrees in fields other than History or Classics, or who for other reasons require further coursework at the undergraduate level, may be admitted to an MA qualifying year.

In exceptional cases, a student may be admitted directly into a PhD program without an MA, or, having been admitted as a candidate for the MA, be subsequently permitted to change program category into the PhD program.

Where applicable, applicants must provide proof of English Language Proficiency (refer to [English Language Requirement](#)). Any one of the following is acceptable:

- A minimum TOEFL score of 95 (internet-based) with a minimum score of 20 on each of the individual skill areas, or equivalent.

Applicants to all programs must submit the following:

- Curriculum Vitae
- Three letters of recommendation
- Statement of Purpose addressing the specific area of History, Classics, or Ancient Societies and Cultures to be investigated
- PhD applicants must also submit a sample of recent written work such as an MA thesis or part thereof, course essay, published article.

The application deadline for September admission is normally mid-January. For the exact date and any additional information, see [Application Procedures on the Department website](#).

Academic Standing Requirements

The Department of History and Classics requires a higher minimum cumulative grade point average than that acceptable to the Faculty of Graduate Studies and Research (see [Minimum Faculty Requirements and Failure in or Failure to Complete a Course or Research Work](#)). All students pursuing graduate degrees in History and Classics must maintain a minimum cumulative grade point average of 3.0 throughout the course of the program. Failure to maintain the required cumulative GPA will normally result in a recommendation by the Associate Chair – Graduate to FGSR that the student be placed on [academic probation](#) or required to withdraw.

other than English. In all programs the language requirement may be met by passing a translation examination administered by the Department or by taking and passing ★6 in second-year or higher coursework, with at least a grade of B+. Exemptions from language examinations may be granted under certain specific conditions. Further details on language requirements are found in the Higher Degrees Brochure available from the Department.

Financial Assistance

The Department annually appoints a number of graduate research and teaching assistants. At the time of application, prospective graduate students should indicate whether they wish to be considered for an assistantship, but no appointment will be offered to any student until that student has been formally admitted to graduate studies. Graduate students are also eligible for various University fellowships and bursaries. For details see www.gradstudies.ualberta.ca

Graduate Program Requirements

The Degree of MA in Classics [Graduate]

The MA in Classical Languages and the MA in Classical Archaeology have different entrance and program requirements. Both programs should be able to be completed in three or four terms (one of which may be the Spring or Summer term), depending on the student's preparation and course selection.

MA in Classical Languages

[moved above to Entrance Requirements]

Entrance Requirements

In addition to general Departmental requirements, students must have a BA with a major in Classics, with the equivalent of GREEK 101/GREEK 102 and GREEK 301/GREEK 302 and LATIN 101/LATIN 102 and LATIN 301/LATIN 302 and ★9 at the 400-level in Greek and/or Latin.

Students who have less preparation in the languages, but are otherwise well qualified for graduate study, may be considered for admission as qualifying students.

Program Requirements

Students must take and pass a minimum of seven graduate-level courses (★21) in CLASS, GREEK, and/or LATIN, including at least three (★9) in Greek or Latin and two (★6) in the other language [one (★3) may be taken outside Classics]; successfully complete two consecutive

Financial Assistance

The Department annually appoints a number of graduate research and teaching assistants. At the time of application, prospective graduate students should indicate whether they wish to be considered for an assistantship, but no appointment will be offered to any student until that student has been formally admitted to graduate studies. Graduate students are encouraged to apply for national scholarships and are also eligible for various University fellowships and bursaries. For details see [Awards and Funding on the Faculty of Graduate Studies and Research website.](#)

Graduate Program Requirements

The Degree of MA in Classical Languages (History and Classics)[Graduate]

Program Requirements

Students are required to complete a minimum of ★28 including both coursework and a Directed Research Project.

Coursework (★22)

registrations in CLASS 900 (★3), which requires an examination on primary and/or secondary sources relevant to the research topic and a research paper of 40-50 pages; take and pass CLASS 501 (★1);

and fulfil the modern language requirement in French, German or Italian.

MA in Classical Archaeology

[moved up to Entrance requirements]
Entrance Requirements

- At least five ★3 graduate-level courses in GREEK or LATIN
 - Three courses must be in one of GREEK or LATIN; two courses must be in the other
- Two additional ★3 graduate-level courses in CLASS, GREEK, and/or LATIN
 - A graduate-level course from outside Classics may be substituted for one of these, subject to approval of the Department
- CLASS 501 (★1)

Directed Research Project (★6)

- Students must successfully complete two consecutive registrations of ★3 in CLASS 900, which requires a research paper of 40-50 pages

Ethics Requirement

Students fulfill three hours of the FGSR Ethics Training Requirement through CLASS 501. Students must also complete the FGSR Graduate Ethics Training course.

Professional Development Requirement

Students fulfill four hours of the FGSR Professional Development Requirement through CLASS 501. See the Department website for a guideline of Department resources to fulfill the remaining PD hours.

Modern Language Requirement

Students must demonstrate competence in French, German or Italian according to the procedures specified in the Departmental Language Requirement.

Residence Requirement

The minimum period of residence is two four-month terms of full-time attendance at the University of Alberta.

Length of Program

The time required to complete the MA will vary according to the previous training of the applicant and the nature of the research undertaken; however, a minimum of 12 months is normally required.

The maximum time to complete the course-based MA program as set by the Faculty of Graduate Studies and Research is six years.

The Degree of MA in Classical Archaeology (History and Classics)[Graduate]

In addition to general Departmental requirements, students must have a BA with a major in Classics, with the equivalent of at least ★6 of (Ancient) Greek or Latin at the 100-level and with eight courses (★24) in Classics at the 200-level or above, at least two (★6) of which must be at the 400-level. Students with a major in Archaeology, Anthropology, History, or Art History may also be accepted, provided that they have taken at least six courses (★18) in Classics at the 200-level or above.

Program Requirements

Students must take and pass a minimum of six (★18) graduate-level courses, of which at least three (★9) must be in Classics (others will normally be in Anthropology or in a discipline such as History, Art History, or Museum Studies, and must be approved by the Department); take and pass two consecutive registrations in CLASS 900 (★3), which requires an examination on primary and/or secondary sources relevant to the research topic and a research paper of 40-50 pages; take and pass CLASS 501 (★1);

and fulfil the modern language requirement in French, German or Italian.

Program Requirements

Students are required to complete a minimum of ★25 including both coursework and a Directed Research Project.

Coursework (★19)

- At least three ★3 graduate-level courses in CLASS, LATIN or GREEK
- Three further ★3 graduate-level courses
 - These courses may be in CLASS, LATIN or GREEK but may also be in another discipline (normally Anthropology, History or Art history) and in that event are subject to Department approval.
- CLASS 501 (★1)

Directed Research Project (★6)

- Students must successfully complete **two consecutive** registrations of ★3 in CLASS 900, which requires a research paper of 40-50 pages.

Ethics Requirement

Students fulfill three hours of the [FGSR Ethics Training Requirement](#) through CLASS 501. Students must also complete the FGSR Graduate Ethics Training course.

Professional Development Requirement

Students fulfill four hours of the [FGSR Professional Development Requirement](#) through CLASS 501. See the Department [website](#) for a guideline of Department resources to fulfill the remaining PD hours.

Modern Language Requirement

Students must demonstrate competence in a modern language other than English and relevant to their field of study according to the procedures specified in the [Departmental Language Requirement](#).

Residence Requirement

The Degree of MA in History [Graduate]

[moved above to Entrance Requirements]

Entrance Requirements

Students holding a four-year Honors or Special BA in History from the University of Alberta, or a comparable degree from another university, may be admitted to the status of candidate for the MA degree. Students who lack the above qualification, but who hold an acceptable bachelor's degree (or its equivalent), may be admitted as a qualifying graduate student; as such, the student will be expected to complete additional courses before proceeding to the MA program proper.

Qualifying graduate students must normally take ten (★30) courses, at least ★18 of them in History courses. The courses, usually senior undergraduate courses at the 300- or 400-level, will be chosen in consultation with the Graduate Chair. Students must attain a grade point average of 3.5, with no single grade below B-. Students should also plan to complete the language requirement by the end of their qualifying year; advancement to candidacy status may be delayed until it is fulfilled.

Program Requirements

Both ~~the course-based MA in History and the thesis-based MA in History~~ may be subsequently used as a qualification for application to the PhD program. Students must declare which program they intend to follow at the beginning of their graduate studies. ~~Any~~ students wishing to change their program must seek the approval of the Graduate Committee.

[moved up from below]

Successful completion of the MA program does not guarantee admission to the doctoral program. Students wishing to go on to a PhD must make formal application.

[moved below to Language Requirement]

The minimum period of residence is two four-month terms of full-time attendance at the University of Alberta.

Length of Program

The time required to complete the MA will vary according to the previous training of the applicant and the nature of the research undertaken; however, a minimum of 12 months is normally required.

The maximum time to complete the course-based MA program as set by the Faculty of Graduate Studies and Research is six years.

The Degree of MA in History (History and Classics)[Graduate]

Program Requirements

The MA in History can be taken as a thesis-based or a course-based program. Both may be subsequently used as a qualification for application to the PhD program. Students must declare at the beginning of their graduate studies which program they intend to follow. Students wishing to change their program category must seek the approval of the Department.

Successful completion of the MA program does not guarantee admission to the doctoral program. Students wishing to go on to a PhD must make a formal application according to standard procedures.

For students specializing in Canadian History, the modern language requirement will normally be French (in appropriate cases, the Graduate Committee may permit another language to be substituted at the MA level). For all other students, the specific language requirement(s) will be determined in consultation with the student's supervisor.

1. Thesis MA in History:

Students must take and pass one of HIST 601 (★3), HIST 603, HIST 604, HIST 605, or HIST 610 (★3), or SOC 519; take and pass HIST 602; take and pass HIST 609; take and pass ★12 in 600-level HIST courses [maximum of ★6 should be in the area of concentration and maximum of ★3 in HIST 699]; fulfil the language requirement; and write a thesis (minimum of ★6 in thesis registration), which should normally be not more than 100 pages in length.

2. Course-based MA in History:

Students must take and pass one of HIST 601 (★3), HIST 603, HIST 604, or HIST 605, or HIST 610 (★3), or SOC 519; take and pass HIST 602; take and pass ★15 in 600-level HIST courses [maximum of ★6 in HIST 699; fulfil

Thesis-based Program

Students are required to complete a minimum of ★19 in coursework and a thesis.

Coursework (★19)

Required courses (★10)

- HIST 602 (★1)
- **Any two of:**
 - HIST 603 (★)
 - HIST 604 (★)
 - HIST 605 (★)
 - HIST 606 (★)
- HIST 609 (★)

Elective Courses (★9):

- An additional three ★ graduate courses. Up to two of these may be graduate classes other than HIST, with approval of Department. No more than one of these may be HIST 699 except with approval of Department.

Thesis

- Registration in 900-level THES. Students are required to write and orally defend a thesis based on original research. The thesis should normally be not more than 100 pages in length.

Course-based Program

Students are required to complete a minimum of ★25 including both coursework and a Directed Research Project.

Coursework (★19)

Required courses (★7)

- HIST 602 (★1)
- **Any two of:**
 - HIST 603 (★)
 - HIST 604 (★)
 - HIST 605 (★)
 - HIST 606 (★)

the language requirement; and write a research paper (★6 in HIST 900) which normally should not exceed 50 pages in length but which should reflect a significant use of primary materials and research. The paper will be assessed by two readers normally from the Department. Both must approve the project. It is expected that this degree will be completed in one to two years. The Department will not provide supervisory services for more than two registrations in HIST 900.

[moved up to top of section]

Successful completion of the MA program does not guarantee admission to the doctoral program. Students wishing to go on to a PhD must make formal application.

[moved from above]

For students specializing in Canadian History, the modern language requirement will normally be French (in appropriate cases, the Graduate Committee may permit another language to be substituted at the MA level). For all other students, the specific language requirement(s) will be determined in consultation with the student's supervisor.

The minimum period of residence is two four-month terms of full-time attendance at the University of Alberta.

Length of Program

The time required to complete the MA will vary according to the previous training of the applicant and the nature of the research undertaken; however, a minimum of 12 months is normally required.

Elective Courses (★12):

- An additional four ★3 graduate courses. Up to two of these may be graduate classes other than HIST, with approval of Department. No more than two of these may be HIST 699 except with approval of Department.

Directed Research Project (★6):

- Students must successfully complete two **consecutive** registrations of ★3 in HIST 900, which requires a research paper of 40-50 pages which should reflect a significant use of primary materials and research.

Ethics Requirement

Students fulfill three hours of the [FGSR Ethics Training Requirement](#) through HIST 602. Students must also complete the [FGSR Graduate Ethics Training course](#).

Professional Development Requirement

Students fulfill four hours of the [FGSR Professional Development Requirement](#) through HIST 602. See the [Department website](#) for a guideline of Department resources to fulfill the remaining PD hours.

Language Requirement

Students must demonstrate competence in a language other than English according to the procedures specified in the [Departmental Language Requirement](#).

Residence Requirement

The minimum period of residence [for both the course-based and thesis-based programs](#) is two four-month terms of full-time attendance at the University of Alberta.

Length of Program

The time required to complete the MA will vary according to the previous training of the applicant and the nature of the research undertaken; however, a minimum of 12 months is normally required.

[The maximum time to complete the thesis-based MA program as set by the Faculty of Graduate Studies and Research is four years.](#)

The Degree of MA in Ancient Societies and Cultures [Graduate]

[moved up to Entrance Requirements]

Entrance Requirements

In addition to general Departmental requirements, students should hold a BA degree either in Classics or History or a suitable related field (e.g., Religious Studies, Philosophy, Anthropology) and must demonstrate appropriate preparation for the desired program of study, including a level of language proficiency to conduct research on the primary sources, as applicable to the student's program (e.g., suitable preparation in Greek, Hebrew, Latin and/or Sanskrit).

Program Requirements

Students must take and pass CLASS 501 (★1); take and pass a minimum of six (★18) graduate-level courses, at least two of which (★6) must be courses related to the student's chosen area of specialization;

fulfill the modern language requirement with French, German, Italian, or another language appropriate to the area of specialization;

The maximum time to complete the course-based MA program as set by the Faculty of Graduate Studies and Research is six years.

The Degree of MA in Ancient Societies and Cultures **(History and Classics)** [Graduate]

Program Requirements

Students are required to complete a minimum of ★19 in coursework and a thesis.

Coursework (★19)

- Six ★3 graduate-level courses subject to approval of the Department
 - At least two of these courses must be related to the chosen area of concentration.
- CLASS 501 (★1)

Thesis

- Registration in 900-level THES. Students are required to write a thesis which should normally be not more than 100 pages in length.

Ethics Requirement

Students fulfill three hours of the FGSR Ethics Training Requirement through CLASS 501. Students must also complete the FGSR Graduate Ethics Training course.

Professional Development Requirement

Students fulfill four hours of the FGSR Professional Development Requirement through CLASS 501. See the Department website for a guideline of Department resources to fulfill the remaining PD hours.

Language Requirements

Students must demonstrate competence in French, German, Italian, or another modern language appropriate to the area of concentration according to the procedures specified in the Departmental Language Requirement.

and write a thesis, the text of which should normally be not more than 100 pages in length.

Depending on the student's preparation and chosen area of specialization, an intermediate level language examination in a second ancient language or ★6 at the senior undergraduate level with a minimum grade of B or equivalent in that language may be required.

Length of Program

Students should be able to complete the program in three or four terms depending on preparation and course selection.

The Degree of PhD in Classics [Graduate]

[moved below to Program requirements, Residence requirements and Length of Program in **both the PhD in Classical Languages and the PhD in Classical Archaeology**]

Course requirements, language proficiency, and length of program for both the PhD in Classical Languages and the PhD in Classical Archaeology depend to some extent on the student's previous training and the student's anticipated needs for the chosen area of specialization.

Four to six years are normally required to complete the program.

The minimum period of residence is two academic years of full-time attendance at the University of Alberta.

PhD in Classical Languages

The PhD in Classical Languages is a broad-based program leading to a general qualification in Classics. Students are encouraged to explore all aspects of the ancient Greek and Roman cultures in courses, preparation for qualifying exams, and the thesis.

[moved up to Entrance requirements]

Entrance Requirements

In addition to general Departmental requirements, students must have an MA in Classics or the equivalent.

Program Requirements

[moved down from above]

Course requirements, language proficiency, and length of program for both the PhD in Classical Languages and the

Depending on the student's preparation and chosen area of concentration, demonstrated proficiency in one or more ancient languages may also be required.

Residence Requirement

The minimum period of residence is two four-month terms of full-time attendance at the University of Alberta.

Length of Program

Students should be able to complete the program in three or four terms depending on preparation and course selection.

The maximum time to complete the thesis-based MA program as set by the Faculty of Graduate Studies and Research is four years.

The Degree of PhD in Classical Languages (History and Classics)[Graduate]

Program Requirements

Students are required to complete a minimum of ★28 in coursework and a thesis.

Coursework

PhD in Classical Archaeology depend to some extent on the student's previous training and the student's anticipated needs for the chosen area of specialization.

Courses:

Students must take and pass nine (★27) graduate-level courses, including at least three (★9) in Greek and three (★9) in Latin and two (★6) in History and/or Art and Archaeology [one (★3) may be a directed study in the proposed area of research and one (★3) may be taken outside Classics]; and CLASS 501 (★1).

[moved below after PD requirement]

Modern language requirement:

Students must fulfil modern language requirements in German and in French or Italian. (Completion of a language requirement for a recent MA degree will satisfy the requirement for the PhD.)

Comprehensive examinations:

Students must pass three written comprehensive examinations: one in Greek language and literature; one in Latin language and literature; and one in a special field of the student's choosing that is not directly related to the general field of research. The language and literature examinations are based on the Departmental reading list and consist of two parts, one testing translation skills and the other testing general knowledge of the development of the relevant literature. The third written examination is based on a reading list drawn up by the student and assessors, and consists of one to three broad questions. After the written examinations have been taken, there is an oral examination that covers all three fields.

It is expected that students will take the qualifying examinations by the middle of their third year.

Candidacy examination:

An oral examination on the student's general field of research for the thesis, including consideration of the student's thesis proposal is designed to assess whether the student has (1) an adequate knowledge of the discipline and of the subject matter relevant to the thesis, and (2) the ability to pursue and complete original research at an advanced level.

Course requirements depend to some extent on the student's previous training and the student's anticipated needs for the chosen area of concentration.

Course requirements should normally be completed by the end of the fall semester in the student's second year in the program

- Nine ★3 graduate level courses including:
 - At least three courses in GREEK
 - At least three courses in LATIN
 - At least two courses in CLASS
 - One course may be directed study (GREEK, LATIN or CLASS 599) in the proposed area of research
 - One course may be taken outside of CLASS, GREEK or LATIN, with approval of Department
- CLASS 501 (★1)

Thesis

- Registration in 900-level THES. The final oral examination will be on the student's thesis, the text of which should normally be 200-300 pages in length.

Comprehensive examinations

Students must pass three written comprehensive examinations: one in Greek language and literature; one in Latin language and literature; and one in a special field of the student's choosing that is not directly related to the general field of research. The language and literature examinations are based on the Departmental reading list; and each consists of two parts, one testing translation skills and the other testing general knowledge of the development of the corresponding literature. The third written examination is based on a reading list drawn up by the student and assessors, and consists of one to three broad questions. After the written examinations have been taken, there is an oral examination that covers all three fields.

It is expected that students will take the comprehensive examinations by the middle of their third year.

Candidacy examination

An oral examination on the student's general field of research for the thesis, including consideration of the student's thesis proposal is designed to assess whether the student has (1) an adequate knowledge of the discipline and of the subject matter relevant to the thesis, and (2) the ability to pursue and complete original research at an advanced level.

It is recommended that students take the oral candidacy examination by the end of their third year.

[moved above to thesis]

Thesis and final oral examination:

The final oral examination will be on the student's thesis, the text of which should normally be 200-300 pages in length.

[moved down from above]

Modern language requirements:

Students must fulfil modern language requirements in German and in French or Italian. (Completion of a language requirement for a recent MA degree will satisfy the requirement for the PhD.)

[moved down from above]

Four to six years are normally required to complete the program.

The minimum period of residence is two academic years of full-time attendance at the University of Alberta.

PhD in Classical Archaeology

[moved below to coursework]

Course work can normally be completed in one year, but for students deficient in a required language an additional year may be necessary.

[Moved up to Entrance Requirements]

Entrance Requirements

In addition to general Departmental requirements, students must have an MA in Classics or the equivalent.

Program Requirements

[moved down from above]

Course requirements, language proficiency, and length of program for both the PhD in Classical Languages and the PhD in Classical Archaeology depend to some extent on

It is recommended that students take the oral candidacy examination by the end of their third year.

Ethics Requirement

Students fulfill three hours of the FGSR Ethics Training Requirement through CLASS 501. Students must also complete the FGSR Graduate Ethics Training course.

Professional Development Requirement

Students fulfill four hours of the FGSR Professional Development Requirement through CLASS 501. See the Department website for a guideline of Department resources to fulfill the remaining PD hours.

Modern Language Requirement

Students must demonstrate competence in German and in French or Italian according to the procedures specified in the Departmental Language Requirement.

Completion of a language requirement for a recent MA degree will satisfy the requirement for the PhD in that language.

Residence Requirement

The minimum period of residence is two academic years of full-time attendance at the University of Alberta.

Length of Program

Four to six years are normally required to complete the program.

The maximum time to complete the PhD program as set by the Faculty of Graduate Studies and Research is six years.

The Degree of PhD in Classical Archaeology (History and Classics)[Graduate]

Program Requirements

Students are required to complete a minimum of ★ 19 in coursework and a thesis.

Coursework

Course requirements depend to some extent on the student's previous training and the student's anticipated needs for the chosen area of concentration.

the student's previous training and the student's anticipated needs for the chosen area of specialization.

[moved down from above]

Course work can normally be completed in one year, but for students deficient in a required language an additional year may be necessary.

Courses:

Students must take and pass six (★18) graduate-level courses, including at least three (★9) from the Department of History and Classics at the 500-600 level; two (★6) courses at the 500-level in Greek or Latin (as is appropriate to the field of study), which may be included among those satisfying the preceding requirements; and CLASS 501 (★1).

[moved below to language requirement]

Modern Language requirement:

Students must fulfil the Departmental language requirements in two modern languages relevant to the student's field of study.

Comprehensive examinations:

Students must pass two written comprehensive examinations: one on the major ancient literary and archaeological sources relevant to the study of Classical or Hellenistic Greek art, monuments and topography; and one on the major ancient literary and archaeological sources relevant to the study of Roman Republican or Imperial art, monuments and topography. After the written examinations have been taken, there is an oral examination that covers both fields.

It is recommended that students take the oral candidacy examination by the middle of their third year.

Candidacy examination:

An oral examination on the student's thesis proposal is designed to assess whether the student has (1) an adequate knowledge of the discipline and of the subject matter relevant to the thesis, and (2) the ability to pursue and complete original research at an advanced level.

It is recommended that students take the oral candidacy examination by the end of their third year.

Course work can normally be completed in one year, but for students needing further preparation in a required language an additional year may be necessary.

★19 graduate level courses including:

- Minimum of ★9 from the Department of History and Classics at the 500 or 600-level including at least ★6 from 500-level GREEK or LATIN (as appropriate to the field of study)
- CLASS 501 (★1)

Thesis

- Registration in 900-level THES. The final oral examination will be on the student's thesis, the text of which should normally be 200-300 pages in length.

Comprehensive examinations

Students must pass three written comprehensive examinations: one on the major ancient literary and archaeological sources relevant to the study of Classical or Hellenistic Greek art, monuments and topography; one on the major ancient literary and archaeological sources relevant to the study of Roman Republican or Imperial art, monuments and topography; and one relevant to the general principles and practice of archaeological research. After the written examinations have been taken, there is an oral examination that covers all fields.

It is recommended that students complete all comprehensive examinations by the middle of their third year.

Candidacy examination

An oral examination on the student's thesis proposal is designed to assess whether the student has (1) an adequate knowledge of the discipline and of the subject matter relevant to the thesis, and (2) the ability to pursue and complete original research at an advanced level.

It is recommended that students take the oral candidacy examination by the end of their third year.

[moved above to Thesis]

Thesis and final oral examination:

The final oral examination will be on the student's thesis, the text of which should normally be 200-300 pages in length.

[moved down from above]

Modern Language requirement:

Students must fulfil the Departmental language requirements in two modern languages relevant to the student's field of study.

[moved down from above]

Four to six years are normally required to complete the program.

The minimum period of residence is two academic years of full-time attendance at the University of Alberta.

The Degree of PhD in History [Graduate]

[moved below to Residence Requirement and Length of Program]

The minimum period of residence for the PhD in History is two academic years of full-time attendance at the University of Alberta. The time required to complete the program will vary according to the previous training of the student and the nature of the research undertaken; however, four to six years are normally required.

[moved up to Entrance Requirements]

Entrance Requirements

Students proposing to enter a PhD in History program are expected to hold an acceptable MA degree or its equivalent. In exceptional cases a student admitted as a candidate for the MA may subsequently be permitted to enter the PhD program without writing a master's thesis.

Program Requirements

Ethics Requirement

Students fulfill three hours of the [FGSR Ethics Training Requirement](#) through CLASS 501. Students must also complete the [FGSR Graduate Ethics Training course](#).

Professional Development Requirement

Students fulfill four hours of the [FGSR Professional Development Requirement](#) through CLASS 501. See the [Department website](#) for a guideline of Department resources to fulfill the remaining PD hours.

Modern Language Requirement

Students must demonstrate competence in two modern languages other than English and relevant to their field of study according to the procedures specified in the [Departmental Language Requirement](#).

Residence Requirement

The minimum period of residence is two academic years of full-time attendance at the University of Alberta.

Length of Program

Four to six years are normally required to complete the program.

[The maximum time to complete the PhD program as set by the Faculty of Graduate Studies and Research is six years.](#)

The Degree of PhD in History [\(History and Classics\)](#) [Graduate]

Program Requirements

[Students are required to complete a minimum of ★ 12 - ★ 16 in coursework and a thesis.](#)

A candidate must: take and pass two of HIST 601 (★3), HIST 603 (★3), HIST 604 (★3), HIST 605 (★3) or 610 (★3) or SOC 519 (★3) if the student does not hold credit in equivalent courses acceptable to the Department; take and pass ★9 or ★12 in 600-level history courses, depending on previously taken courses offered in satisfaction of the preceding section (students who have already satisfied the preceding section must take and pass ★12 in 600-level history courses; those who offer one previously taken course in satisfaction of the preceding section must take and pass an additional ★9 in 600-level history courses; those who offer no courses in satisfaction of the preceding section must take and pass an additional ★9 in 600-level history courses); take and pass HIST 602 (★1) if the student has not previously done so; and fulfil the language requirement. For students specializing in Canadian History, the modern language requirement will normally be French; for all other students

[moved below to modern language requirement]

, the specific language requirement(s) will be determined in consultation with the student's supervisor. In addition, the student may be required to pass a second language examination, but the Department never requires any student to pass examinations in more than two languages other than English.

The student must also submit a thesis proposal of ten to twenty pages based on some preliminary research.

Upon completing the requirements outlined above (normally not later than 18 months after entering the program), the candidate will be expected to pass comprehensive examinations in three fields. The construction of the fields is flexible and explained fully in the Department's Higher Degrees Brochure. These fields will be: (1) general field; (2) special thesis field; and (3) thematic, theoretical, methodological and/or comparative field. These fields must be approved by the Graduate Committee of the Department. Students write an examination in each field, and then take an oral examination that covers all the fields.

If the candidate passes the comprehensive examinations, the candidate will be permitted to proceed to the candidacy examination. Upon successful completion of the candidacy examination, students will advance to formal candidacy for the PhD.

Coursework (★12 - ★16)

Course requirements depend to some extent on the student's previous training and the student's anticipated needs for the chosen area of concentration.

The course requirements must normally be completed by the end of the fall semester in the student's second year in the program

- **HIST 602 if not previously taken**
- **One of the following if the student does not hold credit in equivalent courses acceptable to the Department:**
 - HIST 603
 - HIST 604
 - HIST 605
- HIST 606
- HIST 700
- HIST 701
- one ★3 600-level HIST course or other graduate course with Department approval.

Thesis

- Registration in 900-level THES. After completing the candidacy requirement students are required to complete a thesis, the text of which should normally be 250-400 pages in length.

Comprehensive examinations

After completing their coursework, students are required to complete an oral comprehensive examination in their major and minor fields. From the list of geographic and thematic fields available on the [Department website](#), students can select one major and two minor fields, or two major fields. The major field can be geographic or thematic but, in combination, the doctoral fields must include both geographic and thematic fields. A single oral comprehensive examination covers all the fields. If the candidate passes the comprehensive examinations, they will then be permitted to proceed to the candidacy examination.

Candidacy examination

The candidacy examination will be based on a written thesis proposal and will normally be held by May of a student's second year. Requirements and expectations for the comprehensive and candidacy examinations are detailed on the [Department website](#).

[moved up to Thesis]

A student who has been admitted to candidacy for the PhD may proceed to the degree by completing a thesis, the text of which should normally be 250-400 pages in length.

[moved down from above]

The specific language requirement(s) will be determined in consultation with the student's supervisor. In addition, the student may be required to pass a second language examination, but the Department never requires any student to pass examinations in more than two languages other than English.

[moved from above]

The minimum period of residence for the PhD in History is two academic years of full-time attendance at the University of Alberta.

The time required to complete the program will vary according to the previous training of the student and the nature of the research undertaken; however, four to six years are normally required.

Graduate Courses

Graduate courses can be found in Course Listings, under the following subject headings:

Classics (CLASS)
Greek (GREEK)
History (HIST)
Latin (LATIN)

Ethics Requirement

Students fulfill three hours of the FGSR Ethics Training Requirement through HIST 602 if it is taken as part of their doctoral program. Students must complete the FGSR Graduate Ethics Training course and any additional required hours.

Professional Development Requirement

Students fulfill four hours of the FGSR Professional Development Requirement through HIST 602 if it is taken as part of their doctoral program. See the Department website for a guideline of Department resources to fulfill PD hours.

Language Requirement

Students must demonstrate competence in a language other than English according to the procedures specified in the Departmental Language Requirement.

The specific language requirement(s) will be determined in consultation with the student's supervisor. In addition, the student may be required to pass a second language examination, but the Department never requires any student in this program to pass examinations in more than two languages other than English.

Residence Requirement

The minimum period of residence is two academic years of full-time attendance at the University of Alberta.

Length of Program

The time required to complete the program will vary according to the previous training of the student and the nature of the research undertaken; however, four to six years are normally required.

The maximum time to complete the PhD program as set by the Faculty of Graduate Studies and Research is six years.

Graduate Courses

Graduate courses can be found in Course Listings, under the following subject headings:

Classics (CLASS)
Greek (GREEK)
History (HIST)
Latin (LATIN)

Justification:

1.FGSR Calendar compliance. The following revisions have been made to the existing regulations in the Calendar:

- Ensuring all entrance requirements are in the calendar, including all supporting documentation and application deadlines
- Clarification of Academic Standing requirements
- Creation of separate calendar entries for each specialization
- Updating formatting and inserting standard calendar wording

2. Substantive changes to the coursework and comprehensive exam requirements for the History PhD program designed to shorten students' time to candidacy by integrating the coursework better into both the comprehensive and candidacy exam structure, as well as increasing the breadth of students' learning experience, teachable knowledge and exposure to faculty;

3. Some changes to the History MA program necessitated by the new course structure created by the above-mentioned PhD changes;

4. Several minor changes designed to produce uniformity of language between the various programs

This Calendar update reflects current practice.

Approved by:

Arts Faculty Council November 28, 2019

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Changes to Existing Academic Standing Regulations for PhD Programs in Mechanical Engineering, Faculty of Engineering, and Faculty of Graduate Studies and Research
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Motion

<p>THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to existing academic standing regulations for the PhD programs in Mechanical Engineering, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Engineering, and as set forth in Attachment 1, to take effect upon approval and to be published in the 2020-2021 Calendar.</p>
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Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Brooke Milne, Vice-Provost and Dean, FGSR Fraser Forbes, Dean of Engineering
Presenter(s)	Morris Flynn, Associate Chair, Faculty of Engineering - Mechanical Engineering Dept Janice Causgrove Dunn, Associate Dean, FGSR Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to ensure that all academic regulations for this program are listed in the calendar.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The following changes are being made to the PhD in Mechanical Engineering and the PhD in Engineering Management:</p> <ol style="list-style-type: none"> 1. Revision of foundational course list for M.Sc. program (mechanical engineering specialization) 2. (Master's-holding) PhD students in engineering management specialization must now complete at least two (graduate-level) ENG M courses. Those without a Master's must now complete at least five (graduate-level) ENG M courses. 3. Candidacy exam to be completed within the first 24 months of the program (for full-time students)
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Morris Flynn, Associate Chair, Faculty of Engineering - Mechanical Engineering Dept
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(parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<u>Those who have been consulted:</u>
	<ul style="list-style-type: none"> • Maria Chia, Graduate Governance and Policy Coordinator, FGSR • Janice Hurlburt, Graduate Governance and Policy, FGSR
	<u>Those who have been informed:</u>
	<ul style="list-style-type: none"> •
Approval Route (Governance) (including meeting dates)	APC September 17 2019 ECC October 1, 2019 GFC ASC Subcommittee on Standards Dec 5, 2019 GFC Academic Standards Committee Dec 12, 2019

Strategic Alignment

Alignment with <i>For the Public Good</i>	Please note the Institutional Strategic Plan objective(s)/strategies the proposal supports.	
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.	
	<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
Legislative Compliance and jurisdiction	Post-Secondary Learning Act GFC Academic Standards Committee Terms of Reference	

Attachments:

1. Department of Mechanical Engineering calendar change (pages 1 - 2)

Prepared by: Maria Chia, Graduate Governance and Policy Coordinator, mchia@ualberta.ca

Killam Centre for Advanced Studies
2-29 Triffo Hall Edmonton AB Canada T6G 2E1
Tel: 780.492.2816 / Fax: 780.492.0692
www.gradstudies.ualberta.ca

2020-2021 University of Alberta Proposed Calendar Graduate Program Changes:

Current	Proposed
<p>Mechanical Engineering [Graduate]</p> <p>[...]</p> <p>The Degree of PhD in Mechanical Engineering [Graduate]</p> <p>[...]</p> <p>Candidacy Exam For full-time students, the PhD candidacy exam is typically held within the first two academic years. Whether a student is registered full-time or part-time, he or she must complete the candidacy exam within the first three academic years as per FGSR regulations. For additional details, see the document Graduate Program Manual for MEng, MSc and PhD in Mechanical Engineering and Engineering Management, available from the Department or on the Department's home page.</p> <p>[...]</p> <p>The Degree of PhD in Engineering Management [Graduate] Program Requirements</p> <p>Students entering the PhD program after a master's degree are required to complete a minimum of ★12.5 in coursework and a thesis.</p> <p>Students entering the PhD program after a bachelor's degree are required to complete a minimum of ★27.5 in coursework and a thesis.</p> <p>Coursework</p> <ul style="list-style-type: none"> For students entering after a master's degree <i>four</i> ★3 graduate-level courses which must be approved by the Graduate Coordinator, 	<p>Mechanical Engineering [Graduate]</p> <p>[...]</p> <p>The Degree of PhD in Mechanical Engineering [Graduate]</p> <p>[...]</p> <p>Candidacy Exam Students registered as full-time must complete the PhD candidacy exam within the first two academic years. Students registered as part-time must complete the candidacy exam within the first three academic years. Any student transferring from a Master's program to the PhD program must complete their candidacy exam on a timeline set case-by-case by the Associate Chair (Graduate) and within four years from the term of initial registration in the Master's program as per FGSR regulations. For additional details, see the document Graduate Program Manual for MEng, MSc and PhD in Mechanical Engineering and Engineering Management, available from the Department or on the Department's home page.</p> <p>[...]</p> <p>The Degree of PhD in Engineering Management [Graduate] Program Requirements</p> <p>Students entering the PhD program after a master's degree are required to complete a minimum of ★12.5 in coursework and a thesis.</p> <p>Students entering the PhD program after a bachelor's degree are required to complete a minimum of ★27.5 in coursework and a thesis.</p> <p>Coursework</p> <ul style="list-style-type: none"> For students entering after a master's degree <i>four</i> ★3 graduate-level courses which must be approved by the Graduate Coordinator,

<p>Thesis Supervisor(s) and/or Thesis Supervisory Committee.</p> <p>* No reading courses can be credited towards the minimum course requirement</p> <ul style="list-style-type: none"> • For students entering after a bachelor's degree nine ★3 graduate-level courses which must be approved by the Graduate Coordinator, Thesis Supervisor(s) and/or Thesis Supervisory Committee. <p>* In exceptional cases students may petition the Graduate Coordinator to reduce the course requirements</p> <p>* No reading courses can be credited towards the minimum course requirement</p> <ul style="list-style-type: none"> • ENGG 600 (*0.5)- Engineering Ethics and Integrity • Additional coursework may be required <p>[...]</p> <p>Candidacy Exam The PhD candidacy exam is typically held within the first two academic years; for additional details, see the document <i>Graduate Program Manual for MEng, MSc and PhD in Mechanical Engineering and Engineering Management</i>, available from the Department or on the Department's home page.</p> <p>[...]</p>	<p>Thesis Supervisor(s) and/or Thesis Supervisory Committee. At least two courses must be in the major field (i.e., ENG M courses).</p> <p>* No reading courses can be credited towards the minimum course requirement</p> <ul style="list-style-type: none"> • For students entering after a bachelor's degree nine ★3 graduate-level courses which must be approved by the Graduate Coordinator, Thesis Supervisor(s) and/or Thesis Supervisory Committee. At least five courses must be in the major field (i.e., ENG M courses) <p>* In exceptional cases students may petition the Graduate Coordinator to reduce the course requirements</p> <p>* No reading courses can be credited towards the minimum course requirement</p> <ul style="list-style-type: none"> • ENGG 600 (*0.5)- Engineering Ethics and Integrity • Additional coursework may be required <p>[...]</p> <p>Candidacy Exam Students registered as full-time must complete the PhD candidacy exam within the first two academic years. Students registered as part-time must complete the candidacy exam within the first three academic years. Any student transferring from a Master's program to the PhD program must complete their candidacy exam on a timeline set case-by-case by the Associate Chair (Graduate) and within four years from the term of initial registration in the Master's program as per FGSR regulations. For additional details, see the document <i>Graduate Program Manual for MEng, MSc and PhD in Mechanical Engineering and Engineering Management</i>, available from the Department or on the Department's home page.</p> <p>[...]</p>
<p>Justification: Graduate program calendar changes</p> <ol style="list-style-type: none"> 1. Revision of foundational course list for M.Sc. program (mechanical engineering specialization) 2. (Master's-holding) PhD students in engineering management specialization must now complete at least two (graduate-level) ENG M courses. Those without a Master's must now complete at least five (graduate-level) ENG M courses. 3. Candidacy exam to be completed within the first 24 months of the program (for full-time students) <p>Approved by: APC September 17 2019 ECC October 1, 2019</p>	

FINAL Item No. 9

Governance Executive Summary
Action Item

Agenda Title	Proposal for a New Graduate Embedded Certificate in Maternal and Child Health Research, Faculty of Graduate Studies and Research, and Faculty of Medicine and Dentistry
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Motion

THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, a new Graduate Embedded Certificate in Maternal and Child Health Research, as submitted by the Faculty of Graduate Studies and Research and the Faculty of Medicine and Dentistry, and as set forth in Attachment 1, as amended, to take effect September 2019 and to be published in the 2020-2021 Calendar.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Brooke Milne, Dean and Vice Provost, Faculty of Graduate Studies and Research Dennis Kunimoto, Interim Dean, Faculty of Medicine & Dentistry
Presenter(s)	Sujata Persad, Associate Professor, FoMD - Paediatrics Dept Janice Causgrove Dunn, Associate Dean, Faculty of Graduate Studies and Research Maria Chia, Graduate Governance and Policy Coordinator, FGSR

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To approve a new Graduate Embedded Certificate in Maternal and Child Health Research (MatCHR)
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The Graduate Embedded Certificate in Maternal and Child Health Research is proposed (at the request of the Provost's office) so that students participating in the existing MatCH scholarship program would have a certificate to acknowledge the additional work that they were doing for the scholarship.</p> <p>The MatCH scholarship program enables students to have an active role in their academic path by working with three potential supervisors and labs before selecting the supervisor for the duration of their degree, in order to ensure they choose the environment best suited to their interests and goals. It facilitates interdisciplinary interactions between students and faculty from different departments to foster communication and provide increased opportunities for collaborations or joint supervision by multi-disciplinary researchers.</p> <p>The three departments involved are Paediatrics, Obstetrics & Gynecology, Medical Genetics in the Faculty of Medicine and Dentistry. Applicants to the Graduate Embedded Certificate in Maternal and Child Health Research must apply to the MSc or PhD program in any one of the three participating departments in the Medical Sciences program. At the time of application they should indicate that they would like to be considered for the MatCH scholarship program.</p> <p>Students in the Graduate Embedded Certificate in Maternal and Child Health Research are required to complete *9 in coursework (see the</p>

Item No. 9

	<p>justification page at the end of this package). Students may have to complete more than the minimum degree requirements to qualify for both the degree and the certificate.</p> <p>All Graduate Embedded Certificate requirements must be completed during the student's graduate degree program. The embedded certificate will be awarded at the time the students earn their degree.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> • Sujata Persad, Associate Professor, FoMD - Paediatrics Dept • Sarah Hughes Associate Professor, FoMD - Medical Genetics Dept, • Denise Hemmings, Associate Professor, FoMD - Obstetrics & Gynaecology Dept
	<p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • Hanne Ostergaard, Associate Dean Research, Graduate Programs, FoMD • Deborah Burshtyn, Vice-Dean, FGSR • Radha Chari, Chair, Department of Obstetrics & Gynecology, FoMD • Susan Gilmour, Chair, Department of Paediatrics, FoMD • Michael Walter, Chair, Department of Medical Genetics, FoMD • Sandra Davidge, Director, WCHRI (Women and Children's Health Research Institute) • Faculty of Graduate Studies and Research (FGSR): Deborah • Bryan Hogeveen, Vice Dean and Janice Hurlburt Graduate Governance and Policy Coordinator • Vice - Provost (Programs) Tammy Hopper and Portfolio Initiatives Manager, Office of the Provost and Vice-President (Academic) Andrea Patrick • Office of the Registrar
	<p><u>Those who have been informed:</u></p>
<p>Approval Route (Governance) (including meeting dates)</p>	<p>MSGP (Medical Sciences Graduate Program) – June 2019 FoMD Faculty Council – July 9, 2019 FGSR Council – September GFC ASC Subcommittee on Standards (for discussion) – October 3, 2019 GFC Academic Standards Committee – December 12, 2019</p>

Strategic Alignment

Alignment with <i>For the Public Good</i>	<p>Institutional Strategic Plan - For the Public Good</p> <p>EXPERIENCE</p>
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Item No. 9

	<p>OBJECTIVE 7: Increase graduate and undergraduate students' access to and participation in a broad range of curricular experiential learning opportunities that are well-integrated with program goals and enrich their academic experience. Strategy 1: Increase students' experiential learning through mutually beneficial engagement with community, industry, professional, and government organizations locally, nationally, and internationally. OBJECTIVE 8: Create and facilitate co-curricular and extracurricular learning experiences for undergraduate and graduate students that enable their self-discovery and give them the skills to use their talents, creativity, and curiosity to contribute as future citizens and leaders."</p> <p>EXCEL OBJECTIVE 11: "Advance the University of Alberta's reputation for research excellence by pursuing fundamental and original questions and ideas, pushing the frontiers of knowledge, inspiring creative experimentation, driving Innovation, and advancing society."</p> <p>ENGAGE OBJECTIVE 17: "Facilitate, build and support interdisciplinary, cross-faculty and cross-department engagement and collaboration."</p>			
<p>Alignment with Institutional Risk Indicator</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="1" data-bbox="570 1066 1544 1276"> <tr> <td data-bbox="570 1066 1089 1276"> <input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td data-bbox="1089 1066 1544 1276"> <input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
<input type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input checked="" type="checkbox"/> Relationship with Stakeholders <input checked="" type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success			
<p>Legislative Compliance and jurisdiction</p>	<p><i>Post-Secondary Learning Act (PSLA)</i> UAPPOL Admissions Policy GFC Academic Standards Committee (ASC) Terms of Reference</p>			

Attachments (each to be numbered 1 - 3)

1. Proposal for Graduate Embedded Certificate in MatCHR, including Calendar change and justification (pages 1-22)

Prepared by: Janice Hurlburt, Graduate Governance and Policy Coordinator, jhurlburt@ualberta.ca

Program Approval Template Embedded Credit Certificates

This template is to be used for proposals calling for the establishment of new University of Alberta embedded credit certificates. Embedded credit certificates are taken concurrently with a degree program of the University of Alberta. (Certificate in Peace and Post-Conflict Studies offered by the Faculty of Arts; Graduate Certificate in Community-Based Research and Evaluation offered by Faculty of Graduate Studies and Research and Faculty of Extension.)

Governance: Embedded credit certificates are approved by the following route: Faculty Council, GFC Academic Standards Committee (ASC) Sub-committee on Standards (SOS), GFC ASC. In the event that the certificate proposal includes significant resource implications, the certificate will also be sent to GFC APC for approval.

Section A: Basics	
Program Name	Graduate Embedded Certificate in Maternal and Child Health Research
Sponsoring Faculty/ Academic Unit	Departments of Pediatrics, Obstetrics & Gynecology, Medical Genetics in the Faculty of Medicine and Dentistry
Contact information	Name and Title Trish Kryzanowski, Graduate Studies Administrator
	Phone 780-492-9888
	Email match@ualberta.ca
Institution(s) If multiple institutions are involved, specify the nature of the collaboration. Identify which institution(s) will award the credential.	University of Alberta
Units of Course Weight	9
Program Synopsis Describe the program. Include curriculum content, target student group, target employment, further education options, etc.	<p><u>Description</u></p> <p>The Certificate in Maternal and Child Health will provide students in Master of Science (MSc) or Doctor of Philosophy (PhD) programs in the Departments of Pediatrics, Obstetrics & Gynecology or Medical Genetics, all under the umbrella of the Medical Sciences Graduate Program, who enter through the Maternal and Child Health (MatCH) Scholarship Program (MatCH Scholarship Program) with additional training specific to maternal and child health including: 1) critical analysis of interdisciplinary biomedical and clinical research; 2) laboratory experience through rotations in three laboratories spanning multiple aspects of biomedical and/or clinical research to facilitate their final departmental placement and; 3) aspects specific to Pediatrics, Obstetrics & Gynecology, or Medical Genetics depending upon the primary department that the student enters following the rotation semester. Some students may have to complete more than minimum degree requirements to qualify for both the degree and the Certificate.</p> <p><u>Curriculum *9 credits minimum</u></p> <ol style="list-style-type: none"> 1 PAED 600 (*3) Critical Discussion of Biomedical and Clinical Research (see attachment - Description of course) 2 INT D 605 (*3) Interdisciplinary research experience in basic biomedical and clinical settings. (see attachment – Description of course - proposed course). This course is to be generated.

	<p>3 A third course can be chosen with permission of the student’s supervisory committee and the graduate coordinator of the student’s primary department.</p> <p><u>Target Student Group</u> Available only to students who enter graduate studies through the MatCH Scholarship Program who then join either Pediatrics, Obstetrics & Gynecology or Medical Genetics following the first semester in the program.</p> <p><u>Employment</u> This Certificate will be advantageous for students interested in pursuing research in quantitative or qualitative biomedical or clinical settings, particularly those focused on maternal and/or child health. As the students will gain an interdisciplinary education through this program, they will be at an advantage for faculty research and teaching positions at academic institutions but will also be at an advantage for positions within health-based organizations such as Alberta Health Services provincially, and other equivalent institutions nationally.</p>
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<p>Section B: Rationale, Implications and Impact</p>	
<p>Rationale for Introduction of Certificate Outline the rationale for the proposed embedded credit certificate and provide supporting data if applicable – eg. Results of student or economic demand analyses; consultation with wider community, etc.</p>	<p>Currently the University does not have a certificate program for graduate students that provides an interdisciplinary study in both biomedical and clinical-based research, nor one that focuses on maternal and child health. Students who were previously in the MatCH Scholarship Program who have now graduated are of high calibre and have gone on to highly valued positions, e.g. in APrON, an Alberta-wide ongoing study which links clinical and community outreach and further education at the PhD level at other institutions or the University of Alberta. This Certificate will recognize the additional skills that future students in this program obtain as part of their interdisciplinary exposure. Consultations have taken place with faculty in Pediatrics, Obstetrics & Gynecology, Medical Genetics, WCHRI, Alberta Health Services (AHS), Faculty of Medicine and Dentistry (FoMD) and Faculty of Graduate Studies and Research (FGSR). Letters of support are attached from the Associate Dean Research, Graduate Programs (FoMD), the Vice-Dean of FGSR, the Chairs of Pediatrics, Obstetrics & Gynecology, Medical Genetics, and the director of WCHRI.</p>
<p>Vision and Academic Plan How does the proposed program align with the strategic goals described in <i>For the Public Good</i>? How does the program further the objectives or align with the strategies in the University’s Institutional Strategic Plan?</p>	<p>This proposal supports the emphasis of the University of Alberta vision, “For the Public Good” as it pertains to graduate students in the MatCH Scholarship Program through:</p> <p>Experience: Objective 7 “Increase graduate and undergraduate students’ access to and participation in a broad range of curricular experiential learning opportunities that are well-integrated with program goals and enrich their academic experience.”</p> <p>Experience: Objective 8 Create and facilitate co-curricular and extracurricular learning experiences for undergraduate and graduate students that enable their self-discovery and give them the skills to use their talents, creativity, and curiosity to contribute as future citizens and leaders.”</p>

	<p>Excel: Objective 11 “Advance the University of Alberta’s reputation for research excellence by pursuing fundamental and original questions and ideas, pushing the frontiers of knowledge, inspiring creative experimentation, driving Innovation, and advancing society.”</p> <p>Engage: Objective 17 “Facilitate, build and support interdisciplinary, cross-faculty and cross-department engagement and collaboration.”</p> <p>This Certificate embodies collaborative cross-department interactions and builds opportunities for cross-disciplinary experiences. As a result of the interdisciplinary experiences obtained, graduate students will gain multiple skills and opportunities to expand their knowledge. They will be able to embark on different types of research which will also expand their general knowledge and skills in these fields. By engaging in cutting-edge quantitative and qualitative research projects, this Certificate will advance the reputation of the University of Alberta, drive innovation and contribute to society. Currently more than 50% of the applicants and those accepted by the MatCH Scholarship Program are from across Canada and the remaining are from several international locations, thus encompassing a diversity of backgrounds. Students must demonstrate excellence in academics (a GPA of at least 3.5) and previous research experience.</p>
<p>Resource Implications Identify the resource implications of the proposed embedded credit certificate. Identify if resources are being re-allocated to or from other areas, and outline the implications of this re-allocation.</p>	<p>The course PAED 600 and appropriate graduate level courses are currently in place and are currently being offered in the respective primary departments. The *3 INT D 605 Interdisciplinary Research Experience in Basic Biomedical and Clinical Settings will be submitted for approval in the next academic year. As this course encompasses the rotations being carried out by students in their first semester, no further academic staff will be required. The administrator for the MatCH scholarship program is housed in Department of Pediatrics in FoMD. The MatCH administrator is also the Pediatric Postdoctoral Coordinator and no additional administrative costs will be required.</p>
<p>Enrolment Outline the expected enrolment for the embedded credit certificate and any potential impacts on course offerings.</p>	<p>We expect 5 students to be enrolled per year in the Certificate in Maternal and Child Health Research. We expect minimal impact on other course offerings. We have had capacity in PAED 600 for all of the students enrolled in the MatCH Scholarship Program for the last 5 years and thus do not anticipate any issues with this.</p>
<p>Implications of Introduction of the Credit Certificate Identify the implications of the proposed embedded credit certificate for the system. For example, will it affect other programs at the U of A, programs at other institutions, etc.?</p>	<p>We expect the introduction of this Graduate Embedded Certificate to have minimal implications for the University system, and in particular, no adverse effects are foreseen.</p>
<p>Consultation Describe any consultation and/or potential impacts on service units of the University, including the Office of the Registrar and Student Awards, Academic Information and Communication Technologies</p>	<p>We have consulted with the FGSR on the approval process, suggestions for clarification in the proposal, calendar submission format and process for how the Certificate is reported once completed. We have also consulted with the Office of the Registrar regarding new courses, graduation/parchment, student services and University Calendar and there were no concerns. Library Administration was</p>

	consulted and have provided a statement in the form of a letter indicating that there is no anticipated impact on library services or resources.
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Appendices	
Appendix A – curriculum and program structure List course names, numbers, and descriptions. Indicate if the courses are new or existing. Include draft content for the University Calendar.	See attached Course Descriptions and FGSR Graduate Programs Calendar Changes Calendar Changes would sit under Medical Sciences with links to the three departments
Appendix B – other Include any additional information in support of the proposal including the Library Impact Statement and letters of support.	See attached Letters of support and statements: Hanne Ostergaard, Associate Dean Research, Graduate Programs, FoMD Deborah Burshtyn, Vice-Dean, FGSR Radha Chari, Chair, Department of Obstetrics & Gynecology, FoMD Susan Gilmour, Chair, Department of Pediatrics, FoMD Michael Walter, Chair, Department of Medical Genetics, FoMD Sandra Davidge, Director, WCHRI Library Statement

Edmonton Clinic Health Academy
3-468, 11405 87 Avenue
Edmonton, AB T6G 1C9
Tel: 780.248.5582
www.pediatrics.ualberta.ca

May 14, 2018

Dr. Sujata Persad
MatCH Scholarship Program Coordinator
3020R Katz Group Centre for Research
11315-87 Avenue NW
Edmonton, AB
T6G 2H5

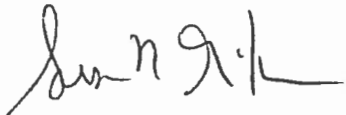
Dear: Dr. Persad

Re: Graduate Certificate in Maternal and Child Health Research

It is with great pleasure that I provide a letter of support for the application for an embedded certificate for graduate studies in Maternal and Child Health Research. The MaTCH Graduate Program has indeed been an innovative and exciting advance in graduate studies in maternal and child health. It has been incredibly popular with both Canadian and international students. Initially it was seed funded through the Provost's office and now continuing to be funded through both the University of Alberta and the Stollery Children's Hospital Foundation. Such an innovative program with its exposure to a broad range of clinical and discovery science in child health, maternal health and medical genetics is indeed a unique opportunity for graduate students both locally, nationally and internationally. This program has proven itself to be a leader within the faculty.

Therefore it is without hesitation as I review the comprehensive applications and materials that I provide my unequivocal support for an embedded certificate for these graduate students.

I remain yours sincerely,



Susan Gilmour, MD, MSc, FRCP(C)
Professor and Chair, Department of Pediatrics
University of Alberta
Stollery Children's Hospital

SMG/dm



DEPARTMENT OF MEDICAL GENETICS

FACULTY OF MEDICINE & DENTISTRY
UNIVERSITY OF ALBERTA

May 9, 2018

RE: letters of support for the embedded certificate for the MatCH program

Dear colleagues,

It is my pleasure to support the new embedded certificate for the Maternal and Child Health Scholarship program (MatCH) program. MatCH, funded by the Office of the Provost, Stollery Children's Hospital Foundation, and the Women's and Children's Health Research Institute, is a unique entity within our university. This scholarship program, shared by the Departments of Medical Genetics, Obstetrics and Gynaecology, and Paediatrics, has been a tremendous success in attracting, training, and graduating high calibre graduate students. To build upon this success and provide MatCH students with extended training, the organizers of MatCH are creating an embedded certificate program. An interdisciplinary course will be offered to graduate students who are enrolled in the MatCH Scholarship Program to gain experience in quantitative and/or qualitative biomedical and clinical research settings. This certificate will provide students with increased exposure to different research approaches that will build their knowledge base and understanding of different approaches to research that they will then use within their own graduate program. In addition, critical analysis skills in both basic biomedical, clinical and epidemiological fields will be gained via coursework. This certificate will add value to the MatCH program, increasing the ability to attract and train excellent graduate students. I therefore give my highest degree of support for the embedded certificate for the Maternal and Child Health Scholarship program.

Sincerely

Michael Walter, PhD
Professor and Chair
Department of Medical Genetics

Department of Obstetrics and Gynecology
Office of the Chair

May 24, 2018

Dr. Denise Hemmings
Graduate Coordinator
Department of Obstetrics and Gynecology
MatCH Co-Coordinator

Dear Denise,

As the Chair of one of the three departments involved in the Maternal and Child Health (MatCH) Scholarship Program, I am writing to express our strong support for approval of the Embedded Certificate in Maternal and Child Health to be acquired in association with completion of the MatCH Scholarship Program. MatCH is an innovative approach to training graduate students in interdisciplinary research in the Departments of pediatrics, Medical Genetics and Obstetrics & Gynecology. The emphasis is to provide instruction and experience in bench to bedside experiences that can ultimately lead to knowledge translation. This unique approach has already attracted excellent national and international graduate students to the University of Alberta. MatCH exposes students to basic and clinical research focussed on maternal and child health by incorporating a required research rotation in three different laboratories, required attendance at seminars from various disciplines in each of the three departments and by requiring completion of an interdisciplinary course offered in Pediatrics. MatCH would like to formalize completion of these requirements for students accepted into the MatCH Scholarship Program in the form of an Embedded Certificate in Maternal and Child Health. This certificate would be unique at the University of Alberta.

I understand that you, as the Graduate Coordinator for our department, have fielded numerous inquiries about MatCH, particularly from high quality international students. We believe that the MatCH Scholarship Program is an excellent way to attract students to strengthen the research component of our department, which is an important strategic direction identified in a recent department retreat. The addition of the Embedded Certificate to formalize completion of the requirements of the MatCH Scholarship Program will make it even more attractive to national and international students.

Our department has already benefited by having excellent students placed in our research laboratories. One student who is partway through her PhD, is highly successful and has already received external funding from multiple agencies. This type of success is the norm for students in the MatCH Scholarship program and demonstrates the benefits of MatCH to our department and to the University of Alberta. Conferring an Embedded Certificate on graduate students to reflect the accomplishment of the MatCH Scholarship requirements will 1) attract more highly qualified students to this Scholarship Program and thereby benefit both students and supervisors; 2) increase the visibility of our department and the University of Alberta to national and international institutions and 3) provide the student with recognition on their CV/transcript that can be emphasized when applying for positions of an interdisciplinary nature. Our department is therefore fully supportive of approving the Embedded Certificate in Maternal and Child Health.

Sincerely,



Radha Chari, MD FRCSC
~~Associate~~ Professor and Chair
Obstetrics and Gynecology
University of Alberta

Killam Centre for Advanced Studies
2-29 Triffo Hall, University of Alberta
Edmonton, Alberta, Canada T6G 2E1
Tel: 780.492.3499
Fax: 780.492.0692
grad.mail@ualberta.ca
ualberta.ca/graduate-studies

May 27, 2018

Sarah Hughes
Associate Chair – Graduate
Department of Medical Genetics
University of Alberta

Dear Sarah,

I am delighted to provide a letter of support for the proposed embedded Graduate Certificate in Maternal and Child Health. The creation of an embedded certificate will allow for formal academic recognition of a unique model of interdisciplinary training in the health and biomedical sciences. Building capacity in maternal and child health with benefit to local, national and global societies clearly aligns institutional goals in the public good.

It is pleasing to see the evolution of this certificate from the MatCH scholarship program initially funded by the Office of the Provost in 2013, with a competitive strategic investment to incent innovation in graduate programs.

The experiential learning component of rotating through three different placements in the three participating departments emphasizes an exposure to biomedical and clinical research methods and provides broad training for students.

I hope the certificate will become a model for others to adopt in developing novel means of interdisciplinary training which superimposes on existing programs and leverages resources to attract the highest caliber of trainees.

I look forward to hearing about the students' contributions to research and the creative solutions they will bring to what are undeniably issues that impact us all.

Sincerely,



Debby Burshtyn, PhD
Vice-Dean, Faculty of Graduate Studies and Research
Professor, Medical Microbiology and Immunology

July 12, 2018

Dr. Sujata Persad
Director, Graduate Education
Department of Pediatrics

2-13 Heritage Medical Research Centre
University of Alberta
Edmonton, Alberta, Canada T6J 2S2
Tel: 780.492.9721
Fax: 780.492.3672
www.med.ualberta.ca

Dear Dr. Persad:

Re: Graduate Certificate in Maternal and Child Health Research

I am writing to provide my strong support your proposed Certificate in Maternal and Child Health Research (MatCH). This initiative originated with an Innovative Graduate Project grant from the Provost, awarded to you and your team in 2012. This funding allowed students coming to the University of Alberta through one of three graduate specializations (Pediatrics, Medical Genetics and Obstetrics & Gynecology) in the Medical Sciences Graduate Program to work in various laboratories to gain different perspectives in the area of maternal and child health. This program was also strongly supported by the Women & Children's Health Research Institute (WCHRI). What came out of this initial support was a program that attracted excellent graduate students to the University of Alberta and provided strong interdisciplinary research experience in Maternal and Child Health that enhanced their discipline-based graduate education and training.

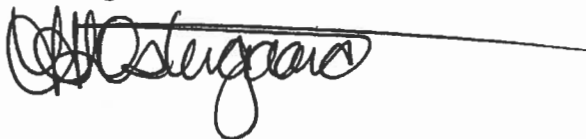
The challenge has been how to recognize the interdisciplinary knowledge and experience gained by these students without undermining the departmental discipline-based graduate programs. An embedded certificate has been identified as an excellent way to recognize the breadth of knowledge and experience these students gain as part of MatCH.

A challenge for the FoMD has been how to integrate primarily traditional discipline-based departmental programs with research themed institutes. Embedded certificates may be a mechanism through which we can better bridge departments and institutes. We will evaluate the uptake of this embedded certificate and if highly subscribed, as we predict, will be a model for promoting interdisciplinary research by our students associated with various institutes.

In summary, the FoMD strongly supports the approval of this proposed embedded certificate in MatCH as it is based on an existing successful interdisciplinary relationship.

Please do not hesitate to contact me should you have any questions.

With regards,



Hanne Ostergaard, PhD
Associate Dean Research, Graduate Programs

May 28, 2018

File #1312

Denise Hemmings, PhD
Associate Professor and Graduate Program Coordinator
Department of Obstetrics and Gynecology
227B Heritage Medical Research Building
University of Alberta

Dear Dr. Hemmings,

As the Executive Director of the [Women and Children's Health Research Institute](#) (WCHRI) at the University of Alberta, I would like to express my strong support for the creation of an embedded credit certificate in maternal and child health research (MatCH scholarship program).

The MatCH scholarship program represents a novel approach to training of graduate students with a strong focus on interdisciplinary collaboration. By establishing the program as an embedded credit certificate, the University will be creating a unique specialization opportunity for high caliber research trainees; an opportunity that is focused on an area of strategic importance provincially, nationally, and internationally.

WCHRI has been a supportive and active partner in the MatCH scholarship program since its inception; this support will continue as the program transitions to an embedded credit certificate. As of April 2018, approximately \$47K in funding remains in the MatCH scholarship program partnership research account sponsored by WCHRI. WCHRI will provide a no cost extension to the program (contingent on continued program support from the University) in order to fund MatCH students in the Department of Obstetrics & Gynecology pursuing research in maternal health.

WCHRI will also provide the following support to the MatCH scholarship program in order to improve integration and coordination:

- Participation in MatCH scholarship program orientation activities in order to maximize student awareness of and access to WCHRI.
- Future opportunity for program leads to apply for supplementary funding through WCHRI partnership program (should existing funds be exhausted) on a case by case basis in order to support scholarships for students in the maternal health stream.
- Access to WCHRI communications team in order to highlight MatCH scholarship program and MatCH trainees in coordination with participating departments and funding partner(s).

Part of WCHRI's mandate is to provide support for its members to ensure their ongoing success. All MatCH scholarship program trainees will be invited to become in-training members of WCHRI. As in-training members, the MatCH scholarship program trainees will have access to:

- Funding opportunities: WCHRI graduate studentship and trainee travel awards.
- Research dissemination and knowledge translation support: annual WCHRI research day, public engagement and presentation opportunities, graduate student booklet, Lunch & Share sessions.
- Learning and skill building opportunities: Lunch & Learn seminar series, patient and community engagement training (PaCET), trainee advisory committee.

5-083 Edmonton Clinic Health Academy (ECHA) 11405-87 Avenue Edmonton, Alberta, Canada T6G 1C9
780.248.5602 TEL | 780.248.5616 FAX | wchri@ualberta.ca | www.wchri.org

- Research consultation services: biostatistics, machine learning, REDCap and database development.

WCHRI is pleased to continue its support for this program and we are delighted to see the MatCH scholarship program formally recognized by the University through an embedded credit certificate!

Sincerely,

A handwritten signature in black ink, appearing to read "Sandra Davidge". The signature is fluid and cursive, with the first name being more prominent.

Sandra Davidge, PhD
Executive Director
Women and Children's Health Research Institute

As per GFC Policy 37.3.7, Faculties seeking changes to existing programs must consider and seek the agreement to any impact of the proposed program changes on the library system and on course enrolments in other academic units. In addition, any new program proposal going forward for approval will require a service impact statement. Where the affected Faculties and/or Library are in agreement this statement will note that fact and details of the arrangement.

Please contact your subject librarian to solicit feedback on your program proposal and request a Library Impact Statement.

Library Contact:

Name: Janice Kung	Date: May 22, 2018
Library Unit: Scott Health Sciences Library	Email: janice.kung@ualberta.ca

Program Proposal Contact:

Name: Dr. Sarah Hughes	Dept./School: Department of Medical Genetics
Faculty: Faculty of Medicine & Dentistry	E-mail: shughes1@ualberta.ca

Proposed Program Changes:

New Course - INT D 605 – Interdisciplinary research experience in basic biomedical and clinical settings. +3 (f16) (either, 0-3-0)

An interdisciplinary course for graduate students who are enrolled in the MatCH Scholarship Program to gain experience in quantitative or qualitative biomedical and clinical research settings. The course will involve three 4 to 6 weeks rotations in different laboratory settings within the Departments of Pediatrics, Obstetrics & Gynecology or Medical Genetics. Students will also attend the general seminar series of each Department once per month, a total of three per month. Students will be graded based on participation and written assignments based on each rotation. Enrollment must be approved by course coordinators.

Library Service or Resource	Description of Library Impact
Instruction (e.g., classes with a librarian, tours, online resource guides, online tutorials, etc.)	<p>Instruction related to INT D 605 may be useful for students in program.</p> <p>The library offers a range of <u>drop in research workshops</u> throughout the academic year to assist students with their research needs. In addition, <u>online instructional guides</u> and <u>tutorials</u> are accessible via the Library web site to support the research process. Course/assignment specific instruction is also available. Please contact Janice Kung, the subject librarian, to arrange.</p>
Reference assistance (e.g., ongoing one-on-one help)	<p><u>Health sciences librarians</u> are available for one-to-one consultations by appointment for specialized research support. In addition, general reference</p>

	assistance is available at all <u>UAL service desks</u> . <u>Ask us services</u> are also available via chat, email and phone.
Collections – reserves, print, electronic [note any impacts on simultaneous users, licensing considerations etc.]	<p>The Library's current subscriptions to print and electronic journals and books should adequately support this program. Any items that are not available and/or accessible through the Library can be requested through <u>Interlibrary Loan</u>.</p> <p>The Library subscribes to the major journals and electronic resources with particular relevance to this program.</p> <p>Submit <u>course reading list and reserve requests</u> online. The library will respond within 5 business days with persistent links to online library resources on your reading list. Print only items will be referred to our Reserve staff and processed within 10 days.</p>
Physical facilities (e.g., sufficient room for group work; in-library work, etc.)	Physical facilities are in place to support student research needs. There are bookable group and individual <u>study spaces</u> , as well as collaborative study spaces in all UAL library locations.
Other (specify)	

- Proposal has an impact on the Library and can be supported.
 Proposal can be supported with additional resources; see attached details.
 Proposal has no impact on the Library.

Unit Head Signature:

M. Dorgan

Date:

May 28, 2018

Associate University Librarian Signature:

Shaa Miyajima

Date:

May 28, 2018

Killam Centre for Advanced Studies
 2-29 Triffo Hall Edmonton AB Canada T6G 2E1
 Tel: 780.492.2816 / Fax: 780.492.0692
 www.gradstudies.ualberta.ca

2019-2020 University of Alberta Proposed Calendar Graduate Program Changes:

Current	Proposed
<p>Graduate Programs</p> <p>Medical Sciences [Graduate] [...] Graduate Program Requirements [..]</p>	<p>Graduate Programs</p> <p>Medical Sciences [Graduate] [...] Graduate Program Requirements [..]</p> <p><u>The Graduate Embedded Certificate in Maternal and Child Health Research</u></p> <p><u>The Graduate Embedded Certificate in Maternal and Child Health Research is for students in the MatCH scholarship program. It encompasses basic science, clinical, epidemiology and health services research in the departments of Medical Genetics, Paediatrics, Obstetrics and Gynecology as part of the Medical Sciences Graduate Program.</u></p> <p><u>The Certificate will provide students with additional training specific to maternal and child health including:</u></p> <ul style="list-style-type: none"> • <u>critical analysis of interdisciplinary biomedical and clinical research;</u> • <u>laboratory experience through rotations in three laboratories spanning multiple aspects of biomedical and/or clinical research to facilitate their final departmental placement; and</u> • <u>aspects specific to Paediatrics, Obstetrics & Gynecology, or Medical Genetics depending upon the primary department that the student enters following the rotation semester.</u> <p><u>Entrance Requirements</u></p> <p><u>Applicants to the Graduate Embedded Certificate in Maternal and Child Health Research must apply to the MSc or PhD program in any one of the three participating departments in the Medical Sciences program. At the time of application they should indicate that they would like to be considered for the MatCH scholarship program.</u></p> <p><u>Applicants must have an admission GPA of at least 3.5 on a 4-point scale from the University of Alberta. The</u></p>

admission GPA will be calculated on the last ★60 of graded coursework completed, or on the equivalent of the last two years of full-time graded coursework.

Where applicable, applicants must provide proof of English Language Proficiency (refer to [English Language Requirement](#)). Any one of the following is acceptable:

- TOEFL (internet based) minimum score of 100 with at least 20 on each of the individual skill areas, or equivalent
- IELTS minimum score of 7.0 with at least 6.0 on each test band

All other proof of English language proficiency will be evaluated on a case by case basis.

Students requesting the MatCH scholarship program must also submit

- a curriculum vitae,
- a personal statement,
- three letters of reference,
- a list of five investigators/laboratories that they would be interested in working with.

Admission is competitive and dependent on funding availability and the quota for the year.

Application deadlines:

- September - Deadline for Application May 1
- January - Deadline for Application, October 1

Program Requirements

Students in the Graduate Embedded Certificate in Maternal and Child Health Research are required to complete ★9 in coursework. Students may have to complete more than the minimum degree requirements to qualify for both the degree and the certificate.

Required Courses

- INT D 605 (★3) Interdisciplinary research experience in basic biomedical and clinical settings.
 - This course must be taken in the first term of the degree program. Lab rotation will be based as much as possible on the student's stated preferences
- PAED 600 (★3) Seminar Course in Paediatric Sciences (Critical Discussion of Biomedical and Clinical Research)

	<p>Elective Course</p> <ul style="list-style-type: none"> • One ★3 course relevant to women’s and children’s health, subject to approval by the student’s supervisory committee and the graduate coordinator in the student’s primary department <p>At the end of the first term of their degree program students may be matched to one of the three areas of rotation that they pursued as their primary department for the certificate. In the event that the certificate department is different than the degree department, students may request a change of program department.</p> <p>Length of Program</p> <p>All Graduate Embedded Certificate requirements must be completed during the student’s graduate degree program. The embedded certificate will be awarded at the time the students earn their degree.</p>
<p>Paediatrics [Graduate] [...] Graduate Program Requirements [...] The Degree of MSc (Paediatrics) [Graduate] [...]</p> <p>Program Requirements</p> <p>Required courses depend on the area of specialization and the undergraduate background of the student; however, the MSc program normally consists of ★9 and a thesis. Course requirements are based on recommendations from the graduate studies director, the supervisor, and the supervisory committee. A minimum of ★9 in graded graduate-level courses listed in the Medical Sciences Graduate Program Approved Course Listing, or approved equivalent, is required. Graduate students in the Department of Paediatrics must also maintain a minimum cumulative program grade point average of 3.0 or higher throughout their program. If the cumulative grade point average falls between 2.3 and 3.0, the Department may recommend termination of the program or continuation in the program for a specified probationary period. See Medical Sciences for additional information on the Paediatrics MSc program.</p>	<p>Paediatrics [Graduate] [...] Graduate Program Requirements [...] The Degree of MSc (Paediatrics) [Graduate] [...]</p> <p>Program Requirements</p> <p>Required courses depend on the area of specialization and the undergraduate background of the student; however, the MSc program normally consists of ★9 and a thesis. Course requirements are based on recommendations from the graduate studies director, the supervisor, and the supervisory committee. A minimum of ★9 in graded graduate-level courses listed in the Medical Sciences Graduate Program Approved Course Listing, or approved equivalent, is required. Graduate students in the Department of Paediatrics must also maintain a minimum cumulative program grade point average of 3.0 or higher throughout their program. If the cumulative grade point average falls between 2.3 and 3.0, the Department may recommend termination of the program or continuation in the program for a specified probationary period. See Medical Sciences for additional information on the Paediatrics MSc program.</p> <p>Students in the Maternal and Child Health (MatCH) scholarship program are also admitted to the Graduate Embedded Certificate in Maternal and Child Health</p>

<p>The Degree of PhD (Paediatrics) [Graduate]</p> <p>Program Requirements</p> <p>For students entering the PhD program after a BSc degree, the minimum course requirement is ★12 of graded graduate level courses listed in the Medical Sciences Graduate Program Approved Course listing, or approved equivalent is required. For students entering the PhD program after a MSc degree, the minimum course requirement is ★6 of graded graduate level courses listed in the Medical Sciences Graduate Program Approved Course listing, or approved equivalent. Graduate students in the Department of Paediatrics must also maintain a minimum cumulative program grade point average of 3.0 or higher throughout their program. If the cumulative grade point average falls between 2.3 and 3.0, the Department may recommend termination of the program or continuation in the program for a specified probationary period. See Medical Sciences for additional information on the Paediatrics PhD program.</p>	<p>Research. See Medical Sciences [link to the above] for the requirements and the MatCH website [link] for more information on the program.</p> <p>[...]</p> <p>The Degree of PhD (Paediatrics) [Graduate]</p> <p>Program Requirements</p> <p>For students entering the PhD program after a BSc degree, the minimum course requirement is ★12 of graded graduate level courses listed in the Medical Sciences Graduate Program Approved Course listing, or approved equivalent is required. For students entering the PhD program after a MSc degree, the minimum course requirement is ★6 of graded graduate level courses listed in the Medical Sciences Graduate Program Approved Course listing, or approved equivalent. Graduate students in the Department of Paediatrics must also maintain a minimum cumulative program grade point average of 3.0 or higher throughout their program. If the cumulative grade point average falls between 2.3 and 3.0, the Department may recommend termination of the program or continuation in the program for a specified probationary period. See Medical Sciences for additional information on the Paediatrics PhD program.</p> <p>Students in the Maternal and Child Health (MatCH) scholarship program are also admitted to the Graduate Embedded Certificate in Maternal and Child Health Research. See Medical Sciences [link to the above] for the program requirements and the MatCH website [link] for more information on the program.</p>
<p>Medical Genetics [Graduate] [...] Graduate Program Requirements [...] The Degree of MSc (Medical Genetics) [Graduate]</p> <p>Program Description</p> <p>The general description for the MSc in Medical Sciences (Medical Genetics) is as presented for all MSc programs in Medical Sciences (see The Degree of MSc).</p>	<p>Medical Genetics [Graduate] [...] Graduate Program Requirements [...] The Degree of MSc (Medical Genetics) [Graduate]</p> <p>Program Description</p> <p>The general description for the MSc in Medical Sciences (Medical Genetics) is as presented for all MSc programs in Medical Sciences (see The Degree of MSc).</p> <p>Students in the Maternal and Child Health (MatCH) scholarship program are also admitted to the Graduate Embedded Certificate in Maternal and Child Health</p>

<p>The Degree of PhD (Medical Genetics) [Graduate]</p> <p>Program Description</p> <p>The general description for the PhD in Medical Sciences (Medical Genetics) is as presented for all PhD programs in Medical Sciences (see The Degree of MSc).</p>	<p>Research. See Medical Sciences [link to the above] for the program requirements and the MatCH website [link] for more information on the program.</p> <p>[...]</p> <p>The Degree of PhD (Medical Genetics) [Graduate]</p> <p>Program Description</p> <p>The general description for the PhD in Medical Sciences (Medical Genetics) is as presented for all PhD programs in Medical Sciences (see The Degree of MSc).</p> <p>Students in the Maternal and Child Health (MatCH) scholarship program are also admitted to the Graduate Embedded Certificate in Maternal and Child Health Research. See Medical Sciences [link to the above] for the program requirements and the MatCH website [link] for more information on the program.</p> <p>[...]</p>
<p>Obstetrics and Gynecology [Graduate] [...] Graduate Program Requirements [...] The Degree of MSc (Obstetrics and Gynecology) [Graduate]</p> <p>Program Description</p> <p>The general description for the MSc in Medical Sciences–Obstetrics and Gynecology is as presented for all MSc programs in Medical Sciences (see The Degree of MSc).</p> <p>[...]</p> <p>The Degree of PhD (Obstetrics and Gynecology) [Graduate]</p> <p>Program Description</p> <p>The general description for the PhD in Medical Sciences–Obstetrics and Gynecology is as presented for all PhD</p>	<p>Obstetrics and Gynecology [Graduate] [...] Graduate Program Requirements [...] The Degree of MSc (Obstetrics and Gynecology) [Graduate]</p> <p>Program Description</p> <p>The general description for the MSc in Medical Sciences–Obstetrics and Gynecology is as presented for all MSc programs in Medical Sciences (see The Degree of MSc).</p> <p>Students in the Maternal and Child Health (MatCH) scholarship program are also admitted to the Graduate Embedded Certificate in Maternal and Child Health Research. See Medical Sciences [link to the above] for the program requirements and the MatCH website [link] for more information on the program.</p> <p>[...]</p> <p>The Degree of PhD (Obstetrics and Gynecology) [Graduate]</p> <p>Program Description</p> <p>The general description for the PhD in Medical Sciences–Obstetrics and Gynecology is as presented for all PhD</p>

<p>programs in Medical Sciences [see The Degree of PhD (Medical Sciences)].</p>	<p>programs in Medical Sciences [see The Degree of PhD (Medical Sciences)].</p> <p><u>Students in the Maternal and Child Health (MatCH) scholarship program are also admitted to the Graduate Embedded Certificate in Maternal and Child Health Research. See Medical Sciences [link to the above] for the program requirements and the MatCH website [link] for more information on the program.</u></p>
<p>Justification:</p> <p>Approved by:</p>	

MatCHR (Maternal and Child Health Research) Graduate Embedded Certificate

Justification for *9 instead of *12

The MatCHR Graduate Embedded Certificate was proposed (at the request of the Provost's office) so that students participating in the existing MatCH scholarship program would have a certificate to acknowledge the additional work that they were doing for the scholarship.

MatCHR scholarship requirements are PAEDS 600 (*3) and attendance in at least 2 seminars per month. The seminar requirement has been made into a new course - INT D 605 (*3).

The work for the scholarship program is IN ADDITION to the minimum course requirements for the MSc or PhD programs in Pediatrics, Obstetrics and Gynecology, and Medical Genetics. For the certificate the final *3 course is an elective which will count towards both the certificate and the degree program.

The MatCHR Graduate Embedded Certificate proposal is being put forward with a requirement of *9. Originally *9 was the minimum requirement set for all Graduate Embedded Certificates. When Advanced Education changed the requirement for stand-alone certificates to *12, the minimum requirement for the embedded certificates was also changed to *12. The MatCHR certificate proposal was initiated when the requirement was still set at *9.

The best justification for this to go forward as is is that the professional body already recognizes the validity of the work with just *9 ie. we don't need to make it *12 to obtain credibility. The community has recognized the competencies gained through participation in the MatCHR program and it is accepted practice in its current form.

In addition, for almost all other Graduate embedded certificates, all coursework for the certificate also counts as coursework for the degree program. The MatCHR certificate requires *6 of additional coursework beyond the minimum degree requirements.

Finally, the minimum course requirement for an MSc in OBGYN is *3. If the certificate was to require an additional *3 course (total of *12), it would be require even more additional coursework for MatCHR students who start in or end up in the OBGYN stream.

Governance Executive Summary
Action Item

Agenda Title	Proposed Changes to Academic Standing Regulations for Undergraduate Professional Programs in the Faculty of Medicine and Dentistry
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Motion

<p>THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to the FoMD Academic Regulations section for all undergraduate professional programs within the Faculty of Medicine and Dentistry, as proposed by the Faculty of Medicine and Dentistry, and set forth in Attachments 1-5, to take effect in Fall 2020.</p>

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Dennis Kunimoto, Interim Dean, Faculty of Medicine and Dentistry
Presenter(s)	Shirley Schipper, Vice-Dean Education, Faculty of Medicine and Dentistry

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	The proposal is before the committee to request approval for the proposed changes to the academic standing and promotion section of the FoMD area of the Calendar.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The reorganization of the FoMD academic regulations section of the Calendar is an effort by all five of our Faculty’s undergraduate programs to align wording where possible, and ensure the regulations are geared towards the success of students. The five programs include Doctor of Dental Surgery (DDS), Dental Hygiene (DH), Doctor of Medicine (MD), Medical Laboratory Science (MLS), and Radiation Therapy (RT) Programs. This proposed reorganization will also assist with future edits to this section of the Calendar, promoting alignment if and when the proposed changes are suitable for each of the various programs.</p> <p>A working group that included all undergraduate programs leads, representation from the Office of Advocacy & Wellbeing, the Vice-Dean, Education and other administrative and academic members with a grasp of the Calendar was formed in 2018 to undertake this realignment of Calendar wording and information for the academic standing and graduation section.</p> <p>Headings that were previously listed separately under each of the programs either with identical or very similar wording have been consolidated, and sections where regulations differed for each program have been indicated more clearly.</p> <p>The intent is to allow readers of the Calendar to navigate directly to the specific heading they are looking for, rather than sifting through the entire program’s regulations. We hope this will assist not only current and prospective students, but also our academic standing and</p>

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	<p>promotion committees who are in place to ensure the regulations are applied.</p> <p>This process has allowed each of the five programs to thoroughly review the content of the others, and adopt wording that was appropriate and potentially missing from their existing regulations.</p> <p>A joint pre-amble has been added for some headings, and headings to specify where regulations differ between the programs have been identified clearly.</p> <p>Due to the length and amount of information being shifted within this Calendar change, we have opted to show the changes in separate documents rather than the typical comparative table.</p> <p><i>Attachment 1</i> illustrates the proposed layout, with additions shown by highlighting. The remaining text is unchanged, but has been moved and/or. This is further illustrated in <i>Attachment 3</i>, which the Calendar Production team has provided, and shows a test calendar version of the rearranged content for the Academic Regulations information.</p> <p><i>Attachment 2</i> shows the current layout and information, and deletions are indicated by strikethrough and highlighting. Sections highlighted in grey are unchanged, but will be moved from the Academic Regulations page to a separate page, as indicated in the comparative table section, (page 1 of <i>Attachment 1</i>), and also illustrated for clarity in <i>Attachment 4</i> and <i>Attachment 5</i>.</p> <p>MD Program changes to Reexaminations/Reassessment and addition of Academic Probation: These changes are being made with the goal of moving towards a competency-based medical education platform, similar to that of many of our Residency Programs. This structure will allow students in the Doctor of Medicine program more opportunity and access to supports and remediation, and as a result they will be more successful in their program. Wording within the Reexamination and Reassessment areas has been adopted from wording already existing in the Doctor of Dental Surgery program, which had been a benchmark for many of the updates.</p> <p>MLS Program changes from Phases to Years is consistent with program changes having been proposed by the program and approved during the ASC and APC meetings in November 2019.</p>
Supplementary Notes and context	< <i>This section is for use by University Governance only to outline governance process.</i> >

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation	<p><u><i>Those who are actively participating:</i></u></p> <ul style="list-style-type: none"> • Shirley Schipper, Vice-Dean, Education • Steven Patterson, Associate Chair (Academic), School of Dentistry
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<p>(parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<ul style="list-style-type: none"> • Sharon Compton, Associate Chair (Dental Hygiene), School of Dentistry • Gisele Gaudet-Amigo, Curriculum Coordinator, School of Dentistry • Tracey Hillier, Associate Dean, MD Program • Tammy McNab, Assistant Dean, Academic Affairs, MD Program • Melanie Lewis, Associate Dean, Advocacy & Wellbeing • Lisa Purdy, Director, MLS Program • Susan Fawcett, Director, Radiation Therapy Program • Murray Diduck, Program Director, MD Program <p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> • FoMD Faculty Academic Standing & Promotion Committee (elected faculty members and students from all programs) – September 24, 2019 • FoMD Faculty Learning Committee – September 30, 2019 (review/approval) • FoMD Faculty Council Committee – October 15, 2019 (review) • Kate Peters, Portfolio Initiatives Manager • Calendar Production, Office of the Registrar
<p>Approval Route (Governance) (including meeting dates)</p>	<p>GFC ASC Subcommittee on Standards – December 5, 2019 GFC Academic Standards Committee – December 12, 2019</p>

Strategic Alignment

<p>Alignment with <i>For the Public Good</i></p>	<p>The proposed changes to reorganize the Faculty of Medicine and Dentistry academic regulations align with the For the Public Good addressing the <i>Sustain</i> key goal.</p> <p>The reorganization works to <i>sustain</i> administrative process in alignment with Objective 21, Strategy iv through the continuous improvement of administrative and academic policies and procedures enabling enhanced clarity across the 5 programs in the Faculty of Medicine and Dentistry. The reorganization is set up to facilitate easy access to the academic regulations within FoMD and reducing duplication and complexity.</p>			
<p>Alignment with Core Risk Area</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Enrolment Management <input checked="" type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>		<input type="checkbox"/> Enrolment Management <input checked="" type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
<input type="checkbox"/> Enrolment Management <input checked="" type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success			
<p>Legislative Compliance and jurisdiction</p>	<p><i>Post-Secondary Learning Act</i> GFC Academic Standards Committee Terms of Reference</p>			

Attachments (each to be numbered 1 - <>)

1. Attachment 1 – Proposed FoMD Academic Regulations (page(s) 1 - 15)
2. Attachment 2 – Current FoMD Academic Regulations (page(s) 1 - 14)
3. Attachment 3 – Test Calendar – FoMD Academic Regulations (page(s) 1 - 14)

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PROPOSED – UofA Calendar – FoMD Academic Regulations – 2020/21

https://calendar.ualberta.ca/preview_entity.php?catoid=29&ent_oid=3791

CURRENT	PROPOSED
<p>The Faculty of Medicine and Dentistry The Professors</p> <ul style="list-style-type: none"> • Teaching and Scholarship <p>General Information</p> <ul style="list-style-type: none"> • Department of Dentistry Objectives • Affiliated Hospitals and Institutions • Registration and Licensing • Finance • Medical and Dental Society Memberships <p>Admission and Academic Regulations</p> <ul style="list-style-type: none"> • Admission • Academic Standing and Graduation • Professional Standards for Students in the Faculty of Medicine and Dentistry 	<p>The Faculty of Medicine and Dentistry The Professors</p> <ul style="list-style-type: none"> • Teaching and Scholarship <p>General Information</p> <ul style="list-style-type: none"> • Department of Dentistry Objectives • Affiliated Hospitals and Institutions • Registration and Licensing • Finance • Medical and Dental Society Memberships <p>Admission</p> <ul style="list-style-type: none"> • Admission <p>Academic Regulations</p> <ul style="list-style-type: none"> • Professional Standards • Technical Standards • Certification Requirements • Course Exemption/Credits • Attendance • Faculty Advisor • Grades and Ranking • Academic Standing and Promotion • Reexamination/Reassessment • Practicum Intervention • Absences from Program • Appeals and Grievances

<https://calendar.ualberta.ca/content.php?catoid=29&navoid=7317>

Academic Regulations

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- [Technical Standards](#)
- [Certification Requirements](#)
- [Course Exemption/Credits](#)
- [Attendance](#)
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- [Grades and Ranking](#)
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- [Practicum Intervention](#)
- [Absences from Program](#)
- [Appeals and Grievances](#)

Professional Standards

All students enrolled in the FoMD are bound by and shall comply with the Professional Code of Ethics governing their respective professional program.

The Professional Code of Ethics refers to all relevant professional codes and practice standards for professionals and students including:

- Code of Applicant Behaviour
- Code of Student Behaviour
- Professional Standards for Students in the Faculty of Medicine and Dentistry

Students are held accountable to the University of Alberta Code of Student Behaviour and should be familiar with it. (Amendments to the Code of Student Behaviour occur throughout the year. The official version of the Code of Student Behaviour, as amended from time to time, is housed on the University Governance website at www.governance.ualberta.ca.)

The following additional Codes govern each of the various FoMD programs as follows:

Doctor of Medicine:

- Canadian Medical Association Code of Ethics,
- College of Physicians and Surgeons of Alberta Code of Conduct

Doctor of Dental Surgery:

- Alberta Dental Association & College Code of Ethics

Dental Hygiene:

- College of Registered Dental Hygienists of Alberta Code of Ethics

Medical Laboratory Science:

- College of Medical Laboratory Technologists of Alberta Code of Ethics,
- College of Medical Laboratory Technologists of Alberta Standards of Practice,
- Canadian Society for Medical Laboratory Science Code of Ethics

Radiation Therapy:

- **The Canadian Association of Medical Radiation Technologists** (CAMRT) Member Code of Ethics and Professional Conduct,
- **The Alberta College of Medical Diagnostic and Therapeutic Technologists** (ACMDTT) Code of Ethics
- **The Alberta College of Medical Diagnostic and Therapeutic Technologists (ACMDTT) Standards of Practice**

Technical Standards

The Technical Standards Policy defines the necessary knowledge, skills, professional behaviours, and attitudes required of students.

Students must be able to meet the technical standards throughout their program.

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Students whose abilities change during their studies must declare this change to their program immediately. The program will attempt to provide reasonable accommodation, however the student must still be able to meet all technical standards and expected outcomes of the program.

Certification Requirements

For all programs, with the exception of the Medical Laboratory Science (MLS), a valid certification of Cardiopulmonary Resuscitation (CPR) at the Healthcare Provider Level is required at the start of the respective program and must be maintained throughout the period of study within that program. A CPR Healthcare Provider Certificate is valid for one year from the date of certification and evidence of recertification in each subsequent year is required. Those holding a certificate in Advanced Cardiac Life Support (ACLS) will be considered as having met the CPR for Healthcare Provider Level requirement.

Medical Testing and Immunization Requirements

See [University Infectious Diseases Regulation](#)

Course Exemption/Credits

DDS and DDS Advanced Placement Programs

No credit will be granted for courses completed in preprofessional years and no course exemptions will be allowed.

Bachelor of Science (Dental Hygiene)

Students entering the Dental Hygiene program may be granted credit for courses completed that are deemed by the Program Director, in consultation with the course coordinator, to be demonstrably equivalent to courses for which credit is being sought. Students carrying an academic load reduced by ★6 or more from the full course load of their academic year will not be eligible for awards.

MD Program

No credit will be granted for courses completed in preprofessional years and no course exemptions will be allowed.

Bachelor of Science in Medical Laboratory Science

Students entering the MLS program may be granted credit for courses completed that are deemed by the Program Director, in consultation with the course coordinator, to be demonstrably equivalent to courses for which credit is being sought.

Bachelor of Science in Radiation Therapy

Students entering the Radiation Therapy Program will be granted credit for all required pre-professional year courses. Credit may be granted for any other courses completed that are deemed by the Program Director to be demonstrably equivalent to courses for which credit is being sought.

Attendance

Students are advised at the beginning of each course and year, **of the attendance requirements and** of the procedures to be used in their evaluation, the determination and reporting of their grades, and the standards required by the Faculty and the University.

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For promotion and graduation within their respective program, students need to adhere to and meet the requirements as stated in the program's current Attendance Policy. (See [Academic Regulations - Attendance](#))

Faculty Advisor

At the discretion of the program, an advisor/mentor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and the role of the advisor/mentor is determined by the respective program.

Grades and Ranking

The Council of the Faculty of Medicine and Dentistry approves the principle that the means of assessing a student's progress and determining a student's grades may vary from one course to another in accordance with the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades. Students are informed at the beginning of each course how grades are to be determined. Students are also advised of the procedures for appeal established within the Faculty and the University.

For MD, DDS and DDS Advanced Placement Programs

On their official transcripts students are not ranked or assigned a numeric grade, but are designated as having passed (received credit) or failed a course.

Academic Standing and Promotion

Students enrolled in health professional programs are under the obligation to meet the expected competencies through achieving learning objectives as distributed throughout the existing courses in the current program, attendance policies and other expected requirements. The programs are sequentially designed to provide students with the opportunity to ultimately demonstrate satisfactory completion of all necessary requirements and competencies to graduate and be eligible for licensure in their respective profession.

As a student progresses through their professional program, they participate in more advanced clinical and patient care learning, and their ability to competently provide care, adhere to codes of ethics and expected professional behaviour, builds upon previous knowledge, skills, attitude and behaviours. Therefore promotion from year to year and ultimately graduation requires full completion of all program requirements in that current year before being able to progress to more advanced responsibilities and clinical learning.

The academic progress of all students in the FoMD undergraduate programs are subject to review each year by both Program Academic Standing and Faculty Academic Standing and Promotion committees.

At the beginning of each academic year, students in each program will be advised of all relevant academic policies, including Faculty and University appeal processes.

DDS and DDS Advanced Placement Program

Academic Standing

Decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee.

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- Each student's academic standing will normally be assessed at the end of the regular academic year. Students with Conditional Standing who are on probation will be assessed at the end of each term.
- No student may proceed to any subsequent year of the DDS program or graduate unless they have passed all courses for that academic year.

Students in the DDS program are required to participate in a full course load due to the sequential and integrated learning expectations of the professional degree program. As necessary prerequisite material is covered in previous courses, all preceding courses are considered as prerequisite courses for the next course(s) in sequence.

Conditional Standing and Academic Probation

- Conditional Standing is assigned to a student who at the end of the year, fails to achieve a pass in all courses.
- A student assigned Conditional Standing will be placed on academic probation and will have academic progress regularly reviewed and reported upon at the end of each term.

YEAR 1 and YEAR 2

- A student who fails more than two courses within a year, or unsuccessfully completes a failed course through reexamination or reassessment, will be assigned Conditional Standing and will be placed on Academic probation and given the opportunity to enroll in a repeat of the year.
- To clear Conditional Standing and Academic probation and to qualify for promotion, the student must achieve Satisfactory Standing in all courses in the probationary year. Students who fail to do so will be Required to Withdraw. Any student in a probationary year who fails a course will be Required to Withdraw immediately and subsequent registration will be cancelled.

YEAR 3 and YEAR 4

- A student who fails to achieve a pass in a year-long clinical course (DDS 530, DDS 540) or to successfully complete reassessment of a failed course (DDS 531, DDS 542) during either third or fourth year will be assigned Conditional Standing.
- A student who has been assigned Conditional Standing will be reviewed by the Academic Standing Committee and either Required to Withdraw from the program or placed on Academic Probation. A student placed on Academic Probation will be offered the opportunity to enroll in a repeat of the year.
- To clear Conditional Standing and Academic Probation and to qualify for promotion or graduation, the student must achieve Satisfactory Standing in the probationary (repeat) year at assessment checkpoints at the end of each term during that year. Students who fail to perform satisfactorily at any of those assessment points will be Required to Withdraw immediately and subsequent registration will be cancelled.

Regulations Concerning Continuation of Fourth Year:

Special Category Continuing Fourth Year Student: a student who fails to meet all clinical competency requirements or attendance policy requirements in the final-year of the program may be designated a Special Category Continuing student. In order to be considered as a Special Category Continuing student in fourth-year Dentistry, the student must

- i. have clinical deficiencies in no more than two clinical disciplines and have been advised that the deficiencies could be corrected within one term of instruction; and
- ii. have successfully completed all other assessments in the DDS program.

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Bachelor of Science (Dental Hygiene)

Academic Standing

- Decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on the recommendations of the Department of Dentistry Academic Standing Committee.
- Recommendations for promotion and graduation are based on a grade of at least D in each subject and a GPA of at least 2.0.
- With Distinction: awarded to graduating students who have obtained an average GPA of not less than 3.5 during the final 60 credits of course work.

Repetition of a Year

Students in the Dental Hygiene program are not permitted to repeat any year, except for exceptional cases as determined by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on the recommendations of the Department of Dentistry Academic Standing Committee. Repeating students are considered for awards, if taking a full course load.

A failed student who repeats the failed year may retain credit for passed courses, other than laboratory and clinical courses, only at the discretion of the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee acting on the advice of the Dental Hygiene Program. During the repeated year, a grade of at least C+ is required for Dental Hygiene courses.

A Special Category repeating dental hygiene student;

- i. has achieved a minimum GPA of 2.7 in the year requiring repetition;
- ii. has clinical/practicum deficiencies in no more than one clinical course and is advised that the deficiency could be corrected within a four-month period of instruction; and
- iii. has successfully completed all written examinations in the Dental Hygiene program.

MD Program

Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standings and Promotion Committee (FASPC) based on recommendations of the MD Program Academic Standing Committees.

Students may only proceed to a subsequent year of the medical program if they have passed all courses or clinical rotations for the current academic year. Courses and clinical rotations must be completed before students can commence with electives or other core course work for subsequent years. The Associate Dean, MD program may approve exceptions to this requirement when it is not possible to meet this requirement on the basis of lack of space in a course or rotation (hence requiring deferral) or a resource-intensive component that occurs infrequently (eg. Comprehensive examinations MED 520 and MED 540). Note that electives do not take precedence over completion of required core coursework or rotations.

Academic Probation

- Academic Probation is assigned to a student who at the end of the year or term, fails to achieve a pass in all courses.
- A student on Academic Probation will have academic progress regularly reviewed and reported upon at the end of each term. A student on Academic Probation may be required by the program to participate in a structured learning program.

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- Students with more than two failed courses or clinical rotations in the academic year may be allowed to continue on Academic Probation at the discretion of the Associate Dean, MD program, and will be reviewed by the Academic Standing Committee and Faculty Academic Standing and Promotion Committee.
- A student who has been assigned Academic Probation will be reviewed by the Academic Standing Committee and Faculty Academic Standing and Promotion Committee and may be either granted an opportunity to enroll in a repeat of the year, an opportunity to remediate failed coursework before advancing to the next year of the program, or may be Required to Withdraw from the program.
- To clear Academic Probation and to qualify for promotion or graduation, the student must achieve Satisfactory Standing in the probationary or repeat year at assessment checkpoints at the end of each term during that year. Students who fail to perform satisfactorily at any of those assessment points will be Required to Withdraw immediately and subsequent registration will be cancelled.

Bachelor of Science in Medical Laboratory Science and Post-Professional Certification degree completion

Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standings and Promotion Committee based on recommendations of the Medical Laboratory Science Academic Standing Committee.

Progression in the program is term by term.

Final approval of academic standings is conducted at the end the academic year, with the exception of "Unsatisfactory Standing". In any term if a student falls under the category "Unsatisfactory Standing" their academic standing will be assessed immediately.

1. First Class Standing:

Awarded to students with a GPA of not less than 3.5 while enrolled in a normal academic course load.

2. Satisfactory Standing:

Promotion in the Medical Laboratory Science program depends on passing grades in all subjects of the previous year with a minimum GPA of 2.0, as well as the following requirements:

Year 2 - BSc in Medical Laboratory Science

Each laboratory instructor assesses the competence in communication, comprehension, and technical skills of each student several times throughout the academic year. These assessments are documented as a written evaluation that the student is asked to sign. At the end of the **year**, the instructors assign each student a pass or probationary rating based on these evaluations. Students with a GPA of 2.0 who have a majority of unsatisfactory technical ratings are permitted to proceed into **Year 3** on probation. Students in **Year 3** who are on probation must withdraw if they receive an unsatisfactory technical rating in any one course. Students entering **Year 3** with a majority of pass ratings from all the **Year 2** Medical Laboratory Science courses are assessed as having satisfactory standing.

Year 3 - BSc in Medical Laboratory Science

For those Medical Laboratory Science courses with both technical and academic demands, the student must successfully complete the requirements of both components to receive a passing grade.

Each student's competence in communication skills, comprehension of material, technical skills and professional behaviour will be assessed according to the Competency Based Objectives (CBOs) for each Medical Laboratory Science course. To pass each course, students must demonstrate competence in each CBO

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as outlined in the course manual. Students who do not achieve this level of competence in any one course will be required to satisfactorily fulfill specified course or performance competence standards within a given period of time. Students requiring additional training time in more than one course may be required to withdraw from the program. Students who have entered **Year 3** on probation (see **Year 2**) or Academic Warning (see below) will not normally be allowed additional remedial training to reach competence and will be required to withdraw from the program if they do not meet the CBOs in the normal period of time.

3. Marginal Standing-Academic Warning:

Students with a GPA of 1.8 to 1.9 inclusive may be considered to be in Marginal Standing and may be permitted to continue on Academic Warning.

To clear academic warning and return to satisfactory standing, a student must obtain a minimum 2.0 GPA in the subsequent fall/winter term. Students who fail to clear academic warning are required to withdraw.

4. Unsatisfactory Standing:

Assigned to students whose GPA is below 1.8 or has failed a course. Any student whose technical work and academic performance is deemed unsatisfactory may be required to withdraw from the Faculty.

5. A student permitted to repeat a course or an entire phase must withdraw unless a minimum average grade of 2.7 is obtained on the repeated work.

6. Graduation

- a. Students must be in satisfactory standing and complete all program requirements in order to graduate.
- b. With Distinction: awarded to graduating students who have obtained an average GPA of not less than 3.5 during the final 60 credits of course work.

BSc Program in Radiation Therapy

Academic Standing: Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on recommendations of the Radiation Therapy Program Academic Standing Committee.

Final approval of academic standings is conducted at the end of each student's academic year, with the exception of students that fall into the categories of "Unsatisfactory Standing" and "Required to Withdraw". Students falling in either of these categories will be assessed at the end of the term in which they received either of these standings.

1. **First-Class Standing:** Awarded to a student who obtains a GPA of 3.5 or above and passes all courses while enrolled in the full normal academic/clinical course load after the completion of the academic year.
2. **Satisfactory Standing:** For promotion, a student must pass all courses and obtain a minimum GPA of 2.7.
3. **Conditional Standing:** Whenever a student receives a final grade of less than a B- in a Radiation Therapy Program course, the student's total academic and clinical performance in the program will be reviewed. This review will be considered in determining continuation in the program. To clear conditional standing, the student must achieve a minimum of Satisfactory Standing in all terms of the proceeding academic year.
4. **Unsatisfactory Standing:** Students who fail any academic course in an academic year (Fall, Winter, Spring & Summer) will not be allowed to progress to the next term, will **be** placed on probation and may be required to repeat the full program year in which the failure occurred.

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5. **Required to Withdraw:**

Any student who:

- i. fails any clinical course;
- ii. is unable to obtain a minimum GPA of 2.7 in any term.

6. **Probation:** Students who have either been required to withdraw and who have successfully appealed or have an unsatisfactory standing will be placed on probation.

To clear probation and qualify for promotion, the student must achieve Satisfactory Standing in all terms during the probationary year. Students who fail to do so will be required to withdraw. A course failure during the probationary period may result in a required to withdraw.

- a. Only one year of probation is allowed while registered in the BSc in Radiation Therapy program.

Progression in the program is term by term. Accordingly, all students in a particular cohort of the program will be registered in the same courses in each term (see Degree of BSc in Radiation Therapy.)

Academic Performance for Graduation: Students must achieve Satisfactory Academic Standing or First Class Standing in their final year of the program; successfully complete all program requirements; and present a graduation average of at least 2.7.

The notation of "With Distinction" is awarded to a graduating student who has obtained an average GPA of 3.5 or higher and no failing grades over the entire program.

Reexamination/Reassessment

Students who do not successfully complete courses and other requirements for promotion and graduation may be eligible for re-examination and/or re-assessment according to the following policies for each program.

Definitions: "examination" refers to any final examination worth $\geq 40\%$ of a student's final grade and "assessment" refers to any evaluation $< 40\%$ of the final grade. "Reexamination" refers to an opportunity to demonstrate competency in a final examination with a weight of $\geq 40\%$, and "reassessment" refers to an opportunity to demonstrate competency in an assessment with a weight of less than 40%.

DDS and DDS Advanced Placement Program

Reexaminations

- i. Students are allowed reexamination only in courses or didactic components of courses that are failed.
- ii. For any failed course or didactic component of a course, the following reexamination policies apply:
 - The Associate Chair, Academic may allow reexamination of a course or didactic component of a course only where the Final Examination is a 40% or greater component of the course grade.
 - The Associate Chair, Academic may allow reexamination of a didactic component of a course if a student fails the didactic component of a clinical or laboratory course but passes the clinical or laboratory portion. Reexamination is not permitted in courses that are entirely clinical or laboratory or in clinical or laboratory components of courses that include both didactic and clinical or laboratory components.

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- Students with more than two failed courses in the academic year will not be allowed further reexamination privileges and may be assigned Conditional Standing and placed on **Academic** probation. (see Conditional Standing and **Academic** Probation)
- If a reexamination is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reexamination.
- The reexamination mark will replace the original final exam mark. For the course to be passed, the new grade with the new reexamination final exam mark, must equal or surpass the required passing grade for the course.
- Students may be granted **reexaminations** at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all reexaminations granted.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year **and will not be allowed to continue further in the program**, and will not be eligible for promotion or graduation. (See Conditional Standing and **Academic** Probation)

Reassessments

- i. Students are allowed reassessment only in courses or course components that are failed.
- ii. For any failed course or course component, the following reassessment policies apply:

YEAR 1 and YEAR 2

- The Associate Chair, Academic may allow reassessment of any failed course or component of a course as follows: didactic components where the final examination is less than 40% course weight, laboratory, and/or clinical components.
- Students with more than two failed courses in the academic year will not be allowed further reassessment privileges and may be assigned Conditional Standing and placed on **Academic** probation. (See Conditional Standing and **Academic** Probation)
- If a reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reassessment.
- If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
- If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.
- **A student who does not complete required reassessment within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and will not be allowed to continue further in the program, and will not eligible for promotion or graduation. (see Conditional Standing and Academic Probation)**

YEAR 3 and YEAR 4

- No reassessment is permitted for the year-long clinical courses DDS 530 (3rd yr) and DDS 540 (4th yr).
- The Associate Chair, Academic may allow reassessment of DDS 531 (3rd yr clinical skills) and DDS 542 (4th yr electives) courses or their course components if this is the only failed course or course component in that academic year.
- If a reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reassessment.

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- If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
- If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.
- A student who does not complete required reassessment within the period of time prescribed by the Faculty will remain with a failed course, and a failed year **and will not be allowed to continue further in the program**, and will not be eligible for promotion or graduation. (see Conditional Standing and **Academic** Probation)

Bachelor of Science (Dental Hygiene)

Reexaminations

- Students are allowed reexamination only in courses **or didactic components of courses** that are failed. **The format for reexaminations will be at the discretion of the course coordinator.**
- The Department of Dentistry Academic Standing Committee and the Faculty Academic Standing and Promotion Committee must approve reexaminations for students who fail one or two courses. Students with more than two failed courses in any academic year will not be allowed reexamination privileges.
- Students must achieve a GPA of 2.0 in the academic year, inclusive of the failed course, in order to be considered for reexamination.
- **Students may be granted rewrites at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all reexaminations granted.**
- If a reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination or reassessment.
- The reexamination mark will replace the original final exam mark.
- Any student who, after reexamination and/or evaluation fails to meet promotion/graduation requirements, is deemed to have failed the year **and will not be allowed to continue further in the program.**
- A student who does not take a reexamination within the period of time prescribed by the Faculty will **remain with a failed course, and a failed year and** not be allowed to continue further in the program.
- For students registered **in** the BSc Dental Hygiene program, the total reexamination privileges will not exceed five reexaminations or a maximum of ★20 in total over all three years of the program.
- The Department of Dentistry Academic Standing Committee may allow reexamination of the didactic component of a course if a student fails the didactic component of a clinical course but passes the clinical portion. Reexamination is not permitted in courses that are entirely clinical or in clinical components of courses that include both didactic and clinical components.

MD Program

Progression through the program requires that the student demonstrate competency in the objectives and standards outlined for each course, rotation or clinical experience. The program acknowledges that there may be subtle differences in the approach to an objective depending on the course or rotation and that repetition solidifies learning. Students are encouraged to take full advantage of all of these opportunities to demonstrate their competency in different rotations and courses, even if an objective has been repeated.

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Comprehensive Exams - MED 520 (year 2) and MED 540 (year 4)

- At the end of second year, students take a preclinical comprehensive examination (denoted as MED 520) covering material presented in the first two years of the program.
- After completing year three requirements, students must successfully complete an objective structured clinical examination (OSCE) as the first component of MED 540, comprehensive examination. This first exam covers material presented in the first three years of the program. At the end of fourth year, students will then be required to successfully complete the second component of MED 540 comprehensive examination by completing a knowledge-based assessment. This exam will cover material presented in all four years of the program.
- Students must pass the above comprehensive examination(s) before being promoted to the next academic year (MED 520) or allowed to graduate (MED 540). Deferral of MED 520 or MED 540 may be offered at the discretion of the Associate Dean, MD program. Students with incomplete coursework in year 2 or year 4, may be allowed to write the relevant comprehensive examinations at the discretion of the Academic Standing Committee. Students with incomplete coursework, who are granted permission to write the comprehensive examination will not receive their mark for MED 520 or MED 540 until all preceding coursework and rotations have been completed.

All other program requirements must be successfully completed in order to be eligible to take the second component of MED540.

Note that MED 520 (second year preclinical comprehensive examination) and MED 540 (a 2-part comprehensive examination in year 4) cannot be attempted before prior program requirements have been completed.

Reexaminations

- Students are allowed reexamination only in courses or didactic components of courses that are failed.
- For any failed course or didactic component of a course, the following reexamination policies apply:
 - A deferred final examination may be approved at the discretion of the course coordinator and/or Associate Dean, MD Program.
 - A student repeating a year may be allowed reexamination privileges in that year at the discretion of the Associate Dean, when there are extenuating circumstances that affected the student's performance. When medical illness is the reason for failure, students may choose to provide a statutory declaration to the MD program. Students wishing to do so should use the University of Alberta Medical Statement Form and submit this to the MD program.
 - The Associate Dean, MD Program may allow reexamination of a course or didactic component of a course only where the Final Examination is a 40% or greater component of the course grade. This includes MED 520 (second year comprehensive examination) and MED 540 (fourth year 2-part comprehensive examination).
 - The Associate Dean, MD Program may allow reexamination of a didactic component of a course if a student fails the didactic component of a course or rotation but passes the clinical portion.
 - Students with more than two failed courses or clinical rotations in the academic year may be allowed to continue on Academic Probation at the discretion of the Associate Dean, MD Program, and will be reviewed by the Academic Standing Committee and Faculty Academic Standing and Promotion Committee.
 - If a reexamination is approved, satisfactory completion of a remedial program may be required by the Associate Dean, MD Program before the student is permitted to take the reexamination.

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- The reexamination mark will replace the original final exam mark. For the course to be passed, the new grade with the new reexamination final exam mark, must equal or surpass the required passing grade for the course.
- All students are allowed two opportunities to pass each assessment or examination throughout all years of the MD Program.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program. If extra-ordinary circumstances prevent a student from completing the reexamination within the period of time prescribed by the Faculty, the student may appeal to the Associate Dean, MD Program for an extension.

Reassessments

- Students are allowed reassessment only in courses or course components that are failed.
- For any failed course or didactic component of a course, the following reassessment policies apply:
 - The Associate Dean, MD Program may allow reassessment of any failed course or component of a course as follows: didactic components that are not eligible for reexamination (i.e. greater than 40% course weight), laboratory, and/or clinical components.
 - A student repeating a year may be allowed reassessment privileges in that year at the discretion of the Associate Dean, MD Program.
 - Students with more than two failed courses in the academic year will be assigned Academic Probation. (See Academic Probation).
 - If reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Dean, MD Program, before the student is permitted to take the reassessment.
 - If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
 - If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.
 - A student who does not complete required reassessment within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program and will not be eligible for promotion or graduation. (see Academic Probation) If extraordinary circumstances prevent a student from completing the reexamination within the period of time prescribed by the Faculty, the student may appeal to the Associate Dean, MD Program for an extension.

Bachelor of Science in Medical Laboratory Science and Post-Professional Certification degree completion Reexaminations

- Students are allowed reexamination only in courses or didactic components of courses that are failed. The format for reexaminations or reassessments will be at the discretion of the course coordinator.
- If a reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination or reassessment.

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- Students may be granted rewrites at the end of each term for failed courses within that term that meet the above requirements. The Academic Standing Committee would be notified of all reexaminations granted.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program.
- Students must achieve a GPA of 2.0 inclusive of the failed course in order to be considered for reexamination.

Bachelor of Science in Radiation Therapy

Reexaminations

- Students are allowed reexamination only in courses or didactic components of courses that are failed. The format for reexaminations or reassessments will be at the discretion of the course coordinator.
- Reexamination is not permitted in clinical courses.
- If a reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination or reassessment.
- The weight of reexamination is at least that of the final examination.
- The reexamination mark will replace the original final exam mark.
- Students may be granted rewrites at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all reexaminations granted.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program.

Practicum Intervention

The Dean, or Supervisor acting on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Dean or Supervisor has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#))

Absences from Program

Voluntary Temporary Withdrawal (Leave of Absence): A student wishing to temporarily withdraw registration from their program of study is required to make written application to the lead of their program, stating the reasons for the leave and the intended period.

Readmission to the program of study following Voluntary Temporary Withdrawal will be based on the following:

- a. review, by the Faculty, of the reasons for withdrawal and of the student's academic record;
- b. availability of a place, within quota, in the class to which the student seeks readmission. Priority will be assigned in the following order:
 - i. students who have met normal promotion requirements.
 - ii. Faculty approved repeating students and students returning after Voluntary Temporary Withdrawal, in order of academic standing.
- c. The length of time the student interrupts studies leading to the completion of their degree must not exceed two years, either at one time or cumulatively.

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Withdrawal from Program: A student wishing to permanently discontinue studies in their program should seek advice from their program office.

- a. Students who have withdrawn from their FoMD program may be considered for readmission but will be required to re-apply to that program of study.

Required to Withdraw: in certain circumstances, a students' academic standing may result in a requirement to withdraw. Please see the academic standing section for each program for further information.

Appeals and Grievances

Students may appeal academic standing decisions in the Faculty. There are informal ways to appeal as well as strict deadlines for submission of formal appeals. Students may obtain the Faculty's complete appeal regulations from the Office of the Dean, 2J2 Walter Mackenzie Health Sciences Centre. Under certain conditions, an unsuccessful appeal in the Faculty may be carried to the General Faculties Council Academic Appeals Committee. See [Appeals and Grievances](#).

Students who have a grievance about a grade in an individual course taught in this Faculty should consult [Appeals and Grievances](#), which describes the informal process for addressing concerns about grades. There is also a formal process in the Faculty for appealing a grade. This process, including deadlines for submission of an appeal, is set out in the Faculty's academic appeal regulations, available from the Office of the Dean, 2J2 Walter Mackenzie Health Sciences Centre.

FoMD Approvals:

FoMD Faculty Learning Committee (FLC) – September 30, 2019

FoMD Faculty Council Committee – October 15, 2019

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Admission

See [Admission to Undergraduate Programs](#) and [General Admission Requirements](#) for general admission requirements to the University. See [Admission Requirements by Faculty](#) for specific admission information for the DDS, Dental Hygiene, MD, BSc in Medical Laboratory Science and BSc in Radiation Therapy programs.

Combined Program for the Degrees of MD and PhD

Highly qualified students wanting to pursue a career of teaching and research in basic medical science or clinical medicine may enrol in a program of approximately six to eight years leading to the acquisition of both an MD and a PhD degree. Students in the first year of the MD program may apply to the Combined Program. If acceptable to the appropriate department, to the Faculty of Medicine and Dentistry, and to the Faculty of Graduate Studies and Research, the student is admitted to the PhD program. Normally, on completion of two years of the MD program, the student registers in the PhD program. The time needed to complete the requirements for the PhD depends on the applicant's previous training and the nature of the research. On completion of the PhD program, the student reenters the Faculty of Medicine and Dentistry and completes the requirements for the MD degree. Students interested in such a program may obtain further information from the Office of Research, Faculty of Medicine and Dentistry, 2-13 Heritage Medical Research Centre.

Combined Program for the Degrees of MD/MBA

The Faculty of Medicine and Dentistry and the Faculty of Business offer a program of combined study which permits highly qualified students to earn both the MD and MBA degrees in five years. Each student must apply separately to the Faculty of Medicine and Dentistry (for admission into the MD program) and at any time in the first two years of the MD program, may apply to the Faculty of Graduate Studies and Research (for admission into the MBA program).

***Above grey highlighted text being moved to separate link called "Admissions", with no changes to text. See Proposed FoMD Academic Regulations document for clarity.*

Academic Standing and Graduation

DDS Degree

The program leading to the DDS degree is conducted in four years (1, 2, 3 and 4) under the direction of the Faculty committees (see [DDS Degree](#).)

1. No credit will be granted for courses completed in preprofessional years and no course exemptions will be allowed.
2. The Dean, or Supervisor acting on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Dean or Supervisor has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#)).
3. The Council of the Faculty of Medicine and Dentistry approves the principle that the means of assessing a student's progress and determining a student's grades may vary from one course to another in accordance with the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades.
4. Students are advised at the beginning of each course and year of the procedures to be used in their evaluation, the determination and reporting of their grades, and the standards required by the Faculty. Students are also advised of the procedures for appeal established with the Faculty and the University.
5. On their official transcripts students are not ranked or assigned a numeric grade, but are designated as having passed (received credit) or failed a course.
6. **Reexaminations and Reassessment**
 - a. Reexaminations
 - i. Students are allowed reexamination only in courses or didactic components of courses that are failed.
 - ii. For any failed course or didactic component of a course, the following reexamination policies apply:

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- The Associate Chair, Academic may allow reexamination of a course or didactic component of a course only where the Final Examination is a 40% or greater component of the course grade.
- The Associate Chair, Academic may allow reexamination of a didactic component of a course if a student fails the didactic component of a clinical or laboratory course but passes the clinical or laboratory portion. Reexamination is not permitted in courses that are entirely clinical or laboratory or in clinical or laboratory components of courses that include both didactic and clinical or laboratory components.
- If a reexamination is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reexamination.
- The reexamination mark will replace the original final exam mark. For the course to be passed, the new grade with the new reexamination final exam mark, must equal or surpass the required passing grade for the course.
- Students may be granted **rewrites** at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all reexaminations granted.
- Students with more than two failed courses in the academic year will not be allowed further reexamination privileges and may be assigned Conditional Standing and placed on probation. (see [Conditional Standing and Probation](#))
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and will not be eligible for promotion or graduation. (See [Conditional Standing and Probation](#))

b. Reassessment

- i. Students are allowed reassessment only in courses or course components that are failed.
- ii. For any failed course or course component, the following reassessment policies apply:

YEAR 1 and YEAR 2

- The Associate Chair, Academic may allow reassessment of any failed course or component of a course as follows: didactic components where the final examination is less than 40% course weight, laboratory, and/or clinical components.
- If a reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reassessment.
- If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
- Students with more than two failed courses in the academic year will not be allowed further reassessment privileges and may be assigned Conditional Standing and placed on probation. (See Conditional Standing and Probation)
- If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.

YEAR 3 and YEAR 4

- No reassessment is permitted for the year-long clinical courses DDS 530 (3rd yr) and DDS 540 (4th yr).
- The Associate Chair, Academic may allow reassessment of DDS 531 (3rd yr clinical skills) and DDS 542 (4th yr electives) courses or their course components if this is the only failed course or course component in that academic year.
- If a reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reassessment.
- If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
- If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.

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- A student who does not complete required reassessment within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and will not be eligible for promotion or graduation. (see [Conditional Standing and Probation](#))
- 7. Conditional Standing and Probation
 - a. Conditional Standing is assigned to a student who at the end of the year, fails to achieve a pass in all courses.
 - b. A student assigned Conditional Standing will be placed on academic probation and will have academic progress regularly reviewed and reported upon at the end of each term.
 - c. YEAR 1 and YEAR 2
 - A student who fails more than two courses within a year, or unsuccessfully completes a failed course through reexamination or reassessment, will be assigned Conditional Standing and will be placed on probation and given the opportunity to enroll in a repeat of the year.
 - To clear Conditional Standing and probation and to qualify for promotion, the student must achieve Satisfactory Standing in all courses in the probationary year. Students who fail to do so will be Required to Withdraw. Any student in a probationary year who fails a course will be required to withdraw immediately and subsequent registration will be cancelled.
 - d. YEAR 3 and YEAR 4
 - A student who fails to achieve a pass in a year-long clinical course ([DDS 530](#), [DDS 540](#)) or to successfully complete reassessment of a failed course ([DDS 531](#), [DDS 542](#)) during either third or fourth year will be assigned Conditional Standing.
 - A student who has been assigned Conditional Standing will be reviewed by Academic Standing Committee and either Required to Withdraw from the program or placed on Probation. A student placed on Probation will be offered the opportunity to enroll in a repeat of the year.
 - e. To clear Conditional Standing and Probation and to qualify for promotion or graduation, the student must achieve Satisfactory Standing in the probationary (repeat) year at assessment checkpoints at the end of each term during that year. Students who fail to perform satisfactorily at any of those assessment points will be Required to Withdraw immediately and subsequent registration will be cancelled.
 - f. Only one year of probation is allowed while registered in the DDS program.
- 8. Academic Standing: Decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee.
 - a. Each student's academic standing will normally be assessed at the end of the regular academic year. Students with Conditional Standing who are on probation will be assessed at the end of each term.
 - b. No student may proceed to any subsequent year of the DDS program or graduate unless they have passed all courses for that academic year.
 - c. ~~For promotion and graduation, students need to adhere to and meet the requirements as stated in the department's current Attendance Policy.~~
 - d. ~~Awards distribution will be based on a full course load only and utilizing original not reexamination or reassessment grades in calculation of the GPA.~~
 - e. Students are advised of Faculty and University appeals processes at the beginning of each academic year.
- 9. Regulations Concerning Continuation of Fourth Year:
 - a. Special Category Continuing Fourth Year Student: a student who fails to meet all clinical competency requirements or attendance policy requirements in the final-year of the program may be designated a Special Category Continuing student. In order to be considered as a Special Category Continuing student in fourth-year Dentistry, the student must
 - i. have clinical deficiencies in no more than two clinical disciplines and have been advised that the deficiencies could be corrected within one term of instruction; and
 - ii. have successfully completed all other assessments in the DDS program.
- 8. Time Limit For Completion of Degree
 - a. Students must complete their degree requirements within six academic years from the time of their initial admission. This time limit includes all time during which a student is not in attendance, either for personal reasons (see Voluntary Temporary Withdrawal) or as a result of suspension or academic probation. Any failure or inability to complete the program within six years is cause for Requirement to Withdraw from the program.

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9. Course Load:
 - a. Students in the DDS program are required to participate in a full course load due to the sequential and integrated learning expectations of the professional degree program. As necessary prerequisite material is covered in previous courses, all preceding courses are considered as prerequisite courses for the next course(s) in sequence.
10. Voluntary Temporary Withdrawal: A student wishing to temporarily withdraw registration from the DDS program is required to make written application to the Associate Chair, Academic (Dentistry), stating the reasons for withdrawal and the intended period of withdrawal. Readmission to the DDS program following voluntary temporary withdrawal is based on the following:
 - a. a review, by the Associate Chair, Academic, of the reasons for withdrawal and of the student's academic record.
 - b. availability of a place, within quota, in the class to which the student seeks readmission. Priority is assigned in the following order:
 - i. students who have met normal promotion requirements
 - ii. Associate Chair, Academic-approved repeating students and students returning after voluntary withdrawal, in order of academic standing
 - c. The length of time the student interrupts studies leading to the DDS degree must not exceed two years, either at one time or cumulatively.
11. Withdrawal from Program: A student wishing to withdraw permanently from the DDS program with no intention to return to the program is encouraged to make written application to the Associate Chair, (Dentistry), stating the reason for withdrawal from program.
12. Faculty Advisor: At the discretion of the Faculty, an advisor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and role of the advisor is determined by the Faculty and/or Department.
13. All students registered in the Dentistry program are permitted in the practice of dentistry within the confines of the formal dental curriculum under the Province of Alberta Health Professions Act: Dentists Profession Regulation. As noted in the Code of Student Behaviour, students in the DDS program are required to adhere to the professional code of ethics of the Alberta Dental Association and College. (Amendments to the Code of Student Behaviour occur throughout the year. The official version of the Code of Student Behaviour, as amended from time to time is housed on the University Governance website at www.governance.ualberta.ca.)
14. **Medical Testing and Immunization Requirements:** See [University Infectious Diseases Regulation](#)
15. Certification in CPR (Cardiopulmonary Resuscitation) at the Basic Rescuer Level is required to be current during each year of the program. Opportunities for this certification and annual maintenance of that standing may be provided during each year of the program.
16. Technical Standards Policy defines the necessary knowledge, skills, professional behaviours, and attitudes required of students. Students must be able to meet the technical standards throughout their program.

DDS Advanced Placement Program

The program leading to the DDS Advanced Placement is conducted in a minimum of two years (see [DDS Advanced Placement Program](#) Years 3 and 4 of the DDS Program).

1. No credit will be granted for courses completed prior to admission and no course exemptions will be allowed.
2. The Dean, or Supervisor acting on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Dean or Supervisor has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#))
3. The Council of the Faculty of Medicine and Dentistry approves the principle that the means of assessing a student's progress and determining a student's grades may vary from one course to another in accordance with the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades.
4. Students are advised at the beginning of each course and year of the procedures to be used in their evaluation, the determination and reporting of their grades, and the standards required by the Faculty. Students are also advised of the procedures for appeal established with the Faculty and the University. Students must satisfactorily complete all components of all courses.
5. On their official transcripts students are not ranked or assigned a numeric grade, but are designated as having passed (received credit) or failed a course.

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6. Reexaminations

- a. Students are allowed reexamination privileges only in courses that are failed.
 - b. The Associate Chair, Academic must approve reexaminations for students who fail two or fewer courses or components of [DDS 545](#), [DDS 565](#). Students with more than two (2) failed courses or components of [DDS 545](#), [DDS 565](#) in any academic year will not be allowed reexamination privileges.
 - c. The Associate Chair, Academic may allow reexamination of a didactic component of a course if a student fails the didactic component of a clinical or laboratory course but passes the clinical or laboratory portion. Reexamination is not permitted in courses that are entirely clinical or laboratory, or in clinical or laboratory components of courses that include both didactic and clinical or laboratory components.
 - d. If a reexamination is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reexamination.
 - e. Students may be granted rewrites at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all re-examinations granted.
 - f. A student who does not take a reexamination within the period of time prescribed by the Faculty will not be allowed to continue in the program.
 - g. The reexamination mark (as in the case of a deferred mark) will replace the original final exam mark.
 - h. See [Reexaminations](#) for further information regarding when reexaminations are not permitted.
7. Academic Standing: Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee.
- a. No student may proceed to next year of the Program and will be required to withdraw unless they have passed all courses for that academic year.
 - b. A student who fails more than two courses in any year of the program will be required to withdraw from the program.
 - c. For promotion and graduation, students need to adhere to and meet the requirements as stated in the department's Attendance Policy.
 - d. Awards distribution will be based on a full course load only and utilizing original not remedial grades in calculation of the GPA.
8. Regulations Concerning Repetition of a Year because of Academic Failure: Students in the DDS Advanced Placement Program will not be permitted to repeat a year.
9. Voluntary Withdrawal: A student in the DDS Advanced Placement Program who chooses to withdraw, forfeits the position and will not be readmitted.
10. Faculty Advisor: At the discretion of the Faculty, an advisor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and role of the advisor is determined by the Faculty and/or Department.
11. All students registered in the DDS Advanced Placement Program are required by provincial legislation to be registered in the Educational Register of the Alberta Dental Association and College. This registration permits the practice of dentistry within the confines of the formal dental curriculum. Students in the program are required to adhere to the professional code of ethics of the Alberta Dental Association and College (Amendments to the Code of Student Behaviour occur throughout the year. The official version of the Code of Student Behaviour, as amended from time to time is housed on the University Governance website at www.governance.ualberta.ca).
12. **Medical Testing and Immunization Requirements:** See [University Infectious Diseases Regulation](#)
13. Certification in CPR (Cardiopulmonary Resuscitation) at the Basic Rescuer Level is required.

Bachelor of Science (Dental Hygiene)

The following applies to students in the BSc (Dental Hygiene) program overall:

1. Students entering the Dental Hygiene program may be granted credit for courses completed that are deemed by the Program Director, in consultation with the course coordinator and the Chair of the Department Academic Standing Committee, to be demonstrably equivalent to courses for which credit is being sought. Students carrying an academic load reduced by ★6 or more from the full course load of their academic year will not be eligible for awards.
2. Medical Testing and Immunization Requirements: (See [University Infectious Diseases Regulation](#)).
3. Certification in CPR (Cardiopulmonary Resuscitation) at the Health Care Provider Level is required and provided by the Program.

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4. The Associate Dean/Department Chair, or Supervisor acting on behalf of the Associate Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Associate Dean or Supervisor has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#))
5. The Council of the Faculty of Medicine and Dentistry approves the principle that the means of assessing a student's progress and determining a student's grades may vary from one course to another in accordance with the nature of the course. Students are advised at the beginning of each course and year of the procedures to be used in their evaluation, the determination and reporting of their grades, and the standards required by the Faculty. Students are also advised of the procedures for appeal established within the Faculty and the University. Students must satisfactorily complete all components of all courses.
 - a. Students are held accountable to the Code of Student Behaviour and should be familiar with it. (See [Professional Standards for Students in the Faculty of Medicine and Dentistry](#)).
6. Voluntary Temporary Withdrawal: A student wishing to temporarily withdraw registration in the Bachelor of Science (Dental Hygiene) program is required to make written application to the Associate Chair & Director, Dental Hygiene Program, stating the reasons for withdrawal. Re-admission to the Bachelor of Science (Dental Hygiene) program following voluntary temporary withdrawal will be based on the following:
 - a. Review, by the Associate Chair & Director, Dental Hygiene Program of the reasons for withdrawal and the student's academic record;
 - b. Availability of a place, within quota, in the class to which the student is seeking readmission. Priority will be assigned in the following order:
 - i. Students who have met normal promotion requirements.
 - ii. Faculty approved repeating students, and students returning after voluntary withdrawal, in order of academic standing.
 - c. The length of time the student interrupts studies leading to the Bachelor of Science (Dental Hygiene) program must not exceed two years, either at one time or cumulatively.
7. Withdrawal from Program: A student wishing to withdraw permanently from the Dental Hygiene program with no intention to return to the program is encouraged to make written application to the Associate Chair & Director, Dental Hygiene Program, stating the reason for withdrawal from program.
8. Advisor: At the discretion of the Dental Hygiene Program, an advisor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and the role of the advisor is determined by the Dental Hygiene Program.

Academic Standing, Promotion & Graduation

1. Recommendations for promotion and graduation are based on **passing grades** in each subject and a minimum GPA of 2.0.
2. The notation of "With Distinction" is awarded to a graduating student registered in a minimum of ★24 in the BSc (Dental Hygiene) program who has obtained an average GPA of 3.5 or higher in the last two years of the program with a minimum GPA of 3.3 in both years, and no failing grades over the entire program
3. Students in the Dental Hygiene program are not permitted to repeat any year, except for exceptional cases as determined by the Department of Dentistry Academic Standing Committee. Repeating students are considered for awards, if taking a full course load.
4. A failed student who repeats the failed year may retain credit for passed courses, other than laboratory and clinical courses, only at the discretion of the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee acting on the advice of the Dental Hygiene Program. During the repeated year, a grade of at least C+ is required for Dental Hygiene courses.
5. A Special Category repeating dental hygiene student;
 - a. has achieved a minimum GPA of 2.7 in the year requiring repetition;
 - b. has clinical/practicum deficiencies in no more than one clinical course and is advised that the deficiency could be corrected within a four-month period of instruction; and
 - c. has successfully completed all written examinations in the Dental Hygiene program.
6. **Reexaminations:**
 - a. Students are allowed reexamination **privileges** only in courses that are failed.
 - b. The Department of Dentistry Academic Standing Committee and the Faculty Academic Standing and Promotion Committee must approve reexaminations for students who fail one or two courses. Students with more than two failed courses in any academic year will not be allowed reexamination privileges.

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- c. Students must achieve a GPA of 2.0 in the academic year, inclusive of the failed course, in order to be considered for reexamination.
- ~~d. Students are advised that it may not be possible to make a ruling regarding remediation or reexamination until all grades for the year are received and recorded.~~
- e. If a reexamination is approved, satisfactory completion of a remedial program may be required by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee before the student is permitted to take the reexamination.
- ~~f. For fall term courses, reexamination must be completed by the end of February Reading Week. For two-term courses and winter term courses, reexamination must be completed by June 30. Students in the Post Diploma Degree Completion Programs write reexaminations after the applicable term. Students are advised to consult the Dental Hygiene Program Director.~~
- ~~g. The weight of reexamination is at least that of the final examination, but may be more (at the discretion of the Program Director in consultation with the course coordinators).~~
- h. The reexamination mark (as in the case of a deferred mark) will replace the original final exam mark.
- i. Any student who, after reexamination and/or evaluation fails to meet promotion/graduation requirements, is deemed to have failed the year.
- j. A student who does not take a reexamination within the time period prescribed by the Faculty will not be allowed to continue in the program.
- k. For students registered the BSc Dental Hygiene program, the total reexamination privileges will not exceed five reexaminations or a maximum of ★20 in total over all three years of the program.
- l. The Department of Dentistry Academic Standing Committee may allow reexamination of the didactic component of a course if a student fails the didactic component of a clinical course but passes the clinical portion. Reexamination is not permitted in courses that are entirely clinical or in clinical components of courses that include both didactic and clinical components.
- ~~m. A student repeating a year is not allowed reexamination privileges in that year of the program.~~

MD Program

The program leading to the MD degree is conducted in four Years (1, 2, 3 and 4), under the direction of the Faculty committees. (See [MD Degree](#))

1. No credit will be granted for courses completed in preprofessional years and no course exemptions will be allowed.
2. The Dean, or Supervisor acting on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Dean or Supervisor has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#))
3. The Council of the Faculty of Medicine and Dentistry approves the principle that the means of assessing a student's progress and determining a student's grades may vary from one course to another according to the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades, but students are informed at the beginning of the course how grades are to be determined.
4. Students are advised at the beginning of each course, and year of the attendance requirements of the procedures to be used in their evaluation, the determination and reporting of their grades, and the standards required by the Faculty and the University. Students who are absent for more than two days in any course in which attendance is compulsory will not be given credit for that course and will be asked to repeat the course. Students must satisfactorily complete all components of a course to receive a passing grade, irrespective of the overall mark. Students must satisfactorily complete all components of all courses.
 - a. All students enrolled in the MD program are bound by and shall comply with the Professional Code of Ethics governing the profession and practice of medicine. The Professional Code of Ethics refers to all relevant professional codes and practice standards for medical doctors including:
 - i. Code of Applicant Behaviour
 - ii. Canadian Medical Association Code of Ethics
 - iii. College of Physicians and Surgeons of Alberta Code of Conduct
 - iv. Professional Standards for Students in the Faculty of Medicine and Dentistry
 - v. Student Pledge of Conduct
 - ~~vi. Faculty Code of Conduct~~

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- b. Students are held accountable to the Code of Student Behaviour and should be familiar with it. (See [Professional Standards for Students in the Faculty of Medicine and Dentistry](#))
 - c. Thereinafter, any reference to students' academic performance will encompass the adherence to the Professional Code of Ethics.
5. Comprehensive Examinations:
- a. At the end of second year, students take a preclinical comprehensive examination (denoted as [MED 520](#)) covering material presented in the first two years of the program.
 - b. After completing year three requirements, students must successfully complete an objective structured clinical examination (OSCE) as the first component of [MED 540](#), comprehensive examination. This first exam covers material presented in the first three years of the program.
At the end of fourth year, students will then be required to successfully complete the second component of [MED 540](#) comprehensive examination by completing a knowledge-based assessment. This exam will cover material presented in all four years of the program
All other program requirements must be successfully completed in order to be eligible to take the second examination knowledge-based assessment.
 - c. Students must pass the above comprehensive examination(s) before being promoted to the next academic year ([MED 520](#)) or allowed to graduate ([MED 540](#)).
6. Students are not ranked or assigned a numeric grade, but are designated as having passed (received credit) or failed a course.
7. **Reexaminations**
- ~~a. A student will not be granted reexamination privileges if the student has passed the course/clerkship.~~
 - b. A student repeating a year is ~~not~~ allowed reexamination privileges in that year.
 - ~~c. Students are advised that reexamination may not be granted until all grades for the academic year are received and recorded.~~
 - ~~d. If the student has not yet been granted a previous reexamination in the current academic year, reexamination privilege may be granted at the discretion of the Course/Clerkship Coordinator in consultation with the Associate Dean, MD Program.~~
 - e. If reexamination is not granted by the Course/Clerkship Coordinator, the student will be brought to the appropriate Academic Standing Committee where reexamination may be considered.
 - ~~f. If the student has already been granted reexamination privileges in other courses/clerkships in the current academic year, reexamination may only be granted by the appropriate Academic Standing Committee after student performance from the entire academic year is considered.~~
 - g. If a reexamination is granted, the reexamination mark will replace the original final exam mark ~~(as in the case of a deferred mark).~~
 - h. If a reexamination is granted, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination.
 - ~~i. Reexamination of [MED 540](#) Comprehensive Examination: Students who fail this comprehensive examination may be granted a reexamination. Only the Associate Dean, MD Program may grant this reexamination.~~
 - j. A student who does not take a reexamination within the period of time prescribed by the Faculty will not be allowed to continue in the program.
 - ~~k. A student who fails reexamination will be deemed to have failed the course and will be referred to the appropriate Academic Standing Committee.~~
8. Academic Standing: Final decisions regarding academic standing and promotion to the next year of graduation are made by the Faculty Academic Standing and Promotion Committee with recommendations from the Academic Standing Committees.
- a. No student may proceed to any subsequent year of the medical program and will be required to withdraw unless they have passed all courses for that academic year.
 - b. Students who do not pass all Year 3 and 4 courses, except [MED 540](#) will not be allowed to write the comprehensive exam and will be required to withdraw.
- ~~9. Regulations Concerning Repetition of a year because of Academic Failure:~~
- ~~a. No student will be allowed to repeat Year 1 of the MD program. At the discretion of the Dean, students in Year 2, 3 or 4 may be allowed to repeat a failed year.~~
 - ~~b. A student repeating a year is not allowed reexamination privileges in that year of the program.~~
 - ~~c. No student is allowed to repeat more than one year of the MD program.~~

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10. Voluntary Withdrawal: A student wishing to temporarily withdraw registration from the MD program is required to make written application to the Associate Dean, MD program, stating the reasons for withdrawal and the intended period of absence. Readmission to the MD Program following voluntary withdrawal will be based on the following:
 - a. review, by the Faculty, of the reasons for withdrawal and of the student's academic record;
 - b. availability of a place, within quota, in the class to which the student seeks readmission. Priority is assigned in the following order:
 - i. students who have met normal promotion requirements.
 - ii. Faculty approved repeating students and students returning after voluntary withdrawal, in order of academic standing.
 - c. The length of time the student interrupts studies leading to the MD degree must not exceed two years in total.
11. Faculty Advisor: At the discretion of the Faculty, an advisor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and role of the advisor shall be determined by the Faculty.
12. All students registered in the MD program are required by provincial legislation to be registered in the Educational Register of the Alberta College of Physicians and Surgeons. This registration permits the practice of medicine within the confines of the formal medicine curriculum. Students in the MD program are required to adhere to the professional code of ethics of the Alberta College of Physicians and Surgeons. (Amendments to the Code of Student Behaviour occur throughout the year. The official version of the Code of Student Behaviour, as amended from time to time is housed on the University Governance website at www.governance.ualberta.ca.)
13. **Medical Testing and Immunization Requirements:** See [University Infectious Diseases Regulation](#)

BSc Program in Medical Laboratory Science

Academic Standings and Graduation

All students enrolled in the BSc MLS program are bound by and shall comply with the Professional Code of Ethics governing the profession. The Professional Code of Ethics refers to all relevant professional codes and practice standards for medical laboratory technology including:

- Code of Applicant Behaviour
- Code of Student Behaviour
- College of Medical Laboratory Technologists of Alberta Code of Ethics
- College of Medical Laboratory Technologists of Alberta Standards of Practice
- Canadian Society for Medical Laboratory Science Code of Ethics
- Professional Standards for Students in the Faculty of Medicine and Dentistry
- ~~Faculty Code of Conduct~~

The Dean, or Supervisor acting on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Dean or Supervisor has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#).)

Academic Standing

Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standings and Promotion Committee based on recommendations of the Medical Laboratory Science Academic Standing Committee.

Progression in the program is term by term.

Final approval of academic standings is conducted at the end the academic year, with the exception of "Unsatisfactory Standing". In any term if a student falls under the category "Unsatisfactory Standing" their academic standing will be assessed immediately.

1. First Class Standing:

Awarded to students with a GPA of not less than 3.5 while enrolled in a normal academic course load

2. Satisfactory Standing:

Promotion in the Medical Laboratory Science program depends on passing grades in all subjects of the previous year with a minimum GPA of 2.0, as well as the following requirements:

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Phase I

Each laboratory instructor assesses the competence in communication, comprehension, and technical skills of each student several times throughout the academic year. These assessments are documented as a written evaluation that the student is asked to sign. At the end of the Phase, the instructors assign each student a pass or probationary rating based on these evaluations. Students with a GPA of 2.0 who have a majority of unsatisfactory technical ratings are permitted to proceed into Phase II on probation. Students in Phase II who are on probation must withdraw if they receive an unsatisfactory technical rating in any one course. Students entering Phase II with a majority of pass ratings from all the Phase I Medical Laboratory Science courses are assessed as having satisfactory standing.

Phase II

For those Medical Laboratory Science courses with both technical and academic demands, the student must successfully complete the requirements of both components to receive a passing grade. Each student's competence in communication skills, comprehension of material, technical skills and professional behaviour will be assessed according to the Competency Based Objectives (CBOs) for each Medical Laboratory Science course. To pass each course, students must demonstrate competence in each CBO as outlined in the course manual. Students who do not achieve this level of competence in any one course will be required to satisfactorily fulfill specified course or performance competence standards within a given period of time. Students requiring additional training time in more than one course may be required to withdraw from the program. Students who have entered Phase II on probation (see Phase I) or Academic Warning (see below) will not normally be allowed additional remedial training to reach competence and will be required to withdraw from the program if they do not meet the CBOs in the normal period of time.

3. Marginal Standing-Academic Warning:

Students with a GPA of 1.8 to 1.9 inclusive may be considered to be in Marginal Standing and may be permitted to continue on Academic Warning.

To clear academic warning and return to satisfactory standing, a student must obtain a minimum 2.0 GPA in the subsequent fall/winter term. Students who fail to clear academic warning are required to withdraw.

4. Unsatisfactory Standing:

Assigned to students whose GPA is below 1.8 or has failed a course. Any student whose technical work and academic performance is deemed unsatisfactory may be required to withdraw from the Faculty.

5. A student permitted to repeat a course or an entire phase must withdraw unless a minimum average grade of 2.7 is obtained on the repeated work.

6. Reexamination:

- a. Students are allowed reexamination privileges only in courses that are failed.
- b. Students must achieve a GPA of 2.0 inclusive of the failed course in order to be considered for reexamination.
- ~~c. The Division of Medical Laboratory Science Academic Standings Committee must approve reexamination.~~
- d. If reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination.

7. Faculty Advisor

At the discretion of the Faculty, a Faculty advisor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and the role of the Faculty advisor is determined by the Faculty.

8. Voluntary Withdrawal

A student wishing to temporarily withdraw registration from the MLS program is required to make written application to the Director, stating the reasons for withdrawal and the intended period of absence. Readmission to the MLS program following voluntary withdrawal will be based on the following:

- a. review, by the Faculty, of the reasons for withdrawal and of the student's academic record;
- b. availability of a place, within quota, in the class to which the student seeks readmission.
- c. The length of time the student interrupts studies leading to the BSc in MLS degree must not exceed two years in total.

Graduation

1. Students must be in satisfactory standing and complete all program requirements in order to graduate.
2. With Distinction: awarded to graduating students who have obtained an average GPA of not less than 3.5 during the final 60 credits of course work

BSc in Medical Laboratory Science Post- Professional Certification degree completion

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All students enrolled in the BSc MLS program are bound by and shall comply with the Professional Code of Ethics governing the profession. The Professional Code of Ethics refers to all relevant professional codes and practice standards for medical laboratory technology including:

- Code of Applicant Behaviour
- Code of Student Behaviour
- College of Medical Laboratory Technologists of Alberta Code of Ethics
- College of Medical Laboratory Technologists of Alberta Standards of Practice
- Canadian Society for Medical Laboratory Science Code of Ethics
- Professional Standards for Students in the Faculty of Medicine and Dentistry
- Faculty Code of Conduct

Academic Standings and Graduation

Academic Standings

Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standings and Promotion Committee based on recommendations of the Medical Laboratory Science Academic Standing Committee.

Progression in the program is term by term.

Final approval of academic standings is conducted at the end the academic year, with the exception of "Unsatisfactory Standing". In any term if a student falls under the category "unsatisfactory standing" their academic standing will be assessed immediately.

1. First class standing

Awarded to students with a GPA of not less than 3.5 while enrolled in a normal academic course load

2. Satisfactory Standing

Promotion in the Medical Laboratory Science program depends on passing grades in all subjects of the previous year with a minimum GPA of 2.0.

3. Marginal Standing-Academic Warning

Students with a GPA of 1.8 to 1.9 inclusive may be considered to be in Marginal Standing and may be permitted to continue on Academic Warning. **To clear academic warning and return to satisfactory standing, must obtain a minimum 2.0 GPA in the subsequent fall/winter term. Students who fail academic warning are required to withdraw.**

4. Unsatisfactory Standing

Assigned to students whose GPA is below 1.8 or has failed a course. Any student whose technical work and academic performance is deemed unsatisfactory may be required to withdraw from the Faculty.

A student permitted to repeat a course or an entire phase must withdraw unless a minimum average grade of 2.7 is obtained on the repeated work.

5. Reexamination:

- a. Students are allowed reexamination privileges only in courses that are failed.
- b. Students must achieve a GPA of 2.0 inclusive of the failed course in order to be considered for reexamination.
- c. The Division of Medical Laboratory Science Academic Standings Committee must approve reexamination.
- d. If reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination.

6. Faculty Advisor

At the discretion of the Faculty, a Faculty advisor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and the role of the Faculty advisor is determined by the Faculty.

Graduation

1. Students must be in satisfactory standing and complete all program requirements in order to graduate.
2. With Distinction: awarded to graduating students who have obtained an average GPA of not less than 3.5 during the final 60 credits of course work.

BSc Program in Radiation Therapy

The following apply to students in the Bachelor of Science in Radiation Therapy.

1. Grades

- a. The means of assessing a student's progress and determining a student's grades may vary from one course to another, according to the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades. Students are informed at the beginning of each course how grades are to be determined.

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- b. Students must satisfactorily complete all components of all courses in order to receive passing grades in those courses, irrespective of their overall mark.
2. **Promotion and Academic Performance**
- a. **Academic Performance:** Progression in the program is term by term. Accordingly, all students in a particular co-hort of the program will be registered in the same courses in each term (see [Degree of BSc in Radiation Therapy](#)) Students are also held accountable to the University's Code of Student Behaviour and should be familiar with it. See [Code of Student Behaviour](#).

For promotion and graduation, students need to adhere to and meet the requirements as stated in the program's Attendance Policy.

All students enrolled in the Radiation Therapy program are bound by and shall comply with the Professional Code of Ethics governing the profession and practice of Radiation Therapy. The Professional Code of Ethics refers to all relevant professional codes and practice standards for the practice of Radiation Therapy including:

- i. Professional Standards for Students in the Faculty of Medicine and Dentistry.
- ii. Student Pledge of Conduct
- iii. CAMRT Member Code of Ethics and Professional Conduct
- iv. ACMDTT Code of Ethics

Hereinafter, all references to students' academic performance will encompass the adherence to the Professional Codes of Ethics. Students are also held accountable to the University's Code of Student Behaviour and should be familiar with it. See Code of Student Behaviour.

- b. **Academic Standing:** Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on recommendations of the Radiation Therapy Program Academic Standing Committee.

Final approval of academic standings is conducted at the end of each student's academic year, with the exception of students that fall into the categories of "Unsatisfactory Standing" and "Required to Withdraw". Students falling in either of these categories will be assessed at the end of the term in which they received either of these standings.

- i. **First-Class Standing:** Awarded to a student who obtains a GPA of 3.5 or above and passes all courses while enrolled in the full normal academic/clinical course load after the completion of the academic year.
- ii. **Satisfactory Standing:** For promotion, a student must pass all courses and obtain a minimum GPA of 2.7.
- iii. **Conditional Standing:** Whenever a student receives a final grade of less than a B- in a Radiation Therapy Program course, the student's total academic and clinical performance in the program will be reviewed. This review will be considered in determining continuation in the program. To clear conditional standing, the student must achieve a minimum of Satisfactory Standing in all terms of the preceding academic year.
- iv. **Unsatisfactory Standing:** Students who fail any academic course in an academic year (Fall, Winter, Spring & Summer) will not be allowed to progress to the next term, will be placed on probation and may be required to repeat the full program year in which the failure occurred.
- v. **Required to Withdraw:**

Any student who

1. fails any clinical course;
2. is unable to obtain a minimum GPA of 2.7 in any term;
- c. **Probation:** Students who have either been required to withdraw and who have successfully appealed or have an unsatisfactory standing will be placed on probation.

To clear probation and qualify for promotion, the student must achieve Satisfactory Standing in all terms during the probationary year. Students who fail to do so will be required to withdraw. A course failure during the probationary period may result in a required to withdraw.

Only one year of probation is allowed while registered in the BSc in Radiation Therapy program.

3. **Clinical Performance:**
 - a. A student who is absent more than two clinical days in any one clinical course may need to make up the lost time before being allowed to continue in the program.
 - b. The Program Director, or designate acting on behalf of the Program Director, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of a practicum/clinical placement if the Program Director or designate has reasonable grounds to believe that this is necessary in order to protect the public interest. (See [Practicum Intervention Policy](#)).
4. **Voluntary Withdrawal:** A student wanting to temporarily withdraw registration from the Radiation Therapy Program is required to make written application to the Program Director of the Radiation Therapy Program, stating the reasons for withdrawal and the intended period of withdrawal. Each request will be considered on a

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case by case basis. Readmission to the Radiation Therapy Program following voluntary withdrawal will be assessed on a case by case basis. Readmission is not guaranteed due to quota. If the length of time the student interrupts their studies exceeds two years, the student will not be granted readmission into the Radiation Therapy Program.

5. **Faculty Advisor:** At the discretion of the Faculty, a Faculty advisor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and the role of the Faculty advisor is determined by the Faculty.
6. **Reexamination:** See [Reexaminations](#)
 - a. Reexamination is not permitted in clinical courses.
 - ~~b. The Radiation Therapy Program Academic Standings Committee must approve all reexaminations.~~
 - ~~c. Students are advised that it is not possible to make a ruling regarding remediation or reexamination until all grades for a term are received and recorded.~~
 - d. If a reexamination is approved, satisfactory completion of remedial coursework may be required by the Radiation Therapy Program Academic Standing Committee and/or the Faculty Academic Standings and Promotion Committee before the student is permitted to take the reexamination.
 - e. The weight of reexamination is at least that of the final examination.
 - f. The reexamination mark ~~(as in the case of a deferred mark)~~ will replace the original final exam mark.
 - g. A student who does not take a reexamination within the time prescribed by the Faculty will not be allowed to continue in the program.
7. **Graduation:**
 - a. Academic Performance for Graduation: Students must achieve Satisfactory Academic Standing or First Class Standing in their final year of the program; successfully complete all program requirements; and present a graduation average of at least 2.7. ~~The graduation average is a cumulative measure of a student's grade points obtained while registered in the program in all years and terms, including Spring/Summer. It is the quotient of (a) the total number of grade points earned by a student in courses credited to the degree and (b) the total weight of those courses.~~
 - b. The notation of "With Distinction" is awarded to a graduating student who has obtained an average GPA of 3.5 or higher and no failing grades over the entire program.
8. **Clinical Placement Policies and Requirements:** All students must comply with all Clinical Placement Policies and Requirements.
 - a. Clinical Placements will be facilitated at various cancer centres in Alberta that provide radiation therapy services. Students are responsible for their transportation to clinical placements and for the costs of travel, living and accommodations.
 - b. Students must purchase two lab coats and may wish to purchase uniforms for the clinical courses during the program.
 - c. Valid certification of CPR (Cardiopulmonary Resuscitation) at the Healthcare Provider Level is required and must be maintained throughout the program. A CPR-Healthcare Provider certificate is valid for one year from the date of the course. Evidence of recertification in each subsequent year is required.
 - d. Technical Standard: Students whose skills and abilities change during their studies must declare this change to the program designate for clinical placements immediately. The program will attempt to provide reasonable accommodation, however the student may be required to withdraw from the program if this is not possible.
 - ~~e. Medical Testing and Immunization: See [University Infectious Diseases Regulation](#)~~
 - f. N-95 Respirator Fit Testing: Students are required to be fit tested for N 95 respirators. Check with the Program office for the procedures to obtain this fit testing. Fit testing is required every two years. The associated costs are the responsibility of the student.
 - g. Police Information Check: Students must clear a Police Information Check requiring a Vulnerable Sector Check. Refer to [Requirement for Police Information Checks](#)
 - h. The Program Director, or Designate acting on behalf of the Program Director, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Program Director, or Designate has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#))

Appeals and Grievances

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Students may appeal academic standing decisions in the Faculty. There are informal ways to appeal as well as strict deadlines for submission of formal appeals. Students may obtain the Faculty's complete appeal regulations from the Office of the Dean, 2J2 Walter Mackenzie Health Sciences Centre. Under certain conditions, an unsuccessful appeal in the Faculty may be carried to the General Faculties Council Academic Appeals Committee. See [Appeals and Grievances](#). Students who have a grievance about a grade in an individual course taught in this Faculty should consult [Appeals and Grievances](#), which describes the informal process for addressing concerns about grades. There is also a formal process in the Faculty for appealing a grade. This process, including deadlines for submission of an appeal, is set out in the Faculty's academic appeal regulations, available from the Office of the Dean, 2J2 Walter Mackenzie Health Sciences Centre.

Professional Standards Expectations for Students and Applicants in the Faculty of Medicine and Dentistry

The University Code of Student Behaviour describes a range of non-academic and academic offences deemed unacceptable and for which a student may be penalized. Refer to the Code of Student Behaviour and the Code of Applicant Behaviour. Amendments to the Codes occur throughout the year. The official version of the Codes, as amended from time to time is housed on the University Governance website at www.governance.ualberta.ca. Please note: Medicine, Dentistry, Dental Hygiene, Medical Laboratory Science and Radiation Therapy are regulated health professions that are governed by the Health Professions Act in a manner that protects and serves the public interest. Students selected for admission to these programs will be expected to uphold specific ethical principles and values reflected in the professional code of ethics of their respective professional/licensing bodies. As such, student conduct during the admissions process, including (but not limited to) any and all communications and interactions with the Faculty before and during admission, are considered part of the admission process and may be taken into account during admission deliberations. Admission may be denied to applicants who communicate or act in a manner that may be considered inappropriate or unprofessional regardless of academic standing. Also see [Code of Applicant Behaviour](#).

FoMD Approvals:

FoMD Faculty Learning Committee (FLC) – September 30, 2019

FoMD Faculty Council Committee – October 15, 2019

Academic Regulations

Return to: [Faculty of Medicine and Dentistry](#)

- Professional Standards
 - Technical Standards
 - Certification Requirements
 - Course Exemption/Credits
 - Attendance
 - Faculty Advisor
 - Grades and Ranking
 - Academic Standing and Promotion
 - Reexamination/Reassessment
 - Practicum Intervention
 - Absences from Program
 - Appeals and Grievances
-

Professional Standards

All students enrolled in the FoMD are bound by and shall comply with the Professional Code of Ethics governing their respective professional program.

The Professional Code of Ethics refers to all relevant professional codes and practice standards for professionals and students including:

- Code of Applicant Behaviour
- Code of Student Behaviour
- Professional Standards for Students in the Faculty of Medicine and Dentistry

Students are held accountable to the University of Alberta Code of Student Behaviour and should be familiar with it. (Amendments to the Code of Student Behaviour occur throughout the year. The official version of the Code of Student Behaviour, as amended from time to time, is housed on the University Governance website at www.governance.ualberta.ca.)

The following additional Codes govern each of the various FoMD programs as follows:

Doctor of Medicine:

- Canadian Medical Association Code of Ethics,
- College of Physicians and Surgeons of Alberta Code of Conduct

Doctor of Dental Surgery:

- Alberta Dental Association & College Code of Ethics

Dental Hygiene:

- College of Registered Dental Hygienists of Alberta Code of Ethics

Medical Laboratory Science:

- College of Medical Laboratory Technologists of Alberta Code of Ethics,
- College of Medical Laboratory Technologists of Alberta Standards of Practice,

- Canadian Society for Medical Laboratory Science Code of Ethics

Radiation Therapy:

- The Canadian Association of Medical Radiation Technologists (CAMRT) Member Code of Ethics and Professional Conduct,
- The Alberta College of Medical Diagnostic and Therapeutic Technologists (ACMDTT) Code of Ethics
- The Alberta College of Medical Diagnostic and Therapeutic Technologists (ACMDTT) Standards of Practice

Technical Standards

The Technical Standards Policy defines the necessary knowledge, skills, professional behaviours, and attitudes required of students.

Students must be able to meet the technical standards throughout their program.

Students whose abilities change during their studies must declare this change to their program immediately. The program will attempt to provide reasonable accommodation, however the student must still be able to meet all technical standards and expected outcomes of the program.

Certification Requirements

For all programs, with the exception of the Medical Laboratory Science (MLS), a valid certification of Cardiopulmonary Resuscitation (CPR) at the Healthcare Provider Level is required at the start of the respective program and must be maintained throughout the period of study within that program. A CPR Healthcare Provider Certificate is valid for one year from the date of certification and evidence of recertification in each subsequent year is required. Those holding a certificate in Advanced Cardiac Life Support (ACLS) will be considered as having met the CPR for Healthcare Provider Level requirement.

Medical Testing and Immunization Requirements

See [University Infectious Diseases Regulation](#)

Course Exemption/Credits

DDS and DDS Advanced Placement Programs

No credit will be granted for courses completed in preprofessional years and no course exemptions will be allowed.

Bachelor of Science (Dental Hygiene)

Students entering the Dental Hygiene program may be granted credit for courses completed that are deemed by the Program Director, in consultation with the course coordinator, to be demonstrably equivalent to courses for which credit is being sought. Students carrying an academic load reduced by ★6 or more from the full course load of their academic year will not be eligible for awards.

MD Program

No credit will be granted for courses completed in preprofessional years and no course exemptions will be allowed.

Bachelor of Science in Medical Laboratory Science

Students entering the MLS program may be granted credit for courses completed that are deemed by the Program Director, in consultation with the course coordinator, to be demonstrably equivalent to courses for which credit is being sought.

Bachelor of Science in Radiation Therapy

Students entering the Radiation Therapy Program will be granted credit for all required pre-professional year courses. Credit may be granted for any other courses completed that are deemed by the Program Director to be demonstrably equivalent to courses for which credit is being sought.

Attendance

Students are advised at the beginning of each course and year, of the attendance requirements and of the procedures to be used in their evaluation, the determination and reporting of their grades, and the standards required by the Faculty and the University.

For promotion and graduation within their respective program, students need to adhere to and meet the requirements as stated in the program's current Attendance Policy. (See [Academic Regulations - Attendance](#))

Faculty Advisor

At the discretion of the program, an advisor/mentor may be assigned to students having difficulty meeting promotion requirements. The method of assignment and the role of the advisor/mentor is determined by the respective program.

Grades and Ranking

The Council of the Faculty of Medicine and Dentistry approves the principle that the means of assessing a student's progress and determining a student's grades may vary from one course to another in accordance with the nature of the course. Factors other than examination results may be used to a variable extent by instructors in determining grades. Students are informed at the beginning of each course how grades are to be determined. Students are also advised of the procedures for appeal established within the Faculty and the University.

For MD, DDS and DDS Advanced Placement Programs

On their official transcripts students are not ranked or assigned a numeric grade, but are designated as having passed (received credit) or failed a course.

Academic Standing and Promotion

Students enrolled in health professional programs are under the obligation to meet the expected competencies through achieving learning objectives as distributed throughout the existing courses in the current program, attendance policies and other expected requirements. The programs are sequentially designed to provide students with the opportunity to ultimately demonstrate satisfactory completion of all necessary requirements and competencies to graduate and be eligible for licensure in their respective profession.

As a student progresses through their professional program, they participate in more advanced clinical and patient care learning, and their ability to competently provide care, adhere to codes of ethics and expected professional behaviour, builds upon previous knowledge, skills, attitude and behaviours. Therefore promotion from year to year and ultimately graduation requires full completion of all program requirements in that current year before being able to progress to more advanced

responsibilities and clinical learning.

The academic progress of all students in the FoMD undergraduate programs are subject to review each year by both Program Academic Standing and Faculty Academic Standing and Promotion committees.

At the beginning of each academic year, students in each program will be advised of all relevant academic policies, including Faculty and University appeal processes.

DDS and DDS Advanced Placement Program

Academic Standing

Decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee.

- Each student's academic standing will normally be assessed at the end of the regular academic year. Students with Conditional Standing who are on probation will be assessed at the end of each term.
- No student may proceed to any subsequent year of the DDS program or graduate unless they have passed all courses for that academic year.

Students in the DDS program are required to participate in a full course load due to the sequential and integrated learning expectations of the professional degree program. As necessary prerequisite material is covered in previous courses, all preceding courses are considered as prerequisite courses for the next course(s) in sequence.

Conditional Standing and Academic Probation

- Conditional Standing is assigned to a student who at the end of the year, fails to achieve a pass in all courses.
- A student assigned Conditional Standing will be placed on academic probation and will have academic progress regularly reviewed and reported upon at the end of each term.

YEAR 1 and YEAR 2

- A student who fails more than two courses within a year, or unsuccessfully completes a failed course through reexamination or reassessment, will be assigned Conditional Standing and will be placed on Academic probation and given the opportunity to enroll in a repeat of the year.
- To clear Conditional Standing and Academic probation and to qualify for promotion, the student must achieve Satisfactory Standing in all courses in the probationary year. Students who fail to do so will be Required to Withdraw. Any student in a probationary year who fails a course will be Required to Withdraw immediately and subsequent registration will be cancelled.

YEAR 3 and YEAR 4

- A student who fails to achieve a pass in a year-long clinical course (DDS 530, DDS 540) or to successfully complete reassessment of a failed course (DDS 531, DDS 542) during either third or fourth year will be assigned Conditional Standing.
- A student who has been assigned Conditional Standing will be reviewed by the Academic Standing Committee and either Required to Withdraw from the program or placed on Academic Probation. A student placed on Academic Probation will be offered the opportunity to enroll in a repeat of the year.
- To clear Conditional Standing and Academic Probation and to qualify for promotion or graduation, the student must achieve Satisfactory Standing in the probationary (repeat) year at assessment checkpoints at the end of each term during that year. Students who fail to perform satisfactorily at any of those assessment points will be Required to

Withdraw immediately and subsequent registration will be cancelled.

Regulations Concerning Continuation of Fourth Year:

Special Category Continuing Fourth Year Student: a student who fails to meet all clinical competency requirements or attendance policy requirements in the final-year of the program may be designated a Special Category Continuing student. In order to be considered as a Special Category Continuing student in fourth-year Dentistry, the student must

- i. have clinical deficiencies in no more than two clinical disciplines and have been advised that the deficiencies could be corrected within one term of instruction; and
- ii. have successfully completed all other assessments in the DDS program.

Bachelor of Science (Dental Hygiene)

Academic Standing

- Decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on the recommendations of the Department of Dentistry Academic Standing Committee.
- Recommendations for promotion and graduation are based on a grade of at least D in each subject and a GPA of at least 2.0.
- With Distinction: awarded to graduating students who have obtained an average GPA of not less than 3.5 during the final 60 credits of course work.

Repetition of a Year

Students in the Dental Hygiene program are not permitted to repeat any year, except for exceptional cases as determined by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on the recommendations of the Department of Dentistry Academic Standing Committee. Repeating students are considered for awards, if taking a full course load.

A failed student who repeats the failed year may retain credit for passed courses, other than laboratory and clinical courses, only at the discretion of the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee acting on the advice of the Dental Hygiene Program. During the repeated year, a grade of at least C+ is required for Dental Hygiene courses.

A Special Category repeating dental hygiene student;

- i. has achieved a minimum GPA of 2.7 in the year requiring repetition;
- ii. has clinical/practicum deficiencies in no more than one clinical course and is advised that the deficiency could be corrected within a four-month period of instruction; and
- iii. has successfully completed all written examinations in the Dental Hygiene program.

MD Program

Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standings and Promotion Committee (FASPC) based on recommendations of the MD Program Academic Standing Committees.

Students may only proceed to a subsequent year of the medical program if they have passed all courses or clinical rotations for the current academic year. Courses and clinical rotations must be completed before students can commence with electives or other core course work for subsequent years. The Associate Dean, MD program may approve exceptions to this requirement when it is not possible to meet this requirement on the basis of lack of space in a course or rotation (hence requiring deferral) or a resource-intensive component that occurs infrequently (eg. Comprehensive examinations MED 520 and MED 540). Note that electives do not take precedence over completion of required core coursework or rotations.

Academic Probation

- Academic Probation is assigned to a student who at the end of the year or term, fails to achieve a pass in all courses.
- A student on Academic Probation will have academic progress regularly reviewed and reported upon at the end of each term. A student on Academic Probation may be required by the program to participate in a structured learning program.
- Students with more than two failed courses or clinical rotations in the academic year may be allowed to continue on Academic Probation at the discretion of the Associate Dean, MD program, and will be reviewed by the Academic Standing Committee and Faculty Academic Standing and Promotion Committee.
- A student who has been assigned Academic Probation will be reviewed by the Academic Standing Committee and Faculty Academic Standing and Promotion Committee and may be either granted an opportunity to enroll in a repeat of the year, an opportunity to remediate failed coursework before advancing to the next year of the program, or may be Required to Withdraw from the program.
- To clear Academic Probation and to qualify for promotion or graduation, the student must achieve Satisfactory Standing in the probationary or repeat year at assessment checkpoints at the end of each term during that year. Students who fail to perform satisfactorily at any of those assessment points will be Required to Withdraw immediately and subsequent registration will be cancelled.

Bachelor of Science in Medical Laboratory Science and Post-Professional Certification degree completion

Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standings and Promotion Committee based on recommendations of the Medical Laboratory Science Academic Standing Committee.

Progression in the program is term by term.

Final approval of academic standings is conducted at the end the academic year, with the exception of "Unsatisfactory Standing". In any term if a student falls under the category "Unsatisfactory Standing" their academic standing will be assessed immediately.

1. First Class Standing:

Awarded to students with a GPA of not less than 3.5 while enrolled in a normal academic course load.

2. Satisfactory Standing:

Promotion in the Medical Laboratory Science program depends on passing grades in all subjects of the previous year with a minimum GPA of 2.0, as well as the following requirements:

Year 2 - BSc in Medical Laboratory Science

Each laboratory instructor assesses the competence in communication, comprehension, and technical skills of each student several times throughout the academic year. These assessments are documented as a written evaluation that the student is asked to sign. At the end of the year, the instructors assign each student a pass or probationary rating

based on these evaluations. Students with a GPA of 2.0 who have a majority of unsatisfactory technical ratings are permitted to proceed into Year 3 on probation. Students in Year 3 who are on probation must withdraw if they receive an unsatisfactory technical rating in any one course. Students entering Year 3 with a majority of pass ratings from all the Year 2 Medical Laboratory Science courses are assessed as having satisfactory standing.

Year 3 - BSc in Medical Laboratory Science

For those Medical Laboratory Science courses with both technical and academic demands, the student must successfully complete the requirements of both components to receive a passing grade.

Each student's competence in communication skills, comprehension of material, technical skills and professional behaviour will be assessed according to the Competency Based Objectives (CBOs) for each Medical Laboratory Science course. To pass each course, students must demonstrate competence in each CBO as outlined in the course manual. Students who do not achieve this level of competence in any one course will be required to satisfactorily fulfill specified course or performance competence standards within a given period of time. Students requiring additional training time in more than one course may be required to withdraw from the program. Students who have entered Year 3 on probation (see Year 2) or Academic Warning (see below) will not normally be allowed additional remedial training to reach competence and will be required to withdraw from the program if they do not meet the CBOs in the normal period of time.

3. Marginal Standing-Academic Warning:

Students with a GPA of 1.8 to 1.9 inclusive may be considered to be in Marginal Standing and may be permitted to continue on Academic Warning.

To clear academic warning and return to satisfactory standing, a student must obtain a minimum 2.0 GPA in the subsequent fall/winter term. Students who fail to clear academic warning are required to withdraw.

4. Unsatisfactory Standing:

Assigned to students whose GPA is below 1.8 or has failed a course. Any student whose technical work and academic performance is deemed unsatisfactory may be required to withdraw from the Faculty.

5. A student permitted to repeat a course or an entire phase must withdraw unless a minimum average grade of 2.7 is obtained on the repeated work.

6. Graduation

- a. Students must be in satisfactory standing and complete all program requirements in order to graduate.
- b. With Distinction: awarded to graduating students who have obtained an average GPA of not less than 3.5 during the final 60 credits of course work.

BSc Program in Radiation Therapy

Academic Standing: Final decisions regarding academic standing and promotion to the next year or graduation are made by the Faculty of Medicine and Dentistry Academic Standing and Promotion Committee based on recommendations of the Radiation Therapy Program Academic Standing Committee.

Final approval of academic standings is conducted at the end of each student's academic year, with the exception of students that fall into the categories of "Unsatisfactory Standing" and "Required to Withdraw". Students falling in either of these categories will be assessed at the end of the term in which they received either of these standings.

- 1. First-Class Standing:** Awarded to a student who obtains a GPA of 3.5 or above and passes all courses while enrolled

in the full normal academic/clinical course load after the completion of the academic year.

2. **Satisfactory Standing:** For promotion, a student must pass all courses and obtain a minimum GPA of 2.7.
3. **Conditional Standing:** Whenever a student receives a final grade of less than a B- in a Radiation Therapy Program course, the student's total academic and clinical performance in the program will be reviewed. This review will be considered in determining continuation in the program. To clear conditional standing, the student must achieve a minimum of Satisfactory Standing in all terms of the proceeding academic year.
4. **Unsatisfactory Standing:** Students who fail any academic course in an academic year (Fall, Winter, Spring & Summer) will not be allowed to progress to the next term, will be placed on probation and may be required to repeat the full program year in which the failure occurred.
5. **Required to Withdraw:**
Any student who:
 - i. fails any clinical course;
 - ii. is unable to obtain a minimum GPA of 2.7 in any term.
6. **Probation:** Students who have either been required to withdraw and who have successfully appealed or have an unsatisfactory standing will be placed on probation.
To clear probation and qualify for promotion, the student must achieve Satisfactory Standing in all terms during the probationary year. Students who fail to do so will be required to withdraw. A course failure during the probationary period may result in a required to withdraw.
 - a. Only one year of probation is allowed while registered in the BSc in Radiation Therapy program.

Progression in the program is term by term. Accordingly, all students in a particular cohort of the program will be registered in the same courses in each term (see Degree of BSc in Radiation Therapy.)

Academic Performance for Graduation: Students must achieve Satisfactory Academic Standing or First Class Standing in their final year of the program; successfully complete all program requirements; and present a graduation average of at least 2.7.

The notation of "With Distinction" is awarded to a graduating student who has obtained an average GPA of 3.5 or higher and no failing grades over the entire program.

Reexamination/Reassessment

Students who do not successfully complete courses and other requirements for promotion and graduation may be eligible for re-examination and/or re-assessment according to the following policies for each program.

Definitions: "examination" refers to any final examination worth $\geq 40\%$ of a student's final grade and "assessment" refers to any evaluation $< 40\%$ of the final grade. "Reexamination" refers to an opportunity to demonstrate competency in a final examination with a weight of $\geq 40\%$, and "reassessment" refers to an opportunity to demonstrate competency in an assessment with a weight of less than 40%.

DDS and DDS Advanced Placement Program

Reexaminations

- i. Students are allowed reexamination only in courses or didactic components of courses that are failed.
- ii. For any failed course or didactic component of a course, the following reexamination policies apply:
 - The Associate Chair, Academic may allow reexamination of a course or didactic component of a course only where the Final Examination is a 40% or greater component of the course grade.
 - The Associate Chair, Academic may allow reexamination of a didactic component of a course if a student fails the didactic component of a clinical or laboratory course but passes the clinical or laboratory portion. Reexamination is not permitted in courses that are entirely clinical or laboratory or in clinical or laboratory components of courses that include both didactic and clinical or laboratory components.
 - Students with more than two failed courses in the academic year will not be allowed further reexamination privileges and may be assigned Conditional Standing and placed on Academic probation. (see Conditional Standing and Academic Probation)
 - If a reexamination is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reexamination.
 - The reexamination mark will replace the original final exam mark. For the course to be passed, the new grade with the new reexamination final exam mark, must equal or surpass the required passing grade for the course.
 - Students may be granted reexaminations at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all reexaminations granted.
 - A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and will not be allowed to continue further in the program, and will not be eligible for promotion or graduation. (See Conditional Standing and Academic Probation)

Reassessments

- i. Students are allowed reassessment only in courses or course components that are failed.
- ii. For any failed course or course component, the following reassessment policies apply:

YEAR 1 and YEAR 2

- The Associate Chair, Academic may allow reassessment of any failed course or component of a course as follows: didactic components where the final examination is less than 40% course weight, laboratory, and/or clinical components.
- Students with more than two failed courses in the academic year will not be allowed further reassessment privileges and may be assigned Conditional Standing and placed on Academic probation. (See Conditional Standing and Academic Probation)
- If a reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reassessment.
- If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
- If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.
- A student who does not complete required reassessment within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and will not be allowed to continue further in the program, and will not be eligible for promotion or graduation. (see Conditional Standing and Academic Probation)

YEAR 3 and YEAR 4

- No reassessment is permitted for the year-long clinical courses DDS 530 (3rd yr) and DDS 540 (4th yr).
- The Associate Chair, Academic may allow reassessment of DDS 531 (3rd yr clinical skills) and DDS 542 (4th yr electives) courses or their course components if this is the only failed course or course component in that academic year.
- If a reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Chair, Academic before the student is permitted to take the reassessment.
- If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
- If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.
- A student who does not complete required reassessment within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and will not be allowed to continue further in the program, and will not be eligible for promotion or graduation. (see Conditional Standing and Academic Probation)

Bachelor of Science (Dental Hygiene)**Reexaminations**

- Students are allowed reexamination only in courses or didactic components of courses that are failed. The format for reexaminations will be at the discretion of the course coordinator.
- The Department of Dentistry Academic Standing Committee and the Faculty Academic Standing and Promotion Committee must approve reexaminations for students who fail one or two courses. Students with more than two failed courses in any academic year will not be allowed reexamination privileges.
- Students must achieve a GPA of 2.0 in the academic year, inclusive of the failed course, in order to be considered for reexamination.
- Students may be granted rewrites at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all reexaminations granted.
- If a reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination or reassessment.
- The reexamination mark will replace the original final exam mark.
- Any student who, after reexamination and/or evaluation fails to meet promotion/graduation requirements, is deemed to have failed the year and will not be allowed to continue further in the program.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program.
- For students registered in the BSc Dental Hygiene program, the total reexamination privileges will not exceed five reexaminations or a maximum of ★20 in total over all three years of the program.
- The Department of Dentistry Academic Standing Committee may allow reexamination of the didactic component of a course if a student fails the didactic component of a clinical course but passes the clinical portion. Reexamination is not permitted in courses that are entirely clinical or in clinical components of courses that include both didactic and clinical components.

MD Program

Progression through the program requires that the student demonstrate competency in the objectives and standards outlined for each course, rotation or clinical experience. The program acknowledges that there may be subtle differences in the approach to an objective depending on the course or rotation and that repetition solidifies learning. Students are encouraged to take full advantage of all of these opportunities to demonstrate their competency in different rotations and courses, even if an objective has been repeated.

Comprehensive Exams - MED 520 (year 2) and MED 540 (year 4)

- At the end of second year, students take a preclinical comprehensive examination (denoted as MED 520) covering material presented in the first two years of the program.
- After completing year three requirements, students must successfully complete an objective structured clinical examination (OSCE) as the first component of MED 540, comprehensive examination. This first exam covers material presented in the first three years of the program. At the end of fourth year, students will then be required to successfully complete the second component of MED 540 comprehensive examination by completing a knowledge-based assessment. This exam will cover material presented in all four years of the program.
- Students must pass the above comprehensive examination(s) before being promoted to the next academic year (MED 520) or allowed to graduate (MED 540). Deferral of MED 520 or MED 540 may be offered at the discretion of the Associate Dean, MD program. Students with incomplete coursework in year 2 or year 4, may be allowed to write the relevant comprehensive examinations at the discretion of the Academic Standing Committee. Students with incomplete coursework, who are granted permission to write the comprehensive examination will not receive their mark for MED 520 or MED 540 until all preceding coursework and rotations have been completed.

All other program requirements must be successfully completed in order to be eligible to take the second component of MED540.

Note that MED 520 (second year preclinical comprehensive examination) and MED 540 (a 2-part comprehensive examination in year 4) cannot be attempted before prior program requirements have been completed.

Reexaminations

- i. Students are allowed reexamination only in courses or didactic components of courses that are failed.
- ii. For any failed course or didactic component of a course, the following reexamination policies apply:
 - A deferred final examination may be approved at the discretion of the course coordinator and/or Associate Dean, MD Program.
 - A student repeating a year may be allowed reexamination privileges in that year at the discretion of the Associate Dean, when there are extenuating circumstances that affected the student's performance. When medical illness is the reason for failure, students may be asked to provide a medical note for confirmation in accordance with the University of Alberta's policy and procedures.
 - The Associate Dean, MD Program may allow reexamination of a course or didactic component of a course only where the Final Examination is a 40% or greater component of the course grade. This includes MED 520 (second year comprehensive examination) and MED 540 (fourth year 2-part comprehensive examination).
 - The Associate Dean, MD Program may allow reexamination of a didactic component of a course if a student fails the didactic component of a course or rotation but passes the clinical portion.
 - Students with more than two failed courses or clinical rotations in the academic year may be allowed to continue on Academic Probation at the discretion of the Associate Dean, MD Program, and will be reviewed by the Academic Standing Committee and Faculty Academic Standing and Promotion Committee.
 - If a reexamination is approved, satisfactory completion of a remedial program may be required by the Associate Dean, MD Program before the student is permitted to take the reexamination.

- The reexamination mark will replace the original final exam mark. For the course to be passed, the new grade with the new reexamination final exam mark, must equal or surpass the required passing grade for the course.
- All students are allowed two opportunities to pass each assessment or examination throughout all years of the MD Program.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program. If extra-ordinary circumstances prevent a student from completing the reexamination within the period of time prescribed by the Faculty, the student may appeal to the Associate Dean, MD Program for an extension.

Reassessments

- i. Students are allowed reassessment only in courses or course components that are failed.
- ii. For any failed course or didactic component of a course, the following reassessment policies apply:
 - The Associate Dean, MD Program may allow reassessment of any failed course or component of a course as follows: didactic components that are not eligible for reexamination (i.e. greater than 40% course weight), laboratory, and/or clinical components.
 - A student repeating a year may be allowed reassessment privileges in that year at the discretion of the Associate Dean, MD Program.
 - Students with more than two failed courses in the academic year will be assigned Academic Probation. (See Academic Probation).
 - If reassessment is approved, satisfactory completion of a remedial program may be required by the Associate Dean, MD Program, before the student is permitted to take the reassessment.
 - If reassessment is approved for a failed course or course component, the student will be informed of the required reassessment activities, the expected level of achievement to successfully complete them and the timelines for completion.
 - If reassessment is successfully completed, the grade attained for the course will be the established pass score for the course.
 - A student who does not complete required reassessment within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program and will not be eligible for promotion or graduation. (see Academic Probation) If extraordinary circumstances prevent a student from completing the reexamination within the period of time prescribed by the Faculty, the student may appeal to the Associate Dean, MD Program for an extension.

Bachelor of Science in Medical Laboratory Science and Post-Professional Certification degree completion

Reexaminations

- Students are allowed reexamination only in courses or didactic components of courses that are failed. The format for reexaminations or reassessments will be at the discretion of the course coordinator.
- If a reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination or reassessment.
- Students may be granted rewrites at the end of each term for failed courses within that term that meet the above requirements. The Academic Standing Committee would be notified of all reexaminations granted.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a

failed course, and a failed year and not be allowed to continue further in the program.

- Students must achieve a GPA of 2.0 inclusive of the failed course in order to be considered for reexamination.

Bachelor of Science in Radiation Therapy

Reexaminations

- Students are allowed reexamination only in courses or didactic components of courses that are failed. The format for reexaminations or reassessments will be at the discretion of the course coordinator.
- Reexamination is not permitted in clinical courses.
- If a reexamination is approved, satisfactory completion of a remedial program may be required before the student is permitted to take the reexamination or reassessment.
- The weight of reexamination is at least that of the final examination.
- The reexamination mark will replace the original final exam mark.
- Students may be granted rewrites at the end of each term for failed courses within that term that meet the above requirements, but not exceeding more than two overall in an academic year. The Academic Standing Committee would be notified of all reexaminations granted.
- A student who does not take a reexamination within the period of time prescribed by the Faculty will remain with a failed course, and a failed year and not be allowed to continue further in the program.

Practicum Intervention

The Dean, or Supervisor acting on behalf of the Dean, may immediately deny assignment of a student to, withdraw a student from, or vary terms, conditions or site of practicum/clinical placement if the Dean or Supervisor has reasonable grounds to believe that this is necessary in order to protect the Public Interest. (See [Practicum Intervention Policy](#))

Absences from Program

Voluntary Temporary Withdrawal (Leave of Absence): A student wishing to temporarily withdraw registration from their program of study is required to make written application to the lead of their program, stating the reasons for the leave and the intended period.

Readmission to the program of study following Voluntary Temporary Withdrawal will be based on the following:

- review, by the Faculty, of the reasons for withdrawal and of the student's academic record;
- availability of a place, within quota, in the class to which the student seeks readmission. Priority will be assigned in the following order:
 - students who have met normal promotion requirements.
 - Faculty approved repeating students and students returning after Voluntary Temporary Withdrawal, in order of academic standing
- The length of time the student interrupts studies leading to the completion of their degree must not exceed two years, either at one time or cumulatively.

Withdrawal from Program: A student wishing to permanently discontinue studies in their program should seek advice from their program office.

- a. Students who have withdrawn from their FoMD program may be considered for readmission but will be required to re-apply to their program of study.

Required to Withdraw: in certain circumstances, a students' academic standing may result in a requirement to withdraw. Please see the academic standing section for each program for further information.

Appeals and Grievances

Students may appeal academic standing decisions in the Faculty. There are informal ways to appeal as well as strict deadlines for submission of formal appeals. Students may obtain the Faculty's complete appeal regulations from the Office of the Dean, 2J2 Walter Mackenzie Health Sciences Centre. Under certain conditions, an unsuccessful appeal in the Faculty may be carried to the General Faculties Council Academic Appeals Committee. See [Appeals and Grievances](#).

Students who have a grievance about a grade in an individual course taught in this Faculty should consult [Appeals and Grievances](#), which describes the informal process for addressing concerns about grades. There is also a formal process in the Faculty for appealing a grade. This process, including deadlines for submission of an appeal, is set out in the Faculty's academic appeal regulations, available from the Office of the Dean, 2J2 Walter Mackenzie Health Sciences Centre.

**Governance Executive Summary
Action Item**

Agenda Title	Proposed Changes to Entrance Requirements and Academic Standing Regulations for the Embedded Certificate in Interdisciplinary Leadership, Peter Lougheed Leadership College and the Faculty of Business
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Motion

THAT the GFC Academic Standards Committee, with delegated authority from GFC, approve the changes to the entrance requirements and academic standing regulations for the Certificate in Interdisciplinary Leadership Studies, as submitted by the Peter Lougheed Leadership College and the Faculty of Business, and as set forth in Attachment 1, as amended, to take effect July 1, 2020.

Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Joseph Doucet, Dean, Alberta School of Business Lois Harder, Principal, Peter Lougheed Leadership College
Presenter(s)	Andras Marosi, Associate Dean, Undergraduate, Alberta School of Business Bailey Sousa, Director of Operations, Peter Lougheed Leadership College Nicole Lazorek, Academic Officer, Alberta School of Business

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To approve changes to the existing Certificate in Interdisciplinary Leadership Studies.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The aim of these changes is to make the course offerings of the PLLC in leadership skills development more accessible to undergraduate students and to ensure that they align with standard university practice. They are effectively housekeeping details that were not addressed in last year's significant calendar changes to the Certificate.</p> <p>The application process has been refined to be less arduous for applicants.</p> <p>The change in the minimum credit requirement (from *24 to *30) aligns with the expectation that students must be in the second year of their program to enroll and was a request by the Faculty of Arts which houses the entry course for the Certificate, INT D 301.</p> <p>The change in language with regard to term enables admission in either the Fall or Winter term, again increasing the flexibility of the program.</p> <p>Students concerned about eligibility requirements for the certificate are still able to enroll in INT D 301 without enrolling in the Certificate program. By participating in the course, they can gain a sense of the expectations for the program, and the instructor can provide personalized advice. Of course, students can also seek the advice of the College at any time.</p>

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	<p>Since we are proposing to delete the requirement of a letter of intent, students will now be expected to demonstrate their commitment to the values of the Peter Lougheed Leadership College in the admissions process - the application and the interview.</p> <p>Enabling INT D 301 and INT D 306 to be taken together in the same term will expedite the completion of the Certificate and ensure that students have the requisite preparation for the remaining two certificate courses.</p> <p>The deletion of the first two points under Continuation, Academic Standing and Completion, reflects the fact that, with greater flexibility in the program, students can complete the certificate at their own pace over the course of their degree, and will not require an approved leave of absence to remain active in the program.</p> <p>The addition of the phrase “and other program requirements” refers to the importance of the stretch experience (200 hours of community service dedicated to a leadership project) to the integrity of the Certificate. Students who do not complete this critical and defining element of the program should not be awarded the Certificate.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

<p>Consultation and Stakeholder Participation (parties who have seen the proposal and in what capacity)</p> <p><For information on the protocol see the Governance Resources section Student Participation Protocol></p>	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> ● GFC Academic Standards Committee Subcommittee on Standards ● GFC Academic Standards Committee <p><u>Those who have been consulted:</u></p> <ul style="list-style-type: none"> ● Office of the Registrar ● Faculty Council, Alberta School of Business ● Scott Jeffrey, Associate Dean, ALES ● Rebecca Nagel, Associate Dean, Faculty of Arts ● Undergraduate Program Office, Alberta School of Business ● Undergraduate Studies Policy Committee, Alberta School of Business <p><u>Those who have been informed:</u></p> <ul style="list-style-type: none"> ●
Approval Route (Governance) (including meeting dates)	<p>Business Faculty Council, November 7, 2019 GFC ASC Subcommittee on Standards, December 5, 2019 GFC Academic Standards Committee, December 12, 2019</p>

Strategic Alignment

Alignment with <i>For the Public Good</i>	<p>These changes align with the Build, Experience, Excel and Engage goals of the <i>For the Public Good</i>.</p> <p>The PLLC is centrally engaged in building a diverse and inclusive community of exceptional students, and the proposed calendar changes</p>
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	<p>will help us to attract more students to the program. Opportunities to develop leadership skills in courses and in co-curricular activities such as the stretch experience will ensure that students have an enriched university experience, that their academic achievements are further enhanced by leadership skills, and that those skills contribute to the broader community.</p>			
<p>Alignment with Core Risk Area</p>	<p>Please note below the specific institutional risk(s) this proposal is addressing.</p> <table border="1" data-bbox="553 562 1526 770"> <tr> <td data-bbox="553 562 1073 770"> <input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure </td> <td data-bbox="1073 562 1526 770"> <input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success </td> </tr> </table>		<input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success
<input checked="" type="checkbox"/> Enrolment Management <input type="checkbox"/> Faculty and Staff <input type="checkbox"/> Funding and Resource Management <input type="checkbox"/> IT Services, Software and Hardware <input type="checkbox"/> Leadership and Change <input type="checkbox"/> Physical Infrastructure	<input type="checkbox"/> Relationship with Stakeholders <input type="checkbox"/> Reputation <input type="checkbox"/> Research Enterprise <input type="checkbox"/> Safety <input checked="" type="checkbox"/> Student Success			
<p>Legislative Compliance and jurisdiction</p>	<p><i>Post-Secondary Learning Act</i> GFC Terms of Reference GFC ASC Terms of Reference</p>			

1. Attachment 1 (pages 1 - 5)

Prepared by: Lois Harder, Principal, Peter Lougheed Leadership College, lharder@ualberta.ca

Faculty of Business
Bachelor of Commerce
Calendar Change Request Form

PLLC:			
Implementation:	<i>Session & Term:</i> Fall 2020	<i>Normal:</i>	<i>Early:</i>
Type of Change:	<i>Course Deletion:</i>	<i>Course Change:</i>	<i>New Program:</i>
	<i>New Course:</i>	<i>Program Change:</i> X	<i>Other:</i>

CURRENT:	PROPOSED:
<p>Eligibility Requirements</p> <p>Undergraduate students may apply to pursue the Certificate in Interdisciplinary Leadership Studies by meeting the following requirements:</p> <ol style="list-style-type: none"> 1. Submitting the application form and all supporting documents by the application deadline. 2. Applications must be accompanied by <ol style="list-style-type: none"> a. a resume b. a letter of intent c. a copy of the students' up-to-date transcript d. at least one letter of reference. Letters of reference should focus on the applicant's character, ability to engage with and commit to the values of the Peter Lougheed Leadership College. 3. Students must normally have completed a minimum of ★24 and a maximum of ★84 towards their degree including courses in progress during the Winter Term in which they apply; 4. After-Degree students will be considered on a case-by-case basis depending on the room they have in their programs to accommodate the Certificate; 5. Students must be in satisfactory academic standing in their degree program at the time of application; 6. Students must be current University of Alberta undergraduate students, or transfer students who have been accepted to an undergraduate degree program at the University of Alberta. 7. Students who do not meet one or more of the above eligibility requirements, but are interested in applying, are encouraged to contact the Peter Lougheed Leadership 	<p>Eligibility Requirements</p> <p>Undergraduate students may apply to pursue the Certificate in Interdisciplinary Leadership Studies by meeting the following requirements:</p> <ol style="list-style-type: none"> 1. Submitting the application form by the application deadline. 2. Students must normally have completed a minimum of ★30 and a maximum of ★84 towards their degree including courses in progress during the term in which they apply; 3. After-Degree students will be considered on a case-by-case basis depending on the room they have in their programs to accommodate the Certificate; 4. Students must be in satisfactory academic standing in their degree program at the time of application; 5. Students must be current University of Alberta undergraduate students, or transfer students who have been accepted to an undergraduate degree program at the University of Alberta. 6. Students who do not meet one or more of the above eligibility requirements, but are interested in applying, are encouraged to enroll in INT D 301 and contact the Peter Lougheed Leadership College to discuss a potential

College to discuss a potential application.

application.

Acceptance

The Peter Lougheed Leadership College Admissions Committee is created by the Peter Lougheed Leadership College with the advice and consent of the Faculty of Business. Limited space exists in the Certificate in Interdisciplinary Leadership Studies. Priority will be given to applicants who meet the above eligibility requirements. At the discretion of the Peter Lougheed Leadership College Admissions Committee, other applicants will be considered.

1. Applications of all eligible students will be evaluated and students will be shortlisted for interviews based on the criteria in Eligibility Requirements above.
2. Recommendations for acceptance will be made by Peter Lougheed Leadership College Admissions Committee on the basis of the capacity of the student to succeed academically,
 - a. the capacity of the student to work in an interdisciplinary and team focused setting, and
 - b. the student's commitment to the values of the Peter Lougheed Leadership College as demonstrated in their **letter of intent.**
 - c. The Peter Lougheed Leadership College Admissions Committee will also be concerned to ensure a broad diversity of students in the Certificate to reflect the diversity of the University community overall, including diverse disciplines and fields of study.
3. The Peter Lougheed Leadership College Admissions Committee will recommend to the Faculty of Business the names of students to be admitted to the Certificate.

Coursework

Students are required to complete all of the requirements for their degree program. In addition to those requirements, students will successfully complete the following courses:

- INT D 301 - Foundations of Leadership
- INT D 306 - Leadership for Social Innovation
- INT D 406 - Innovation, Science and

Acceptance

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1. Applications of all eligible students will be evaluated and students will be shortlisted for interviews based on the criteria in Eligibility Requirements above.
2. Recommendations for acceptance will be made by Peter Lougheed Leadership College Admissions Committee on the basis of the capacity of the student to succeed academically,
 - a. the capacity of the student to work in an interdisciplinary and team focused setting, and
 - b. the student's commitment to the values of the Peter Lougheed Leadership College as demonstrated in their **application and interview.**
 - c. The Peter Lougheed Leadership College Admissions Committee will also be concerned to ensure a broad diversity of students in the Certificate to reflect the diversity of the University community overall, including diverse disciplines and fields of study.
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Students are required to complete all of the requirements for their degree program. In addition to those requirements, students will successfully complete the following courses:

- INT D 301 – Foundations of Leadership
- INT D 306 – Leadership for Social Innovation
- INT D 406 – Innovation, Science and

Leadership

- INT D 407 - Workshop in Leadership

Additional Information

INT D 301 is a pre-requisite for all remaining certificate courses:

Students will also complete a stretch experience. This consists of a minimum of 200 hours of leadership-related activities. Stretch experiences will be approved by the Faculty of Business following a recommendation by the Peter Lougheed Leadership College.

Once accepted to the Certificate, students will be guaranteed the ability to complete the certificate requirements within their original program provided they remain in good standing.

Continuation, Academic Standing and Completion

1. A Certificate student must normally successfully complete the two required courses in the first year of the program April 21, 2016 and the summer stretch experience to be permitted to continue in the second year.

2. A Certificate student may request a leave of absence for up to one year from the Certificate for personal reasons, including medical reasons or the pursuit of other legitimate and useful opportunities. All such requests must be approved by the Peter Lougheed Leadership College Admissions Committee.

3. Students must maintain satisfactory academic standing in their home Faculty, and successfully fulfill all the academic requirements of their primary program including conditions or limitations placed upon them because of participation in the Certificate.

4. Normally, a failure to maintain satisfactory academic standing, or a failure to fulfill the

Leadership

- INT D 407 – Workshop in Leadership

Note: INT D 301 is a pre-requisite for all remaining certificate courses, although students may take INT D 301 and INT D 306 simultaneously.

Other Program Requirements

Students will also complete a stretch experience. This consists of a minimum of 200 hours of leadership-related activities. Stretch experiences will be approved by the Faculty of Business.

Once accepted to the Certificate, students will be guaranteed the ability to complete the certificate requirements within their original program provided they remain in good standing.

Continuation, Academic Standing and Completion

1. Students must maintain satisfactory academic standing in their home Faculty, and successfully fulfill all the academic requirements of their primary program including conditions or limitations placed upon them because of participation in the Certificate.

2. Normally, a failure to maintain satisfactory academic standing, or a failure to fulfill the conditions

conditions or limitations of their home Faculty, or a failure to successfully complete any of the required courses in the Certificate will mean the student will be required to withdraw from the Certificate. Such decisions will be made by the Faculty of Business in consultation with the Peter Lougheed Leadership College, the Academic Oversight Committee and the home Faculty of the student.

5. a. Students who have failed any of the required courses may appeal that failure in accordance with the appeal regulations of the Faculty hosting the course. Decisions made by Faculties in grade appeals are final.

b. Students who have failed to maintain satisfactory academic standing in their primary program may appeal according to the appeal regulations of their home Faculty.

c. Students who have failed to successfully complete the stretch experience or who are being required to withdraw from the Certificate for reasons other than (b) above, may appeal that decision to the Business Faculty Appeals Committee in accordance with its appeal regulations.

d. A student may have a further right of appeal to the GFC Academic Appeals Committee in the event of an appeal involving continuation in the Certificate. The GFC Academic Appeals Committee may only entertain and uphold an appeal if a miscarriage of justice has occurred.

6. Students will receive the Certificate in Interdisciplinary Leadership Studies upon completion of all program requirements for their primary degree program and the successful completion of all courses in the certificate program.

This is an embedded certificate; the certificate will only be awarded when the degree is awarded.

or limitations of their home Faculty, or a failure to successfully complete any of the required courses, and approved stretch experience, in the Certificate will mean the student will be required to withdraw from the Certificate. Such decisions will be made by the Faculty of Business in consultation with the Peter Lougheed Leadership College, the Academic Oversight Committee and the home Faculty of the student.

a. Students who have failed any of the required courses may appeal that failure in accordance with the appeal regulations of the Faculty hosting the course. Decisions made by Faculties in grade appeals are final.

b. Students who have failed to maintain satisfactory academic standing in their primary program may appeal according to the appeal regulations of their home Faculty.

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3. Students will receive the Certificate in Interdisciplinary Leadership Studies upon completion of all program requirements for their primary degree program and the successful completion of all courses, and approved stretch experience, in the certificate program.

This is an embedded certificate; the certificate will only be awarded when the degree is awarded.

Rationale:

Streamlining the application process

- To make the certificate more accessible.
- To reduce the administrative process and obtain useful information from students that will help to ensure that they are the right fit for the program

INT D 301 as a co-requisite with INT D 306

- The co-requisite with INT D 306 enables students to pursue INT D 301 and INT D 306 in the same term.

Opening the course to all students/remove the mandatory enrolment in the certificate for course enrolment

- Enhance the accessibility of leadership skills development opportunities for all University of Alberta undergraduate students.

Changing the entrance expectation to *30

- To better align with the number of credits usually obtained after one year of study

Aligning the completion requirements

- Updates to Continuation, Academic Standing and Completion section to reflect previous changes regarding course sequencing
 - Due to the changes in flexibility to the program, requirements for leave of absence are no longer required.
-

Submitted By: Lois Harder, Principal, PLLC

Date: October 24, 2019

Approved By: Business Faculty Council

Date: November 7, 2019

FINAL Item No. 12

Governance Executive Summary
Action Item

Agenda Title	Updates to Required English Language Proficiency (ELP) Scores for Undergraduate Admissions
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Motion

<p>THAT the GFC Academic Standards Committee approve, with delegated authority from General Faculties Council, the proposed changes to Undergraduate English Language Proficiency requirements, as submitted by the Office of the Registrar and as set forth in attachment 1, to take effect for Fall 2021 admissions.</p>
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Item

Action Requested	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Recommendation
Proposed by	Melissa Padfield, Vice-Provost & University Registrar
Presenter(s)	Amy Dambrowitz, Associate Registrar

Details

Responsibility	Provost and Vice-President (Academic)
The Purpose of the Proposal is <i>(please be specific)</i>	To make changes to the less commonly used ELP tests in order to align with the approved IELTS scores (minimum band score of 6.0 and overall score of 6.5); and update the approved list of ELP tests to eliminate two obsolete tests.
Executive Summary <i>(outline the specific item – and remember your audience)</i>	<p>The proposed changes will bring all undergraduate English Language Proficiency standards for the university into alignment with the approved IELTS minimum band score to 6.0 and overall score of 6.5 (approved by GFC November 25, 2019).</p> <p>Two tests (the Cambridge English Certificate in Advanced English and Certificate of Proficiency in English) will need to have their minimum individual skill scores increased to align with the increased IELTS band scores.</p> <p>In addition, two tests will be deleted as we will no longer accept these results as of Fall 2021. The MELAB (Michigan English Assessment Battery) is no longer offered, and any test results will not be valid after July 2020 as they will be older than two years. Similarly, the reference to the paper-based TOEFL has been removed, as results from the paper-based assessment are no longer accepted.</p> <p>These changes are proposed based on ongoing review of ELP practices and literature, and are comparable to practices at our peer institutions.</p>
Supplementary Notes and context	<This section is for use by University Governance only to outline governance process.>

Engagement and Routing (Include meeting dates)

Consultation and Stakeholder Participation	<p><u>Those who are actively participating:</u></p> <ul style="list-style-type: none"> Office of the Registrar
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Item No. 12

(parties who have seen the proposal and in what capacity) <For information on the protocol see the Governance Resources section Student Participation Protocol >	<i>Those who have been consulted:</i>
	<ul style="list-style-type: none"> University of Alberta International (John Gregory)
	<i>Those who have been informed:</i>
	<ul style="list-style-type: none"> University of Alberta International (John Gregory)
Approval Route (Governance) (including meeting dates)	GFC Academic Standards Committee, December 12, 2019

Strategic Alignment

Alignment with <i>For the Public Good</i>	Alignment with the Institutional Strategic Plan – For the Public Good OBJECTIVE - Build a diverse, inclusive community of exceptional undergraduate and graduate students from Edmonton, Alberta, Canada, and the world. Strategy: Optimize our international recruiting strategies to attract well qualified international students from regions of strategic importance, and enhance services and programs to ensure their academic success and integration into the activities of the university.											
Alignment with Core Risk Area	Please note below the specific institutional risk(s) this proposal is addressing.											
	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Enrolment Management</td> <td><input type="checkbox"/> Relationship with Stakeholders</td> </tr> <tr> <td><input type="checkbox"/> Faculty and Staff</td> <td><input checked="" type="checkbox"/> Reputation</td> </tr> <tr> <td><input type="checkbox"/> Funding and Resource Management</td> <td><input type="checkbox"/> Research Enterprise</td> </tr> <tr> <td><input type="checkbox"/> IT Services, Software and Hardware</td> <td><input type="checkbox"/> Safety</td> </tr> <tr> <td><input type="checkbox"/> Leadership and Change</td> <td><input checked="" type="checkbox"/> Student Success</td> </tr> <tr> <td><input type="checkbox"/> Physical Infrastructure</td> <td></td> </tr> </table>	<input checked="" type="checkbox"/> Enrolment Management	<input type="checkbox"/> Relationship with Stakeholders	<input type="checkbox"/> Faculty and Staff	<input checked="" type="checkbox"/> Reputation	<input type="checkbox"/> Funding and Resource Management	<input type="checkbox"/> Research Enterprise	<input type="checkbox"/> IT Services, Software and Hardware	<input type="checkbox"/> Safety	<input type="checkbox"/> Leadership and Change	<input checked="" type="checkbox"/> Student Success	<input type="checkbox"/> Physical Infrastructure
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Legislative Compliance and jurisdiction	Cite reference to relevant legislation, policy, and governance committee(s) [title only is required].											

Attachments (each to be numbered 1 - <>)

- Attachment 1 (page(s) 1 - 2) RO ELP Alignment December 2019.pdf

Prepared by: <Amy Dambrowitz, Associate Registrar, kdambrow@ualberta.ca>

Calendar Change - Undergraduate Admissions - Language Proficiency Requirements - English Language Proficiency

December 2019

Current	Proposed
<p><u>Language Proficiency Requirements</u></p> <p>English Language Proficiency</p> <p>English is the primary language of instruction in all Faculties except Faculté Saint-Jean. All undergraduate applicants to any program or course except Faculté Saint-Jean need an adequate level of English language proficiency before admission, regardless of their citizenship status or country of origin.</p> <p>The University of Alberta reserves the right to use discretion in determining adequate levels of language proficiency to ensure success in academic programs. In some cases, additional English language testing, conducted by the Faculty of Extension, may be required to confirm English proficiency.</p> <p>Proficiency in English may be fulfilled in one of the following ways:</p> <p>...</p> <p>...</p> <p>1. One of the two TOEFL (Test of English as a Foreign Language) test formats with the appropriate score;</p> <p> a. Internet-based TOEFL (iBT) of at least 90, with no less than 21 on each band (see Note 4);</p> <p> b. Paper-based TOEFL of at least 580 with a TWE of 4.0 or better (see Note 4);</p> <p>2. A score of at least 85 on the MELAB (Michigan English Assessment Battery) with no band less than 80 and a score of at least 3 in the Speaking Test (see Note 4).</p>	<p><u>Language Proficiency Requirements</u></p> <p>English Language Proficiency</p> <p>English is the primary language of instruction in all Faculties except Faculté Saint-Jean. All undergraduate applicants to any program or course except Faculté Saint-Jean need an adequate level of English language proficiency before admission, regardless of their citizenship status or country of origin.</p> <p>The University of Alberta reserves the right to use discretion in determining adequate levels of language proficiency to ensure success in academic programs. In some cases, additional English language testing, conducted by the Faculty of Extension, may be required to confirm English proficiency.</p> <p>Proficiency in English may be fulfilled in one of the following ways:</p> <p>...</p> <p>...</p> <p>1. A score of at least 90 on the TOEFL iBT (Test of English as a Foreign Language - Internet-based) with no less than 21 on each band (see Note 4).</p>

<p>3. A score of at least 6.5 on the IELTS Academic (International English Language Testing System) with no band less than 5.5 (see Note 4).</p> <p>4. A score of at least 70 on the Canadian Academic English Language assessment: CAEL (paper) or CAEL CE (computer) with no band less than 60 (see Note 4).</p> <p>5. A score of at least 61 on the PTE Academic (Pearson Test of English Academic) with no less than 60 in each communicative skill (see Note 4).</p> <p>6. A total score of at least 4.5 on all four sections (Reading, Writing, Speaking and Listening) on the CanTEST (Canadian Test of English for Scholars and Trainees) with no part lower than 4 (see Note 4).</p> <p>7. An overall Cambridge English scale score of at least 180 on the CAE (Certificate in Advanced English) with no less than 165 in each skill (see Note 4).</p> <p>8. An overall Cambridge English scale score of at least 180 on the CPE (Certificate of Proficiency in English) with no less than 165 in each skill (see Note 4).</p> <p>9. Successful completion of the University of Alberta's EAP 140/145.</p> <p>...</p>	<p>2. A score of at least 6.5 on the IELTS Academic (International English Language Testing System) with no band less than 6.0 (see Note 4).</p> <p>3. A score of at least 70 on the Canadian Academic English Language assessment: CAEL (paper) or CAEL CE (computer) with no band less than 60 (see Note 4).</p> <p>4. A score of at least 61 on the PTE Academic (Pearson Test of English Academic) with no less than 60 in each communicative skill (see Note 4).</p> <p>5. A total score of at least 4.5 on all four sections (Reading, Writing, Speaking and Listening) on the CanTEST (Canadian Test of English for Scholars and Trainees) with no part lower than 4 (see Note 4).</p> <p>6. An overall Cambridge English scale score of at least 180 on the CAE (Certificate in Advanced English) with no less than 170 in each skill (see Note 4).</p> <p>7. An overall Cambridge English scale score of at least 180 on the CPE (Certificate of Proficiency in English) with no less than 170 in each skill (see Note 4).</p> <p>8. Successful completion of the University of Alberta's EAP 140/145.</p> <p>...</p>
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Commented [WU1]: Change approved by GFC on November 25, 2019