

# CALENDAR STATEMENT

## VISION

Creating exceptional learning experiences for a world of possibilities.

## FOSTERING SUCCESS AND SATISFACTION

Mount Royal's core purpose is to foster the success and satisfaction of our students in the pursuit of their educational goals.

### THE MOUNT ROYAL COLLEGE CALENDAR

This calendar will help you learn more about Mount Royal and its programs and courses. Once you have read the material in the calendar, we encourage you to visit our website for further information about our academic programs, admission requirements, student services and student life at Mount Royal.

As you gather the information you need to make decisions, please keep in mind:

- As a student, you are personally responsible for keeping your individual academic records complete and accurate, and ensuring that you meet the graduation requirements of any program in which you enrol.
- By applying for admission to Mount Royal, you will be agreeing to comply with the rules and regulations of Mount Royal, both as they exist and modified or amended from time to time by the Board of Governors of Mount Royal or other persons with the authority to do so.
- Not all courses listed in this calendar will be offered in the 2008-2009 academic year. Be sure consult a copy of the Mount Royal Schedule of Classes before registering.

This calendar is published once a year by the Office of the Registrar at Mount Royal. It presents a list of academic programs, courses, policies and regulations about admissions, examinations and fees, as well as general information about Mount Royal.

Should you have any questions about the information in the calendar, please contact the Office of the Registrar.

THIS CALENDAR SETS FORTH AT THE TIME OF ITS PUBLICATION THE INTENTION OF MOUNT ROYAL WITH RESPECT TO ALL MATTERS CONTAINED THEREIN. MOUNT ROYAL RESERVES THE RIGHT WITHOUT PRIOR NOTICE TO DEVIATE FROM WHAT APPEARS IN THE CALENDAR, EITHER IN ORDER TO SERVE THE BEST INTERESTS OF THE COLLEGE OR BECAUSE OF CIRCUMSTANCES OR OCCURRENCES BEYOND MOUNT ROYAL'S REASONABLE CONTROL. MOUNT ROYAL EXPRESSLY DENIES RESPONSIBILITY OR LIABILITY TO ANY PERSON WHO MAY SUFFER LOSS OR WHO MAY BE OTHERWISE ADVERSELY AFFECTED BY SUCH CHANGE.

# MOUNT ROYAL COLLEGE CALENDAR

## FREQUENTLY USED TELEPHONE NUMBERS

Department	Phone
Aboriginal Centre . . . . .	403-440-5596
Academic Advising Services . . . . .	403-440-5000
Academic Upgrading Information . . . . .	403-440-6282
Admissions (full-time undergraduate programs) . . . . .	403-440-5000
Admissions (Toll-free) . . . . .	1-877-440-5001
BookStore . . . . .	403-440-6300
Career Services . . . . .	403-440-6307
Continuing Education and Extension, Registration . . . . .	403-440-3833
Cougar Athletics . . . . .	403-440-6516
Credit Extension/Part-time Studies Information . . . . .	403-440-6282
Credit/Upgrading Registration . . . . .	403-440-3303
Fees Office . . . . .	403-440-3303
Health Services . . . . .	403-440-6326
Languages Institute . . . . .	403-440-5100
Library Information . . . . .	403-440-6140
Mount Royal College Conservatory . . . . .	403-440-6821
Mount Royal Recreation . . . . .	403-440-6517
Optimal Therapies . . . . .	403-440-6917
Parking . . . . .	403-440-6914
Residence Services . . . . .	403-440-6275
Security . . . . .	403-440-6897
Students' Association . . . . .	403-440-6401
Student Awards & Financial Aid . . . . .	403-440-6223
Student Counselling Services . . . . .	403-440-6362
Switchboard (8:30 a.m. to 4:30 p.m.) . . . . .	403-440-6111
Transcripts and Student Records . . . . .	403-440-3435
Transfer Credit and Prior Learning Assessment . . . . .	403-440-5998

## OFFICE HOURS

The College's administrative offices are open Monday to Friday (except holidays) from 8:30 a.m. to 12 p.m. and from 1 p.m. to 4:30 p.m. Summer office hours are from 8:30 a.m. to 12 p.m. and from 12:30 p.m. to 4 p.m.

Enrolment Services is open to the public Monday through Friday from 8:30 a.m. to 4:30 p.m. Summer hours are from 8:30 a.m. to 4 p.m. Telephone service is available during office hours.

## ENROLMENT SERVICES

Admissions and Recruitment . . . . .	403-440-5000
Admissions and Recruitment (fax) . . . . .	403-440-6339
Admissions and Recruitment (Toll-free) . . . . .	1-877-440-5001
Academic Advising Services . . . . .	403-440-5000
Academic Advising Services (Toll-free) . . . . .	1-877-440-5001
Office of the Registrar/Registration Helpline . . . . .	403-440-3303
Office of the Registrar/Registration Helpline (Toll-Free) . . . . .	1-877-676-0686
Student Awards & Financial Aid . . . . .	403-440-6223
Skills Investment Program . . . . .	403-440-5168
Online inquiries: . . . . .	<a href="http://ask.mtroyal.ca">http://ask.mtroyal.ca</a>
Website: . . . . .	<a href="http://www.mtroyal.ca">www.mtroyal.ca</a>



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Production Assistant: Jamie Hurst

# INFORMATION FOR STUDENTS

## HOW TO USE THIS CALENDAR

The calendar is comprised of four major sections:

- Academic Regulations and Policies
- Program Descriptions
- Course Descriptions
- Outline of Services Available for Students

The *Table of Contents* and *Index* will provide more detailed information about calendar content. A *Glossary* is also provided for unfamiliar terms.

The calendar contains important information. It is the responsibility of each student to become familiar with the calendar's content. Particular attention should be paid to the first section, which provides detailed information about admission and registration procedures, examination policy, academic disqualification policy, general graduation requirements and grading practices.

Students should also refer to the *Academic Schedule* in the calendar which outlines significant dates and timelines, such as registration and drop/add deadlines, examination dates, holidays and deadline dates for fee refunds.

## HOW TO RECEIVE THIS CALENDAR

### In Person

Calendars may be purchased in person for \$5 per copy at the College BookStore. Please note that calendar prices are subject to change.

### By Mail

Calendars can be ordered by mail from the BookStore by calling 403-440-6300. They can also be ordered online at [www.mtroyal.ca/bookstore/](http://www.mtroyal.ca/bookstore/). Calendar prices are subject to change.

### Mailing List

Upon request a limited number of calendars will be mailed free of charge to educational institutions, government agencies and certain corporations in Canada. Other institutions may order calendars for \$8 a copy. The College BookStore website is [www.mtroyal.ca/bookstore/](http://www.mtroyal.ca/bookstore/)

### Web

The calendar is available free of charge on the Mount Royal College website: [www.mtroyal.ca](http://www.mtroyal.ca)

## FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

The personal information that students provide when registering for Mount Royal College programs and courses is collected under the Post-Secondary Learning Act and the Freedom of Information and Protection of Privacy Act. Your personal information is protected by Alberta's Freedom of Information and Protection of Privacy Act and can be reviewed on request. If you have any questions about the collection or use of this information, please contact the Office of the Registrar at 403-440-3303.

## OTHER PUBLICATIONS

The College produces various brochures about the programs and services it offers. These publications may be ordered free of charge from:

Admissions and Recruitment Office  
Mount Royal College  
4825 Mount Royal Gate SW  
Calgary, AB, Canada T3E 6K6  
Phone: 403-440-5000  
<http://ask.mtroyal.ca/>  
Website: [www.mtroyal.ca](http://www.mtroyal.ca)



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# ACADEMIC SCHEDULE

## SPRING 2008 SEMESTER

Last day to apply to graduate for Spring 2008 convocation . . . . .	February 28, 2008
Spring 2008 Convocation . . . . .	June 6, 2008

## FALL 2008 SEMESTER

Apply for Early Admission for Fall Semester 2008 (applications are accepted ongoing until August 31 or until the program is declared full) . . . . .	December 1, 2007 - March 1, 2008
Last day to apply to graduate for Fall 2008 convocation . . . . .	July 31, 2008
Registration Access List posted for Fall Semester 2008. . . . .	February 13, 2008
Registration for Fall Semester 2008 begins for continuing students . . . . .	March 10, 2008
Registration for Fall Semester 2008 begins for new students . . . . .	April 15, 2008
Full fees for Fall Semester 2008 due (registered students only) . . . . .	August 13, 2008
First day of Fall Semester 2008 . . . . .	September 2, 2008
Student Orientation Days . . . . .	September 2 & 3, 2008
First day of Fall Semester 2008 classes . . . . .	September 4, 2008
Last day to adjust registration (Drop/Add/Cancel) for Fall Semester 2008 with full tuition refund (less deposit) . . . . .	September 12, 2008
Last day to pay fees for Fall Semester 2008. . . . .	September 15, 2008
Last day to be re-instated for Fall Semester 2008 . . . . .	September 30, 2008
Last day to withdraw from a course or program in the Fall Semester 2008 with an award of "W" grade(s) . . . . .	November 7, 2008
Fall 2008 Convocation . . . . .	November 7, 2008
Last day of Fall Semester 2008 classes . . . . .	December 4, 2008
Fall Semester 2008 final examination period* . . . . .	December 6 - 17, 2008
Fall Semester 2008 ends . . . . .	December 17, 2008

## WINTER 2009 SEMESTER

Apply for Early Admission for Winter Semester 2009 (applications are accepted ongoing until January 3 or until the program is declared full) . . . . .	September 15, 2008 - November 1, 2008
Registration Access List posted for Winter Semester 2009 . . . . .	October 1, 2008
Registration for Winter Semester 2009 begins for continuing students. . . . .	October 14, 2008
Registration for Winter Semester 2009 begins for new students. . . . .	November 5, 2008
Full fees for Winter Semester 2009 due (registered students only) . . . . .	December 1, 2008
First day of Winter Semester 2009 classes . . . . .	January 7, 2009
Last day to adjust registration (Drop/Add/Cancel) for Winter Semester 2009 with full tuition refund (less deposit) . . . . .	January 15, 2009
Last day to pay fees for Winter Semester 2009 . . . . .	January 16, 2009
Last day to be re-instated for Winter Semester 2009 . . . . .	January 30, 2009
Winter Semester 2009 reading break . . . . .	February 17 - 20, 2009
Last day to withdraw from a course or program in the Winter Semester with an award of "W" grade(s) . . . . .	March 12, 2009
Last day of Winter Semester classes . . . . .	April 14, 2009
Winter Semester final examination period* . . . . .	April 16 - 27, 2009
Winter Semester 2009 ends . . . . .	April 27, 2009

\* Students must be available for final examinations up to the last day of the examination period as specified in the Academic Schedule.

## SPRING 2009 SEMESTER

Registration Access List posted for Spring Semester 2009	February 11, 2009
First day to apply for Open Studies (new students)	February 25, 2009
Last day to apply to graduate for Spring 2009 convocation	February 28, 2009
Registration for Spring Semester 2009 begins for continuing students	March 9, 2009
Registration for Spring Semester 2009 begins for Open Studies students	March 30, 2009
Full fees for Spring Semester 2009 due (registered students only)	April 27, 2009
First day of Spring Semester classes	May 4, 2009
Last day to adjust registration (Drop/Add/Cancel) for Spring Semester 2009 with full tuition refund (less deposit)	May 12, 2009
Last day to pay fees for Spring Semester 2009	May 13, 2009
Last day to be re-instated for Spring 2009 classes	May 19, 2009
Last day to withdraw from 6.5-week courses with an award of "W" grade(s)	June 3, 2009
Spring 2009 Convocation	June 5, 2009
Last day of classes for 6.5-week courses	June 18, 2009
Final examination period for 6.5 - week courses*	June 22 – 23, 2009
Last day to withdraw from 13-week courses with an award of "W" grade(s)	July 7, 2009
Last day of classes for 13-week courses	August 7, 2009
Final examination period for 13-week courses*	August 10 - 11, 2009

\*Students must be available for final examinations up to the last day of the examination period as specified in the Academic Schedule.

## FALL 2009 SEMESTER

Apply for Early Admission for Fall Semester 2009 (applications are accepted ongoing until August 31 or until the program is declared full)	December 1, 2008 - March 1, 2009
Registration Access List posted for Fall Semester 2009	February 11, 2009
Registration for Fall Semester 2009 begins for continuing students	March 9, 2009
Last day to apply for Fall 2009 Convocation	September 18, 2009

## HOLIDAYS

Labour Day	September 1, 2008
Thanksgiving Day	October 13, 2008
Remembrance Day	November 11, 2008
Christmas and New Year's closure (Recreation Center open to the public, but administrative and academic offices closed)	December 25, 2008 – January 1, 2009
Family Day	February 16, 2009
Good Friday	April 10, 2009
Easter Monday	April 13, 2009
Victoria Day	May 18, 2009
Canada Day Holiday	July 1, 2009
Calgary Stampede Parade Morning	July 3, 2009
Heritage Day	August 3, 2009

*The College reserves the right to make adjustments to the calendar, as required.*



# MOUNT ROYAL COLLEGE: AN INTRODUCTION

As Calgary's oldest post-secondary institution, Mount Royal has been helping students reach their full potential since 1910. Though Mount Royal may be nearly 100 years old, it's far from old-fashioned. Modern facilities, small class sizes, accessible instructors and current curriculums that meet industry standards are just a few of the reasons Mount Royal confidently fulfils its vision: *Creating exceptional learning experiences for a world of possibilities*. As one of Canada's leading undergraduate colleges Mount Royal also believes in:

- Personalized teaching and services of highest quality.
- Education as an instrument for individual, community and economic development.
- Open communication, honesty, integrity, respect for individuals.

Mount Royal is a co-educational, non-denominational, publicly supported, post-secondary institution. Not only do graduates leave with a well-rounded knowledge base and strong critical thinking skills, many enjoy a 100 per cent related work employment rate.

Mount Royal operates under the provincial Post-secondary Learning Act. The conduct, management and control of Mount Royal and all its property, revenue and business affairs are vested in the Board of Governors of Mount Royal College. The Academic Council, a body representative of the Mount Royal community, reviews and develops policies concerning the academic activities and recommends academic policies to the Board. Administrative officers appointed by the Board are responsible for the implementation of policy and the operation of Mount Royal. The President is the Chief Executive Officer of the College.

The Students' Association of Mount Royal College (SAMRC) is a legally incorporated body under The Societies Act. It is responsible for a wide range of extracurricular activities and the appointment of student representatives to Mount Royal committees. The Students' Council, elected to manage the business affairs of the SAMRC, is the official medium of communication between the students of Mount Royal, the administration and the Board of Governors.

## HISTORICAL MILESTONES

- 1911** College opens in downtown Calgary
- 1911** College opens in downtown Calgary under sponsorship of Methodist Church
- 1925** Becomes a Junior College affiliated with the University of Alberta, offering first-year university transfer courses
- 1925** Mount Royal becomes a secondary school of the United Church of Canada
- 1931** Junior College affiliated with the University of Alberta
- 1966** College becomes a public institution under the Colleges Act of the Province of Alberta
- 1972** Main campus relocates to southwest Lincoln Park
- 1989** \$73-million facility expansion project completed
- 1989** Mount Royal Court student residence, a \$12-million Olympic legacy, opens
- 1990** City Centre campus opens
- 1995** Canada's first two applied baccalaureate degree programs introduced by Mount Royal College
- 1997** Course delivery through the Internet begins with Forensic Health Studies

- 1999** Centre for Complementary Health Education opens; athletic program receives Canadian Colleges Athletic Supremacy Award for 25 years of excellence
- 2001** MRC begins a \$150-million expansion project
- 2002** \$5-million dollar donation establishes Bissett School of Business in honour of David and Leslie Bissett. Phase I of expansion project opens including a renovated fitness facility and East Wing A
- 2003** Bissett School of Business Building (East Wing B) and new residence complex open
- 2004** The upgraded Centre for Communication Studies opens, making it the most advanced communications training facility in Canada
- 2006** One of Calgary's most influential businessmen and dedicated philanthropists, David Bissett, donated a further \$7 million to Mount Royal's Bissett School of Business. Bissett's combined gifts to Mount Royal's School of Business equal an unprecedented \$12 million, the largest individual gift to a Canadian college or technical institute. Centre for Continuous Learning opens. Mount Royal's first endowed Chair named for Hon. Ralph Klein established in the Centre for Communication Studies
- 2007** Mount Royal's first degree — the Bachelor of Nursing (BN) — was launched in Fall 2007

## MOUNT ROYAL COLLEGE TODAY

Approximately 13,000 students attend Mount Royal in bachelor degree, applied degree, collaborative degree, university transfer, diploma and certificate programs. Another 38,000 individuals are enrolled in courses offered by the Faculty of Continuing Education and Extension and the Languages Institute. An additional 9,000 attend the Mount Royal College Conservatory, which began in 1911 and has a national reputation for music excellence. It offers the Academy of Music Program for gifted young musicians and credit programs in Music Performance.

Mount Royal offers 45 credit programs with more than 25 majors or specializations. You can choose from a variety of programs including:

- Bachelor degree — Four-year university-level degrees offered by Mount Royal
- Collaborative degree — Four-year university-level degrees which can be taken entirely at Mount Royal, but are offered in partnership with Athabasca University
- Applied degree — Four-year university-level degrees which combine academic study with real world experience through practicum, co-op, or directed field study programs.
- University transfer — Take up to two years of courses at Mount Royal before transferring to another institution to finish your degree
- Diploma — Two-year programs
- Certificates — Courses that are often flexible and can be taken part-time

The demand for professional career upgrading and skill development is met by the Faculty of Continuing Education and Extension, which creates new programs to meet evolving needs.

## SATELLITE CAMPUSES

Holy Cross Campus — The Centre for Complementary Health Education opened in 1999 in the former Holy Cross Hospital site. Funeral Director and Embalmer, Massage Therapy and other complementary health programs are offered at the Centre. The campus also offers a student practicum centre. It is located at 2204 2 Street SW, Calgary, Alberta. For more information call (403) 503-4886.

## COLLEGE MANDATE

Mount Royal College is a public, board-governed institution established under the *Post-secondary Learning Act of Alberta*.

Mount Royal is a learning community that focuses on instruction informed by scholarship. Its mission is to develop excellence in baccalaureate and applied degrees along with certificate and diploma programs. Mount Royal's programs combine liberal and applied studies in order to develop informed and thoughtful citizens and to provide individual fulfillment, opportunities for further study and employment to its graduates.

Mount Royal offers programs in arts and science, nursing and health, business, communications, community studies, design, education, performing arts, and aboriginal studies that lead to the following credentials:

- University-level baccalaureate degrees and transfer programs to prepare learners for further study and employment.
- Applied degrees to prepare learners for employment.
- Certificate and diploma programs to prepare learners for employment and lead to further credentials.
- Post-secondary entrance programs that facilitate learner access to further studies.

Mount Royal supports scholarly activity that contributes to instructional excellence and to the cultural, social, and economic well-being of the community locally and internationally.

Students taking Mount Royal programs are supported by a range of services that contribute to the academic, social and personal development of students. These services include library services, academic advising, learning skills development, career services, counseling, recreation, and wellness programs.

Mount Royal's primary service area includes Calgary and the surrounding region. In addition, Mount Royal serves a wider learner population provincially, nationally and internationally through face-to-face and distance delivery and through strategic alliances with other post-secondary institutions. Mount Royal serves its communities by creating and communicating knowledge and by meeting the needs of the labour market in fields related to its program areas.

Mount Royal also serves its communities by providing contract training, professional development, international programming and, through its internationally recognized conservatory, music instruction particularly for younger people. Through these programs, Mount Royal enhances its commitment to continuous, life long learning and to global awareness in an interconnected world.

## ACADEMIC FREEDOM

The common good of society depends upon the search for knowledge and its free exposition. Academic freedom in educational institutions is essential to both these purposes in the teaching function of the institution as well as in its scholarship and research. Academic staff shall not be hindered or impeded in any way by the institution or faculty association from exercising their legal rights. Academic members of the community are entitled, regardless of prescribed doctrine, to freedom in carrying out research and in publishing the results thereof, freedom of teaching and of discussion, freedom to criticize the College and the faculty association and freedom from institutional censorship. Academic freedom does not require neutrality on the part of the individual. Rather, academic freedom makes commitment possible. Academic freedom carries with it the duty to use that freedom in a manner consistent with the scholarly obligation to base research and teaching on an honest search for knowledge. In exercising the freedom to comment and criticize, academic staff members have a corresponding obligation to use academic freedom in a responsible manner. This implies a recognition of the rights of other members of the academic community and a tolerance of differing points of view.

## MOUNT ROYAL COLLEGE FOUNDATION

With the support of the community, the Mount Royal College Foundation raises funds that enable Mount Royal to address key funding priorities and build on its commitment to provide students with exceptional learning experiences.

Our goal is to ensure that all enrolled students have sufficient funding to complete their studies through the creation of new scholarships and bursaries. Mount Royal also plans to create six new institutes and six new endowed Chairs within the next five years. As well Mount Royal will create a new endowment to fund our Cougar teams as they advance to the next level of university competition.

The Mount Royal College Foundation works with Mount Royal in its aspiration to become a university, the construction of new buildings for added classroom space, and upgrades to labs and study areas to meet changing student needs.

For more information, please contact The Mount Royal College Foundation at 403-440-7700 or visit our website at [www.mtroyal.ca/foundation](http://www.mtroyal.ca/foundation)

## ALUMNI RELATIONS

The Office of Alumni Relations strives to inspire students and alumni to share a life-long commitment to, as well as pride in and passion for Mount Royal College. We work closely with the Mount Royal College Alumni Association to promote the spirit of volunteerism and develop programs and services that add value to the alumni experience and to the life and work of the College. We engage alumni as active members of the College community.

For more information, please visit the Alumni office in F101 on Main Street at Lincoln Park. You can also reach us by phone at 403-440-7000, email [alumni@mtroyal.ca](mailto:alumni@mtroyal.ca), or visit our website at [www.mtroyal.ca/alumni](http://www.mtroyal.ca/alumni)



# ADMISSIONS



## INITIAL INQUIRY – ADMISSIONS AND RECRUITMENT OFFICE

Information about programs offered at Mount Royal as well as admissions policies and procedures can be found throughout this Calendar or they may be accessed on the Mount Royal website ([www.mtroyal.ca](http://www.mtroyal.ca)). You may submit an information request on the website to receive further information on program offerings or you may apply for admission online (within the timelines specified in the *Academic Schedule* section of this calendar).

Additional inquiries relating to admission may be directed to the Admissions and Recruitment Office, Mount Royal College, 4825 Mount Royal Gate S.W., Calgary, Alberta, T3E 6K6. Telephone: 403-440-5000 (Press option #5), Toll Free: 877-440-5001, Fax: 403-440-7252, Questions: <http://ask.mtroyal.ca>

If you plan to live in residence to enjoy the full Mount Royal experience you may apply for residence at the same time as you submit your Application for Admission. More information on residence is available in the *Services* section of this calendar or on the website. Please visit [mtroyal.ca/awards](http://mtroyal.ca/awards) for information on entrance scholarships and bursaries.

## GENERAL ADMISSIONS REQUIREMENTS

### General Information

The admission requirements in this section apply to full-time and part-time admission to designated programs of study with the exception of the following programs:

- Bachelor of Arts – Athabasca University at Mount Royal College – see Academic Programs section of this calendar for admission information for this program.
- Bachelor of Nursing – see Academic Programs section of this calendar for admission information for this program. Please note that although the admission requirements for the Bachelor of Nursing differ from the General Admission Requirements in this section, applicants should refer to this section for policy items not referenced under the Bachelor of Nursing program.
- General Studies – see admission information later in this section.

- Certificate programs – see Academic Programs section of this calendar for admission information to each certificate program.
- Open Studies – see information later in this section.

**Full-time status** refers to a student who enrolls in three (3) or more courses (normally a minimum of nine [9] credits) in a semester. **Part-time status** refers to a student who enrolls in one (1) or two (2) credit courses (normally fewer than [9] credits) in a semester. Students interested in enrolling in courses outside of a designated program of study may choose to enrol in Open Studies – please see Open Studies in this section of this calendar for further information.

Admission to Mount Royal College is competitive and as such admission will be granted to those applicants who have the highest average based on the conditional admission criteria for each admission category below. For some programs, applicants may be required to participate in an interview or audition or submit additional information such as a resume or letter of intent — see *Admission Requirements* for each program found in the Academic Programs section of this calendar.

### Admission Categories

There are three categories of admission to Mount Royal:

- High School Standing
- Post-secondary Standing
- Mature Standing

The admission category that the applicant will be considered under will be determined by the College on the following basis:

#### 1) High School Standing

To be eligible for admission on the basis of High School Standing, applicants must present five appropriate grade 12 subjects (or their equivalents), with no grade below 50%. Normally, applicants with an admission average below 60% will not be considered for admission. In some cases a specific (higher) minimum admission average is indicated within in the *Admission Requirements* for each program found in the Academic Programs section of this calendar.

### Conditional Admission – High School Standing

High School applicants are required to list, on their Application for Admission, all Group One subjects (see Group One subjects later in this section) which have been completed or will be completed by June 30 for admission into the Fall Semester or August 31 for admission into the Winter Semester.

The conditional admission average will be based on the two highest self-reported mid-term/interim or final grades from the list of Group One subjects. Self-reported grades should be the grades received through a formal reporting process at the applicant's high school and verification of the grades reported may be requested by Mount Royal. Equivalent post-secondary courses may be substituted for required high school subjects where appropriate.

For some programs applicants may be required to participate in an interview or audition or submit additional information such as a resume or letter of intent — see *Admission Requirements* for each program found in the Academic Programs section of this calendar.

### Final Admission – High School Standing

Final admission for this admission category will be based on verification of admissibility once final/official transcripts, including all previous high school and post-secondary coursework, have been received and reviewed and all conditions of the applicant's admission have been met. Unless a specific (higher) admission average has been indicated in the *Admission Requirements* for each program found in the Academic Programs section of this calendar, high school applicants are normally required to have an overall admission average of 60% on five appropriate Grade 12 subjects and remain in good academic standing if they are currently enrolled in any post-secondary coursework.

Official transcripts must include final grades for all subjects required by the program of study as indicated in the *General Admission Requirements* and the *Admission Requirements* for each program found in the Academic Programs section of this calendar and be received by **August 1** for admission to the Fall Semester or by **December 1** for admission to the Winter Semester.

### 2) Post-secondary Standing

Applicants will be considered on the basis of Post-secondary Standing if they have completed three post-secondary courses (minimum 9 credit hours) by **December 31** and will have completed five post-secondary courses (minimum 15-credit hours) by **June 30** for admission to the Fall Semester or will have completed five post-secondary courses (minimum 15-credit hours) by **August 31** for the Winter Semester. Applicants to Bachelor of Nursing will be considered on the basis of post-secondary standing if they have completed five post-secondary courses (minimum 15 credit hours) by December 31 for the Fall Semester. For admission requirements specific to the Bachelor of Nursing, see the Academic Programs section of this calendar. Courses presented for admission must be from a recognized post-secondary institution and must be transferable courses as determined by Mount Royal College.

### Conditional Admission – Post-secondary Standing

Grades used to assess conditional admission will be calculated on the three most recently completed courses (minimum 9 credit hours) by **December 31** for the Fall Semester or the five most recently completed courses (minimum of 15-credit hours) by **August 31** for the Winter Semester. Grades used to assess conditional admission to Bachelor of Nursing will be calculated on the five most recently completed courses (minimum 15 credit hours) by December 31 for the Fall Semester. For admission requirements specific to the Bachelor of Nursing, see the Academic Programs section of this calendar. Official transcripts showing all post-secondary courses completed by these dates are required to be considered for conditional admission.

Post-secondary applicants are also required to list, on their Application for Admission, all Group One subjects (see Group One subjects later in this section) which have been completed or will be completed by **June 30** for admission into the Fall Semester or **August 31** for admission into the Winter Semester. Applicants should arrange for final/official high school transcripts to be sent to Mount Royal. Reporting of high school grades is required to ensure successful completion of the specific high school course requirements for the applicant's program of study as indicated in the Admission Requirements for each program found in the Academic Programs section of this calendar. Equivalent post-secondary courses may be substituted for required high school subjects where appropriate.

For some programs applicants may be required to participate in an interview or audition or submit additional information such as a resume or letter of intent — see the Admission Requirements for each program found in the Academic Programs section of this calendar.

**Note:** Students who have been required to withdraw from another post-secondary institution for academic reasons should refer to *(Re)-admission to the College Following Academic Disqualification or a Requirement to Withdraw*, further on in this section of the Calendar.

### Final Admission - Post-secondary Standing

Final admission for this admission category will be based on verification of admissibility once final/official transcripts, including all previous high school and post-secondary coursework, have been received and reviewed and all conditions of the applicant's admission have been met. Unless a specific (higher) admission average has been indicated in the *Admission Requirements* for each program found in the Academic Programs section of this calendar, post-secondary applicants are normally required to have a 2.00 Grade Point Average (GPA) on the five most recently completed post-secondary courses (minimum 15 credit hours).

Official transcripts must include final grades for all subjects required by the program of study as indicated in the *General Admission Requirements* and the *Admission Requirements* for each program found in the Academic Programs section of this calendar and be received by **August 1** for admission to the Fall Semester or by **December 1** for admission to the Winter Semester.

### Repeated Courses

When an applicant presents the same course with more than one grade (i.e. the course has been repeated), the higher grade shall be used for evaluating admissibility.

Some post-secondary courses used for admission to a program may also be applied to program graduation requirements, depending on the applicability of the course to the curriculum, the standard of performance achieved, and the time limits of the program.

### Previous Degree, Diploma or Certificate

Applicants presenting a completed baccalaureate or applied degree from a recognized post-secondary institution from which credit is normally allowed by Mount Royal may be admitted on the basis of their degree, subject to satisfying specific program requirements, all other College admission requirements and the availability of seats/spaces. Some courses taken for the previous degree may be used to satisfy specific course requirements for their intended program of study, depending on the applicability of the courses to the curriculum, the standard of performance achieved, and time limits of the program.

Holders of previous College diplomas (two- or three-year) and one-year certificates from a recognized post-secondary institution from which credit is normally allowed by Mount Royal will be required to meet all published admission requirements. Some courses may be used to satisfy specific course requirements for their intended program of study, depending on the applicability of the courses to the curriculum, the standard of performance achieved, and time limits of the program.

### 3) Mature Standing

Applicants who do not meet the High School Standing requirements or have not completed sufficient courses to be considered for Post-secondary Standing and are 21 years of age by **September 1** for the Fall Semester or **January 1** for the Winter Semester to which they are applying will be considered in this category. Mature applicants must submit final/official high school and post-secondary transcripts regardless of the level attained. Reporting of high school grades is required to ensure successful completion of the specific high school course requirements for the applicant's program of study as indicated in the Admission Requirements for each program found in the Academic Programs section of this calendar and to provide grade information required for consideration for conditional admission — see below.

### Conditional Admission – Mature Standing

Mature applicants are required to list, on their Application for Admission, all Group One subjects (see Group One subjects later in this section) which have been completed or will be completed by **June 30** for admission into the Fall Semester or **August 31** for admission into the Winter Semester.

The conditional admission average will be based on the two highest self-reported mid-term/interim or final grades from the list of Group One subjects. Equivalent post-secondary courses may be substituted for required high school subjects where appropriate.

For some programs applicants may be required to participate in an interview or audition or submit additional information such as a resume or letter of intent — see Admission Requirements for each program found in the Academic Programs section of this calendar.

### Final Admission – Mature Standing

Final admission for this admission category will be based on verification of admissibility once final/official transcripts, including all previous high school and post-secondary coursework, have been received and reviewed and all conditions of the applicant's admission have been met. Unless a specific admission average has been indicated in the *Admission Requirements* for each program found in the Academic Programs section of this calendar, mature applicants are normally required to have 60% in English Language Arts 30-1 (or English Language Arts 30-2 depending on which English course is required for admission into their intended program of study) and remain in good standing if they are currently enrolled in any post-secondary coursework.

Official transcripts must include final grades for all subjects required by the program of study as indicated in the *General Admission Requirements* and the *Admission Requirements* for each program found in the Academic Programs section of this calendar and be received by **August 1** for admission to the Fall Semester or by **December 1** for admission to the Winter Semester.

## GENERAL STUDIES DIPLOMA PROGRAM

For the General Studies Diploma program, applicants are not required to meet the admission requirements stated above. This program does not have specific course-based admission criteria, thereby providing students with an opportunity to upgrade (if required) and prepare for further post-secondary studies. Applicants may be considered for admission to this program if they have completed a high school diploma (documentation provided by the appropriate deadlines) or are 18-years-of-age by **September 1** for admission to the Fall Semester or **January 1** for admission to the Winter Semester.

Students who wish to upgrade their high school courses may enrol in various credit-free high school equivalency courses offered at Mount Royal College.

While these courses will not be credited towards a student's high school diploma, they are accepted as alternative entrance requirements for undergraduate programs offered by Mount Royal and by Alberta universities.

**Note:** Students who have been required to withdraw from another post-secondary institution for academic reasons should refer to *(Re)-admission to the College Following Academic Disqualification or a Requirement to Withdraw*, further on in this section of the Calendar.

## Appropriate Grade 12 Subjects

Applicants must have the required subjects for their intended program of study—as specified within the Admission Requirements for each program found in the Academic Programs section of this calendar. The additional subjects which may be presented for evaluation of admissibility include the following courses from Group One and Two:

### High School Standing

- University transfer and degree programs - minimum of four Group One courses required. A maximum of one Group Two course may be included for a total of five Grade 12 courses.
- Diploma programs - minimum of two Group One courses required. A maximum of three Group Two courses may be used for a total of five Grade 12 courses.

### Post-Secondary Standing

- Group One courses required are only those specified in the Admission Requirements for each program found in the Academic Programs section of this calendar

### Mature Standing

- All programs - minimum of two Group One courses required

### Group One Courses\*:

- |                              |                                    |
|------------------------------|------------------------------------|
| • English Language Arts 30-1 | • English Language Arts 30-2       |
| • Mathematics 30 (Pure)      | • Mathematics 30 (Applied)         |
| • Mathematics 31             | • Biology 30                       |
| • Chemistry 30               | • Physics 30                       |
| • Science 30                 | • Social Studies 30-1              |
| • French 30                  | • French 31                        |
| • French Language Arts 30    | • Français 30                      |
| • All other Languages 30     | • Art 30                           |
| • Art 31                     | • Drama 30                         |
| • Music 30                   | • Physical Education 30 (5 credit) |

### Group Two Courses\*

- Other 5 credit Grade 12 subjects or a combination of two 3 credit grade 12 subjects
- 5 credits of Advanced Career and Technology (CTS) courses

**Note:** Special Projects 30 cannot be used for admission.

\* Applicants cannot use two courses from the same subject area for the purpose of admission with the exception of Mathematics 30 (Pure or Applied) and Mathematics 31.

## NOTIFICATION OF ADMISSION STATUS

A letter mailed to an applicant's address, as shown on the applicant's record in Admissions and Recruitment (Enrolment Services), will be deemed adequate notification to the applicant for all matters concerning Mount Royal. It is the applicant's responsibility to notify Mount Royal of any change in address. Mount Royal will not be responsible for incorrect mailings or for missed deadlines due to an applicant's failure to report a change of address or to have supporting admission documents delivered to Mount Royal by the dates required.

## APPLICATION TIMELINES

### Fall Semester

#### Early Admission:

##### December 1 – March 1

To be considered for Early Admission, the Application for Admission with self-reported grades or final/official high school transcripts and final/official post-secondary transcripts must be received at Mount Royal by March 1.

Applicants are encouraged to apply for Early Admission as some programs may fill quickly.

#### Ongoing Admission:

##### March 2 – until the program is declared full

Applicants who submit their Application for Admission with self-reported grades or final/official high school transcripts and final/official post-secondary transcripts after March 2 will be considered on an ongoing basis until the program is declared full. Programs will be removed from the online application when they are declared full.

### Application Deadlines

For application deadlines for specific programs, refer to the *Admission Requirements* for each program found in the Academic Programs section of this calendar. If no deadline is specified, applications will be processed until the program is declared full. Some programs may continue to accept applicants until August 31.

For programs with a specific application deadline, all documents as specified under Early Admission and Ongoing Admission above, must be received by the application deadline for that program.

### Winter Semester

Please check the online Application for Admission on our website at [www.mtroyal.ca](http://www.mtroyal.ca) to determine which programs are accepting applications for the Winter Semester as this list of programs offered varies from year to year.

#### Early Admission:

##### September 15 –November 1

To be considered for Early Admission, the Application for Admission with self-reported grades or final/official high school transcripts and final/official post-secondary transcripts must be received at Mount Royal by November 1.

Applicants are encouraged to apply for Early Admission.

#### Ongoing Admission:

##### November 2 – until the program is declared full

Applicants who submit their Application for Admission with self-reported grades or final/official high school transcripts and final/official post-secondary transcripts after November 1 will be considered on an ongoing basis until the program is declared full. Programs will be removed from the online application when they are declared full.

### Application Deadline

Applications will be processed until the program is declared full.



## ADMISSION PROCEDURES FOR PROSPECTIVE STUDENTS

1. Apply online by completing the Mount Royal Application for Admission Form available on the website: [www.mtroyal.ca](http://www.mtroyal.ca)  
**Note:** You may apply for admission to two programs of study.
2. A non-refundable \$50 application processing fee is required with your Application for Admission. Credit card (Visa or MasterCard) payment is required at the time of completion of the online application. For applications submitted through the mail or in person, payment may be made by Visa or MasterCard, cash, debit, cheque or money order made payable to Mount Royal College.
3. Self-reported high school grades must be submitted, as requested on the Application for Admission Form, or if you have already completed high school please arrange for final/official copies of your high school transcripts to be sent to Mount Royal immediately.
4. Official transcript from any post-secondary institution(s) you have attended must be submitted according to document deadlines as indicated within the admission process for Early or Ongoing Admission.

An official transcript is one which is sent directly to Mount Royal College from the Department of Education (for Alberta, British Columbia, and Saskatchewan), from the high school you attended if from another province or from any post-secondary institution(s) you attended. It is the applicant's responsibility to request that the Department of Education or other issuing institution submit official transcripts to Admissions at Mount Royal College. Applicants who are currently enrolled in Grade 12 subjects are required to self-report their subjects currently in progress but must also have a final/official transcript provided to Mount Royal College by **August 1** for the Fall Semester and **December 1** for the Winter Semester.

- a) If you attended high school in Alberta, British Columbia or Saskatchewan, write or fax the Department of Education in that province to request submission of your official high school transcript directly to Admissions at Mount Royal College:

### In Alberta:

Transcript, Co-ordinator,  
Information Services  
44 Capital Boulevard  
10044 108 Street NW  
Edmonton, Alberta  
T5J 5E6

[www.education.gov.ab.ca/  
learning/student-services](http://www.education.gov.ab.ca/learning/student-services)

### In British Columbia:

Ministry of Education - Transcripts  
Box 9886 Stn. Prov. Govt.  
Victoria, British Columbia  
V8W 9T6

### In Saskatchewan:

Student Services  
Saskatchewan Learning  
4635 Wascana Parkway  
Regina, Saskatchewan  
S4P 3A3

- b) If you attended high school in any province other than Alberta, British Columbia or Saskatchewan, write or fax the last high school you attended to request submission of your official high school transcript directly to Admissions at Mount Royal College.
- c) International applicants must have their academic records certified by a responsible official within the Department of Education in the applicant's home country.

All documents (including transcripts) submitted for admission purposes become the property of Mount Royal College and will not be released to, nor photocopied for, the applicant or anyone outside of Mount Royal. Documents submitted by applicants who are not accepted or who do not attend are destroyed one year after the start of the semester for which admission was requested. **If an applicant wishes to re-apply, a new set of documents will be required.**

## ADMISSIONS PROCEDURES FOR INTERNATIONAL (STUDY PERMIT) APPLICANTS

The Application for Admission and all supporting documentation (final/official transcripts from high school and all post-secondary transcripts) must be submitted according to the dates indicated in the Application Timelines section (above) to be considered for Early or Ongoing Admission. If the original transcripts are not in English, applicants must also submit a certified translated copy from an approved translation service.

There are two categories of international applicants:

- (a) those residing and applying from outside Canada

Applications from international (Study Permit) applicants living and applying from outside Canada are accepted for the Fall Semester only.

All international (Study Permit) applicants from outside Canada must apply in accordance with the Admission Procedures (above) for prospective students and satisfy the English Language Proficiency Requirement (see English Language Proficiency Requirement section) if their mother tongue – first language spoken as a child – is not English.

Although early application and submission of documents is recommended, all final/official high school and post-secondary transcripts and documentation must be received at Mount Royal by April 1 for offshore applicants to allow time to process the application for admission and for you to obtain a student visa.

- (b) those presently studying in Canada at Mount Royal College or another institution.

Applicants who entered Canada on a Study Permit to attend another educational institution must complete at least one semester at that institution before their application for admission to Mount Royal College can be considered.

International (Study Permit) applicants studying in the English as a Second Language/English for Academic Purposes programs at Mount Royal or studying at another institution in Canada may be considered for admission to the Fall Semester or the Winter Semester.

All international (Study Permit) applicants presently studying in Canada must apply in accordance with the Admission Procedures (above) for prospective students and satisfy the English Language Proficiency Requirement (see English Language Proficiency Requirement section) if their mother tongue – first language spoken as a child – is not English.

A conditional offer of admission may be given on the basis of the official documentation provided, however, final documents with any further course work and documentation to verify that the English Language Proficiency Requirement (if your first language spoken as a child is not English) has been met, must be submitted by **August 1** for admission to the Fall Semester.

**Admitted international students are solely responsible for all arrangements relating to their immigration status and entry into Canada.** International students are required to pay differential tuition fees. See section entitled *Fees and Deposits*.

## ENGLISH LANGUAGE PROFICIENCY REQUIREMENT

The primary language of instruction and communication at Mount Royal College is English and it is essential that all students have an adequate knowledge of written and spoken English in order for them to be successful in their studies. All applicants must demonstrate English Language Proficiency for purposes of admission in one of the following ways:

1. Successful completion of the equivalent of three years of full-time instruction in an English language secondary institution.
2. Successful completion of a minimum of one full academic year of course work, including a 1100-level English, or equivalent in an accredited post-secondary institution where English is the language of instruction and for which transfer credit is normally allowed by Mount Royal College.
3. Successful completion with a grade of B- or better of the highest level of the English for Academic Purposes program at Mount Royal College's Languages Institute.
4. Presentation of the Test of English as a Foreign Language (TOEFL) with a minimum score of 220 on the computer-based test (CBT) 560 on the paper test or 83 on the internet-based test (iBT) with a minimum score of 20 in each of the four testing sections. For further information on TOEFL, call 1-800-468-6335 ([www.ets.org/toefl](http://www.ets.org/toefl))
5. Presentation of the International English Language Test (IELTS) with a minimum score of 7.0. ([www.ielts.ca](http://www.ielts.ca))
6. Presentation of the Canadian Academic Language Assessment (CAEL) with an overall score of 60. ([www.cael.ca](http://www.cael.ca))

Applicants who do not meet the language requirement can enter the English for Academic Purposes (EAP) program offered through International Education (Languages Institute).

## LIMITATIONS ON ENROLMENT

While every effort is made to admit all qualified applicants, the demand for most programs makes this impossible to achieve. Enrolment in Mount Royal College programs and courses is strictly limited to the number of students who can be accommodated within available resources while maintaining an acceptable quality of education. As a result, all programs of study at Mount Royal College have a fixed capacity on the number of students that may be admitted.

All students who are issued a letter of acceptance will be required to pay a **\$125 non-refundable registration deposit** by the specific date indicated in their notification of acceptance into the program. The deposit will apply toward tuition fees for the semester to which the student is admitted. The balance of fees owing must be paid within the published timelines; see section entitled *Fees and Deposits*. Failure to pay the registration deposit by the required date will result in cancellation of acceptance. The vacancy created will be offered to another qualified applicant.

Waitlists may be formed for some programs, if necessary, during the admission cycle. Applicants who are placed on a waitlist will be notified of their position on the waitlist and may be notified at any point in the admission cycle if a space in the program becomes available. If the applicant does not gain admission by the first day of classes for the semester to which he or she has applied, the waitlist will not be carried forward to the next semester and the applicant must reapply if he or she wishes to be considered in a subsequent semester.

Registration in specific courses is subject to the availability of those courses at the time the student registers. Class capacity is limited in many disciplines; as a result, space in specific courses is assigned on a first come, first served basis. **Delay in registering in a program of studies may result in the unavailability of some or all courses.**

## CRIMINAL RECORD AND OTHER BACKGROUND CHECKS

Certain programs include periods of placement or observation experience with community institutions or agencies as part of the course requirements. Many of these institutions or agencies, either for statutory reasons (e.g. Protection for Persons in Care Act) or for policy reasons, require criminal record or other background checks from employees as well. It is the responsibility of the student to obtain, at the student's expense, the necessary checks. Further information regarding these requirements will be provided to the affected students at the appropriate time.

In some circumstances, the checks will be provided by the student directly to the institution or agency. In other circumstances, the institution or agency will require Mount Royal to coordinate the submission of the checks for all students in a particular course or program. Where Mount Royal is involved in the process, the information will be retained in a separate file within the department and used only for the purposes of placing students at the applicable institutions or agencies. This process will be done in accordance with the Freedom of Information and Protection of Privacy Act.

It is each institution's or agency's decision to accept or reject a student for placement or observation experience based upon the results of a criminal record or other background check. Since both completion of course requirements and eventual employment in a field of study may be dependant upon the results of such checks, students who have concerns should discuss the matter with the department Chair or designate prior to applying for admission.

Criminal record checks are normally obtained from the police department having jurisdiction where the student normally resides. For those normally resident in the City of Calgary, the appropriate agency is the Calgary Police Service (Security Clearance Unit, 316 - 7 Avenue S.E. Calgary, AB, T2G 4Z1, 403-268-2052). Outside Calgary, students should contact their local police agency. At the time of publication, the typical cost of a criminal record check was between \$25 and \$50.

**Note:** All Students participating in a placement with one of the school boards in Calgary - through the Bachelor of Education - University Transfer program will require a criminal record check conducted by the Calgary Police Service regardless of the jurisdiction where the student normally resides.



## OPEN STUDIES

Open Studies provides full- or part-time learning opportunities for students who:

- wish to participate in post-secondary education but do not wish to enter a specific program of study at Mount Royal at this time.;
- may have missed an admission deadline.; or
- need to pick up a course(s) to meet the admission requirements for their program of interest.

Open Studies students:

- may take upgrading courses (grade 12 equivalents) or enrol in college or university level courses for general interest, personal or professional development.
- are allowed to earn a maximum of 30 credits (typically ten, three-credit courses) while enrolled as an Open Studies.
- are not eligible to receive a Letter of Permission to take a course or courses from other institutions.
- must satisfy the English Language Proficiency Requirement and have the requisite high school grades to satisfy course pre-requisites. All supporting documentation (final/official transcripts from high school and all post-secondary transcripts) must be submitted when an english placement requirement or pre-requisite exists.
- do not have access to restricted courses (i.e., those reserved for program students).

Refer to the *Open Studies* section in the Calendar.

## RE-ADMISSION TO THE INSTITUTION

Students who have discontinued their studies for a twelve (12) month period or longer and wish to return to the College must complete the application procedures in accordance with the application timelines published in this Calendar, pay the non-refundable application processing fee, and be accepted on each return. To qualify for Mount Royal College graduation status, re-admitted students must fulfill the graduation requirements in effect at the time of their re-admission.

## RE-ADMISSION FOLLOWING AN INTERRUPTION OF PROGRAM OF STUDIES

Students wishing to return to the same program at Mount Royal after an absence of a twelve (12) month period or longer must re-apply for admission to the specific program of study and notify the academic department in writing normally by March 15 of their intention to return to the following Fall Semester and October 15 for the following Winter Semester. Approval is subject to the review by the academic department and the availability of space in the program.

If approved the student will be required to submit all additional official post-secondary transcripts if they have attended another postsecondary institution during the absence from Mount Royal. In this case, the student will not be required to meet the current admission requirements in place for the specific program of study nor meet the competitive admission average. The student's application will be processed in the same timeframe using the standard admission processes and is subject the applicable fees. A student re-admitted to the program is governed by the program requirements in effect at the time of the most recent admission.

## (RE-) ADMISSION TO MOUNT ROYAL FOLLOWING ACADEMIC DISQUALIFICATION OR A REQUIREMENT TO WITHDRAW

Students who have been required to withdraw from an academic program (at Mount Royal or another post-secondary institution) are eligible for Open Studies at Mount Royal College.

Applicants who have been required to withdraw from another post-secondary institution, for academic reasons may be considered for admission to their intended program of study, either on the basis of high school standing or mature standing, after twelve (12) months has elapsed.

Students seeking (re)-admission must meet with a Mount Royal academic advisor regarding their academic plans. The academic advisor may refer the student to a Mount Royal counselor if that seems appropriate. Students are required to bring a letter to the meeting with the academic advisor which: (1) offers an explanation for their previous poor record, (2) outlines their academic plans, and (3) explains why they are now likely to be successful. The academic advisor will indicate to the Admissions Office when this consultation process has occurred in order to complete the student's application and registration procedure. Admission is not automatic and will be considered on an individual basis.

Under exceptional circumstances involving documented medical reasons or serious domestic affliction, a student may request that the Registrar waive a second or subsequent requirement to withdraw if he/she has been readmitted and if, as a consequence, his or her cumulative grade point average at the time of the annual academic review falls below 1.50. The request for consideration of a waiver and the exceptional circumstances must have occurred prior to the end of the student's final examinations period.

## ADMISSION APPEALS

Admission decisions are final. Therefore, there is no formal avenue of appeal available through any individual or office of Mount Royal. Students wishing to upgrade their qualifications for future applications are encouraged to seek advice from the Admissions and Recruitment Office for new or returning students or Academic Advising Services for current students of the College.

## **ADVANCED PLACEMENT (AP)**

Applicants who successfully complete Advanced Placement (AP) courses may use applicable AP courses for the purpose of admission and/or transfer credit. Admission and/or transfer credit will be awarded on the basis of current articulation agreements with Alberta universities as cited in the AP section of the Alberta Transfer Guide.

Applicants who complete both Advanced Placement courses and senior matriculation/secondary school courses, will be assessed on the grades which are most advantageous for the student. This assessment will be based on an official AP transcript must be sent directly from the Advanced Placement program to Admissions, Mount Royal College.

## **INTERNATIONAL BACCALAUREATE (IB)**

Applicants who successfully complete International Baccalaureate (IB) courses may use applicable IB courses for the purpose of admission and/or transfer credit. Admission and/or transfer credit will be awarded on the basis of current articulation agreements with Alberta universities as cited in the IB section of the Alberta Transfer Guide.

Applicants who complete both International Baccalaureate courses and senior matriculation/secondary school courses, will be assessed on the grades which are most advantageous for the student. This assessment will be based on an official IB transcript must be sent directly from the IBNA office to Admissions, Mount Royal College.

## **HOME SCHOOL**

Home schooled applicants who present recognized secondary credentials, or by some other mean satisfy admission requirements, will be considered for admission to the College.



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Student Awards and Financial Aid  
Room E102

# TRANSFER CREDIT AND PLAR

## TRANSFER CREDIT AND APPLICATION OF CREDIT

Applicable course work completed at other recognized or accredited post-secondary institutions will be considered for possible transfer credit toward a Mount Royal College baccalaureate applied degree, degree, diploma, or certificate program, subject to the following limitations:

1. Only course work completed at recognized or accredited post-secondary institutions will be considered for possible transfer credit.
2. Transfer credit based on course work completed at other recognized or accredited post-secondary institutions will be assessed only upon a student's admission to a certificate, diploma or applied degree at Mount Royal College and receipt of the official transcripts.
3. Only those courses completed at another recognized or accredited post-secondary institution which are applicable to and required for graduation from a baccalaureate applied degree, diploma or certificate program will be assessed and recorded as transfer credits on a Mount Royal College transcript.
4. The amount of transfer credit that may be awarded is limited by the College's residence requirements which specify that at least 50% of the course work required for a Mount Royal College diploma or certificate must be completed at the College. For more information, see the *Academic Programs* and *General Graduation Requirements* sections.
5. Transfer Credit will be considered only for those courses which have been completed with the minimum grade required for program continuance; see individual program curriculums. If a program continuance is not stated, the minimum grade is 'D'.
6. Normally there is no time limitation for the application of credit toward a Mount Royal College credential for any course completed at Mount Royal College or at any recognized accredited post-secondary institution. However, time limitations for individual courses may be imposed if the course content is particularly time-sensitive. Any such time limitations must be approved by the dean/director of the appropriate faculty/school/centre upon recommendation from the Chair.
7. Unspecified credit for courses which Mount Royal College does not currently offer will not be considered except when the course has been completed at an accredited, post-secondary institution and is at the same or higher level than courses offered by Mount Royal College. In that case students may be granted unspecified credit up to the maximum number allowable under specific program requirements and/or residency requirements.

To view online the specific transfer credits awarded access Degree Navigator in your MyMRC account [www.mtroyal.ca](http://www.mtroyal.ca)

## RECOGNITION OF CREDIT FOR DEGREE HOLDERS

1. Entering students who possess an acceptable degree from a recognized or accredited university or post-secondary institution will be exempted from the four (4) or six (6) Arts and Science Requirements, depending upon the program which they are intending to complete. (See *General Graduation Requirements* section). The degree program must have included an appropriate general education component in terms of both breadth and depth.
2. Entering students who possess an acceptable degree from a recognized or accredited university or post-secondary institution will also be exempt from any program elective requirements as defined and specified in the College calendar, subject to the approval of the department Chair.
3. Both types of exemptions will be granted regardless of when the degree was obtained.
4. Degree holders may also be exempt from the requirement to complete an English course, if their degree was awarded by a recognized or accredited university or post-secondary institution whose primary language of instruction was English or if the degree program incorporated an appropriate English Writing or English Literature component.
5. All of these exemptions also apply to students who have successfully completed a career diploma program at Mount Royal College.

## LETTER OF PERMISSION

Students who are registered in baccalaureate applied degree, diploma, or certificate programs at Mount Royal College may be granted permission to take a limited number of courses at other recognized or accredited post-secondary institutions, which, if completed successfully, will be counted for credit toward their program at Mount Royal College. Such permission must be obtained before the student registers at the other post-secondary institution and is always at the discretion of the Chair of the department in which the student is registered. The number of courses that can be completed elsewhere with a *Letter of Permission* is also limited by the number of transfer credits permitted toward a program by the department concerned. (See policy on *Residence Requirements* in the section entitled *General Graduation Requirements*). A *Letter of Permission* must be obtained prior to taking the course(s) at another post-secondary institution, and it is the student's responsibility to ensure that the Office of the Registrar at Mount Royal College receives the official transcript indicating final results.

A student enrolled at Mount Royal College should not enrol simultaneously with another educational institution without prior permission from the Registrar of Mount Royal College and the Registrar of the other educational institution the student wishes to attend. A *Letter of Permission* form will be required to complete the approval process.

## PRIOR LEARNING ASSESSMENT AND RECOGNITION

### Policy

Many students enter Mount Royal College with work, academic, and life experiences that may reflect sound knowledge of subject matter covered in courses offered for credit by the College. Prior learning assessment is a method of recognizing and accrediting the demonstrated knowledge that has resulted from those experiences.

Mount Royal College fully supports the following academic principles with respect to prior learning assessment and recognition which have been developed and endorsed by the Alberta Council on Admissions and Transfer.



1. Recognition of prior learning should be based on demonstrated learning.
  2. Recognition of prior learning should be appropriate to the course or program in which it is accepted.
  3. Recognition of prior learning should be consistent with the achievement levels required by the post-secondary program in which it is accepted.
  4. Recognition of prior learning should be for learning that has a balance, appropriate to the subject, between theory and practical application.
  5. Assessment of prior learning by post-secondary institutions should be made by content specialists, with external advice as necessary.
- At Mount Royal College, demonstrated prior learning resulting from work, life, and academic experiences may be assessed by any one of the following evaluation methods or some combination of them:
1. Formal examinations (including challenge examinations and standardized external examinations);
  2. Course equivalencies involving evaluation of non-collegiate and/or non-credit programs, courses, certificates and designations; and
  3. Documentation and demonstration of achievement through portfolio assessment and portfolio-assisted assessment (including product assessment [work samples], simulation/performance assessment, interviews and oral examinations, and practical and laboratory demonstrations).
5. The assessment of prior learning will be conducted by the department, which will determine whether the student clearly shows above average knowledge of the subject matter. The grading shall be either "CR" (credit awarded) or "NC" (credit not awarded). Under no circumstances will a letter grade be assigned. Courses for which credit is received in this manner will contribute to the student's total credits.
  6. Students may confirm online the specific credits they have been awarded through the prior learning assessment process by accessing Student Web Services on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)). The Office of the Registrar shall make the appropriate notation on the student's permanent academic record.
  7. A student may request a review of a particular assessment through the normal grade appeal process.

### Limitations

1. The purpose of prior learning assessment is to allow students to complete their studies at Mount Royal College successfully. Prior learning assessment is not intended to be used to aid students in transferring to another institution. Any university transferable courses offered at Mount Royal College that are at the 2000 level or higher, as well as certain university transfer courses numbered less than 2000, will not be granted credit by prior learning assessment.
2. Students may not apply for credit by prior learning assessment in any course in which they are currently or have previously been registered at any institution. However, courses taken over six (6) years ago may be recognized for credit through prior learning assessment.
3. In cases where prerequisites exist, students may request assessment and recognition of prior learning only for those courses for which they have the stated prerequisites.
4. No student may receive credit by prior learning assessment in more than two (2) courses within a given subject or discipline area, nor in more than a total of three (3) courses at the College if registered in a diploma or certificate program or in more than a total of six (6) courses if registered in a baccalaureate applied degree program.
5. This policy, procedures, and limitations are intended to govern the award of academic credit through the assessment and recognition of demonstrated learning resulting from prior life, work, educational and other extracurricular experiences. The assessment and recognition of work experience credit based on prior work experience for purposes of satisfying the graduation requirements of the College's baccalaureate applied degree programs are covered under separate policy and procedures that apply specifically and exclusively to those baccalaureate applied degree programs.
6. Students should be aware that academic credit awarded through prior learning assessment at Mount Royal College is guaranteed only toward the College's graduation requirements. Other institutions may or may not allow transfer credit towards degrees, diplomas or certificates for courses recognized or accredited through the College's prior learning assessment process.

The most appropriate evaluation method in any particular case is to be determined by the department Chair, acting on the advice of the content specialists for the subject and/or discipline area for which recognition or credit is requested. The relevant department Chair shall also have the responsibility to evaluate each student's application for prior learning assessment and determine which courses and/or subject areas or disciplines may be reviewed for possible recognition or accreditation, subject to the general academic regulations specified below. Each department shall also compile and maintain a list of courses for its area which shall not be considered for credit or recognition through the prior learning assessment methods indicated above.

Application for recognition of prior learning must be made through the Office of the Registrar.

### Procedures

1. In order to obtain recognition of prior learning by the College, the individual requesting the assessment of prior learning must be a registered student at the start of the semester and when the assessment is conducted. New and continuing students who wish to avail themselves of this service are strongly advised to explore and, as appropriate, to initiate the prior learning assessment and recognition process outlined here as early as possible after their acceptance into a program of studies offered by the College. Requests must be received by the end of the first week of classes in any semester. The final assessment of prior learning must be completed by the end of the fourth week of classes in any semester.
2. Students may obtain the Application for Prior Learning Assessment and Recognition (PLAR) Form from the Office of the Registrar. The student must discuss the request with the Collaboration and Articulation Officer who will determine if the request meets policy requirements. If approved the student will complete the form and take it to the appropriate discipline Chair.
3. The Chair will evaluate the student's request for assessment and recognition of prior learning and determine if credit for a specific course or courses may be obtained in this manner. Upon completion of the initial evaluation, the decision of the Chair will be recorded on the Application for Prior Learning Assessment and Recognition (PLAR) Form.
4. The student shall return the form to the Office of the Registrar. The student will be notified when he or she has been registered in the PLAR and fees have been assessed.

### ADVANCED PLACEMENT (AP)

Upon admission to a certificate, diploma or applied degree, students who successfully complete Advanced Placement courses may be considered for transfer credit for approved courses. An official AP transcript must be sent directly from the Advanced Placement program to Admissions, Mount Royal College.

### INTERNATIONAL BACCALAUREATE (IB)

Upon admission to a certificate, diploma or applied degree, students who successfully complete International Baccalaureate (IB) courses may be considered for transfer credit for approved courses. An official IB transcript must be sent directly from the IBNA office to Admissions, Mount Royal College.

# REGISTRATION INFORMATION

## GENERAL INFORMATION

Registration is the process of formally recording the enrolment of a student in a course or courses. Registration requires agreement by the student to be bound by the rules and regulations of the College, accepting that these may be amended from time to time. Only a student who has been admitted or re-admitted or who is continuing from one semester to the next and whose transcript of record indicates eligibility to continue may register in credit courses.

### Student Responsibility

Students are personally responsible for the continuing completeness and accuracy of their course registration. To ensure that courses selected are appropriate to the program, including the number of courses required to complete graduation requirements, particular care should be exercised with regard to the selection of courses. Students are also responsible for any change of registration made necessary by the results of examinations. Academic advisors are available to assist students in the selection of a program and relevant courses.

**The Office of the Registrar may adjust or cancel any course registrations which are inappropriate or for which the stated prerequisites or corequisites are not satisfied. Consult the *Course Prerequisite Requirements* found within the section *How to Register*.**

### Registration Dates

Students must register according to the registration timelines announced in the *Academic Schedule* section of the College calendar. Dates are subject to change. Contact the Office of the Registrar in person or visit the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)) for current information on registration. Applications for admission should be completed and submitted to the Office of the Registrar well in advance of the registration period.

### Availability of Courses

REGISTRATION IN SPECIFIC COURSES IS SUBJECT TO THE AVAILABILITY OF THOSE COURSES AT THE TIME THE STUDENT REGISTERS.

### Workplace Hazardous Materials Information System (WHMIS)

The Workplace Hazardous Materials Information System (WHMIS) is a federally legislated program, which ensures that all persons working with, or in proximity to, chemicals and other defined hazardous materials have access to information about hazardous materials in their workplace. As part of the health and safety requirements of the College, all students registered in College courses involving work with chemicals and other defined hazardous materials are required to attend a WHMIS training session at the beginning of each semester. The College reserves the right to withdraw students from those courses requiring this training if students have not completed the training session or cannot produce evidence of having completed comparable WHMIS training in the previous 12-month period.

### Students Covered by the Government of Alberta's Workers' Compensation Account

- Students registered in and attending a post-secondary institution, as outlined in section 7 of the General Regulations to the Workers' Compensation Act, who are enrolled in a vocational or academic program which is a current academic requisite or required as part of the course of study in which the student is registered, are considered workers of the Government of Alberta. This coverage also extends to students placed with Alberta employers to gain practical knowledge related to their studies.
- As a result of WCB coverage, students may be eligible to receive workers' compensation benefits in the event of an accident. However, if covered, they do not have the right to sue the employer or the institution.
- Any student that has an accident related to their student activities while on Campus or at an authorized site must report the accident to their supervisor/instructor and to Campus Security as soon as possible. If necessary, WCB claim forms may have to be completed and filed with the College's Occupational Health and Safety Coordinator.

### WCB Coverage for Student Work Experience Outside Alberta

- WCB coverage may be extended to students registered in and physically attending an Alberta public post-secondary institution, while they are participating in work experience or practicum placements outside of Alberta, provided they meet the following criteria relating to Section 28 (1) of the Workers' Compensation Act.
  - resident of Alberta
  - student attending the facility (campus-based students)/student registered at Alberta facility (distance learning students)
  - course is part of a recognized program
  - placement is part of a required course
  - period of time to be spent out of the province is less than 12 consecutive months
  - confirmation that the other province will accept the extension of coverage by the WCB of Alberta.
- If you are uncertain if you qualify for WCB coverage while on a practicum or DFS outside the province, check with your supervisor or practicum/DFS coordinator.
- A WCB fact sheet on Student Coverage is available at [http://www.wcb.ab.ca/pdfs/student\\_cov.pdf](http://www.wcb.ab.ca/pdfs/student_cov.pdf)

## HOW TO REGISTER

Students may register online by accessing MyMRC on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)). Refer to *Online Registration Instructions* for more information regarding online registration. In person registration options are also available at the Office of the Registrar. Consult the Mount Royal College website and/or the published *Schedule of Classes* for more detailed instructions on registration. Students experiencing difficulty with MyMRC may contact the Registration Help Line at 403-440-3303 or toll free at 1-877-676-0686.

### New Students

Those students who wish to register in any given semester must follow the procedures outlined in the *Admissions* section of this calendar. Academic advisors are available and may be consulted by students when planning a program prior to registering in courses. Students in some undergraduate programs must consult with an Academic advisor before they will be permitted to register in courses.

Those students who are not admitted to a defined program of study may apply and register as an open studies student. Open Studies students are eligible to take up to five (5) courses (any combination of credit and credit-free upgrading courses) per semester. A special publication describing Open Studies/Part time courses and programs is available approximately two months prior to the commencement of classes and contains information regarding registration dates and procedures for registration.

### Continuing Students

Continuing students may register according to the dates posted on MyMRC on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)) prior to the start of the registration cycle for each semester. Students in some undergraduate programs must consult with an Academic advisor before they will be permitted to register in courses.

### Returning Students (absence of less than twelve (12) months)

Students who have interrupted their studies for one or two semesters are not required to re-apply for admission provided they are returning to the same program. Students wishing to continue their studies in the same program must advise the Office of the Registrar of their intent to register by phone at 403-440-3303 or by email at [creditregistration@mtroyal.ca](mailto:creditregistration@mtroyal.ca)



## Course Prerequisite Requirements

Prerequisite checking is in effect for courses at Mount Royal College. If a prerequisite has been completed at previous post-secondary institution(s), the Office of the Registrar must receive the official transcript verifying the course and the final grade prior to the first day of the semester in which the student is registered for the advanced course.

It is the responsibility of the student to request an official transcript be forwarded from the previous post-secondary institution(s) to the Office of the Registrar prior to the first day of the semester. Failure to provide proof of completion will result in deregistration from that course.

Please refer to the *Mount Royal College Courses* section of this calendar for specific prerequisite information.

## Course Waitlists

If requested classes are full and there are no alternative sections available, students can place themselves on a waitlist for a class. Students are chronologically added to courses from the waitlist if space becomes available. There is no guarantee that a student will receive a seat in the desired course regardless of their position on the waitlist. Students may only waitlist for one section per course. Students should regularly access MyMRC on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)) to determine if they have been added to a class. It is the responsibility of each student to check MyMRC to confirm whether he or she has been enrolled in a class for which he or she was initially waitlisted.

Three weeks prior to the start of each semester the option to waitlist will no longer be available and all pre-established waitlists will be terminated. After waitlists are terminated, and up to the end of the registration adjustment (Drop/Add) period, students can only enrol in courses with available seats. Students are not permitted to attend any classes in which they are not enrolled. It is the responsibility of each student to begin attending those classes for which he or she is shown as registered. Students who are added to a class from a waitlist, but who subsequently decide that they do not wish to attend that particular class or section, must drop that course from their timetable by making a registration adjustment within the deadline dates specified in the Academic Schedule. Students who do not officially cancel or drop a course to which they have been added from a waitlist will be considered as registered in that course and will be charged full fees for that course whether they subsequently attend classes or not.

## Confirmation of Registration

During and after each registration session, students may confirm their course registration status by accessing MyMRC on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)). It is the responsibility of the student to notify the Office of the Registrar of any discrepancy in their course registration status and to arrange for correction where appropriate. If a student stops attending a course for which she is officially registered and does not take proper cancellation or withdrawal action, she or he will be awarded a grade appropriate to their performance in the course. The College does not automatically cancel or withdraw those students who cease to attend classes and fail to follow appropriate cancellation or withdrawal procedures.

## Audit Students

Auditors are students who have been granted permission in writing by an instructor to attend lectures in a course on the understanding that they may not participate in assignments or examinations. Such permission will be contingent upon seats in the course being available. Once she or he has registered to audit a course, a student may not change to credit, nor will the student who has registered for credit in a course be permitted to change to audit. Audit courses will be reflected on the student's permanent record with the symbol "AU". The student may, in succeeding semesters, take any course for credit, which has previously been audited.

Auditors must present a signed Registration form to the Office of the Registrar. Final permission to audit a course cannot be given until the day after the registration adjustment (Drop/Add) period, when the space available in a course is known. Requests for permission to audit must be received by the end of the fourth week of classes in any semester.

## Maximum Student Course Load

Students may carry up to five (5) courses (normally between 15- and 25-credits) per semester depending on the program of study. **Only students who have completed all courses in a semester with a grade of "D" or better and have obtained a semester Grade Point Average of 3.00 or higher at Mount Royal College may be permitted to register for course overload in the next semester.**

Students who seek permission for course overload should review their academic record with their program Chair or academic advisor prior to registration. A student with a less than satisfactory academic performance record may be advised to take a course load reduced to below the normal load shown in the calendar.

The College can at any time refuse to grant a student permission to enrol in more courses than the normal program load. Students transferring from other institutions are not eligible for course overload in their first semester at Mount Royal College.

## Late Registration

All students who apply and register for Open Studies on or after the first day of classes will be required to pay a non-refundable late registration deposit of \$75 in addition to the \$50 application fee. This late registration deposit will not be applied toward tuition. Late registration will only be accepted in those courses which have available space. **Under no circumstances will requests for late registration be accepted after the end of the registration adjustment (Drop/Add) period.**

## Incomplete Registration

Failure to satisfy any of the admission, registration, or fee-payment requirements may result in the removal of a student from all classes.

## Mount Royal Campus Card

The Mount Royal Campus Card is the official identification card for students and employees at Mount Royal College. The information contained on your card includes your name, student/employee identification number, and your photo. It will be necessary to have this card with you to serve as identification to access a variety of College departments such as the Library, Mount Royal Recreation and computer labs (You will have to meet eligibility requirements at these locations).

Once you have been issued a Campus Card it's yours for life. This means you don't need a replacement card when you enrol in a new semester. To validate your card, pick up a new validation sticker available from the Campus Card office a couple of weeks prior to the start of any semester. Students and employees must provide their Mount Royal Campus Card at the Security Office (X200) to access Mount Royal College after 11 p.m.

The magnetic stripe on the back of the Campus Card may be activated for access into areas that are controlled by electronic locks, such as offices, computer labs, and Mount Royal Residence buildings.

## eCampusAlberta

eCampusAlberta is a consortium of 15 Alberta Colleges and Technical Institutes that have formed a partnership to offer students greater access to online learning opportunities. Each member institution develops, contributes and offers its respective online courses, and as well, offers services and supports to students taking online courses from other member institutions. Institutions participating in eCampusAlberta have articulated their commitment to quality, access, transferability and partnership in the provision of online learning opportunities for Albertans. This approach gives Alberta learners flexible and convenient access to a wide array of post-secondary learning opportunities in a supported learning environment. Students enrolled in courses through eCampusAlberta have access to round-the-clock technology support 7 days a week by phone or by e-mail. A technical support fee is applied to each eCampusAlberta course to cover this support. To view an inventory of online learning opportunities available through eCampusAlberta, visit the website at:

<http://www.ecampusalberta.ca> For additional information about eCampusAlberta at Mount Royal College, please contact us by phone at 403-440-6351 or by e-mail at: [ecampus@mtroyal.ca](mailto:ecampus@mtroyal.ca)

# CHANGE OF REGISTRATION

## CANCELLATION PROCEDURES

Students who decide to cancel their registration must do so in writing or online through MyMRC on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)) prior to the last day of the registration adjustment (Drop/Add) period specified in the *Academic Schedule*. No fees will be refunded after this date.

## COURSE CANCELLATION BY THE COLLEGE

All courses must meet minimum enrolment requirements. Therefore, the appearance of a course in the *Schedule of Classes* is no guarantee that it will be taught.

A course cancelled by the College, for whatever reason, is automatically dropped from the student's registration and, where applicable, tuition refunds will be given.

## CHANGE OF PROGRAM

Students wishing to change their program of study must formally apply to enter the new program and complete an Application for Admission Form available at the Office of the Registrar or online on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)). All requests for admission to limited enrolment programs are subject to the approval of the department Chair.

## DROPPING/ADDING A COURSE

The courses for which a student is registered at the end of the registration adjustment (Drop/Add) period constitute that student's official registration and semester load.

Students can add or drop courses up until the registration adjustment (Drop/Add) deadline specified in the *Academic Schedule*. Students who drop a course will receive a tuition refund minus applicable fees. There is no notation on the transcript for a dropped course.

Students who add a course are responsible for ensuring the difference in fees has been paid before the fee payment deadline.

## WITHDRAWAL FROM A COURSE

After the registration adjustment (Drop/Add) deadline and up until the withdrawal deadline, a student can withdraw from any course by submitting a completed Course Withdrawal Request Form to the Office of the Registrar. Depending on the circumstances, a student will receive a 'W' or 'WC' notation on their transcript.

Students are encouraged to consult with their instructor or academic advisor before making a decision to withdraw from a course. Students who withdraw from a course during this period will be assigned a "W" for that course on their academic transcript. **No tuition refunds will be given.** The official withdrawal date from a course or program is the date the student first advises the Office of the Registrar in writing of the intent to withdraw.

Students who stop attending classes and do not follow the proper withdrawal procedures will be assigned an "F" grade for that course. Students wishing to withdraw from the last course in which they are registered must follow the procedures for Withdrawal from the College.

## WITHDRAWAL FROM THE COLLEGE (COMPLETE WITHDRAWAL)

Students who find it necessary to stop attending Mount Royal must withdraw officially by means of a Complete Withdrawal Form. Until a student officially withdraws, the student remains registered in all courses and at the end of the semester will normally be assigned an "F" grade for each course. Normally, no student will be permitted to withdraw after the last day of classes (as per the *Academic Schedule*). Students who follow the proper procedure will be assigned a "W" or "WC" on their academic transcript for the course(s) in which they were registered.

We strongly recommend that students who are considering a complete withdrawal from Mount Royal contact Academic Advising or the appropriate academic advisor to discuss possible implications of a complete withdrawal. We also encourage students who are experiencing emotional distress to contact Student Counselling before initiating a complete withdrawal.

Students are advised that, if withdrawal results in a semester course load of less than nine credits and fewer than three courses (normally), they make themselves ineligible for financial assistance. See the section entitled *Financial Aid*.

It is the responsibility of the student to inform the Office of the Registrar in writing if he or she intends to discontinue attending class. **Telephone withdrawals will not be accepted under any circumstances.**

## LATE WITHDRAWAL

A student may request approval for a course or complete withdrawal after the deadline (as per the *Academic Schedule*) solely on the basis of the following reasons:

1. Serious illness verified in writing by a physician; or
2. Severe emotional distress verified in writing from Student Counselling Services or other registered mental health care professional.

A student seeking a withdrawal on the basis of special circumstances must submit a completed Request for Late Withdrawal Form to the Office of the Registrar prior to the last day of classes. Students who follow the proper procedure and who receive approval will be assigned "WC" on their academic transcript for the course(s) in which they were registered.

Normally, a request for a late withdrawal will not be considered after the last day of classes. Except under exceptional circumstances, a 'WC' will not be assigned if the student has an 'I' contract agreement in place for the course.

**Under no circumstances will applications for a late withdrawal be accepted after the final examination for a course(s) has taken place.**

# FREQUENTLY ASKED QUESTIONS

## **When can I register?**

Current students: check your Registration Access Date on MyMRC

New students: register on or after your registration access date on MyMRC, or following your advising session or appointment.

## **I've been offered admission into a full-time program but I can't activate my MyMRC account.**

You need to pay your \$125 non-refundable registration deposit before you are able to activate your MyMRC account. Processing of registration deposits (including those paid online) will take two business days after you have paid. Consequently, there is normally a two business day delay between the paying of your deposit and the activation of your MyMRC account.

## **Do I require advising?**

If you require advising, indicated with your registration access date, you must contact your academic advisor to make an appointment. Your academic advisor can then arrange access to the Registration System on or after your posted registration date. Although you may not require advising for your current program, you may require advising if you are admitted into a new program.

## **Do I have the prerequisites?**

The specific prerequisites for all courses can be found in the course description section of this calendar. Proof of successful completion of a prerequisite course must be submitted to the Office of the Registrar prior to the first day of classes. Failure to provide proof of successful completion will result in deregistration from that course.

## **What if a course is restricted?**

Some courses at the College are restricted to students in specific programs. If you are not in that program and you try to register in a restricted course, you will receive an error message, and be unable to register.

Periodically program Chairs may remove program restrictions from courses allowing other students to register for those courses. Check MyMRC to determine if program restrictions have been removed.

## **May I change to a different section of a course?**

Yes, but make sure that the section of the course you want is available before you drop one in which you are currently registered.

## **How will I know if I received a waitlisted course?**

If your waitlisted course or section becomes available, you will automatically be registered for it. Three weeks prior to the start of each semester the option to waitlist will no longer be available and all pre-established waitlists will be terminated. It is your responsibility to check to see if you have been registered in a waitlisted course and pay fees by the fee payment deadline.

## **How do I pay my fees?**

- Log on to [www.MyMRC.ca](http://www.MyMRC.ca) and pay by Mastercard or Visa.
- Through your bank, using online or telephone banking. Use your student ID as the payment account number and allow for two business days for bank processing.
- On Campus, drop your cheque/money order into the drop box located at the Office of the Registrar in Kerby Hall. Be sure to include your Student ID number on your payment.

## **Where can I get assistance using MyMRC for course registration and waitlisting?**

- Contact the Credit Registration Help Line at 403-440-3303 or toll-free at 1-877-676-0686 during regular office hours.
- E-mail Credit Registration at [creditregistration@mtroyal.ca](mailto:creditregistration@mtroyal.ca)

# ONLINE REGISTRATION INSTRUCTIONS

**www.mtroyal.ca**

**1**

Click  
on



**2**

Login using your username and password. If you do not yet have an account, click on [Account](#) to activate your account. Remember to read and accept the terms of the [Acceptable use policy](#).

In order to activate your account you are required to identify yourself using your first name, last name, MRC student identification number and your date of birth.

If you are having problems activating your account, please first check your information carefully, then call our Helpdesk at 403-440-6000.

**3**

Once you are signed in, click the [Student resources](#) tab.

**4**

Click the [Registration](#) link.

**5**

Click on [Select term](#) and choose the appropriate semester for registration.

**6**

Proceed with registration using the [Add/drop classes](#) link or the [Look up classes](#) link.

**If you require further assistance contact the Registration helpline at 403-440-3303 or toll-free at 1-877-676-0686.**

## **Schedule of Classes**

The courses offered in each semester are listed in the *Schedule of Classes* published several months prior to the commencement of the semester. The College reserves the right to make any changes it deems necessary and to adjust any student's registration in accordance with the information presented in the Schedule. The Schedule of Classes is available at the BookStore and students may access it online through MyMRC on the Mount Royal College website: **www.mtroyal.ca**.

# REGISTRATION – TROUBLESHOOTING

## WAITLIST INFORMATION

- Students may carry up to five courses (normally between 15 and 25 credits) per semester depending on their program of study. Any registered and/or waitlisted course above the maximum will be dropped.
- Students waitlisting for courses with an accompanying LAB or TUTORIAL, must waitlist for the LAB and TUTORIAL at the same time. Failure to do so will result in the waitlisted course being dropped.
- Students are encouraged to create a conflict free timetable including courses for which they are waitlisted.
- Students may not waitlist in an additional section of a course in which they are already registered.
- Students waitlisting in multiple sections of the same course will be dropped from all duplicate waitlisted sections.
- Students may view a list of courses for which they have waitlisted by going to the Add/Drop screen (in MyMRC) for the current semester. This screen will also allow students to remove themselves from a waitlist.

## HOW TO WAITLIST FOR A CLASS

1. Click on the [Add/drop classes](#) option on the registration menu.
2. Enter the CRNs for the classes you want to add.
3. Click on the [Submit changes](#) button.
4. If a class is full, you will receive a registration error message showing the class is closed and the number of people waitlisted.  
STATUS: CLOSED-006 WAITLISTED.
5. Select the [Waitlisted](#) option in the action drop down box. (Note: if it is past the last day to waitlist, the Wait Listed option will not appear in the action drop down box).
6. Click on the [Submit changes](#) button.

## REGISTRATION ERROR MESSAGES: WHEN THEY OCCUR AND HOW TO RESOLVE THEM

### Closed-002 waitlisted

This class is full and has two students on the waitlist. You may waitlist for this course (you would be #3 on the waitlist) or drop the class. Please note, waitlisted courses do not appear on your timetable.

### Degree/program/major restriction

This course is reserved for students in a specific program of study.

### Duplicate CRN

You have chosen a class in which you are already enrolled.

### Link errors

If you receive a Link error you have attempted to enrol in a lecture without the supporting tutorials and/or labs. Check your Schedule of Classes.

### Maximum hours exceeded

Part-time students are restricted to two courses. If the two courses that you have chosen exceed 8.5 credits, please contact the Credit Registration Help Line for registration assistance.

### Pre req: Test score error

You are attempting to register in a class for which you have not successfully completed the prerequisite.

### Time conflict with CRN XXXX

The class with the error message overlaps by day and/or time with the class indicated. You must choose a different section of this class or a different class altogether.

### Please contact the registration administrator for your time ticket

- You may have tried registering without selecting the correct registration term. Go back to Registration Menu and select the appropriate term.
- You may be trying to register before your registration date.

*Note: if you exit without resolving registration errors, you will NOT be registered in the courses selected.*

**If you require further assistance contact the Registration helpline at (403) 440-3303 or toll-free at 1-877-676-0686.**

# FEES AND DEPOSITS

The payment of all fees and deposits is mandatory. The Board of Governors reserves the right to change fees and deposits when necessary and without notice.

All students in all semesters will pay tuition, Mount Royal Recreation and Athletics, instructional equipment, laboratory and insurance fees. Students' Association fees are set by the Students' Association and are collected by the College on their behalf.

Students enrolled in the Athabasca University designated courses within the Bachelor of Arts – Athabasca University at Mount Royal College and the Bachelor of Nursing – Athabasca University at Mount Royal College will pay rates established by Athabasca University, which may include compulsory course material fees.

## HOW TO PAY FEES

Students may pay their fees by cash, cheque, Canadian bank money order/ bank draft, debit card, Visa or MasterCard using the following methods:

- Visa or MasterCard payment via MyMRC on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca));
- Online banking via your financial institution, ensure that you allow two-three business days for bank processing;
- Telephone banking via your financial institution. Ensure that you allow two-three business days for bank processing;
- Mail a cheque or Canadian money order to Student Fees (A101). Ensure that you allow sufficient time for mail delivery;
- Place a cheque or Canadian money order in the Student Fees drop box (outside A101);
- In person at the Office of the Registrar (Room A101 at the entrance to Kerby Hall);
- If fees are to be paid from government student loans, you must notify the Student Awards and Financial Aid Office to ensure the deferral of fees.

**Note:** Post-dated cheques are not accepted.

## FEE PAYMENT DEADLINES

For Fall Semester 2008, all registered students must pay FULL FEES by **August 13, 2008**. If registering on or after **August 14, 2008** fees must be paid by **September 15, 2008**. Students registering and paying their fees after **August 13, 2008** risk not being able to register in required classes. Early registration and payment of fees by **August 13, 2008** is recommended. Students canceling their registration after **August 13, 2008** will receive a full refund less \$125 non-refundable registration deposit. No fees will be refunded after **September 12, 2008**. Students who have not paid their fees for the Fall semester by this date will be automatically de-registered. Students have a final opportunity to be reinstated in their all their classes if they pay their fees IN FULL plus a late registration deposit on or before **September 30, 2008**. Students who fail to pay their fees by this date will not be allowed to register in any classes unless proof of a student loan application can be provided.

For Winter Semester 2009, all registered students must pay FULL FEES by **December 1, 2008**. If registering on or after **December 2, 2008** fees must be paid by **January 16, 2009**. Students registering and paying their fees after **December 1, 2008** risk not being able to register in required classes. Early registration and payment of fees by **December 1, 2008** is recommended. Students canceling their registration after **December 1, 2008** will receive a full refund less the \$125 non-refundable registration deposit. No fees will be refunded after **January 15, 2009**. Students who have not paid their fees for the Winter semester by this date will be automatically de-registered. Students have a final opportunity to be re-instated in their all their classes if they pay their fees IN FULL plus a late registration deposit on or before **January 30, 2009**. Students who fail to pay their fees by this date will not be allowed to register in any classes unless proof of a student loan application can be provided.

For Spring Semester 2009, all registered students must pay FULL FEES by **April 27, 2009**. If registering on or after **April 28, 2009** fees must be paid by **May 13, 2009**. Students registering and paying their fees after **April 27, 2009** risk not being able to register in required classes. Early registration and payment of fees by **April 27, 2009** is recommended. Students canceling their registration after **April 27, 2009** will receive a full refund less the \$125 non-refundable registration deposit. No fees will be refunded after **May 12, 2009**. Students who have not paid their fees for the Spring semester by this date will be automatically de-registered. Students have a final opportunity to be re-instated in their all their classes if they pay their fees IN FULL plus a late registration deposit on or before **May 19, 2009**. Students who fail to pay their fees by this date will not be allowed to register in any classes unless proof of a student loan application can be provided.

Any unpaid fees owing on either Fee Deadline results in cancellation of registration in all classes for the Semester. After the initial Fee Deadline is missed, students may re-register, and are automatically assessed a \$50 reregistration deposit. After the second and final Fee Deadline is missed, students may only re-register at the Office of the Registrar, and are automatically assessed a \$50 re-registration deposit. Registration reinstatement is not guaranteed as courses may have filled in the interim. All students that apply and register for Open Studies/part-time studies on or after the first day of classes will pay a late registration deposit of \$75 in addition to the \$50 application fee. This fee will not be refunded nor is it applied to regular tuition fees.

All new full-time students pay a \$125 non-refundable registration deposit. The Registration Deposit for new students confirms their acceptance of an offer or a conditional offer of admission into a program. Although the deposit is non-refundable, it will be credited toward regular tuition fees.



## FEE DEFERRALS

Students who present evidence of sponsorship by a government agency or a student loan are eligible to have their tuition and fee payment deferred. Evidence of student loan or sponsorship must be presented each semester. Students must register in at least three (3) courses and a minimum of nine (9) credits to qualify for government loans and deferral of fee payment to the College. If confirmation is not on record, students must present to the Student Awards and Financial Aid office (Room E102) proof of a student loan prior to the fee payment deadlines shown above. Failure to provide confirmation of student loan prior to the appropriate fee payment deadlines will result in cancellation of registration.

Students eligible for sponsorship and government loans are given special payment deferral privileges whereby automatic deregistration of all courses does not occur once fee deferral has been granted. Therefore, unless formal cancellation procedures are followed prior to the deadlines shown in the *Academic Schedule*, students receiving sponsorship and/or loans are required to pay all fees.

**Note:** Once a student loan is signed by the College, payment of fees for any courses that are added (from the wait list or due to a registration adjustment) are the responsibility of the student. Students are de-registered from all classes if any charges remain outstanding on the Fee Deadline.

## NON-PAYMENT OF FEES

Student transcripts, diplomas, scholarships, medals, prizes and standing will not be issued nor will students be permitted to register in subsequent semesters until all financial obligations attributable to fees, fines, deposits and non-return of equipment, material or library books are settled.

### Returned Cheques

Any student who presents a cheque that is returned by the bank (e.g., N.S.F., Stop Payment, Account Closed, etc.) will be placed on a Bad Cheque List for one (1) year from when the cheque is cleared and any future payments must be made by cash, certified cheque, money order, debit, Visa or MasterCard. In addition, a returned cheque charge of \$25 will be assessed on each returned cheque.

### Fee Refunds

Refunds are only issued to students who follow formal cancellation procedures before the deadlines shown in the *Academic Schedule*. **No refunds will be issued after the end of the registration adjustment (Drop/Add) period for each semester.**

In calculating the refund, the College retains the \$125 non-refundable registration deposit and will only refund the balance of fees paid.

Students should allow five to seven weeks for refund processing. If originally paid by cash, cheque, debit, or online banking, refund will be processed by cheque. Please ensure that your address is current as cheque refunds cannot be processed if your address on file is inactive. For payments made by Visa or MasterCard (including via MyMRC), where possible refunds will be credited back to credit card originally used for payment. Alternatively the refund will be processed by cheque.

### Fee Reassessment Due to Registration Adjustments

After the registration adjustment deadline has passed, students are responsible for verifying and paying any outstanding balance. Refunds will be issued for those students who have overpaid.

Students will not be allowed to register in subsequent semesters or to receive transcripts or other services until all financial obligations are met.

## SCHEDULE OF FEES

### Registration Fee

All new full-time students pay a \$125 non-refundable registration deposit. The Registration Deposit for new full-time students confirms their acceptance of an offer or conditional offer of admission into a program. Although the fee is non-refundable, it will be credited toward regular tuition fees.

Any continuing students or re-admitted students requesting a program change must also pay a \$125 non-refundable registration deposit. The Registration Deposit for re-admitted or continuing students is a conditional acceptance subject to their academic status at the time of registration. Although the fee is non-refundable, it will be credited toward regular tuition fees.

### Application Fee

A non-refundable processing fee of \$50 must accompany every application requesting admission or re-admission to the College. Applications received without the fee will not be processed. The fee is not credited toward tuition fees. Students can apply and pay online using Visa or MasterCard. Payment can also be made in person at the Office of the Registrar by (Room A101 at the entrance to Kerby Hall) Visa, MasterCard, debit, cash or cheque/Canadian money order.

### Audit Student Fee

Students choosing to audit a course are assessed fees at one-half the normal course fee cost for the course. See *Registration Information* section for audit regulations.

### College Calendar

The College Calendar is available from the College BookStore. The calendar is also available on Mount Royal College's website at [www.mtroyal.ca/publications.htm](http://www.mtroyal.ca/publications.htm)

### Credit Extension and Part-time Studies Course Fee

To offset extra costs involved, a supplementary fee may be assessed for credit extension courses given off-campus.

### Deferred Final Examination Fee

Students deferring a final exam are assessed a \$35 fee. This fee is waived in cases of medical exemption or when a student has three (3) exams scheduled in one day. See Academic Regulations section for details.

### Duplicate Document Fee

Students requesting replacement T2202A forms are required to pay \$10 for each copy requested. Replacement tax forms from 2003 onwards are available free of charge via MyMRC.

### Enrolment Verification Fee (International Students)

Registered students who require formal verification of enrolment status will be assessed an enrolment verification fee of \$50 for each enrolment verification requested.

### Convocation Fee

Students taking part in Convocation will pay a \$50 graduation fee.

### Late Registration Fee

All students who apply and register for Open Studies on or after the first day of classes will pay a late registration fee of \$75 in addition to the \$50 application fee. This fee will not be refunded nor is it credited toward regular tuition fees.

## Locker Rentals

Lockers are available for rent from the Parking Office, room EA1016. Lockers are emptied of all contents at the end of April each year. Contents are turned over to the Lost & Found Department and will be disposed of, if not claimed, in 45 days.

Mount Royal College does not accept responsibility for damage or loss of contents from lockers. Valuables should not be stored in lockers. Students must use locks provided by the College.

Lockers are also available through Mount Royal Recreation at the Customer Service Centre U130. They also offer a convenient towel service.

## Lock Deposits

Students will pay a lock deposit per academic year which will be refunded when the lock is returned at the end of the semester, or when the locker is no longer required.

## Mount Royal Campus Card

You are responsible for your Mount Royal Campus Card. Always keep your card stored in the protective sleeve provided by the Campus Card office (Room E252). It will protect the card's barcode and magnetic stripe. A lost, stolen, or damaged card will be replaced by the Campus Card office for a fee of \$15. (This fee will be waived if you provide a photocopy of a Calgary Police Service report.) If you lose your Mount Royal Campus Card, please contact Campus Security immediately at 440-6897.

## Parchment Replacement Fee

Students are required to pay a \$50 fee for replacement of parchments.

## Parking Fee

Limited parking is available to students on campus. Students may apply for a parking permit for a fee per semester. The display of a valid parking permit in the vehicle does not guarantee a parking space, but authorizes parking in available spaces in designated student parking lots.

## Prior Learning Assessment and Recognition Fee (PLAR)

Students wishing to have their prior learning assessed and recognized (to satisfy graduation requirements of a baccalaureate applied degree, diploma, or certificate program) will pay fees as assessed at one-half the normal course fee cost for the particular course for which recognition of credit is requested. See *Transfer Credit and Evaluation of Prior Learning* section for prior learning assessment and recognition regulations.

## Registration Deposit/Cancellation Fee

Students who cancel their registration after the fee payment due date and prior to the drop date will forfeit a registration deposit/cancellation fee of \$125 which will be withheld from the refund of any fees that have been paid.

## Registration Reinstatement Fee

Students whose registration is cancelled for non-payment of tuition and/or other fees must pay a non-refundable \$50 registration reinstatement fee after each Fee Deadline has passed. Registration reinstatement is subject to course availability and is therefore not guaranteed.

## Schedule of Classes Fee

The Schedule of Classes is available for \$5 each from the College BookStore.

## Spring Semester Fee

A \$5 per credit surcharge will be added to tuition fees for students enrolled in the Spring Semester.

## 2008/2009 Student Fee Schedule

The 2008/2009 Student Fee Schedules had not been finalized as of the date of publication of this calendar.

Students should consult the College's web-site at [www.mtroyal.ca](http://www.mtroyal.ca) for the most up to date information on tuition fees for 2008/2009 and subsequent years. Students may also obtain up to date fees information by calling the Registration Help Line at 403-440-3303 (toll free 1-877-676-0686) or the Admission and Recruitment Office at 403-440-5000 (toll free 1-877-440-5001).

Please also refer to the *Fees and Deposit* section of this calendar to obtain a detailed description of the fees that will be assessed to students. The payment of all fees and deposits is mandatory. The Board of Governors reserves the right to change fees and deposits when necessary without notice.

## Technology Support Fee for eCampusAlberta Courses

eCampusAlberta is a consortium of 15 Alberta Colleges and Technical Institutes that have formed a partnership to offer Albertans greater access to online learning opportunities. Students registered in eCampusAlberta courses have access to round-the-clock technology support. A \$25 technical support fee is applied to each course to cover this support. Students access the 7-day-a-week technology support by toll-free phone 1-866-548-8544 or by e-mail <http://www.ecampusalberta.ca/support>. For more information on eCampusAlberta, visit the website at:

<http://www.ecampusalberta.ca>

## Transcript Fee

Costs for official transcripts are \$10 for each copy ordered. Official transcripts are normally issued to educational institutions, potential employers, and students upon request. Generally, two to three working days are required for processing requests for official transcripts. Students who request an unofficial copy of their complete academic transcript are charged \$2 for each copy requested; unofficial transcripts are generated on demand.

## EXPLANATION OF FEE SCHEDULES

### International Student

#### Non-Resident Fee Schedule

All international students with student visa or non-Canadian resident status enrolling at Mount Royal College for the first time and for subsequent semesters, will be required to pay fees based on the International Student Fee Schedule.

### General Fees

The payment of all general fees is mandatory for all students. The general fees cover instructional equipment and lab fees, Mount Royal Recreation and Athletics fees, and an accident insurance fee. The instructional equipment and lab fees provide supplementary funding for the purchase of supplies and equipment used for instructional support purposes by students and faculty. The Mount Royal Recreation and Athletics fee is used to support and develop varsity sport and recreation programs and services for the College community.

### Student Accident Insurance Fee

This fee is levied each semester and is intended to provide students with the following benefits (subject to change):

- **Accident Expense Reimbursement**
- **Dental Accident Reimbursement**
- **Permanent Total Disability Benefit**
- **Other Benefits**

When Coverage Applies – Those students who have enrolled in a minimum of 3 courses (minimum of nine credits) are covered for all accidents on a 24-hour basis for the course term.

For those students who have enrolled in less than 3 courses or nine credits, coverage applies only while such students are in or on College buildings or premises for the purpose of attending classes or while they are in attendance at or participating in any College activity approved and supervised by a proper authority of the College.

For application forms and further information and specific plan information, contact Health Services (Room U220).

### Students' Association Fees

All Students' Association Fees are collected by Mount Royal College on behalf of the Students Association of Mount Royal College (SAMRC). Any questions on any of these fees should be directed to the SAMRC in the Wyckham House Student Centre in the Z wing.

### Students' Association General Fee

This fee is levied each semester to provide services and representation to all students at Mount Royal College. Services available to students include subsidized events and entertainment, emergency students loans, Peer Support Centre, Native Students' Centre, Cultural Mosaic Centre, AccessAbility Centre, Safewalk, CopyWrite and many more. Please visit our offices in Z201 or [www.samrc.com](http://www.samrc.com) for a full list of services.

Students' interests are represented on several college committees including the Board of Governors, Academic Council and its subcommittees, Tuition Consultation Committee, Budget Advisory Committee and Appeal and Grievance committees. Students' Association representatives currently serve on over 50 College committees ensuring that the student voice is heard in decision-making.

Student representation also extends to the provincial and federal level where post-secondary funding originates and is allocated. The Students' Association is a member of the Alberta College and Technical Institutes Student Executive Council (ACTISEC) and the Canadian Alliance of Students' Associations (CASA) and meets regularly with key political figures to lobby on behalf of student interests.

### Students' Association Scholarship Fee

This fee is levied each semester to provide scholarships and bursaries to Mount Royal College students. An endowment is being established that will ensure that funds for students continue to be available in the future.

### Students' Association Capital Campaign Fee

This fee is levied to provide the capital funds necessary for the Students' Association to develop its building, the Wyckham House Student Centre, to better accommodate student needs as the college expands. A student centre expansion has been approved by Students' Council and the MRC Board of Governors. Construction on the new building will be occurring over the next year. See Wyckham House Expansion under the Students' Association section of this calendar or check [www.samrc.com/expansion](http://www.samrc.com/expansion).

### Students' Association Health and Dental Plan Fee

All eligible students 3 courses (minimum of nine credits) in each semester of registration are enrolled in the Students' Association extended Health and Dental Plan. The fee is charged in both the fall and winter semesters; insurance coverage extends from September 1 to August 31 of each year provided there has been no change in a student's full-time status.

This fee is distinct from the fee charged for the Student Accident Insurance Plan.

**Students must fill out the *Personal Information Form* at the Student Benefits Plan Office (room Z001 in Wyckham House) in order to activate their coverage.**

If you are an eligible student and have comparable health and/or dental coverage you may apply to waive benefits. Please note that your provincial health care plan does not qualify as an extended health plan. Each student is given one opportunity to waive benefits under the health and/or dental plan(s) each year, usually within the first three weeks of classes. Each student is given the option of choosing their own opt-out status. The first option is the **one time opt-out** which will continue each year for as long as you remain an eligible student. The second option is the **annual opt-out** which applies to this year only. You will need to complete another waiver form next year. **Please note, in the event that you don't specify an opt-out status on your waiver form, you will receive a one time opt-out by default.** All waiver forms must be completed through the **SAMRC Student Benefits Plan Office** and must be received by the applicable deadline for the semester period of enrolment. Confirmation of existing coverage must show the name of the insurance company providing coverage and the policy number. The easiest way for you to provide confirmation of coverage is by presenting a copy of a benefits card or a confirmation letter from the employer/insurance company. Confirmation may also be provided by presenting other documents such as a recent statement of claim, web page print-out or other insurance company document identifying you, the insurer and the policy number. **Once we confirm coverage, we DO NOT retain** any confirmation documentation that you provide to us. Approval of waiver forms will result in the plan fee being refunded. Opt-out cheques will be available for pick up in the fall and winter semesters for eligible students (9 or more credits at MRC). There will be no exceptions or extensions for students who fail to submit their completed waiver to the SAMRC Student Benefits Plan Office prior to the applicable deadline. Students who have previously waived their benefits and have lost comparable coverage, must come into the SAMRC Student Benefits Plan Office and opt-in before the applicable deadline. For full details, please visit the Student Benefits Plan Office in room Z001 in Wyckham House.

### Students' Association Universal Bus Pass Fee

All eligible students 3 courses (minimum of nine credits) in each semester are assessed a fee for the universal bus pass (U-Pass) which provides unlimited rides on Calgary Transit buses and C-Trains for a one time per semester fee. The UPass program was introduced in the fall of 2005 after being approved in a referendum in March of 2004 and reaffirmed in two subsequent referenda in 2006 and 2007. Please visit Copywrite in the basement of Wyckham House for more information or to access your U-Pass sticker, or check [www.samrc.com/upass](http://www.samrc.com/upass).

## Schedule of Special Fees

### Special Course Fees

#### Physical Education

- PHED 1215 ..... \$40

### Special Program Fees

#### Mount Royal Bachelor of Nursing

- \$190 per course program fee

#### Aviation

In addition to regular tuition and general fees, flight training fees are approximately \$45,000 for a student in the two-year Aviation Diploma starting with a private pilot's licence. Students will be required to make a \$8,500 deposit for each semester. Deposits are made with the Fees Office at the time of registration. Flight training fees are subject to change depending on operating costs for aircraft and related services.

#### Bachelor of Arts – Athabasca University at Mount Royal College

Students enrolled in the Athabasca University courses offered within the Bachelor of Arts – Athabasca University at Mount Royal College will pay rates established by Athabasca University, which may include compulsory material fees.

#### Bachelor of Nursing – Athabasca University at Mount Royal College (admission suspended)

Students enrolled in the Athabasca University courses offered within the Bachelor of Nursing – Athabasca University at Mount Royal College will pay rates established by Athabasca University, which may include compulsory material fees.

#### Co-operative Education

Mount Royal College offers Co-operative education in the Business Administration and Insurance; and Human Resources (Business Administration) programs. These programs allow students to blend academic study with relevant paid work experience. The course requirements are identical to the regular diploma program requirements, but timelines are longer to accommodate two four-month work-terms, which alternate with academic semesters. See *Co-operative Education* section for details.

A Co-op application fee of \$496.85 (subject to change see college's website for final fees for 2008/2009) is assessed after students are accepted into Co-op programs. This includes the Co-op professional development seminars and preparation prior to the first work-term.

Fees of \$496.85 (subject to change see college's website for final fees for 2008/2009) per Co-operative education work-term are assessed thereafter. Co-op students on Co-op work-terms will be assessed Students' Association fees at the nine (9) credit level.

Co-op fees offset a portion of the administrative costs of Co-operative education delivery, which is an enhancement of regular academic programs.

## Music

Students enrolled in the Music Performance Diploma will pay a fee of \$225 per semester for private instruction.

Other students will pay an hourly rate as established by the Mount Royal College Conservatory.

Application forms and information for all financial assistance programs described below are available from Student Awards and Financial Aid (Room E102).

It is recommended that completed forms be returned to this office. There is no deadline for Alberta residents to apply; however, students are advised to apply well before the beginning of the academic session for which assistance is required.

To be eligible for full-time student financial assistance, Students Finance Board guidelines state that a student must be enrolled in at least 60% of a full course load in a post-secondary program of study that leads to a degree, diploma, or certificate. At Mount Royal College, a student must generally be enrolled in at least three (3) college level courses and a minimum of nine (9) credits to meet this criteria.

Application forms and information for all financial assistance programs described below are available from Student Awards and Financial Aid, Enrolment Services (Room E102). Alberta students may be eligible to apply for government student financial assistance on-line at [www.alis.gov.ab.ca](http://www.alis.gov.ab.ca).

There is no deadline for Alberta residents to apply; however, students are advised to apply well before the beginning of the academic session for which assistance is required.

To be eligible for full-time student financial assistance, Students Finance Board guidelines state that a student must be enrolled in at least 60 percent of a full course load in a post-secondary program of study that leads to a degree, diploma, or certificate. At Mount Royal, a student must generally be enrolled in at least three (3) college level courses and a minimum of nine (9) credits to meet this criteria.

# FINANCIAL AID

## CANADA STUDENT LOANS PLAN

The Canada Student Loan Program is designed to assist students whose resources are insufficient to provide for the cost of full-time studies at the post-secondary level. To be eligible, applicants must be Canadian citizens or have landed immigrant status. The maximum loan to a student for a full academic year is \$7,140 (\$3,570 per semester).

## PROVINCE OF ALBERTA ASSISTANCE

The Province of Alberta also provides financial assistance in the form of loans and in some circumstances, grants to bona fide residents of Alberta to meet their educational expenses. The maximum combined loan (including both Canada and Alberta loans) for an eight-month period is \$13,000. The lifetime loan limit is \$50,000.

## MAINTENANCE GRANTS

These grants, to a maximum of \$6,000, are available to disadvantaged students who do not have normal prospects of completing their education without assistance in addition to that provided under other programs. Students considered for these grants include, but are not restricted to single parents, married/common law students whose spouse/partner cannot work for medical reasons or single students required to make maintenance payments.

## CANADA STUDY GRANTS

These grants are available to post-secondary students with permanent disabilities, high-need students and students with dependants. Canada Study Grants are available to both full-time and part-time students.

## ALBERTA OPPORTUNITY BURSARIES

These bursaries, to a maximum of \$1,500, are available to assist students who are in their first or second year of post-secondary studies and who have a minimum financial need of \$4,000.

## ALBERTA STUDENT LOAN RELIEF BENEFIT

This is a payment made to first-time, first year students who qualify for \$3,570 or more per semester in provincial or combined provincial and federal loans.

## MILLENNIUM BURSARIES

These bursaries, to a maximum of \$3,000, are available to students who are in their second or subsequent year of post-secondary studies and have a minimum financial need of \$11,000.

## MILLENNIUM ALBERTA RURAL INCENTIVE BURSARY

These bursaries, to a maximum of \$1000 are available to students who are in their first or second year of an undergraduate program of at least two years in length. Students must have attended a high school in rural Alberta or have lived in rural Alberta for 12 consecutive months prior to attending post-secondary school. Rural Alberta is defined to be any community outside of Calgary, Edmonton, Sherwood Park or St. Albert.

## REPAYMENT

Loans are interest-free during periods of full-time attendance. Students are responsible for providing adequate proof of enrolment to their bank/credit institution or National Student Loans Services Centre.

## WITHDRAWAL

Should a student withdraw from the College or drop to part-time status before the end of the academic session for which loan assistance was granted, they would be required to begin repayment of the entire loan amount within six (6) months of the change in academic status. Students are encouraged to contact their bank/credit institution or National Student Loans Services Centre regarding their repayment obligations and schedule.

## PART-TIME STUDENTS

There are a number of part-time assistance programs available to Albertans. Part-time students who are enrolled in courses (including Continuing Education courses) may be eligible. Part-time funding is income based and is intended to cover the costs of tuition, books, travel and childcare (if required).

## ESTIMATE OF FINANCIAL NEED

To assess financial need, the student should estimate living costs (room and board, local transportation, food and clothing, etc.), tuition, incidental fees, books and supplies for the period of attendance (one or two semesters). From total estimated expenses, the student should subtract contributions from savings, cash received or to be received from parents, and any other income that may be received during the period of attendance. The net result is an estimate of the financial assistance needed.

A single student living at home should estimate living costs for one academic year at \$3,296 and living away from home at \$7,176. Living expenses include room and board, transportation, food and clothing and entertainment.

The Student Awards and Financial Aid Office can check over your student loan application before it is submitted to Students Finance, and answer any questions you may have with regards to your funding.

## SKILLS INVESTMENT ALBERTA WORKS GRANT FUNDING

Alberta Employment, Immigration and Industry makes grant funding available for unemployed adult Albertans and those currently or recently on Employment Insurance (EI) to help pay tuition, book and living costs. Mount Royal offers this funding for students in the Aboriginal Education Program, English as a Second Language, Transitional Vocational Program, as well as Occupational Training (most certificate and diploma programs). For information including eligibility or a list of funded programs, go to our webpage [www.mtroyal.ca/moneymatters](http://www.mtroyal.ca/moneymatters)

For information on Mount Royal awards, see [www.mtroyal.ca/awards](http://www.mtroyal.ca/awards).



# ACADEMIC REGULATIONS



Academic regulations will be found throughout this calendar and may not necessarily be contained only in the section that follows.

## ACADEMIC SEMESTERS

Mount Royal College operates on a 13-week semester system. The Fall Semester normally begins in September and ends in December. The Winter Semester begins in January and ends in April. Full-time students normally enrol for the Fall and Winter Semesters.

The College also offers a Spring/Summer Semester, which begins in May and ends in August. Most courses offered during this period are six and a half (6.5) weeks in length and meet in May and June. Although course offerings are more limited than during the Fall and Winter Semesters, courses from most departments are included. Credits earned may be applied to a student's program in the same manner as credits acquired in other semesters. For more information, please visit <http://ask.mtroyal.ca>

## CREDIT WEIGHT

Credit weight reflects student workload rather than classroom contact hours. Normally, students are expected to devote nine to twelve (9 – 12) hours of academic time and effort per week for a three (3) credit course. Academic time and effort includes class time (e.g., lectures, labs, studios, tutorials, etc.) as well as any experiential or blended components. In addition, all independent study (e.g., assignments, readings, preparation, study, etc.) is included.

Courses are normally valued as three (3) credits or multiples of three credits.

## ATTENDANCE POLICY

Students are allowed to attend a course once they have officially registered, are enrolled on a credit or audit basis and have paid the appropriate fees.

It is the responsibility of the student to attend all classes. College policy requires a student to conform to the particular attendance requirements established by the instructor of each course. **(Students should be aware that there is a possibility of losing their seat in a class if they fail to attend the class on the first day it meets.)** In the situation where circumstances prevent a student from attending the first class, notification to the instructor of expected absence will ensure that the seat in the class is held.

## GRADUATION

Changes in regulations governing programs may be made from time to time. Students who have not interrupted their program will be given the option of graduating in accordance with the old regulations or completing their program under the new regulations governing their current registration. Such students must make their choice known to their Academic advisor and the Office of the Registrar at the time of their application for graduation.

Where a required course for graduation is no longer offered, the department Chair may specify an alternative. In extreme cases where students cannot complete their program under the old regulations, they will be phased into the new program without disadvantage. Students who interrupt their program for a period of twelve (12) months or more will be required to comply with the new graduation requirements published in the calendar in effect at the time they are readmitted to the College.



## EXAMINATION POLICY

All final examinations must be scheduled by the Office of the Registrar except those which are take-home examinations, oral examinations or term projects. In courses where an alternative means of final assessment other than a final examination is more appropriate, the department Chair shall recommend to the dean or director the alternative type of assessment, indicating its rationale. The decision of the dean or director shall be final.

**Students must be available for examinations up to the last day of the examination period as specified in the Academic Schedule section of this calendar.**

Other regulations related to the conduct of examinations appear in the examination booklets.

## LIMITATION ON EXAMINATION WEIGHTING

In the calculation of the final grade average, the final examination shall comprise not less than 20% nor more than 50% of the final grade.

Evaluation accounting for not less than 25% of the total final grade must be completed and the results communicated back to the student at least ten (10) working days before the final withdrawal date for each semester.

Any tests carried out during the last two weeks of lectures may not account, in total, for more than 10% of the final grade, except in the case of laboratory or oral testing, take-home examinations or term projects.

"Take-home" examinations cannot count for more than 25% of the final grade for a course.

## POSTING THE FINAL EXAMINATION TIMETABLE

The Final Examination Timetable shall be prepared and made available on the College's website by the Office of the Registrar no later than eight weeks before the end of a major (13-week) semester.

## DETERMINATION OF A FINAL GRADE

Each instructor responsible for a course is required to make available to each student in the class, within two weeks of the first day of classes in that course, a written statement of the method of grading and the weights to be assigned to the various components that are to be considered in determining the final grade (term papers, laboratory work, class participation, tests, final examination). This weighting may not be changed during the semester or at the time of final grade reporting. The format of the written outline may be in hardcopy or online as deemed appropriate for the course.

## DEFERRED EXAMINATION

The authority to grant or deny a deferred final examination rests with the Chair of the department in which the course is offered. Under no circumstances is the deferred examination to be granted after a student has written the original examination. A student who is unable, for a valid reason, to write a final examination at the scheduled time may apply for a deferred examination. Valid reasons for requesting deferral of a final examination include but are not restricted to: personal illness, bereavement, personal injury, unavoidable and unanticipated demands in caring for dependents. The department Chair may also consider other compelling reasons that are outside the student's control. The application must be supported by appropriate documentation.

If the intended absence is due to religious conviction, the Registrar and instructor must be informed in writing of the conflict at least two weeks prior to the date of the examination. If a student becomes ill or is notified of an incident that creates severe emotional distress during an examination, he or she should report at once to the invigilating instructor, hand in the unfinished examination paper and request that it be cancelled. If illness is the cause, he or she must report directly to Health Services so that any subsequent application for a deferred examination may be supported by a medical certificate. Should Health Services be closed, a medical certificate must be obtained from an off-campus physician. The instructor and department Chair should be informed of the circumstances in writing, and the medical certificate must be delivered to the Office of the Registrar within 48-hours after the scheduled examination.

**Should a student write an examination, hand in her paper for marking, and later report extenuating circumstances to support the request for cancellation of the paper or examination, such requests will not be considered.**

Students who have more than two exams scheduled on any calendar day may request and shall be granted a deferral of the third and subsequent examination(s) on that day by the appropriate instructor responsible for the examination. The same condition applies if two or more exams are scheduled at the same time.

## Loss of Privilege

Students who are eligible, but who do not apply for a deferred examination by the prescribed deadlines, shall automatically lose this privilege. Students who have been granted deferred final examination privileges, but who do not show acceptable cause for not writing at the prescribed time, shall automatically lose the privilege of further deferral.

## DEFERRED WORK

Instructors are normally free, subject to any established departmental or faculty procedures, to administer their own policies regarding deadlines for the completion of term papers or assignments; students must be made fully aware of these policies. However, should extensions of time for completing term work be requested beyond the deadline for return of final course grades, the procedures for "I" grades must be followed.

## CORRECTION OF GRADES

Once a student's final grade has been recorded by the Office of the Registrar, an instructor may not request that this final grade be changed unless it was assigned in error. A *Change of Grade* form must be submitted certifying the reasons why the first grade is in error. The form must be signed by the instructor and the department Chair offering the course. Requests for a change of grade must reach the Office of the Registrar no later than 30 days after the start of the next major (16-week) semester. **Under no circumstances will instructor-initiated grade changes be accepted after this period.**

## TRANSCRIPTS AND THE RELEASE OF INFORMATION

A permanent record of each student's accumulated courses, attempted credits, grades earned and address information is maintained by the Office of the Registrar.

Official transcripts are normally issued to educational institutions, potential employers and students upon request. The cost for each transcript is \$10. Transcripts issued to the student are unofficial. Transcripts may be ordered online, by mail, fax, or in person. When ordering transcripts by mail or fax from the Office of the Registrar, the following information should be included in the written request:

- Full name (and former names, if applicable)
- Student identification number (if known)
- Date of birth
- Dates of attendance at Mount Royal College
- Name and address to which transcripts are to be sent
- Number of transcripts required
- When transcripts are to be mailed out, one of the following should be specified:
  - Send immediately
  - Hold for Fall Semester grades
  - Hold for Winter Semester grades
  - Hold for Spring Semester grades
- Student signature and date
- Daytime telephone number

If you have applied to graduate and wish to have your certificate, diploma or degree noted on the issued transcript, indicate that your transcript is to be held until the graduation notation has been recorded.

In September 1999, all Alberta post-secondary institutions became subject to the provisions of the Freedom of Information and Protection of Privacy (FOIP) Act and Regulation. The key privacy provisions of the Freedom of Information and Protection of Privacy Act are: (1) that personal information, as extensively defined in the Act, can only be collected from individuals if it is expressly authorized by an Act or regulation or is necessary for an operating program or activity of the public body; (2) that, with certain limited exceptions, this personal information may only be used for the purposes for which it was obtained or for a consistent purpose, unless the individual consents to have it used for another purpose; and (3) that, with certain limited exceptions, personal information cannot be disclosed to third parties without the consent of the individual.

## RELEASE OF GRADES

Only the Office of the Registrar has the authority to issue or release official grade information or other academic records and transcripts. However, department Chairs or their delegates are authorized to release or post final grades at the end of each semester in a manner that will protect the confidentiality of individual student grades.

The College does not mail out final grade statements. Students are responsible for confirming their final grades and academic status at the end of each semester by accessing MyMRC on the Mount Royal College website ([www.mtroyal.ca](http://www.mtroyal.ca)). Students may obtain printed copies of their final course grades by accessing MyMRC ([www.mtroyal.ca](http://www.mtroyal.ca)) from home, from one of the College's Student Computing Centres, or from a public access terminal located outside the Office of the Registrar or inside the Admissions and Recruitment Office.

## NAME AND/OR ADDRESS CHANGE

Every student is required to report a mailing address at the time of registration and to report any change of address thereafter. A letter mailed to a student's address as currently on record in the Office of the Registrar will be deemed adequate notification to the student for all matters concerning the College. In the case of change of address, notification must be made to the Office of the Registrar. The College will not be responsible for incorrect mailings, for missed deadlines or for any inconvenience or difficulties arising from a student's failure to report a change of address. Change of name must also be reported to the Office of the Registrar; appropriate documentation confirming the change of name (birth, marriage, divorce certificate or relevant court documents) must be provided.

## COUNTERFEITING AND ALTERING

No person(s) shall reproduce, copy, misuse, tamper with or alter in any way, manner, shape or form whatsoever any official writing, record, document or identification form used or maintained by Mount Royal College. Any student who submits fraudulent documents (e.g., transcripts, parchments, etc.) as part of the admission or registration processes will be reported to the Office of Student Conduct.

## ACADEMIC APPEALS AND GRIEVANCES

### A. INTRODUCTION

#### 1. General Principles Governing Marks Appeal and Grievance Procedures

When approached with matters of appeal or grievance, all officers and faculty of Mount Royal should refer students to this policy.

Students have the right to fair and equitable procedures for the lodging, hearing and resolution of matters involving final grades, academic standing and other complaints. Complaints may arise from disputes regarding grading of course work or from implementation of College regulations, policies and actions that affect students directly.

The basic principles governing the hearing of student appeals and grievances are as follows:

- a) That fairness will be applied to all parties in procedures and decisions;
- b) That sound academic decisions will not be set aside on the basis of minor irregularities in procedures;
- c) That academic decisions should be made as close as possible to the level on which the academic competence resides;
- d) That all members of a committee hearing an appeal should be free of bias;
- e) That students may wish to consult with the Students' Association at any stage of the process;
- f) That all parties have the option of having a third party present during any stage of this process, this third party being a peer or colleague chosen by the individual.

It is not intended that any appeal or grievance hearing shall be conducted on an adversarial basis or like a trial in law. In keeping with the spirit of this policy, Mount Royal does not permit representation by legal counsel at appeal and grievance hearings.

## 2. Status of Student During Appeal or Grievance Process

During the course of any appeal or complaint procedure, a student retains the right to participate in all classes unless he or she has been required to withdraw because of a low grade point average or has been suspended from the class or Mount Royal under Mount Royal's Student Code of Conduct. A student who has been required to withdraw because of a low grade point average who has submitted an appeal may participate in classes if a successful outcome of the appeal could result in the removal of the requirement to withdraw. Grades obtained in courses completed by a student while the appeal process is in progress will not be considered as new evidence. If the loss of an appeal results in a student's being obliged to withdraw from a program or from Mount Royal, all grades earned after the filing of the appeal will be purged from the student's record.

## B. TYPES OF APPEALS

Under Mount Royal's academic appeal and grievance procedures, the following types of appeals may be initiated:

### 1. Appeals Involving Academic Standing

- Appeals of the final grade awarded in a course, based on exercise of academic judgement.
- Appeals of academic standing, on grounds other than the exercise of academic judgement.

### 2. Complaints and Appeals with Respect to Matters Not Involving Academic Standing

## C. APPEALS OF FINAL GRADE FOR A COURSE

### 1. Grounds for Appeal of Final Grade

The final grade for a course may be appealed only on the following grounds:

- The final grade was not calculated on all of the work completed and as indicated in the course outline; or
- There was a mathematical miscalculation of the final grade; or
- There was an alleged unfair assessment of academic performance.

### 2. Procedures for Appeal of Final Grade

#### Step 1: Informal Discussion with Instructor

A student who wishes to challenge the final grade awarded in a course must first discuss the matter with the instructor before initiating a formal grade review or appeal.

#### Step 2: Review of Final Grade by Chair

If satisfaction has not been achieved as a result of the informal discussion and review with the instructor, the student may file a Final Grade Review Request Form with the Office of the Registrar no later than fifteen (15) days after the issuance of the grade report.

Formal review of the final grade should only be requested if the student believes the work in dispute is deserving of a higher grade. In all cases, the onus is on the student to show that the request for review of the final grade has strong merit.

The **Final Grade Review Request Form** is available from the Office of the Registrar, who will ensure that the form, once it has been completed and submitted by the student, is transmitted whenever possible within five (5) working days of receipt to the appropriate Chair for further action. If the Chair is also the instructor responsible for the course in question, the form shall be transmitted to the Dean/Director of the faculty/centre/school offering the course; in that case, the Dean/Director of the faculty/centre/school will follow the guidelines set out below for the Chair's action.

The Chair's action may include, but need not be limited to, the following:

- Discussion with the instructor and the student;
- Examination of the work in dispute;
- A review of the course outline; and
- If possible, review of work submitted by other students.

Unless the re-marking of the work by an independent instructor is considered necessary, in which case an additional delay of five (5) working days will be accepted, the Chair should normally complete the review and return the actioned **Final Grade Review Request Form** to the Office of the Registrar within five (5) working days whenever possible after receipt of the form.

If the Chair feels that a detailed review of the disputed course work should be undertaken by an independent assessor, s/he shall arrange for it to be done by a qualified instructor who shall have access to all relevant information or material necessary to complete the re-marking. The Chair must ensure that the identity of the student requesting the review remains anonymous to the independent instructor.

The Chair will consider all the evidence and make a decision regarding the final grade to be awarded for the course. At the Chair's discretion, the final grade may be increased, decreased or left unchanged. The Chair's decision must be recorded on the **Final Grade Review Request Form**, which will be returned to the Office of the Registrar along with comments submitted by the independent assessor where applicable. If the Chair has determined that the final grade is to be changed, a **Final Grade Change Form**, confirming and authorizing the change of grade, will be forwarded to the Office of the Registrar with the **Final Grade Review Request Form**.

**The Chair will immediately inform the student and the instructor of the decision in writing.**

#### Step 3: Appeal of Final Grade to Faculty Appeals Committee

If the student is not satisfied with the result of the Chair's review, a **Final Grade Appeal Form** may be submitted to the Office of the Registrar within five (5) working days of receipt of the Chair's decision. The final grade appeal will be considered if, and only if, any or all of the following grounds can be convincingly demonstrated to the Chair of the Faculty Appeals Committee (generally, the Dean/Director of the faculty/centre/school):

- There is new evidence that was not considered by the Chair; or
- There was a procedural error in reaching the decision; or
- The findings of the Chair were not supported by the evidence.

Upon receipt of the **Final Grade Appeal Form**, the Office of the Registrar will pass the form to the Dean/Director of the faculty/centre/school responsible for the course. (If the Dean/Director of the faculty/centre/school was involved with the original decision, the Registrar will select another Dean/Director to hear the case). Copies of the **Final Grade Appeal Form** will be given by the Dean/Director to the Chair who will be allowed five (5) working days to submit additional relevant written comments pertaining to his/her review of the final grade in the course. The comments will be forwarded directly to the Dean/Director of the faculty/centre/school.

If the Chair of the Faculty Appeals Committee is not satisfied that the appeal has merit, he or she may deny it.

If the Chair of the Faculty Appeals Committee determines the appeal to have merit, he or she will convene the Faculty Appeals Committee which may:

- Refer the matter back to the Chair for reassessment; or
- Request that an independent instructor re-mark the work; or
- Convene a formal hearing.

If a formal hearing is deemed necessary by the Chair of the Faculty Appeals Committee, it will normally be convened no later than ten (10) working days whenever possible after receipt of the original notice of appeal.

**The Chair of the Faculty Appeals Committee shall inform the student and the instructor of the decision of the Faculty Appeals Committee in writing.**

Except under exceptional circumstances, the decision of the Faculty Appeals Committee will be final.

#### **Step 4: Appeal of the Decision of the Faculty Appeals Committee to the Mount Royal Grievance Committee**

The student may appeal the decision of the Dean/Director or the Faculty Appeals Committee, whichever has rendered the decision, to the Mount Royal Grievance Committee if, and only if, the presence of any or all of the following conditions can be convincingly demonstrated to the Chair of the College Grievance Committee:

- (i) Alleged bias of the Faculty Appeals Committee; or
  - (ii) Alleged unfair procedures on the part of the Faculty Appeals Committee;
- or
- (iii) Substantial new evidence that could not have been presented to the Faculty Appeals Committee.

The student must provide a written statement to the Office of the Registrar raising reasonable doubt as to the appropriateness of the decision made by the Faculty Appeals Committee and support the request for a hearing by the Mount Royal Grievance Committee. If the Chair of the Mount Royal Grievance Committee is not satisfied that the evidence documented in the student's written statement fully supports the request for a College Grievance Committee hearing, the request for a hearing will be denied. It is the full intent of this policy that disputes concerning the assignment of a final grade, the unsatisfactory fulfillment of academic performance or any other purely academic matter not be taken to the Mount Royal Grievance Committee unless the conditions described herein are clearly evident.

### **3. Composition of the Faculty Appeals Committee**

Each Faculty Appeals Committee will be composed of five (5) voting members as follows:

- a) The Dean/Director of the faculty/centre/school responsible for the Chair who rendered the decision regarding academic standing, which is in dispute, will serve as the Chair of the Faculty Appeals Committee. If the Dean/Director of the faculty/centre/school responsible for the matter served as Chair of an informal hearing or was in any way involved with adjudication of the matter in dispute, the Registrar shall name an alternate Dean/Director to serve as Chair of the Faculty Appeals Committee.
- b) The Students' Association of Mount Royal College will name one student who is unfamiliar with the dispute and does not know the appellant.
- c) Two faculty members will be selected by the Chair of the Faculty Appeals Committee on the advice of the Registrar. One faculty member will be selected from within the faculty/centre/school responsible for the course and one from outside that faculty. Both faculty members should be unfamiliar with the details of the dispute.
- d) Mount Royal Registrar.

It is intended that the members of the Committee will not act as advocates for either party.

The quorum of the Committee shall be four (4), including the Chair and student member; a tied vote on the appeal will result in the denial of the appeal.

### **4. Disposition of Graded Course Work**

Students have the right to supervised access to completed final examination papers which have been graded, without the benefit of a review with the instructor or another College employee, within fifteen (15) working days whenever possible after the end of the semester in which the grade is awarded. Chairs should ensure that arrangements are made to meet this commitment in the event that faculty leave campus immediately after the end of the semester. Students who wish to challenge a final grade decision must submit a formal Request for Review or Appeal of the final grade within the time limits prescribed in this policy.

Graded course work retained by an instructor may be destroyed one year after the end of the semester in which the work was graded.

Students are responsible for producing course work which has been graded and returned and which is the subject of the dispute. The work must not be altered in any way. Altered work submitted for review or appeal will be considered as an act of academic dishonesty.

### **5. Challenging the Course Weighting System**

All students must be given a course outline at the beginning of the semester. The course outline must include the weight assigned to different components of the course. The review of the final grade cannot be construed as an opportunity to question the weighting applied to the different components of the course, which comprise the final grade.

## **D. APPEALS OF ACADEMIC STANDING ON GROUNDS OTHER THAN THE EXERCISE OF ACADEMIC JUDGMENT**

### **Step 1: Informal Discussion with the Instructor**

A student who alleges an injustice in determining his/her academic standing in a course or program on grounds other than the exercise of academic judgment of the substance of the course work must first discuss the matter informally with the instructor or Chair to attempt a resolution of the problem.

### **Step 2: Informal Hearing with the Dean/Director**

If the problem cannot be resolved after informal discussion with the instructor or Chair, the student may file a **Special Notice of Appeal: Non-Academic Judgment** with the Office of the Registrar within five (5) working days of the action or circumstance in question.

The **Special Notice of Appeal: Non-Academic Judgment** will state the basis for the allegations and must include the following:

- a) A summary of the decision being appealed;
- b) Grounds for the appeal;
- c) The suggested remedy.

Upon receipt of the **Special Notice of Appeal: Non-Academic Judgment**, the Office of the Registrar will forward copies of the form to the responsible Dean/Director who, in turn, will provide the Chair with the form and any supporting documentation. The individual who made the original decision will be given five (5) working days whenever possible to reply to the **Special Notice of Appeal: Non-Academic Judgment**. The reply shall include reasons for the decision and a suggested remedy.

On receipt of the reply from the Chair, the Dean/Director of the faculty/centre/school will convene a meeting for the purpose of informal discussion and resolution of the dispute. All parties to the dispute will attend the meeting. This informal hearing will normally take place within five (5) working days whenever possible of the filing of the reply from the Chair. At the informal hearing, all parties to the dispute will be given an opportunity to question each other and make representations. **The Dean/Director of the faculty/centre/school will render a decision following the meeting, which will be given to the parties to the dispute in writing.**



### Step 3: Appeal to the Faculty Appeals Committee

If the student is not satisfied with the decision of the Dean/Director, he or she may submit a request in writing to the Office of the Registrar that a Faculty Appeals Committee (to be chaired by a Dean/Director from another faculty/centre/school) hear the appeal. This written request must be submitted to the Office of the Registrar within five (5) working days after the informal hearing decision is released. Such an appeal will be considered if, and only if, any or all of the following grounds can be convincingly demonstrated to the Chair of the Faculty Appeals Committee:

- a) There is new evidence not considered by the Dean/Director at the informal hearing; or
- b) There was a procedural error in reaching the informal hearing decision; or
- c) The findings of the Dean/Director at the informal hearing were not supported by the evidence.

The appeal will be heard by the Faculty Appeals Committee if, and only if, the Chair of the Faculty Appeals Committee deems the appeal to have merit. If a hearing is deemed to be appropriate, the Chair will convene the Faculty Appeals Committee.

Except under exceptional circumstances, the decision of the Faculty Appeals Committee will be final and should normally be made no later than ten (10) working days whenever possible after receipt of the request for a formal hearing. **The decision of the Faculty Appeals Committee will be communicated to the student and the instructor, in writing, by the Chair of that committee.**

All decision documents pertaining to the dispute will be returned to the Office of the Registrar for retention for a period of one year.

### Step 4: Appeal of the Decision of the Faculty Appeals Committee to the Mount Royal Grievance Committee

The student may appeal the decision of the Faculty Appeals Committee within five (5) working days to the Mount Royal Grievance Committee if, and only if, the presence of any or all of the following conditions can be convincingly demonstrated to the Chair of the Mount Royal Grievance Committee:

- a) Alleged bias of the Faculty Appeals Committee; or
- b) Alleged unfair procedures on the part of the Faculty Appeals Committee; or
- c) Substantial new evidence that could not have been presented to the Faculty Appeals Committee.

The student must submit a written statement to the Office of the Registrar raising reasonable doubt as to the appropriateness of the decision made by the Faculty Appeals Committee and supporting the request for a hearing by the Mount Royal Grievance Committee. If the Chair of the Mount Royal Grievance Committee is not satisfied that the evidence documented in the student's written statement fully supports the request for a College Grievance Committee hearing, the request for a hearing will be denied. It is the full intent of this policy that disputes concerning the assignment of a final grade, the unsatisfactory fulfillment of academic performance, or any other purely academic matter not be taken to the Mount Royal Grievance Committee unless the conditions described herein are clearly evident.

## E. COMPLAINTS AND APPEALS WITH RESPECT TO MATTERS NOT INVOLVING ACADEMIC STANDING

Matters not involving academic standing are typically described as complaints or grievances related to the operations of Mount Royal. Provision is made for appeals of this nature to be heard by the Mount Royal Grievance Committee.

## 1. Complaint and Grievance Procedures

### Step 1: Informal Resolution

All complaints or grievances must initially be discussed with the person(s) against whom the complaint is directed and also with the Registrar. Other officers of Mount Royal who might be able to help resolve the potential grievance should be consulted as well.

### Step 2: Appeal to College Grievance Committee

If a student remains dissatisfied with the outcome of preliminary consultations, a formal appeal for redress of the grievance or removal of the alleged injustice shall be filed with the Office of the Registrar within ten (10) working days of the decision, which accounts for the complaint. The grievance shall be expressed in the form of a letter specifying the grounds for the complaint.

The supporting documentation should be explicit and, where applicable, the names of witnesses should be indicated. The extent, to which the student has attempted to resolve the problem by discussion with the individual(s) named in the complaint, as well as other College officials, should also be stated. Finally, a suggested remedy should be given.

On receipt of a written complaint from a student, the Office of the Registrar will distribute the documentation to the person against whom the grievance is directed, that person's immediate supervisor, and the Provost and Vice-President, Academic. In situations where a specific person cannot be named, but some aspect of the operations of Mount Royal is in dispute, the Registrar or the Provost and Vice-President, Academic will identify the responsible individual.

The Office of the Registrar will inform the individual named in the complaint that s/he has five (5) working days to submit a written response, which addresses itself to the particulars of the grievance. On receipt of the written response from that individual, the Office of the Registrar will distribute all relevant documentation as soon as possible to the Chair of the Mount Royal Grievance Committee.

If the Chair of the Mount Royal Grievance Committee is not satisfied that the complaint has merit, he or she will deny it. If the Chair determines the grievance to have merit, he or she will convene the Mount Royal Grievance Committee to hear the complaint. **The decision of the Mount Royal Grievance Committee will be final and will be communicated to all parties of the dispute, in writing, by the Chair of the Mount Royal Grievance Committee.**

If the Registrar or designate is the individual named in the complaint, all of the above procedures will be coordinated by the Provost and Vice-President, Academic.

## F. COLLEGE GRIEVANCE COMMITTEE

### 1. Composition of the Mount Royal Grievance Committee

Each College Grievance Committee (more than one may function at one time if necessary) will be composed of seven (7) voting members, as follows:

- a) The Director of Human Resources who will serve as Chair;
- b) Two College faculty members appointed by the President of the Mount Royal College Faculty Association;
- c) Two students appointed by the Mount Royal College Students' Association;
- d) One support or management staff member appointed by the President of Mount Royal;
- e) Mount Royal Registrar (unless the appeal is being referred from a Faculty Appeals Committee, in which case an alternate will be designated by the Chair of the Mount Royal Grievance Committee).

The Committee quorum will be five (5) members including the Chair; a tie vote is a defeated vote.



## 2. Jurisdiction of the Mount Royal Grievance Committee

The Mount Royal Grievance Committee deals with all complaints related to the operations of Mount Royal that do not involve academic standing. The Committee will not attempt to evaluate the academic merits of any course grade.

However, if, after receiving an unacceptable decision from a Faculty Appeals Committee, a student can provide proof of unfairness or bias at the Faculty Appeals Committee hearing or there is a case where there is substantial new evidence which could not have been made available to the Faculty Appeals Committee, the Mount Royal Grievance Committee may, at the discretion of the Chair of the Committee, consider a request for a hearing. Before the Committee Chair agrees to conduct the hearing, the appellant must raise a reasonable doubt as to the appropriateness of the decision made by the Faculty Appeals Committee.

Decisions of the Mount Royal Grievance Committee are final and binding on all parties to a dispute.

Some allegations of injustice may involve matters that do not lie entirely within the authority of the Mount Royal Grievance Committee to rectify. In such cases, the aggrieved person will be so notified.

## CODE OF STUDENT CONDUCT

Mount Royal has a responsibility to define standards of student behavior and to provide reasonable expectations for student discipline with regard to conduct that jeopardizes the functioning of academic and non-academic activities. It is also the obligation of Mount Royal to protect the safety, rights and/ or property of its members or visitors. To this end, Mount Royal implemented the *Code of Student Conduct* policy.

### Academic Dishonesty

Academic dishonesty is defined as the giving, taking or presenting of information or material that unethically or dishonestly aids oneself or another on any work which is to be considered in the determination of a grade, the compilation of academic requirements or the enhancement of a student's record or academic career.

### Non-Academic Misconduct

Behaviour that is subject to disciplinary action under the Code includes violations of established civil and criminal statutes; conduct that threatens the safety or wellbeing of members of Mount Royal community; and any behavior that seriously and adversely affects Mount Royal or its educational mission.

The Code of Student Conduct is available through the Office of Student Conduct (C109), the Students' Association of Mount Royal College or at: [www.mtroyal.ca/codeofstudentconduct](http://www.mtroyal.ca/codeofstudentconduct)

## HARASSMENT OR DISCRIMINATION

Sexual harassment and other forms of discrimination are unacceptable at Mount Royal College. In cases of harassment or discrimination or for information about Mount Royal's Individual Rights Policy, you are advised to contact the Ombudsperson/ Human Rights Advisor in Room U216C.

## ACADEMIC STANDING

### Introduction

Mount Royal is committed to maintaining high standards, encouraging academic success, and indicating to students when their current program of study may be unsuitable or their academic performance may be inadequate. In keeping with these goals, the College reserves the right to inform students of their academic standing if it fails to meet minimum academic standing criteria outlined below. Academic standing applies to all credit programs at Mount Royal and relates to a student's eligibility to register in credit courses within a program at Mount Royal.

Students should be aware that specific programs of study may require conditions in addition to minimum Mount Royal standards; failure to meet such program-specific standards can result in a student being required to withdraw from the program to which they were initially admitted and in which they are currently enrolled. Information concerning program-specific requirements is available in the Mount Royal Calendar and in departmental policies and procedures. The responsibility for being familiar with and fulfilling these program-specific requirements rests with the student.

### Procedure

The academic records of all credit students enrolled at Mount Royal College will be reviewed each academic year for purposes of determining academic eligibility to continue their studies at Mount Royal. This review will take place at the end of the winter semester for those students who do not take any credit courses in the immediately following spring semester, and at the end of the spring semester for those students who are registered in spring semester courses.

### Academic Progress Criteria

Students must have attempted a minimum of 9-credits before their academic record will be reviewed at the end of any given academic year. Students who have accumulated fewer than 9-credits will be deemed eligible to continue their studies until such time as they have attempted at least 9-credits.

### Academic Warning

The Office of the Registrar will issue an academic warning to those students who have attempted a minimum of nine (9) credits and whose cumulative grade point average is less than 2.00. Students who are issued an academic warning are strongly encouraged to meet with their academic advisor and/ or a College counsellor to review their academic standing and how best it might be improved in the following semester of studies.

## Requirement to Withdraw (RTW) from a Program

1. Students who have attempted at least 30 credits, and whose cumulative grade point average is less than 1.50 at the time of the annual academic progress review will be considered ineligible to continue their studies in their program at Mount Royal and will be required to withdraw from that program.
2. Students who are required to withdraw from their program are permitted to register as an Open Studies student.
3. Students who have been required to withdraw from their program can apply for readmission to a program after a minimum of twelve (12) months has elapsed and on condition that all academic requirements for admissions have been met at that time.
4. Students may request the Office of the Registrar to perform a manual re-calculation of their cumulative grade point average to include only the highest grade awarded for repeated course work and to exclude grades in any courses that were taken more than six (6) years previously. If, as a result of this manual re-calculation, the revised cumulative grade point average exceeds 1.50, the student will not be required to withdraw and will be permitted to continue in their program at Mount Royal.
5. Students who are registered in credit courses at the time of the requirement to withdraw will have their registration canceled; any tuition and mandatory fees that have been assessed and paid for those courses will be refunded.

## Re-Admission to a Program After the Requirement to Withdraw

Students who have been required to withdraw from their program must apply for re-admission in accordance with the application deadlines for new students that are specified in the Academic Schedule published in the College Calendar.

Students seeking (re)-admission to a program must meet with a College academic advisor regarding their academic plans. The academic advisor may refer the student to a College counselor if deemed appropriate. Students are required to bring a letter to the meeting with the academic advisor which: (1) offers an explanation for their having been previously unsuccessful, (2) outlines their academic plans, and (3) explains why they are now likely to be successful. The academic advisor will indicate to the Admissions Office when this consultation process has occurred in order to complete the student's application procedure. Admission is not automatic and will be considered on an individual basis.

Under exceptional circumstances involving documented medical reasons or serious emotional distress, a student may request that the Registrar waive a second or subsequent requirement to withdraw if he/she withdraws from all courses during the academic year to which he/she has been readmitted and if, as a consequence, his or her cumulative grade point average at the time of the annual academic review falls below 1.50. The request for consideration of a waiver and the exceptional circumstances must have occurred prior to the end of the student's final examination period.

## APPEAL PROCEDURES

### Procedures for Appealing a Requirement to Withdraw

Only under exceptional circumstances involving medical reasons and/or serious emotional distress may a student appeal the requirement to withdraw. The exceptional circumstances must have occurred prior to the end of the student's final examination period.

The prospective appellant shall meet with staff in the Office of the Registrar to review the appeal criteria and process before initiating a formal appeal of the requirement to withdraw.

The Appeal form, along with the required supporting documentation from a medical doctor and/or a counsellor, must be submitted to the Office of the Registrar no later than June 30 for those students who have been required to withdraw at the end of the winter semester and no later than July 30 for those students who have been required to withdraw at the end of the spring semester.

### Student Status Pending the Outcome of an Appeal

A student appealing the requirement to withdraw shall have the right to register in classes for the following semester until the ruling of the Academic Standing Appeals Committee is made. If, at the time of the ruling of the Academic Standing Appeals Committee, the appeal is not upheld, the student shall be de-registered and any tuition and mandatory fees assessed and/or paid for the following semester shall be refunded.

### Academic Standing Appeals Committee

An Academic Standing Appeals Committee will be established for the purpose of hearing petitions from students who have been required to withdraw from their program and who are able to document the exceptional circumstances involving medical reasons and/or serious emotional distress that may have resulted in the original ruling.

The Academic Standing Appeals Committee will be appointed by the Provost and Vice-President, Academic and will consist of the following members:

- **Four** faculty members representing the academic faculties, centres and schools (Arts, Bissett School of Business, Communication Studies, Health and Community Studies and Science and Technology);
- **One** student nominated by the Students' Association;
- **One** member of the professional counselling staff from Student Counselling Services;
- **The Registrar** or designate;
- **A Dean or Director** of an academic faculty, centre or school who shall Chair the Disqualification Appeals Committee.

### Decision of the Academic Standing Appeals Committee

The decision of the Academic Standing Appeals Committee shall be final in all cases.

The Office of the Registrar shall communicate the Committee's decision, in writing, to the student within ten (10) days of the hearing.

# ACADEMIC STATUS

## GRADING SYSTEM

Description	Alpha Grade	4.0 Point Scale
Excellent	A+	4.0
	A	4.0
	A-	3.7
Good	B+	3.3
	B	3.0
	B-	2.7
Satisfactory	C+	2.3
	C	2.0
	C-	1.7
Poor	D+	1.3
Minimal Pass	D	1.0
Failure	F	0.0

### Symbols (not calculated in Grade Point Average)

<b>AU</b>	The AU symbol is given if a course is audited.
<b>CR</b>	Prior Learning Credit This refers to credit assigned through the Prior Learning and Recognition (PLAR) assessment process.
<b>NC</b>	No Prior Learning Credit This refers to credit not assigned through the Prior Learning and Recognition (PLAR) assessment process. Refer to the <i>Prior Learning Assessment and Recognition</i> policy and procedures in the Transfer Credit and Evaluation of Prior Learning section.
<b>EF</b>	Experiential Fail Indicates unsatisfactory performance in an experiential learning course (practicum, fieldwork, internship, or clinical placement).
<b>EP</b>	Experiential Pass Indicates successful completion of an experiential learning course (practicum, fieldwork, internship, or clinical placement)
<b>F</b>	Fail (Co-op courses only)
<b>P</b>	Pass (Co-op courses only)
<b>I</b>	Incomplete Applied when a student has not completed semester work to the satisfaction of the instructor and has been granted an extension to complete that work. (See section below for conditions)
<b>Q</b>	Unassigned Grade An administrative code assigned by the Registrar's Office in extenuating circumstances and on an interim basis, along with appropriate transcript notation, pending resolution of a final grade decision.
<b>W</b>	Withdrawal A student receives a "W" following official withdrawal from a course. (See section below for conditions)
<b>WC</b>	Withdrawal with Cause A student receives a "WC" following official withdrawal from a course due to special circumstances. (See section below for conditions)

The method by which instructors arrive at the final course grades is left to their discretion. In different departments and within departments, different percentages might be required for a Satisfactory standing. However, the system used must be communicated to the students at the beginning of the semester and should be stated in the course outline for each course. Instructors must convert their own method for determining course standing to the official grading system when submitting final grades to the Office of the Registrar. The College will not undertake any official conversion or equation of letter grades with any percentage or other grading systems.

### Conditions for 'I' symbol

The decision as to whether or not the student will be permitted to enter into a contract for the completion of a course rests with the instructor. If the instructor is not available, the student should contact the appropriate department/program Chair.

The agreement must be arranged prior to the deadline for submission of final grades and a copy of the agreement must be forwarded to the Office of the Registrar by the instructor.

Course requirements must be completed within a maximum of calendar 60 days after the end of the semester.

The contract must indicate what the letter grade for the course will be if the student does not complete the course work specified in the instructor-student contract (i.e., the grade earned in the course to that date).

Unless the Office of the Registrar has been notified before, at the end of the 60-day period, the "I" symbol will be changed to a letter grade as determined by the instructor, or, if the specified course work has not been completed, the "I" will be changed to the grade indicated in the instructor-student contract.

Extension of the 'I' symbol contract beyond the 60-day period can be made at the discretion of the instructor.

### Conditions for 'W' symbol

A 'W' symbol can be applied up to and including the withdrawal deadline as stated in the Academic Schedule.

Any consideration for withdrawals after this deadline must be supported by medical and/or psychological documentation.

No withdrawals are permitted after the last day of classes.

### Conditions for 'WC' symbol

Students can apply for a 'WC' at any time during the semester up to and including the last day of scheduled classes.

A 'WC' will apply under the following conditions:

- serious illness, verified in writing by a physician, or
- severe emotional distress, verified in writing by Student Counselling Services or other registered mental health professional.

Except under exceptional circumstances, a student who has entered into an 'I' contract will not be eligible for a 'WC'.

### Special Grading Conditions Alternative Grading Schemes

Departments offering courses requiring a student to demonstrate a satisfactory standard of performance in designated skills before a passing grade in the course can be awarded may, subject to the approval of the Dean, use alternative grading systems for those courses. The grading of such courses may vary considerably from the normal grading system.

In such cases, the grading system to be used must be communicated to the students in the course outline.

Failure to attain a passing standard for any component of such a course may result in a failing grade for the course.

### Removal from Experiential Learning course

At the instructor's discretion, a student in an experiential learning course (such as, practicum, fieldwork, directed field study, internship, or clinical placement) may be removed from the course at any point in that course and assigned an "F" or "EF" grade at the end of the course, when under exceptional circumstances, the student's academic performance directly or indirectly threatens the safety of, or increases the risk to, others.

## GRADE POINT AVERAGE

The Grade Point Average is determined by dividing the total grade points earned by the number of credit hours attempted. The "AU", "CR", "I", "NC", "P", "Q" and "W" and "WC" grades are not included in calculating the Grade Point Average. Academic upgrading courses (those numbered 0100-0999) are also not included in calculating the Grade Point Average. Example: Assume a student earns the following grades: Administration – A, Chemistry – B, English – C, Geology – D, German – F, Mathematics – I and Psychology – W.

Course	Grade	Points		Credits		Points
ACCT 2120	A	4	x	4	=	16
CHEM 2201	B	3	x	5	=	15
ENGL 0212	C	2	x	4	=	8
GEOL 2201	D	1	x	4	=	4
GERM 1105	F	0	x	3	=	0
MATH 1224	I	NA	x	5*	=	0
PSYC 1105	W	NA	x	3*	=	0
				20		43
<b>Total Grade Points</b>						<b>43</b>
<b>Total Credits*</b>						<b>20*</b>
<b>Grade Point Average</b>						<b>= 2.15</b>

\* "I" and "W" grades are not counted.

## DEAN'S HONOUR ROLL

A student who earns twelve (12) or more credit hours in a semester at Mount Royal College with a Grade Point Average of 3.50 or higher will be placed on the Dean's Honour Roll for that semester.

## PRESIDENT'S HONOUR ROLL

A student who earns twenty-four (24) or more credit hours in an academic year at Mount Royal College with a Grade Point Average of 3.75 or higher will be placed on the President's Honour Roll.

## REPETITION OF A COURSE

Students may repeat any course. When a course is repeated, the original grade remains on the student's academic record. Only the higher grade awarded is used to determine the cumulative Grade Point Average, eligibility to graduate and continuance as a student in good standing at the College.

A course may only be counted once for any program requirement pertaining to graduation.

## STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES

This Statement of Student Rights and Responsibilities is intended to constitute a guideline to be observed by the Board of Governors, students, faculty, staff, and administrators of Mount Royal College. It does not constitute a legal contract between the students and the College, and it cannot override any collective agreement or other legally enforceable contract where there is conflict. The statement is not intended to create a foundation for civil proceedings in the Courts of the Province of Alberta.

The purpose of the statement is to identify a set of rights and responsibilities of the students enrolled in the credit programs of Mount Royal College. In the event of a perceived or alleged breach of the statement, a student, students or the Students' Association may seek resolution through established College procedures.

Students enrolled in credit programs at Mount Royal College should have rights and assume responsibilities in accordance with applicable College policies and procedures, as set out in this section of the calendar. All of the rights and responsibilities apply to full-time students and all, except items 8, 9, and 10, apply to part-time students.

1. **RIGHT:** To have their rights respected by fellow students, faculty, staff, administrators and other persons associated with the College.

**RESPONSIBILITY:** To respect the rights of fellow students, faculty, staff, administrators and other persons associated with the College.

2. **RIGHT:** To a College environment that complies with institutional and relevant government regulations, policies and procedures.

**RESPONSIBILITY:** To observe College and relevant government regulations, policies and procedures intended to protect the environment of the College.

3. **RIGHT:** To participate and to be represented in the affairs of the College through the Students' Council and/or the Student Executive Committee of the Mount Royal Students' Association, an organization dedicated to being responsive and responsible to the student body at large.

**RESPONSIBILITY:** To be active members in good standing of the Students' Association and to participate when feasible in the democratic processes of the Association.

4. **RIGHT:** To have access to current information printed in the College Calendar or, when such publication is not timely, posted at the Office of the Registrar and at locations other than the Lincoln Park campus where credit courses are offered regarding academic regulations; policies and procedures, including admission and registration requirements and procedures; course descriptions; course and program change and withdrawal procedures; program and graduation requirements; final examination policy and regulations; and transfer arrangements as outlined in the *Alberta Transfer Guide*.

**RESPONSIBILITY:** To familiarize themselves with current information regarding academic regulations, policies and procedures and to follow those regulations, policies and procedures, to the extent that such regulations, policies and procedures are printed in the College Calendar or posted at the Office of the Registrar and at locations other than the Lincoln Park campus where credit courses are offered.

5. **RIGHT:** To the availability of their course instructors for assistance and consultation outside of scheduled class periods, at mutually agreeable times.

**RESPONSIBILITY:** To monitor their academic progress and to seek help to resolve their academic or career choice difficulties.

In the case of academic difficulties, students shall first discuss such matters with their course instructors before enlisting other advice and assistance.

6. **RIGHT:** To the confidentiality of their transcript and the grade assigned for each course, except by their express written permission. The College reserves the right to confirm or deny questions concerning students' registration and/or completion of a program. The College reserves the right to make transcripts available for authorized purposes within the College without student permission (e.g. for scholarship and financial aid eligibility, academic advising, etc.).  
**RESPONSIBILITY:** To respect the confidentiality of the academic records of other students.
7. **RIGHT:** To view in the Office of the Registrar the College's official student record as contained in their permanent file.  
**RESPONSIBILITY:** To respect College regulations regarding the viewing of the official student record.
8. **RIGHT:** To have access to a place in each core or required course of the program in which they are registered at least once during the normal length of the program for full-time students.  
**RESPONSIBILITY:** To take each core or required course of the program in which they are registered as soon as a place becomes available after the prerequisites for those courses have been met.
9. **RIGHT:** To have the graduation requirements of the program in which they are registered remain unchanged from those in effect when they registered in that program. If and when the requirements are changed, students registered in that program will be given the choice of which curriculum to follow except where the change is dictated by external agencies.  
**RESPONSIBILITY:** To endeavor to complete the program under the curriculum best suited to their personal circumstances in view of the reasons for the change.
10. **RIGHT:** To have the length of the program in which they are registered remain unchanged from the length of the program when they registered in that program. If and when the length of a program is changed, students registered in that program will be given the choice of which curriculum to follow except in cases where the length of the program is dictated by external agencies.  
**RESPONSIBILITY:** To endeavour to complete the program under the curriculum best suited to their personal circumstances in view of the reasons for the change.
11. **RIGHT:** To have the opportunity to complete, within its normal duration, the program in which they are registered as a full-time student if and when that program is discontinued by the College.  
**RESPONSIBILITY:** To consider the reasons for the discontinuation of the program and to endeavour to complete the program within its normal duration for full-time students or choose an alternative based on that consideration.
12. **RIGHT:** To make available a written outline, at the beginning of the courses in which they are registered, of the objectives of the course, the evaluation system to be used, the requirements regarding class attendance and punctuality, the format and due dates of major assignments, as well as penalties if they are to be employed. In the event that circumstances beyond the control of the instructor compel substantial changes to course content and/or classroom procedures, rules and regulations, the students registered in the course will be given written notice of such changes. The format of the written outline may be in hardcopy or online as deemed appropriate for the course.  
**RESPONSIBILITY:** To make themselves aware of and to follow the requirements of the written course outline even when they are absent from particular classes.
13. **RIGHT:** To have course times, as scheduled in the College timetable at the time of registration, remain unchanged except in exceptional circumstances as determined by the College and to have classes start and end at the scheduled times.  
**RESPONSIBILITY:** To arrive on time for their classes and to remain for the duration of those classes, except in exceptional circumstances.
14. **RIGHT:** To be notified, whenever possible, of class cancellations in advance of the class meeting.  
**RESPONSIBILITY:** To accept exceptional circumstances and to be prepared to spend the time on other useful endeavours.
15. **RIGHT:** To the assurance that various sections of the same course have common course-specific objectives and comparable requirements and evaluation standards and to have these described in the course outline.  
**RESPONSIBILITY:** To respect the faculty member's right to determine the course content, instructional methodology and evaluation procedures within the guidelines set for the course.
16. **RIGHT:** To have access to a review with the instructor of in-course tests, examinations and course assignments within 14 days after they have been evaluated and to have supervised access to final examinations, in the departmental office and without benefit of a review with the instructor or other College employee, within 14 days after the release of final grades by the Office of the Registrar.  
**RESPONSIBILITY:** To request a review or access to tests, examinations, or course assignments, if they wish such review or access, within the 14-day time period.
17. **RIGHT:** To have student views taken into consideration in College-sponsored evaluations of instruction and student-oriented services and to be assured that their individual contributions will be kept confidential.  
**RESPONSIBILITY:** To participate in such evaluations when requested.
18. **RIGHT:** To have appeal and grievance procedures established by the College and printed in the College Calendar or, when such publication is not timely, posted at the Office of the Registrar and at locations other than the Lincoln Park campus where credit courses are offered.  
**RESPONSIBILITY:** To make themselves aware of appeal and grievance procedures.



# GENERAL GRADUATION REQUIREMENTS

All students who expect to receive a parchment from Mount Royal College must satisfy the graduation requirements for a baccalaureate degree program, a diploma program or a certificate program as shown in this section. Several programs have special graduation requirements, which must also be met before a degree, diploma or certificate can be awarded. The additional requirements are shown in the program description section of the programs concerned. (Also see Academic Regulations – Graduation). Students are cautioned to note the general statements regarding graduation and the restrictions and interpretations that follow. Do not hesitate to consult the Office of the Registrar if you are uncertain about your graduation status.

## APPLICATION TO GRADUATE

All students who are candidates for the award of a baccalaureate degree, diploma or certificate are responsible for notifying the Office of the Registrar of their intention to graduate. They must complete and submit to the Office of the Registrar the Application to Graduate Form prior to the relevant deadline indicated in the *Academic Schedule* in this calendar. The application form is available online or at the Office of the Registrar.

Candidates graduate in accordance with the conditions and requirements shown in the calendar of the year in which they first enrolled in the program, provided there has been no break in their attendance at the College. Students who discontinue their studies will be subject to the graduation requirements published in the calendar at the time of their return to the College. Also see *Graduation* component of the *Academic Regulations* section.

## ELIGIBILITY TO GRADUATE

To be eligible to graduate from a Mount Royal College program, a student must have been **officially admitted** into the program and must normally complete **at least 25%** of the graduation requirements as a student within the program, except where written approval has been given by the dean/director of the faculty/centre/school.

### Applied Degree Programs With a Diploma Exit Option

In Applied Degree programs with a diploma exit option, students may be eligible to be awarded a diploma after completing their second year of studies **without exiting** from the program. Students wishing to receive the diploma must declare their intention to graduate (without exit from the program) within their second year of studies prior to the relevant deadline indicated in the current *Academic Schedule*.

### University Transfer and General Arts and Science Programs

Students in a University Transfer program can apply for a General Studies Certificate upon completion of 10 appropriate courses in recognition of their completion of a full year of undergraduate studies.

## LETTER OF PERMISSION

Students who wish to complete relevant course work for a baccalaureate applied degree, diploma or certificate program at another recognized or accredited post-secondary institution must receive prior approval by completing and submitting a Letter of Permission Form which may be obtained from the Office of the Registrar. *The Letter of Permission* must be signed by the appropriate department Chair(s) and returned to the Office of the Registrar for final approval and processing. See section entitled *Transfer Credit and PLAR* for information on the *Letter of Permission*.

## GRADUATION REQUIREMENTS – BACCALAUREATE APPLIED DEGREE PROGRAMS

All baccalaureate applied degree program patterns must be arranged by the student in consultation with the appropriate academic advisor and according to the advice of the department Chair concerned.

The baccalaureate applied degree candidate must satisfy the following general requirements in order to graduate.

### Credit Requirements

- A minimum of 120 credits (to include a minimum of 90 credits of academic course work and a minimum of 30 credits to be delivered through experiential learning) or as specified in the program pattern.

### Grade Point Average Requirement

- A Grade Point Average of at least 2.00 based on all courses required for graduation in the program. This includes all the core courses specified in the published curriculum pattern for that program, as well as all approved options and electives, the English Requirement and a minimum of six [6] appropriate Arts and Science Requirements selected from four [4] different areas (minimum of 18 credits).

### Residence Requirement

- Normally, 50% of the academic work completed toward the award of a Mount Royal College parchment must be completed at the College, except where written approval has been given by the dean/director of the appropriate faculty/centre/school.
- In addition, at least 50% of the Directed Field Study requirement for an applied degree must normally be completed as a student of Mount Royal College.

### English Requirement

- English 1101 or any other 1100-level (or higher) English course of at least three credits.

## Arts and Science Requirements

- A minimum of six (6) appropriate Arts and Science courses (a minimum of 18 credits). There are seven (7) areas of approved Arts and Science courses and a student must successfully complete at least one (1) course from each of four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior-level (see program/academic advisor for details). See below for a complete listing of approved Arts and Science Requirement courses and respective areas.

**Note:** English 2263 is not considered to be a senior-level Arts and Science course for graduation purposes.

## Program Pattern Requirements

- Successful completion of all course requirements for an approved program pattern.

## RESTRICTIONS AND INTERPRETATIONS: GENERAL

- Students may apply credits obtained under one Mount Royal College baccalaureate applied degree, diploma or certificate program towards the graduation requirements of another program, subject to the following restrictions:

### Internal Transfer of Credits Between Different Credential Designations (For example, from a certificate to a diploma program)

- Students may apply credits obtained under one Mount Royal College baccalaureate applied degree, diploma or certificate program towards the graduation requirements of another program up to **a maximum of 50 per cent** of the graduation requirements of the new program.

### Internal Transfer of Credits Between the Same Credential Designations (For example, from one applied degree to another applied degree or different majors within an applied degree)

- Students may apply credits obtained under one Mount Royal College baccalaureate applied degree, diploma or certificate program towards the graduation requirements of another program of the same credential designation up to **a maximum of 75%** of the graduation requirements of the new program. Within Applied Degree programs, transfer credit will normally only be given for 50% of the Directed Field Study requirement of the new program.

## RESTRICTIONS AND INTERPRETATIONS FOR BACCALAUREATE APPLIED DEGREE PROGRAMS

### Internal Program Transfer – Advanced Standing

- See also *Eligibility to Graduate and Restrictions and Interpretations: General* in this calendar.

### Advanced and Senior-Level Course Requirements

- Unless a course is identified as having “recommended preparation” or “prerequisites,” it is not necessary to take the lower numbered course of a sequence of courses first.

## Arts and Science Requirements

- To comply with the Arts and Science Requirements listed in the program course outline, at least six (6) courses must be chosen from each of four (4) different areas and at least two (2) of these courses must be at the senior-level (see program/academic advisor for details). There are seven (7) Arts and Science areas in total from which to choose. Please note the restrictions outlined in this section. See below for a full listing of Arts and Science Requirement courses and respective areas.

**Note:** English 2263 is not considered to be a senior-level Arts and Science course for graduation purposes.

- Any course specified for graduation as a program requirement may not also be used to satisfy the Arts and Science Requirements.
- No course shall be deemed to be part of the Arts and Science Requirements if:
  - It is less than 3 credits; or
  - It is a high school or matriculation equivalent (see list of high school/matriculation equivalent courses in the section entitled *High School Matriculation Equivalents*).
- English 0212 cannot be used for graduation purposes.

## Program Pattern Requirements

- All restrictions on program patterns noted under the specific pattern must be satisfied.
- Approved options are courses related to the program chosen in consultation with and approved by the appropriate academic advisor.
- Electives are courses that may be freely chosen by the student. Even though academic advisors may recommend certain electives, students are free to select their own electives, provided that they meet the entrance requirements for those courses.

## Directed Readings Restriction

- No more than one course (not to exceed four (4) credits) of Directed Readings can be used for graduation purposes.

## Courses that Cannot be Used for Graduation Purposes

- English 0212 cannot be used for graduation purposes.
- No course may be presented to fulfill more than one graduation requirement **within one credential**; for example, English 1101 may not be presented as an Area 2 Communications course if this course is also being used to satisfy the English Requirement.
- No high school or matriculation equivalent course (level 30 or lower) may be used for graduation purposes (see list of high school/matriculation equivalent courses in the section entitled *High School Matriculation Equivalents*).

## GRADUATION REQUIREMENTS – DIPLOMA PROGRAMS

All diploma program patterns must be arranged by the student in consultation with the appropriate academic advisor and according to the advice of the department Chair concerned.

The diploma candidate must satisfy the following requirements in order to graduate.

### Credit Requirements

- A minimum of 60 credits or as specified in the program pattern (normally no more than 72 credits).

### Residence Requirement

- At least half of the courses required for the diploma program (a minimum of ten [10] courses and a minimum of 30 credits) must be completed at Mount Royal College.

### Grade Point Average Requirement

- A Grade Point Average of at least 2.00 based on all courses required for graduation in the program. This includes all the core courses specified in the published curriculum pattern for that program, as well as all approved options and electives, the English Requirement, and a minimum of four (4) appropriate Arts and Science Requirements selected from four (4) different areas.

### Advanced and Senior-Level Course Requirements

- A minimum of eight (8) courses (a minimum of 24 credits) in courses numbered 1200 or higher.

### English Requirement

- Successful completion of English 0212 or 1101 or any other 1100-level (or higher) English course of at least 3 credits.

### Arts and Science Requirements

- A minimum of four (4) appropriate Arts and Science courses (a minimum of 12 credits). There are seven (7) areas of approved Arts and Science courses and a student must take at least one (1) course from each of four (4) different areas.

### Program Pattern Requirements

- Successful completion of all requirements for an approved program pattern in either a career diploma program or an Arts and Science diploma program.

## RESTRICTIONS AND INTERPRETATIONS FOR DIPLOMA PROGRAMS

### Internal Program Transfer – Advanced Standing

- See also *Eligibility to Graduate and Restrictions and Interpretations: General* in this calendar.

### Advanced and Senior-Level Course Requirements

- Unless a course is identified as having “recommended preparation” or “prerequisites,” it is not necessary to take the lower numbered course of a sequence of courses first.

### English Requirement

- English 0212, 1101 or any other 1100-level (or higher) English course of at least three credits.

### Arts and Science Requirements

- To comply with the Arts and Science Requirements listed in the program course outline, one (1) course must be chosen from each of four (4) different areas. There are seven (7) areas in total from which to choose. Please note the restrictions outlined in this section. See below for a full listing of Arts and Science Requirement courses and the respective areas.
- Any course specified for graduation as a program requirement may not also be used to satisfy the Arts and Science Requirements.
- No course shall be deemed to be part of the Arts and Science Requirements if:
  - It is less than 3 credits; or
  - It is a high school or matriculation equivalent (see list of high school/matriculation equivalent courses in the section entitled *High School Matriculation Equivalents*).

### Program Pattern Requirements

- All restrictions on program patterns noted under the specific pattern must be satisfied.
- Approved options are courses related to the program chosen in consultation with and approved by the appropriate academic advisor.
- Electives are courses that may be freely chosen by the student. Even though academic advisors may recommend certain electives, students are free to select their own electives, provided that they meet the entrance requirements for those courses.

### Directed Readings Restriction

- No more than one course, not to exceed four (4) credits, of Directed Readings can be used for graduation purposes.

### Courses that Cannot be used For Graduation Purposes

- No course may be presented to fulfill more than one graduation requirement **within one credential**; for example, English 0212 may not be presented as an Area 2 Communications course if this course is also being used to satisfy the English Requirement.
- No high school or matriculation equivalent course (level 30 or lower) may be used for graduation purposes (see list of high school/matriculation equivalent courses in the section entitled *High School Matriculation Equivalents*).

In the fall of 2006, Mount Royal adopted the policy that all new Baccalaureate degree programs will incorporate a General Education component. The goals of General Education are to provide students with critical academic skills, and to expose students to a variety of academic disciplines. Students enrolled in Baccalaureate degree programs are encouraged to consult with an Academic Advisor before enrolling in courses.

For students in Applied Degree programs, General Education will eventually replace the current Arts and Sciences requirements. However, students currently enrolled in Applied Degree Programs do not need to make any changes to their curriculum.

## ARTS AND SCIENCE REQUIREMENTS – BACCALAUREATE APPLIED DEGREE AND DIPLOMA PROGRAMS

To comply with the Arts and Science Requirements listed in the program course outline, at least one (1) course must be chosen from each of four (4) different areas. There are seven (7) areas in total from which to choose. Students should consult their program of study to determine the total number of arts and science courses required for graduation. Please note the restrictions outlined in this section.

**The approved Arts and Science Requirement courses and the respective areas are as follows:**

### Area 1. Behavioural Sciences (Arts)

- All Anthropology courses
- All Archaeology courses
- All Psychology courses
- Social Work 1111
- All Sociology courses

### Area 2. Communications (Arts)

- Applied Communications 2261
  - All English courses except high school equivalents
- Note:** English 2263 is not considered to be a senior-level Arts and Science course for graduation purposes. English 0212 cannot be used for graduation purposes for baccalaureate applied degree programs.
- Humanities 1103
  - All Speech courses

### Area 3. Fine Arts, Physical Education (Arts)

- All Art History courses
- Education 2209, 3307 and 3491
- Interior Design 3309
- All Music courses (please note the restrictions listed in this section)
- Physical Education 1215, 1225, 2243, 2245, 2255, 2257, 2263 and 3331
- Recreation Studies 1132
- All Theatre Arts courses except Theatre Arts 1105, 1205, 1206, and 1207\*

### Area 4. Humanities (Arts)

- All Chinese courses
- Classics 1111
- All French courses\* (see exceptions under course descriptions)
- All German courses\* (see exceptions under course descriptions)
- All Humanities courses except Humanities 1103 and 2297
- All Italian courses
- All Japanese courses
- All Languages courses
- All Linguistics courses
- All Philosophy courses
- All Religious Studies courses
- All Romance Studies courses
- All Spanish courses\* (see exceptions under course descriptions)

### Area 5. Mathematical Sciences (Science)

- All Astronomy courses
- Computer Science 1230, 1370, 2203, 2215 and 3309
- All Mathematics courses except high school equivalents
- All Physics courses except high school equivalents

### Area 6. Natural Sciences (Science)

- Air Flight Training 1109
- Air Flight Training 1209
- All Biochemistry courses
- All Biology courses (plus Physical Education 1224)\* except high school equivalents
- All Chemistry courses except high school equivalents
- All Geography courses except Geography 3341, 3351, 3365 and 3381
- All Geology courses
- Humanities 2297
- All Microbiology courses
- All Natural Science courses
- Psychology 3375
- All Zoology courses

### Area 7. Social Sciences (Arts)

- All Canadian Studies courses
- All Economics courses
- Geography 3341, 3351, 3365 and 3381
- All History courses
- All Political Science courses except Political Science 1185
- All Women's Studies courses
- Policy Studies 3303

\* See course descriptions and *Courses that Cannot be Used for Graduation Purposes* listed in this section.

**NOTE:** Mount Royal is in the process of renumbering all courses. Before you register, please consult your program or academic advisor whether the course you have selected satisfies a Junior or Senior Arts and Science requirement. You can find more information in the on-line addendum to the 2008/2009 calendar at <http://www.mtroyal.ca/academics/academiccalendar.shtml>.

## GRADUATION REQUIREMENTS – CERTIFICATE PROGRAMS

All certificate program patterns must be arranged by the student in consultation with the appropriate academic advisor and according to the advice of the program Chair concerned.

### Credit Requirements

- As specified in the program pattern (normally a minimum of 30 credits).

### Residence Requirement

- At least half of the courses required for the program (a minimum of five [5] courses and a minimum of 15 credits) must be successfully completed at Mount Royal College.

### Grade Point Average Requirement

- A Grade Point Average of at least 2.00 based on all courses required for graduation in the program. This includes all the core courses specified in the published curriculum pattern for that program, as well as all approved options and electives.

### Program Pattern Requirements

- Successful completion of all requirements for an approved certificate program.

## RESTRICTIONS AND INTERPRETATIONS FOR CERTIFICATE PROGRAMS

### Internal Program Transfer – Advanced Standing

- See also *Eligibility to Graduate and Restrictions and Interpretations: General* in this calendar.

### Advanced and Senior-Level Courses

- Unless a course is identified as having *recommended preparation* or *prerequisites*, it is not necessary to take the lower numbered course of a sequence of courses first.

### Program Pattern Requirements

- All restrictions on program patterns noted under the specific pattern must be met.
- Approved options are courses related to the program chosen in consultation with and approved by the appropriate academic advisor.
- Electives are courses that may be freely chosen by the student. Even though advisors may recommend certain electives, students are free to select their own electives, provided that they meet the entrance requirements for those courses.

### Directed Readings Restriction

- No more than one course (not to exceed four [4] credits) of Directed Readings can be used for graduation purposes.

### Courses That Cannot Be Used For Graduation Purposes

- No course may be presented to fulfill more than one graduation requirement **within one credential**.
- No high school or matriculation equivalent course (level 30 or lower) may be used for graduation purposes except where specifically designated in the program pattern (see list of high school/matriculation equivalent courses in the section entitled *High School Matriculation Equivalents*).

## TIME LIMITATION – BACCALAUREATE APPLIED DEGREE COURSE WORK

All graduation requirements for a baccalaureate applied degree program must be completed within eight (8) years of initial admission to and enrolment in that baccalaureate applied degree program.

The prior learning of all students entering baccalaureate applied degree programs will be fully assessed at the point of admission for possible advanced standing or transfer credit. Applicable credit for prior learning which is recognized at the point of entry into the program will remain valid for the same time limit (eight [8] years) as is permitted to complete the program.

## TIME LIMITATION – DIPLOMA OR CERTIFICATE COURSE WORK

All graduation requirements for a certificate or diploma program must be completed within six (6) years of initial admission to and enrolment in that certificate or diploma program.

The prior learning of all students entering certificate or diploma programs will be fully assessed at the point of admission for possible advanced standing or transfer credit. Applicable credit for prior learning which is recognized at the point of entry into the program will remain valid for the same time limit (six [6] years) as is permitted to complete the program.



# INSTRUCTIONAL DEPARTMENTS

## **ABORIGINAL CENTRE**

Department: 403-440-5596  
Director, J. Foster: 403-440-5668  
Program Administrator,  
C. Hanington: 403-440-6020

## **BISSETT SCHOOL OF BUSINESS**

School: 403-440-6833  
Dean, Bissett School of Business  
W. Fraser: 403-440-6233  
Associate Dean, Bissett School of Business  
D. Allwright: 403-440-6316  
Chair, Bachelor of Applied Business Administration – Accounting  
I. Gilborn: 403-440-6235  
Chair, Bachelor of Applied Business and Entrepreneurship, and Marketing  
Management  
M. Brown: 403-440-6283  
Chair, Bachelor of Applied Financial Services, Bachelor of Applied  
International Business and Supply Chain Management  
V. Kinnear: 403-440-6315  
Chair, Business Administration (General Business, Human Resources,  
Insurance), Nonprofit, and University Transfer  
M. Peacock: 403-440-5062  
Chair, Aviation Diploma  
S. Rose: 403-440-6043  
Chief Flight Instructor, Aviation Program  
J. Rule: 403-288-9551

## **CENTRE FOR COMMUNICATION STUDIES**

Centre: 403-440-6901  
Dean, Centre for Communication Studies  
M. Chikinda: 403-440-6117  
Chair, Journalism  
T. Field: 403-440-6189  
Chair, Public Relations  
TBA  
Chair, Electronic Publishing and Technical Communication  
G. Ruhl: 403-440-6732  
Chair, Broadcasting  
I. Ratushniak: 403-440-6114

## **FACULTY OF ARTS**

Dean, M. Mertin: 403-440-6960  
Associate Dean, R. Genereux: 403-440-6455

### **Department of English**

Department: 403-440-6451  
Chair, L. Easton: 403-440-6453

### **Department of Humanities**

Department: 403-440-6054  
Chair, J. Pettit: 403-440-5985

### **Department of Interior Design**

Department: 403-440-6100  
Chair, J. Smith: 403-440-6106

### **Department of Languages & Cultures**

Department: 403-440-6528  
Chair, A. Sassine: 403-440-6849

### **Department of Policy Studies**

Department: 403-440-6527  
Chair, B. Foster: 403-440-5948

### **Department of Psychology**

Department: 403-440-6467  
Chair, L. Wertzler: 403-440-6438

### **Department of Sociology & Anthropology**

Department: 403-440-6425  
Chair, B. Matthews: 403-440-6430

## **FACULTY OF HEALTH AND COMMUNITY STUDIES**

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Associate Dean, Faculty of Health and Community Studies  
C. London: 403-440-6496

### **Department of Advanced Specialty Health Studies**

Department: 403-440-7296

Chair, Department of Advanced Specialty Health Studies  
P. Price: 403-440-6887

Coordinator, Advanced Studies in Critical Care Nursing  
L. Estabrooks: 403-440-6324

Coordinator, Advanced Studies in Critical Care Nursing  
(Emergency Nursing)  
C. Carter-Snell: 403-440-6679

Coordinator, Advanced Studies in Critical Care Nursing  
(Critical Care and Neuroscience Nursing)  
L. Estabrooks: 403-440-6324

Coordinator, Advanced Studies in Mental Health  
F. Jackson: 403-440-6041

Coordinator, Forensic Studies  
C. Carter-Snell: 403-440-6679

Coordinator, Gerontology  
D. McDermid: 403-440-6882

Coordinator, Maternal Infant Child Healthcare  
S. Beischel: 403-440-7054

### **Department of Child and Youth Studies**

Department: 403-440-5968

Chair, Department of Child and Youth Studies  
J. Baxter: 403-440-6492

### **Department of Justice Studies**

Department: 403-440-6379

Chair, Department of Justice Studies  
J. Winterdyk: 403-440-6992

### **Department of Physical Education and Recreation Studies**

Department: 403-440-6500

Chair, Department of Physical Education and Recreation Studies  
M. Lafave: 403-440-6246

### **Department of Social Work and Disability Studies**

Department: 403-440-6448

Chair, Department of Social Work and Disability Studies  
L. Fountatain: 403-440-6443

### **Integrative Health Institute**

Department: 403-440-8809

Director, Elaine Danelesko 403-440-8808

### **School of Nursing**

Department: 403-440-6883

Director, School of Nursing  
P. Nordstrom: 403-440-6549

Chair, Baccalaureate Nursing Programs  
L. Judd: 403-440-6080

Chair, Department of Internationally Educated Nurses (IEN) Programs,  
B. Metcalf: 403-440-6887

## **FACULTY OF SCIENCE AND TECHNOLOGY**

Dean, B. Lane 403-440-6966

### **Institute for Applied Scientific Research**

Department: 403-440-6615

Director, B. Sheridan 403-440-6918

### **Department of Chemical, Biological and Environmental Sciences**

Department: 403-440-6163

Chair, T. MacAlister 403-440-6684

### **Department of Computer Science and Information Systems**

Department: 403-440-6149

Chair, W. Paterson 403-440-7086

### **Department of Earth Sciences**

Department: 403-440-6165

Chair, B. McNicol 403-440-6175

### **Department of Mathematics, Physics and Engineering**

Department: 403-440-6147

Chair, I. Lagu 403-440-6154

## **FACULTY OF TEACHING AND LEARNING**

Acting Dean, J. Zimmer, 403-440-7204

### **Academic Development Centre**

Acting Director, T. Matus: 403-440-6764

Department: 403-440-6042

Faculty Development Consultant, Curriculum,  
M. Yeo: 403-440-6494

Faculty Development Consultant, Educational Technology,  
R. Corbett: 403-440-6220

Faculty Development Coordinator,  
E. Mullen: 403-440-6062

Instructional Design Consultant,  
P. Mascaro: 403-440-6723

Educational Technology Training,  
A. Reil: 403-440-7002

START Coordinator,  
R. Scaddan: 403-440-7214

Media Production Services Manager,  
W. Williams: 403-440-6564

Distributed Learning Centre,  
D. Flynn: 403-440-7231

## **Department of Education and Schooling**

Department: 403-440-7729

Chair, I. Naested 403-440-6428

## **Department of General Education**

Department: 403-440-7729

Chair, David Clemis, 403-440-5995

## **Institute for Research in Teaching and Learning**

Department: 403-440-7204

Director, TBA

## **MOUNT ROYAL CONSERVATORY**

Conservatory: 403-440-6821

Director, Mount Royal College Conservatory

P. Dornian: 403-440-6595

Manager, General Conservatory Programs

S. Nadler: 403-440-8956

Manager, Academy, Choral and Credit Program

W. van der Sloot: 403-440-6823

## **Department of Theatre, Speech and Music Performance**

Department: 403-440-6139

Chair, Department of Theatre, Speech and Music Performance

R. Ayles: 403-440-6906

## **FACULTY OF CONTINUING EDUCATION AND EXTENSION**

Dean, N. MacIntosh: 403-440-6014/403-440-7790

Centre for Business Development, Consultant,

S. Mohtadi: 403-440-5557

Academic Upgrading, Program Director,

S. Cheney: 403-440-6864

Arts/Science and Technology, Program Director,

S. Cheney: 403-440-6864

Business Education and Training, Program Director,

L. Robbins: 403-440-6857

Community and Health Studies, Program Director,

C. White Prosser: 403-440-6715

Credit Extension, Part-Time/Open Studies, Program Director,

S. Cheney: 403-440-6864

Transitional Vocational Program, Program Administrator,

D. Sharman: 403-440-6588

Centre for Complementary Health Education, Program Administrator,

D. Palmer: 403-503-4887

Satellite Campuses, Manager,

C. Burke: 403-440-5533

Conference/Specialized Services, Manager,

B. Mann: 403-440-8943

## **Extension Certificates:**

- Acupressure Therapy
- Addiction Studies (classroom and online)
- Aromatherapy
- Business Analysis
- Child Care Leadership (blended)
- Children's Mental Health (online)
- Computer Skills for the Office
- Condominium Management
- Conflict Resolution
- Curriculum Design and Analysis (online)
- Employment Preparation
- Entrepreneurship
- Event Management (classroom and online)
- Fundraising Management
- Funeral Director and Embalmer
- Human Justice
- Human Resource Management
- International Community Development (online)
- Leadership
- Management Development
- Massage Therapy
- Nonprofit Management (online)
- Office Computer and Bookkeeping
- Personal Fitness Trainer
- Petroleum Land Contract Administration - Foundation
- Petroleum Land Contract Administration - Advanced
- Petroleum Joint Venture Administrator
- Petroleum Joint Venture Analyst
- Police Studies (classroom and online)
- Project Management (classroom and online)
- Public Relations
- Publishing
- Purchasing Management
- Reflexology Therapy
- Residential Decorating (classroom and online)
- Sales Development
- Supply Chain Management
- Supportive Counselling Skills
- Web Design
- Yoga Therapy

## **Programs for Designations Issued by Professional Associations:**

- Canadian Association of Petroleum Production Accounting (CAPP)
- Certified Commercial Investment Member (CCIM)
- Certified Financial Planner™ (CFP™)
- IC3 (Internet & Computing Core Certification)
- Certified Payroll Manager Program
- Real Property Administrator (RPA)

## **Licensing Programs**

- Canadian Investment Funds Course
- Life License Qualification Program
- Mortgage Associates Program
- Real Estate Associates Program

### Certificates of Completion

- Adult Educator Seminar Series (classroom and online)
- CAPPA Seminars
- Child and Youth Educator Seminar Series (classroom and online)
- Feng Shui Practitioner
- Floral Design
- Managing Conflict in Today's Workplace (online)
- Masterful Facilitator
- Medical Terminology (online)
- Pillars of Management
- Professional Speaking
- Reiki
- Technical Writing

### INTERNATIONAL EDUCATION

Director, L. Smith: 403-440-5004

Manager, International Projects, D. MacDonald: 403-440-6791

Manager, Languages Institute, A. Olson: 403-440-5140

Office: 403-440-5100

Coordinators: J. Ferguson, T. Gillies, B. St. Amand, S. Rhodes, A. Yeung

### Instructional Staff:

#### English as a Second Language (ESL)

M. Barby, S. Cox, P. Downie, Z. Drabinsky, J. Hammink, T. Hanson, A. Hibbard, G. Landreville, S. Marendiuk, Murji, C. Musa, E. Newman, M. O'Toole, A. Roudstein, R. Shinduke, C. Szabo, R. Wallace, C. Wannamaker, J. Warkentin, L. Wilhelm

#### Foreign Languages

I. Arosteguy, D. Asaph, R. Baumann, D. Boiteau, A. Chen, Y. Cressman, C. Davalos, E. Dubon, E. Echeverria-Dubon, R. Gelmi, J. Humen, L. Jewall, J. Meyler, G. Pare, C. Poon, C. Recabal, S. Rossi, S. Saccomani, V. Sassine, A. Stock-Bateman, T. Yoshizumi

### DIVISION OF ACADEMIC AFFAIRS

Provost and Vice-President, Academic, R. Fisher: 403-440-6858

#### Office of Enrolment Services

Associate Vice-President, Enrolment Management and Registrar,  
S. Gottheil: 403-440-6365

Associate Registrar, D. Wood 403-440-6347

Manager, Academic Advising Services, S. Price: 403-440-6513

Manager, Admissions and Recruitment, A. MacKichan: 403-440-6350

Manager, Records and Credit Registration Services,

S. Gemmell: 403-440-6398

Manager, Student Awards and Financial Aid, L. Runions: 403-440-6306

Manager, Student Systems, J. Pasloske: 403-440-7224

Collaboration and Articulation Administrator, E. May: 403-440-6733

Coordinator, Admission Services, G. Amy: 403-440-6355

Coordinator, Communications, V. Cabot: 403-440-5635

Acting Coordinator, Continuing Education Registration,  
S. Bouvier: 403-440-6392

Coordinator, Credit Registration, G. Gouglas: 403-440-6351

Coordinator, Office of Student Conduct and Convocation,  
K. Parsons: 403-440-6356

Coordinator, Records, C. Lovestone: 403-440-6358

Coordinator, Scheduling Services, V. Simmonds: 403-440-6586

Coordinator, Student Recruitment, M. LoGullo: 403-440-5958

### Library 403-440-6140

Director, Library Services, C. Shepstone: 403-440-6134

Library Chair & Coordinator, Technical Services, J. Monteith: 403-440-6137

Coordinator, Circulation & Reserves Services, A. Swabey: 403-440-7241

Coordinator, Media Services, G. Owens: 403-440-7737

Coordinator, Information & Instructional Services,  
M. Macmillan: 403-440-6135

Coordinator, Collections, M. Bowler: 403-440-6086

Instructional Services Librarians: K. Barrette: 403-440-6126,,  
M. Bowler: 403-440-6086, P. Herscovitch: 403-440-6022, M. MacMillan:  
403-440-6135, F. May: 403-440-6128, C. Merkley: 403-440-5068,  
M. Millard: 403-440-6136, J. Monteith: 403-440-6137, G. Owens:  
403-440-7737, R. Sherwin: 403-440-7045, M. Sinotte: 403-440-5683, A.  
Swabey: 403-440-7241

### DIVISION OF STUDENT AFFAIRS AND CAMPUS LIFE

Executive Director, B. Fleming: 403-440-6506

#### Cougar Athletics 403-440-6516

Manager, K. Karch: 403-440-7211

#### Mount Royal Recreation 403-440-6517

Manager, C. Dawe: 403-440-6515

#### Residence Services 403-440-6275

Manager, S. Fitterer: 403-440-6279

#### EnCana Wellness Services

Manager, K. McElary 403-440-6092

#### Learning Skills Centre 403-440-6452

Manager, C. Foran: 403-440-5934

#### Career Services 403-440-6307

Manager, C. Bradley: 403-440-6232

# ACADEMIC PROGRAMS



Mount Royal College offers instruction leading to the award of the following degrees, diplomas and certificates:

## DEGREE PROGRAMS

### Baccalaureate Applied Degree Programs

These are four-year applied programs of study which integrate academic course work with experiential learning. The baccalaureate applied degree programs currently offered at Mount Royal College are:

Bachelor of Applied Business Administration – Accounting

Bachelor of Applied Business and Entrepreneurship:

- International Business
- Small Business
- Sport and Recreation

Bachelor of Applied Child Studies

Bachelor of Applied Communications:

- Electronic Publishing
- Journalism
- Public Relations
- Technical Communication

Bachelor of Applied Computer Information Systems and Business

Bachelor of Applied Ecotourism and Outdoor Leadership

Bachelor of Applied Financial Services

Bachelor of Applied Interior Design

Bachelor of Applied International Business and Supply Chain Management

Bachelor of Applied Justice Studies

Bachelor of Applied Nonprofit Studies

Bachelor of Applied Policy Studies

Bachelor of Applied Science – Environmental Science

- Industrial Ecology Stream (Direct entry)
- Transition Stream

### Baccalaureate Degree

Bachelor of Nursing

## Degree Programs – Athabasca University at Mount Royal College

Bachelor of Arts (with majors in English, History and Psychology)

Bachelor of Nursing (admission suspended)

## DIPLOMA PROGRAMS

Career diploma programs are two (2) years in length and are designed to prepare a student for immediate career employment upon graduation. Studies may be pursued in the following areas:

Aviation

Broadcasting

Business Administration:

- General Business Administration
- Human Resources
- Marketing Management

Business Administration and Insurance

Child and Youth Care Counsellor

Computer Information Systems

Disability Studies

Early Learning and Child Care

Music Performance

Social Work

Theatre Arts:

- Performance
- Technical

## ARTS AND SCIENCE DIPLOMA PROGRAM

The Arts and Science diploma program in General Studies, which is also two (2) years in length, is designed to prepare students for transfer to selected universities for continuation of studies in a four-year degree program. See *General Studies* section for specific graduation requirements.



## CERTIFICATE PROGRAMS

These programs, usually one (1) year in duration, are specifically designed to prepare graduates for immediate employment or to assist practitioners in the field in upgrading their skills. Studies may be pursued in the following areas:

Athletic Therapy

Bridge to Canadian Nursing - Certificate of Achievement

Business Administration:

- Advanced Accounting
- Human Resources
- Marketing Management

Computer Science

Early Learning and Child Care

Environmental Technology

Journalism

Post-Basic Certificates (Distance Delivery):

- Adult Mental Health Certificate of Achievement for Licensed Practical Nurses
- Advanced Studies in Critical Care Nursing
  - Critical Care Nursing
  - Emergency Nursing
  - Neuroscience Nursing
- Advanced Studies in Mental Health
- Forensic Studies
- Gerontology
  - Business and Entrepreneurship
  - Gerontology Certificate of Achievement for Licensed Practical Nurses
  - Studies in Aging
- Maternal Infant Child Healthcare
  - Neonatal Nursing
  - Perinatal Nursing

Technical Writing – Certificate of Achievement

The College also offers an Arts and Science Certificate in General Studies for students who are not enrolled in a career certificate or diploma program. See *General Studies* section for specific graduation requirements.

## UNIVERSITY TRANSFER

University transfer programs are designed to prepare students for transfer to selected degree-granting institutions. Students in this program category may be eligible to receive an Arts and Science Certificate or Diploma in General Studies if they satisfy the graduation requirements for these credentials. See *General Studies* section for specific graduation requirements.

Bachelor of Arts

Bachelor of Commerce

Bachelor of Education

Bachelor of Engineering

Bachelor of Physical Education

Bachelor of Science

Bachelor of Science – Computer Science

## MISCELLANEOUS PROGRAMS

Aboriginal Education Program (see *Student Services* section)

Credit Extension, Part-Time Studies (see *Student Services* section)

Open Studies (see *University Transfer Programs* section)

## PROGRAMS WITH A CO-OPERATIVE EDUCATION COMPONENT

Business Administration Diploma – Human Resources

Business Administration and Insurance Diploma

## PROGRAMS WITH A DIRECTED FIELD STUDIES COMPONENT

Bachelor of Applied Business Administration – Accounting

Bachelor of Applied Business and Entrepreneurship

- International Business
- Small Business
- Sport and Recreation

Bachelor of Applied Child Studies

Bachelor of Applied Communications

- Electronic Publishing
- Journalism
- Public Relations
- Technical Communication

Bachelor of Applied Computer Information Systems and Business

Bachelor of Applied Financial Services

Bachelor of Applied Interior Design

Bachelor of Applied International Business and Supply Chain Management

Bachelor of Applied Justice Studies

Bachelor of Applied Nonprofit Studies

Bachelor of Applied Policy Studies

Bachelor of Applied Science – Environmental Science

- Industrial Ecology Stream (Direct Entry)
- Transition Stream

## TRANSFER OF CREDIT TO OTHER EDUCATIONAL INSTITUTIONS

It is the responsibility of students who intend to transfer to another institution after completing studies at Mount Royal College to ensure that courses taken at the College are acceptable to the receiving institution. Students are advised to consult with the receiving institution in advance to ensure that the courses which they complete successfully at Mount Royal College are fully recognized as transferable to their intended degree program.

Mount Royal College has formal agreements with the provincial universities and the other public post-secondary institutions of Alberta that cover the transfer of credit from the College to these institutions. Under the terms of these agreements, it is possible for students to transfer up to two years of credit toward a degree program offered by the provincial universities of Alberta. Students should consult the appropriate edition of the *Alberta Transfer Guide* at [www.acat.gov.ab.ca](http://www.acat.gov.ab.ca) issued by the Alberta Council on Admissions and Transfer or the calendars of the receiving institutions for further details regarding admission requirements, transfer policies and procedures and advanced credit arrangements.

# BACHELOR OF APPLIED BUSINESS ADMINISTRATION — ACCOUNTING



## PROGRAM OFFERED

Bachelor of Applied Business Administration – Accounting – BBA (Applied)

## FACULTY INFORMATION

School: 403-440-6833

Dean, Bissett School of Business

W. Fraser: 403-440-6233

Associate Dean, Bissett School of Business

D. Allwright: 403-440-6316

Chair, Bachelor of Applied Business Administration – Accounting

I. Gilborn: 403-440-6235

Work Experience Coordinator, Accounting

R. Davé

## GENERAL INFORMATION

The Bachelor of Applied Business Administration – Accounting Degree program is a collaborative degree offered in conjunction with MacEwan College, Northern Alberta Institute of Technology (NAIT) and SAIT Polytechnic. The degree integrates the principles of accounting, finance, income taxation, information systems, auditing and strategic management, with work experience to provide graduates with the competencies required for employment in a variety of accounting positions. Academic courses are linked with the work place through Directed Field Studies that include two paid work-terms. Growth in the business and nonprofit sectors, increased variety and complexity of financial services, internationalization of the economy, changing tax regulations, and rapidly advancing technology demand higher and more specialized skills for accountants.

In addition to developing the fundamental skills required of accountants, the Bachelor of Applied Business Administration – Accounting program emphasizes global skills required to be successful in today's workforce. These include the ability to research, communicate well, think critically, reason ethically, utilize technology and work effectively in a team environment. This applied degree fulfills the degree requirement of the Chartered Financial Analyst (CFA) Institute, the Institute of Chartered Accountants (CAs), Certified General Accountants (CGA) Association, and the Society of Management Accountants of Canada (CMA).

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED BUSINESS ADMINISTRATION – ACCOUNTING DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Business Administration – Accounting program:

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure) – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Both the Directed Field Studies instructor and the employer will be involved in assessing whether the student has successfully completed the learning outcomes. Successful completion of each semester earns a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience may be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

To be eligible to participate in a Directed Field Studies course, students must have successfully completed Accounting 4222, Accounting 3228, and Management 3210 with a minimum grade of "C+." Students must also have completed Accounting 4280 and Accounting 4225 with a minimum grade of "C+", or be enrolled in these courses with an academic recommendation from the instructor.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Business Administration – Accounting program must comply with all College policies and regulations relating to applied degrees and continuance. Students enrolled in the Bachelor of Applied Business Administration – Accounting degree program must maintain a minimum cumulative Grade Point Average of 2.00.

## CURRICULUM

### Bachelor of Applied Business Administration – Accounting

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Accounting 2120 – Principles of Accounting . . . . .	3
Economics 1101 – Principles of Microeconomics <b>or</b>	
Economics 1103 – Principles of Macroeconomics . . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits . . . . .	15

Semester 2	Credits
Accounting 3220 – Financial Accounting. . . . .	3
Accounting 3224 – Management Accounting I . . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 3	Credits
Accounting 3221 – Intermediate Accounting I. . . . .	3
Accounting 3228 – Management Accounting II. . . . .	3
Management 2263 – Business Statistics II. . . . .	3
Management 3265 – Management Information Systems. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
Accounting 4222 – Intermediate Accounting II . . . . .	3
Accounting 4280 – Introduction to Personal and Corporate Income Tax. . . . .	3
Finance 3227 – Introduction to Finance . . . . .	3
Management 3230 – Business Law. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

**Business Administration Diploma Exit. See note in this section.**

Semester 5	Credits
Accounting 4225 – Principles of Audit. . . . .	.3
Accounting 4381 – Advanced Financial Accounting. . . . .	.3
Accounting 4382 – Advanced Management Accounting. . . . .	.3
Arts and Science Requirement. . . . .	.3
Approved Option* . . . . .	.3
Total Credits. . . . .	1.5

Semester 6	Credits
Accounting 2010 – Directed Field Studies I. . . . .	1.5

Semester 7	Credits
Accounting 3010 – Directed Field Studies II. . . . .	1.5

Semester 8	Credits
Entrepreneurship 3333 – New Venture Feasibility. . . . .	.3
Management 3276 – Organizational Behaviour. . . . .	.3
Arts and Science Requirement. . . . .	.3
Approved Option* . . . . .	.3
Approved Option* . . . . .	.3
Total Credits. . . . .	1.5
Total Credits for Graduation. . . . .	12.0

- \* Approved Options must be selected from the following list:
- Accounting 3223 – Computerized Accounting. . . . . .3
  - Accounting 4325 – Advanced Audit. . . . . .3
  - Accounting 4380 – Advanced Taxation. . . . . .3
  - Accounting 4401 – International Business. . . . . .3
  - Accounting 4403 – Accounting Theory. . . . . .3
  - Accounting 4407 – Investment Principles. . . . . .3
  - Accounting 4409 – Management Audit. . . . . .3
  - Accounting 4411 – Public Sector Finance. . . . . .3
  - Accounting 5383 – Management Processes and Problems. . . . . .3
  - International Business 3301 – Global Business Environment. . . . . .3
  - International Business 3303 – International Finance. . . . . .3
  - Logistics and Supply Chain Management 4403 –  
Production and Operations Management. . . . . .3
  - Management 4365 – Advanced Management Information Systems. . . . . .3
  - OR any other senior business courses, with prior approval from the Chair of  
the Department.

**Note:** Arts and Science Requirements must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six (6) credits) must be at the senior-level (see program/academic advisor for details). See *General Graduation Requirements* section for full listing of approved Arts and Science Requirements, areas and restriction.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 120 credits.
- A minimum grade of C+ in MGMT 3210 or ADMN 1210; ACCT 4222 or ADMN 1222; ACCT 4225 or ADMN 1225; ACCT 3228 or ADMN 1228; and ACCT 4280 or ADMN 1280.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

Students who successfully complete the first four semesters will receive a Business Administration – Accounting and Financial Management Diploma. To be eligible for the diploma, students must have selected their four Arts and Science courses from four (4) different areas and have a Grade Point Average of at least 2.00 or higher.

# BACHELOR OF APPLIED BUSINESS AND ENTREPRENEURSHIP



## PROGRAMS OFFERED

Bachelor of Applied Business and Entrepreneurship –  
International Business – BBE (Applied)

Bachelor of Applied Business and Entrepreneurship –  
Small Business – BBE (Applied)

Bachelor of Applied Business and Entrepreneurship –  
Sport and Recreation – BBE (Applied)

## FACULTY INFORMATION

School: 403-440-6833

Dean, Bissett School of Business  
W. Fraser: 403-440-6233

Associate Dean, Bissett School of Business  
D. Allwright: 403-440-6316

Chair, Bachelor of Applied Business and Entrepreneurship  
M. Brown: 403-440-6283

Chair, Physical Education and Recreation Studies  
M. Lafave: 403-440-6246

Coordinator, Bachelor of Applied Business and Entrepreneurship – Sport  
and Recreation  
D. Legg

Work Experience Coordinator, Sport and Recreation  
S. Fried

## GENERAL INFORMATION

Mount Royal College's innovative Bachelor of Applied Business and Entrepreneurship Degree Program provides students with the opportunity to develop, hone and practice the skills and perspectives that are vital to entrepreneurial success. The integration of academic courses with a semester of a hands-on Directed Field Study allows students to apply the knowledge and develop the competencies that will help them to succeed as entrepreneurs and to grow as individuals.

This is the golden age of entrepreneurship. Entrepreneurs create over 80 per cent of all new jobs today. Even large companies are looking for employees with an entrepreneurial spirit and attitude, to help them meet the challenges of the 21st century.

The Bachelor of Applied Business and Entrepreneurship offers students the choice of three program streams – International Business, Small Business, and Sport and Recreation.

The International Business stream will also achieve the requirements for a Forum for International Trade Training (FITT) Diploma, which is a nationally recognized professional designation in international trade. The Bachelor of Applied Business and Entrepreneurship Program includes a full range of entrepreneurship, business, computer science and arts and science courses. The eight international business modules train the graduates for a career in international trade. The Directed Field Study placement provides the opportunity for the students to apply the theory that they have learned in the classroom by working on a contract basis with established businesses or starting their own new venture.

The Small Business stream focuses on the skills and attitudes necessary to launch a small business. This innovative program includes a wide range of entrepreneurship, computer science, arts and science and business courses. A unique feature of the program is a four-month Directed Field Study where students must start and operate their own business. This experience provides graduates with the skills and knowledge to start and manage new enterprises.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.



## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED BUSINESS AND ENTREPRENEURSHIP – SMALL BUSINESS AND INTERNATIONAL BUSINESS DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Business and Entrepreneurship – Small Business and Bachelor of Applied Business and Entrepreneurship – International Business program.

- English Language Arts 30-1 – 65%
- Mathematics 30 (Applied) – 65%, **or**  
Mathematics 30 (Pure), **or** Mathematics 31 – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### Minimum Overall Average Required for Admission

To be eligible for admission on the basis of High School Standing, applicants must normally present a minimum admission average of 65% on their five appropriate grade 12 subjects.

To be eligible for admission on the basis of Post-secondary Standing, applicants must normally present a minimum Grade Point Average (GPA) of 2.30 on the 5 most recently completed post-secondary courses (minimum 15 credit hours).

## DIRECTED FIELD STUDY

A Directed Field Study is designed to provide an extension of the learning process in a relevant work environment. Comprising 12 per cent of the curriculum for this applied baccalaureate degree program, a Directed Field Study integrates academic learning. The Directed Field Study semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of the Directed Field Study receives a total of 15 credits.

Given the dynamic nature of the local labour market, opportunities for work experience can be located inside or outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning and Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Business and Entrepreneurship degree programs must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Business and Entrepreneurship degree programs must obtain a minimum grade of "C" in all required core courses in the program and maintain a minimum cumulative Grade Point Average of 2.00. Depending on which of the three (3) Bachelor of Applied Business and Entrepreneurship streams the student is enrolled; core courses are designated with "COMP", "ENTR", "INBU", "PHED" and "RECR". Students are only able to repeat core courses once in order to obtain the minimum grade of "C". Failure to meet this requirement will result in withdrawal from the program.

## CURRICULUM

### Bachelor of Applied Business and Entrepreneurship – Small Business

The Small Business option of the Bachelor of Applied Business and Entrepreneurship Degree Program provides graduates with the hands-on skills and knowledge to successfully launch and operate their own business ventures. This program received national recognition in 1999 when it received the Award for Most Innovative Undergraduate Entrepreneurship Degree Program from the Canadian Council for Small Business and Entrepreneurship (CCSBE). The unique educational program includes 12 specialized courses in entrepreneurship that cover all aspects of starting and operating a business. Students are required to start their own new venture in a three-month Directed Field Study, which is an integral component of the program. Skilled faculty mentors with small business experience guide students as they encounter the challenges and rewards of creating their own business.

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English . . . . .	3
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Entrepreneurship 2201 – Introduction to Entrepreneurship . . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Marketing 2150 – Introduction to Marketing . . . . .	3
Total Credits . . . . .	15

Semester 2	Credits
Accounting 3320 – Accounting Applications for Small Business . . . . .	3
Computer Science 1207 – Introduction to Computing Applications for Small Business and Entrepreneurship . . . . .	3
Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
International Business 3301 – Global Business Environment . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 3	Credits
Accounting 3224 – Management Accounting I . . . . .	3
Entrepreneurship 3251 – Market Research for Small Business . . . . .	3
Management 3210 – Business Communications Theory and Practice . . . . .	3
Marketing 2154 – Professional Selling . . . . .	3
Business Option . . . . .	3
Total Credits . . . . .	15

Semester 4	Credits
Entrepreneurship 3331 – Law for Small Business. . . . .	3
Entrepreneurship 3333 – New Venture Feasibility . . . . .	3
Finance 3227 – Managerial Finance . . . . .	3
Arts and Science Requirement. . . . .	3
Business Option . . . . .	3
Total Credits. . . . .	15

Semester 5	Credits
Computer Science 3307 – Computing Applications in Small Business and Entrepreneurship . . . . .	3
Entrepreneurship 4431 – Leadership Development . . . . .	3
Philosophy 2229 – Business Ethics . . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 6	Credits
Entrepreneurship 2010 – Directed Field Study . . . . .	15

Semester 7	Credits
Entrepreneurship 4461 – The Entrepreneurial Manager . . . . .	3
Finance 4427 – Entrepreneurial Finance . . . . .	3
Arts and Science Requirement. . . . .	3
Business Option . . . . .	3
Business Option . . . . .	3
Total Credits. . . . .	15

Semester 8	Credits
Entrepreneurship 4434 – Small Business Practicum . . . . .	3
Entrepreneurship 4435 – Small Business Strategy . . . . .	3
Arts and Science Requirement. . . . .	3
Business Option . . . . .	3
Business Option . . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	120

Business Options include the accounting, human resources, marketing, quantitative methods, international business, supply chain management, financial services, nonprofit studies and finance courses that have been outlined in the Bissett School of Business, Approved Business Option checklist for Small Business students. At least one business option must be taken from the marketing area.

## Bachelor of Applied Business and Entrepreneurship – International Business

The Bachelor of Applied Business and Entrepreneurship – International Business is designed to prepare students for participation in the global economy, whether this means establishing a business venture beyond Canadian borders, marketing sales and services internationally or simply increasing the competitiveness of an organization through co-operation with foreign partners or suppliers. Introductory courses (common to both Small Business and International streams) in the first two semesters introduce the basics of accounting, marketing, human resources and business communications and an introduction to International Business. Then starting in the third semester, students take an additional seven international business courses which focus on specific aspects of international business.

Students in the Bachelor of Applied Business and Entrepreneurship degree apply to the International stream in the Winter Semester of their first year. Further information about the application process is available by contacting the Program Chair of the Bachelor of Applied Business and Entrepreneurship degree program in the Bissett School of Business.

The students will be asked to submit an application portfolio containing the following information:

- A one-page letter detailing the student's experiences such as language training, travel, business experience, etc. which have led to their wishing to pursue a career in international business.
- One letter of recommendation and support from a faculty member who has taught the student.
- A recent transcript, with a minimum Grade Point Average of 2.00.
- A current resume highlighting academic background and other relevant experience.

A selection committee will base selection on the application portfolio and a personal interview with the applicants during which we can convey the special nature and requirements of the FITT program.

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Entrepreneurship 2201 – Introduction to Entrepreneurship . . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Accounting 3320 – Accounting Applications for Small Business. . . . .	3
Computer Science 1207 – Introduction to Computing Applications for Small Business and Entrepreneurship . . . . .	3
Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
International Business 3301 - Global Business Environment. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 3	Credits
Accounting 3224 – Management Accounting I . . . . .	3
International Business 3302 – International Marketing . . . . .	3
International Business 3306 – International Trade Research. . . . .	3
Management 3210 – Business Communications Theory and Practice. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 4	Credits
Entrepreneurship 3333 – New Venture Feasibility . . . . .	3
Finance 3227 – Managerial Finance . . . . .	3
International Business 3305 – International Market Entry Strategies . . . . .	3
Arts and Science Requirement. . . . .	3
Business Option . . . . .	3
Total Credits. . . . .	15
Semester 5	Credits
Computer Science 3307 – Computing Applications in Small Business and Entrepreneurship. . . . .	3
International Business 3303 – International Finance . . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Philosophy 2229 – Business Ethics . . . . .	3
Business Option . . . . .	3
Total Credits. . . . .	15
Semester 6	Credits
Entrepreneurship 2010 – Directed Field Studies I. . . . .	15
Semester 7	Credits
Entrepreneurship 4461 – The Entrepreneurial Manager . . . . .	3
International Business 3304 – Global Supply Chain Management . . . . .	3
International Business 3307 – International Trade Law . . . . .	3
Arts and Science Requirement. . . . .	3
Business Option . . . . .	3
Total Credits. . . . .	15
Semester 8	Credits
Entrepreneurship 4435 – Small Business Strategy . . . . .	3
International Business 4408 – International Trade Management . . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Business Option . . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	120

## Bachelor of Applied Business and Entrepreneurship – Sport and Recreation

The Sport and Recreation stream of the Bachelor of Applied Business and Entrepreneurship degree is jointly offered by the Bissett School of Business and the Department of Physical Education and Recreation Studies in a collaborative manner. Core courses in the program offered by the Bissett School of Business emphasize the development of skills and attitudes necessary for success in an entrepreneurial business environment. Course offerings from the Department of Physical Education and Recreation Studies develop the Sport and Recreation competencies and the specific technical and theoretical background that will allow graduates to be successful in sport and recreation positions. The remainder of the curriculum consists of the College-wide requirements for English, Arts and Science Requirements, Computers, Physical Education options and Directed Field Studies. The combination of entrepreneurial and sport and recreation courses will create a graduate ideally suited for small business and self-employment in the field of sport and recreation.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED BUSINESS AND ENTREPRENEURSHIP – SPORT AND RECREATION DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Business and Entrepreneurship – Sport and Recreation program.

- English Language Arts 30-1 – 65%
- Mathematics 30 (Pure or Applied) – 65%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## CURRICULUM

Semester 1	Credits
Entrepreneurship 2201 – Introduction to Entrepreneurship . . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Physical Education 1201 – Foundation of Sport and Recreation. . . . .	3
Physical Education 1203 – Organization and Administration of Sport and Recreation . . . . .	3
Physical Education Option . . . . .	1.5
Physical Education Option . . . . .	3
Total Credits. . . . .	16.5

Semester 2	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship. . . . .	3
Physical Education 1216 – Program Planning for Physical Activity and Sport . . .	3
Recreation Studies 1203 – Community Development. . . . .	3
Arts and Science Requirement. . . . .	3
Physical Education Option . . . . .	1.5
Total Credits. . . . .	16.5

Semester 3	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Management 2262 - Business Statistics I. . . . .	3
Recreation Studies 1217 – Marketing for Sport and Recreation . . . . .	3
Recreation Studies 1247 – Theory and Practice in Leadership . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
Applied Communications 2251 – Introduction to Fund Development. . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Physical Education 1261 – Organizing Special Events . . . . .	1.5
Recreation Studies 1207 – Commercial Recreation . . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	16.5

Semester 5 (Spring/Summer)	Credits
Entrepreneurship 2015 – Directed Field Studies I. . . . .	15

Semester 6	Credits
Accounting 3320 – Accounting Applications for Small Business. . . . .	3
Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Entrepreneurship 3251 – Market Research for Small Business . . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 7	Credits
Entrepreneurship 3015 – Directed Field Studies II . . . . .	15

Semester 8	Credits
Entrepreneurship 3333 – New Venture Feasibility . . . . .	3
Management 3230 – Business Law. . . . .	3
Physical Education 4267 – Issues and Trends in Sport and Recreation . . . . .	3
Arts and Science Requirement. . . . .	3
Physical Education Option . . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	124.5

**Note:** Arts and Science courses must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior-level (see program/academic advisor for details). See *General Graduation Requirements* section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

According to College policy relating to applied baccalaureate degree programs, successful completion of an Entrepreneurship course is a graduation requirement for all applied baccalaureate degree programs. In the Bachelor of Applied Business and Entrepreneurship degree programs, an elective course has been substituted for this Entrepreneurship Studies graduation requirement.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 124.5-129 credits (to include a minimum of 94.5-98 credits of academic course work and a minimum of 30 credits of work experience).
- Successful completion of the two (2) Directed Field Studies, ENTR 2010, ENTR 3010, and ENTR 2015, 3015.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core "COMP", "ENTR", "INBU", "PHED", and "RECR" courses, all approved business options, the Arts and Science Requirements, and the English requirement.
- A minimum grade of "C" in all required core "COMP", "ENTR", "INBU", "PHED", and "RECR" courses in the program, including the two Directed Field Studies – ENTR 2010, ENTR 3010, and ENTR 2015, 3015.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

Students entering the Bachelor of Applied Business and Entrepreneurship Studies – Sport and Recreation degree program should be aware that there are provisions for them to exit with a Diploma in Business and Entrepreneurship – Sport and Recreation in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Diploma in Business and Entrepreneurship – Sport and Recreation may be obtained from the chair or the academic advisor for the Bachelor of Applied Business and Entrepreneurial Studies – Sport and Recreation degree.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

# BACHELOR OF APPLIED CHILD STUDIES



## PROGRAM OFFERED

Bachelor of Applied Child Studies – BChSt (Applied)

## FACULTY INFORMATION

Department: 403-440-5968

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Child and Youth Studies  
J. Baxter: 403-440-6492

Coordinator, Child Studies  
E. Murray

Work Experience Coordinator, Child Studies  
D. Paul

## GENERAL INFORMATION

With increasing evidence regarding the importance of supporting children's development during the early years, there is a need for professionally trained and skilled staff to provide ongoing treatment, support and services to children, youth and families.

The Bachelor of Applied Child Studies combines six (6) semesters of academic study with two (2) terms of Directed Field Studies. This unique interdisciplinary program draws on the disciplines of Early Learning and Child Care, Disability Studies, Social Work, Child and Youth Care, and Business to prepare students to work with diverse groups of children, provide support to parents in child rearing and contribute to community services development. Graduates of the Bachelor of Applied Child Studies degree will be prepared to develop, implement and co-ordinate new and flexible child and youth centred services to meet the unique needs of each community. They will be able to apply their knowledge of child, family and community development to design and implement a variety of assessment strategies, as well as plan, develop and implement a wide range of preventive and intervention programs for children and families and to evaluate programs. Graduates will be able to communicate effectively with children, youth and adults, understand the ethical foundations of human service providers and apply knowledge of leadership and management in professional roles in the community. In addition, graduates will learn research skills, effective teamwork, critical thinking, information access and retrieval and computer skills.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED CHILD STUDIES DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Child Studies program:

#### High School Standing

- English Language Arts 30-1 – 60%

#### Mature Standing

- English Language Arts 30-1 – 60%

#### Post-secondary Standing

- English Language Arts 30-1 – 60%; or ENGL 0212 (at Mount Royal College) with a grade of "C" or higher



Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

In order to ensure the protection of clients, students will be expected to provide an up-to-date criminal record check, at their expense, before beginning their first observations in the first semester. In consultation with faculty, the chair may judge that there is evidence that a student is professionally unsuitable or a risk to clients. In such a case, the chair may prohibit a student from attending or completing Directed Field Studies.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the applied degree program must comply with all College policies and regulations relating to applied degrees and continuance. Students enrolled in the applied degree program must obtain a minimum grade of "C" in all required core courses, program required courses and options in areas of concentration and maintain a minimum cumulative Grade Point Average of 2.00.

## CURRICULUM

### Bachelor of Applied Child Studies

The interdisciplinary educational program in the Bachelor of Applied Child Studies combines theoretical knowledge with practical skills to prepare students to take leadership roles in the provision of services for children and families in community settings.

Semester 1	Credits
Child Studies 2201 – Social and Environmental Conditions . . . . .	1.5
Child Studies 2243 – Observing Child Studies Systems . . . . .	1.5
Child Studies 2281 – Introduction to Child Focused Services . . . . .	3
Computer Science 1209 – Introduction to Computers for Applied Degrees. . . . .	3
Psychology 1105 – Introduction to Psychology . . . . .	3
Social Work 1111 – Effective Interpersonal Communication for the Helping Professionals . . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Child Studies 2241 – Observing Children in Play-Based Settings . . . . .	1.5
Child Studies 2283 – Supporting Children Through Play. . . . .	3
Child Studies 3305 – Diversity Issues. . . . .	3
Psychology 3351 – Topics in Child Development . . . . .	3
Total Credits. . . . .	13.5

Semester 3	Credits
Child Studies 2211 – Disabling Conditions . . . . .	3
Child Studies 3309 – Interviewing Skills . . . . .	3
Child Studies 3311 – Program Planning and Evaluation. . . . .	3
Child Studies 3341 – Observing Services for Children and Youth with Disabilities . . . . .	1.5
Child Studies 3343 – Networking Skills. . . . .	1.5
Sociology 2271 – Sociology of Families*. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	18

Semester 4	Credits
Child Studies 3303 – Working with Families . . . . .	3
Child Studies 3381 – Children and Youth at Risk. . . . .	3
Child Studies 4401 – Working with Groups. . . . .	3
Child Studies 4441 – Observing Specialized Services for Children and Youth . . . . .	1.5
Child Studies 4481 – Children's Mental Health Interventions. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	16.5

Semester 5	Credits
Child Studies 2010 – Directed Field Studies I. . . . .	15

Semester 6	Credits
Child Studies 3301 – Policies and Issues . . . . .	3
Child Studies 4405 – Ethics and Ethical Issues. . . . .	3
Child Studies 4407 – Management and Leadership . . . . .	3
Entrepreneurship 1232 – Entrepreneurship Studies . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 7	Credits
Child Studies 3307 – Community Development. . . . .	3
Child Studies 4403 – Community Based Research . . . . .	3
Child Studies 4443 – Observing Community Collaboration . . . . .	1.5
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	16.5

Semester 8	Credits
Child Studies 3010 – Directed Field Studies II . . . . .	15
Total Credits for Graduation. . . . .	124.5

\* Prerequisite waived.

### Sequence of Directed Field Studies

Directed Field Studies occur after the fourth and seventh semesters. Students may be on a Directed Field Studies in Spring/Summer, Fall or Winter.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 124.5 credits, of which 30 credits will be for Directed Field Studies.
- Minimum Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) terms of Directed Field Studies.

See *General Graduation Requirements* section.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

# BACHELOR OF APPLIED COMMUNICATIONS



## PROGRAMS OFFERED

Bachelor of Applied Communications – Electronic Publishing – BC (Applied)  
Bachelor of Applied Communications – Journalism – BC (Applied)  
Bachelor of Applied Communications – Public Relations – BC (Applied)  
Bachelor of Applied Communications – Technical Communication – BC (Applied)  
Certificate of Achievement – Introductory – Technical Writing  
Certificate of Achievement – Intermediate – Technical Writing  
Certificate – Journalism

## FACULTY INFORMATION

Centre: 403-440-6901  
Dean, Centre for Communication Studies  
M. Chikinda: 403-440-6117  
Chair, Journalism  
T. Field: 403-440-6189  
Chair, Public Relations  
TBA  
Chair, Electronic Publishing and Technical Communication  
G. Ruhl: 403-440-6732  
Work Experience Coordinator, Electronic Publishing and Technical Communication  
G. Terracciano  
Work Experience Coordinator, Journalism  
V. Peterelli  
Work Experience Coordinator, Public Relations  
C. Drummond

## GENERAL INFORMATION

The Bachelor of Applied Communications combines six (6) semesters of academic study and two (2) semesters of work experience. This is a unique program designed to prepare graduates for work in a rapidly changing information age. Graduates will gain advanced skills in research, analysis, writing and oral and graphic presentation of information with relevant computer and other technological support. Graduates will develop leadership, entrepreneurship, team-building, critical thinking and problem-solving abilities and knowledge. This program emphasizes continuous, practical application of theoretical learning in four streams: Electronic Publishing, Journalism, Public Relations and Technical Communication.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Communications degree program must comply with all College policies and regulations relating to baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Communications degree program must obtain a minimum cumulative Grade Point Average of 2.00. Students with a Grade Point Average of less than 2.00 will be disqualified from the program for one year. After one year, they may reapply for admission. Directed Field Studies are program requirements. A student who fails a Directed Field Studies course may be required to withdraw from the program.

## Bachelor of Applied Communications – Journalism

The best of journalism is accomplished by people with a thorough grasp of the fundamentals of reporting, writing, editing and illustrating news, and a deep-going curiosity about how and why the world works or, often, does not work. Graduates of the Bachelor of Applied Communications – Journalism degree program will be solidly grounded in journalism's fundamentals and will be equipped to work in broadcast, online and print media. Journalists in the program will produce broadcast news and news for online publication and will work for a program newspaper. Two semesters of paid work experience through Directed Field Studies will be an integral element of the program.

The education of journalists to at least an intermediate level in disciplines other than journalism is a primary objective of the program. To that end, each journalist in the program will be encouraged to complete a planned pattern of five or more courses in humanities, social science, science or other discipline by making use of the Arts and Science Requirements and option opportunities in the curriculum. International exchange opportunities may be offered to qualified individuals in the program. Courses in languages other than English will be useful to those seeking international opportunities and who are not already bilingual or multilingual. Persons entering the program will be expected already to have mastered basic computer word processing and file management skills.

**Note:** A Journalism Degree candidate must complete all courses in his or her program, Arts and Science Requirements and options included, with a final grade of "C" or better to continue in the program, except that a maximum of two courses in total in the first two semesters of the program may be completed with a pass grade of less than "C".

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED COMMUNICATIONS JOURNALISM DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Communications – Journalism program.

#### High School Standing

- English Language Arts 30-1 – 70%
- Social Studies 30 – 70%

#### Post-secondary Standing

- English Language Arts 30-1 – 50%
- Social Studies 30 – 50%

#### Mature Standing

- English Language Arts 30-1 – 60%
- Social Studies 30 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### Minimum Overall Average Required for Admission

To be eligible for admission on the basis of High School Standing, applicants must normally present a minimum admission average of 65% on their five appropriate grade 12 subjects.

To be eligible for admission on the basis of Post-secondary Standing, applicants must normally present a minimum Grade Point Average (GPA) of 2.50 on the 5 most recently completed post-secondary courses (minimum 15 credit hours).

### Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

- An interview

#### Application Deadline: March 15

## CURRICULUM

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Applied Communications 2207 – News Agenda I . . . . .	1
Applied Communications 2211 – Newswriting and Reporting I . . . . .	3
Applied Communications 2500 – Introduction to Communication Studies . . . . .	3
Computer Science 1213 – Computer Applications and Issues for Journalists I . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	16

Semester 2	Credits
Applied Communications 2217 – News Agenda II . . . . .	1
Applied Communications 2219 – Broadcast Journalism I . . . . .	3
Applied Communications 2221 – Newswriting and Reporting II . . . . .	3
Applied Communications 2223 – Photojournalism I . . . . .	3
Applied Communications 2233 – Media History and Contemporary Issues . . . . .	3
Computer Science 1215 – Computer Applications and Issues for Journalists II . . . . .	3
Total Credits. . . . .	16

Semester 3	Credits
Applied Communications 3315 – Photojournalism II . . . . .	3
Applied Communications 3319 – Broadcast Journalism II . . . . .	3
Applied Communications 3325 – News Agenda III . . . . .	1
Applied Communications 3327 – Newsroom I . . . . .	5
Applied Communications 3345 – The Journalist's Workplace . . . . .	1
Applied Communications 3383 – Research Design and Methodology . . . . .	3
Total Credits. . . . .	16

Semester 4	Credits
Applied Communications 3317 – Ethics, Law and Media . . . . .	3
Applied Communications 3337 – Newsroom II . . . . .	5
Applied Communications 3339 – Broadcast Journalism III News Production . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	14

Semester 5	Credits
Applied Communications 2011 – Directed Field Studies I . . . . .	15
Semester 6	Credits
Applied Communications 4407 – Media, Technology and the Internet . . . . .	3
Applied Communications 4419 – Senior Journalism Projects . . . . .	3
or	
Applied Communications 4437 – Senior Journal Projects . . . . .	3
or	
Open Option . . . . .	3
Applied Communications 4425 – Journalism Theory and Practice. . . . .	3
Open Option . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	18
Semester 7	Credits
Applied Communications 3011 – Directed Field Studies II . . . . .	15
Semester 8	Credits
Senior Arts and Science Requirement . . . . .	3
Senior Arts and Science Requirement . . . . .	3
Applied Communications 4401 – Media, Culture and Communication Theory . . . . .	3
Applied Communications 4439 – Advanced Journalism Studies . . . . .	3
or	
Open Option . . . . .	3
Open Option . . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	125

Students require one of the following Senior Journalism Options:

Applied Communications 4419 – Senior Journalism Projects . . . . .	3
Applied Communications 4437 – Senior Journal Projects. . . . .	3
Applied Communications 4439 – Advanced Journalism Studies . . . . .	3

**Note:** Arts and science Requirements must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior-level (see program/academic advisor for details). See *General Graduation Requirements* section for a full listing of approved Arts and Science Requirements, areas and restrictions. Option courses are any courses chosen by the degree candidate in any discipline or disciplines at the post-secondary level.

## GRADUATION REQUIREMENTS

- Successful completion of the total required credits for graduation as indicated in each of the four (4) specializations.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) semesters of Directed Field Studies.
- Minimum grade of "C" in all core courses.

See *General Graduation Requirements* section.

## Bachelor of Applied Communications – Public Relations

Globalization, workplace turbulence and new technologies are changing the way we live and the way we do business. The public relations profession came of age in the twentieth century and now, more than ever, must keep pace with the rapid changes in organizations and in the communities in which they operate.

At Mount Royal College, the Bachelor of Applied Communications – Public Relations is designed for individuals interested in applying human and organizational communication processes to assist organizations to meet their goals and objectives. Students accepted to the program will learn strategic skills such as crisis and issue management, communication planning, international public relations, investor relations and human and organizational communication theory. As well, training is offered in essential skills such as writing for a variety of audiences, layout and design, special event planning, and training in the use of the new media. Integral to the program are two Directed Field Studies, one of which may be outside of Calgary.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED COMMUNICATIONS PUBLIC RELATIONS DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Communications – Public Relations program:

#### High School Standing

- English Language Arts 30-1 – 70%
- Social Studies 30 – 70%

#### Post-secondary Standing

- English Language Arts 30-1 – 50%
- Social Studies 30 – 50%

#### Mature Standing

- English Language Arts 30-1 – 60%
- Social Studies 30 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### Minimum Overall Average Required for Admission

To be eligible for admission on the basis of High School Standing, applicants must normally present a minimum admission average of 65% on their five appropriate grade 12 subjects.

To be eligible for admission on the basis of Post-secondary Standing, applicants must normally present a minimum Grade Point Average (GPA) of 2.50 on the 5 most recently completed post-secondary courses (minimum 15 credit hours).



## Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

- Letter of Intent explaining interest in the program and demonstrating an understanding of the role of public relations in organizations and society
- A resume listing paid and unpaid work experience relating to communications
- An interview

**Application Deadline: March 15**

## CURRICULUM

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Applied Communications 2241 – Introduction to Public Relations. . . . .	3
Applied Communications 2245 – Interpersonal Communication. . . . .	3
Computer Science 1205 – Introduction to Computing for Applied Communications. . . . .	3
Management 2131 – Introduction to Business Administration. . . . .	3
<b>Total Credits.</b> . . . .	<b>15</b>

Semester 2	Credits
Applied Communications 2203 – Applied Visual Communication I. . . . .	4
Applied Communications 2211 – Newswriting and Reporting I <b>or</b>	
Applied Communications 2261 – Technical Writing I. . . . .	3
Applied Communications 2247 – Public Relations Management. . . . .	4
Applied Communications 2249 – Applied Writing I for Public Relations. . . . .	4
Arts and Science Requirement. . . . .	3
<b>Total Credits.</b> . . . .	<b>18</b>

Semester 3	Credits
Applied Communications 2255 – Writing for Publication <b>or</b>	
Applied Communications 2281 – Event Management. . . . .	3
Applied Communications 3341 – Media Relations. . . . .	3
Applied Communications 3355 – Research Methods for Public Relations. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
<b>Total Credits.</b> . . . .	<b>15</b>

Semester 4	Credits
Senior English. . . . .	3
Applied Communications 3349 – Applied Writing II for Public Relations. . . . .	4
Applied Communications 3351 – Computer Mediated Communication. . . . .	3
Applied Communications 4401 – Media, Culture and Communication Theory. . . . .	3
Arts and Science Requirement. . . . .	3
<b>Total Credits.</b> . . . .	<b>16</b>

Semester 5	Credits
Applied Communications 2013 – Directed Field Studies I. . . . .	15

Semester 6	Credits
Applied Communications 3343 – Communications and Organizational Dynamics. . . . .	3
Applied Communications 4441 – Strategic Communication Planning. . . . .	4
Entrepreneurship 1232 – Entrepreneurship Studies. . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Arts and Science Requirement. . . . .	3
<b>Total Credits.</b> . . . .	<b>16</b>

Semester 7	Credits
Applied Communications 3013 – Directed Field Studies II. . . . .	15

Semester 8	Credits
Applied Communications 4451 – Issues in Public Relations. . . . .	3
Two of:	
Applied Communications 4445 – Investor Relations. . . . .	3
<b>or</b>	
Applied Communications 4447 – International Public Relations. . . . .	3
<b>or</b>	
Applied Communications 4449 – Fund Development and Corporate Philanthropy. . . . .	3
Arts and Science Requirement. . . . .	3
<b>Total Credits.</b> . . . .	<b>12</b>
<b>Total Credits for Graduation.</b> . . . .	<b>122</b>

\* English 2263 is not a senior level course

**Note:** Arts and science courses must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior-level (see program/academic advisor for details). See *General Graduation Requirements* section for a full listing of approved Arts and Science Requirements, areas and restrictions.





## Bachelor of Applied Communications – Electronic Publishing and Technical Communication

Electronic publishing and technical communication professionals make information accessible and usable. Graduates of either program will have high demand advanced skills in key growth sectors in the modern economy. Electronic publishing and technical communication exists in a variety of forms and there are few, if any, occupations that do not feel the influence and benefits of these activities.

The goal of a Mount Royal College education in electronic publishing and technical communication is to prepare students for careers as technical writers, publication practitioners, communications specialists and information designers. Both degrees integrate classroom learning and practical experience. Students learn how to use the most recent editions of industry standard software and how to adapt to new challenges and advances in technology. In addition, the completion of two Directed Field Studies provides experiential learning and practical work experience at a high level.

The aim of the Electronic Publishing stream of the Bachelor of Applied Communications degree is to produce a communications generalist with extensive knowledge of the publishing industry, including both traditional and new-media. Graduates will have advanced skills and knowledge in the field of Internet publishing. The graduate will also be able to advance to managerial levels in publishing environments, based upon knowledge of publishing history and emerging trends; design; graphics and graphic software; editorial and communication theory; technical processes for outputting; marketing and costing; management of projects, and general entrepreneurial and managerial practice.

The Technical Communication stream covers specialized areas in technical and report writing, graphic design and desktop publishing, marketing, document management and writing in hypertext environments. Technical communicators blend technical writing and technical design to produce documentation for computer programs, brochures that describe products, reports and manuals for government and business and multi-media CD-ROMs for training and entertainment. A technical communicator's skills are invaluable whenever information needs to be communicated.

Students will select either the Electronic Publishing or Technical Communication stream after the completion of the first semester.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this Calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED COMMUNICATIONS ELECTRONIC PUBLISHING AND TECHNICAL COMMUNICATION DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this Calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Communications – Electronic Publishing and Technical Communication program.

### High School and Mature Standing

- English Language Arts 30-1 – 60%

### Post-secondary Standing

- English Language Arts 30-1 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## CURRICULUM

### Common First Year

Semester 1 – Fall	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Applied Communications 2205 – Principles of Graphics I. . . . .	4
Applied Communications 2261 – Technical Writing I. . . . .	3
Applied Communications 2271 – Publishing – Origins to Today. . . . .	3
Computer Science 1209 – Introduction to Computing for Applied Degrees . . . . .	3
Total Credits. . . . .	16



## Electronic Publishing Stream

Semester 2 – Winter	Credits
Applied Communications 2267 – Information Architecture . . . . .	3
Applied Communications 2273 – Introduction to Digital Layout. . . . .	3
Applied Communications 2279 – Standard and Digital Photography . . . . .	4
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	16

Semester 3 – Fall	Credits
Applied Communications 3373 – Digital Illustration . . . . .	3
Applied Communications 3375 – Principles of Graphics II . . . . .	3
Applied Communications 3379 – Advanced Digital Photography . . . . .	3
Computer Science 2215 – Introduction to Programming . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	15

Semester 4 – Winter	Credits
Applied Communications 3305 – Research Methods . . . . .	4
Applied Communications 3377 – Pre-press Technique . . . . .	3
Applied Communications 3381 – Document Production I . . . . .	3
Applied Communications 4463 – The Editorial Function . . . . .	3
Computer Science 3371 – Internet Development I . . . . .	3
Total Credits. . . . .	16

Semester 5 – Spring/Summer	Credits
Applied Communications 2017 – Directed Field Studies I . . . . .	15

Semester 6 – Fall	Credits
Applied Communications 4401 – Media, Culture and Communication Theory . . . . .	3
Applied Communications 4473 – Publications Markets and Distribution . . . . .	4
Applied Communications 4481 – Document Production II . . . . .	3
Computer Science 4473 – Internet Development II . . . . .	3
Management 3269 – Project Management . . . . .	3
Total Credits. . . . .	16

Semester 7 – Winter	Credits
Applied Communications 3017 – Directed Field Studies II . . . . .	15

Semester 8 – Fall	Credits
Applied Communications 4409 – Issues in Communications, Law and Ethics . . . . .	3
Applied Communications 4469 – Portfolio . . . . .	2
Entrepreneurship 1232 – Entrepreneurship Studies . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	17
Total Credits for Graduation. . . . .	126

Note: Arts and science courses must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior-level (see program/academic advisor for details). See General Graduation Requirements section for a full listing of approved Arts and Science Requirements, areas and restrictions.

## Technical Communication Stream

Semester 2 – Winter	Credits
Applied Communications 2263 – Stylistics. . . . .	3
Applied Communications 2267 – Information Architecture . . . . .	3
Applied Communications 2273 – Introduction to Digital Layout. . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	15

Semester 3 – Fall	Credits
Applied Communications 3365 – Technical Writing II. . . . .	3
Applied Communications 3373 – Digital Illustration . . . . .	3
Applied Communications 3375 – Principles of Graphics II . . . . .	3
Computer Science 2215 – Introduction to Programming . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	15

Semester 4 – Winter	Credits
Applied Communications 3305 – Research Methods . . . . .	4
Applied Communications 3363 – Software and System Documentation . . . . .	3
Applied Communications 3381 – Document Production I . . . . .	3
Applied Communications 4463 – The Editorial Function . . . . .	3
Computer Science 3371 – Internet Development I . . . . .	3
Total Credits. . . . .	16

Semester 5 – Spring/Summer	Credits
Applied Communications 2015 – Directed Field Studies I . . . . .	15

Semester 6 – Fall	Credits
Applied Communications 4401 – Media, Culture and Communication Theory . . . . .	3
Applied Communications 4465 – Instructional Multimedia . . . . .	3
Applied Communications 4467 – Advanced Technical Documentation . . . . .	3
Computer Science 4473 – Internet Development II . . . . .	3
Management 3269 – Project Management . . . . .	3
Total Credits. . . . .	15

Semester 7 – Winter	Credits
Applied Communications 3015 – Directed Field Studies II . . . . .	15

Semester 8 – Fall	Credits
Applied Communications 4409 – Issues in Communications, Law and Ethics . . . . .	3
Applied Communications 4469 – Portfolio . . . . .	2
Entrepreneurship 1232 – Entrepreneurship Studies . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	17
Total Credits for Graduation. . . . .	126

### Sequence of Directed Field Studies

Directed Field Studies terms may occur after the fourth academic semester. Students who come into the program with prior learning may be eligible before the fourth semester. Students may do a Directed Field Studies in Spring/Summer, Fall or Winter.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## GENERAL INFORMATION FOR THE CERTIFICATE – JOURNALISM

The Certificate in Journalism consists of two (2) semesters, or eight months of intensive undergraduate study of the practice and theory of journalism including print, broadcast, online and photojournalism. This certificate is open to prospective students who have completed the equivalency of a bachelor's degree from a recognized college or university. The certificate is designed to offer previously successful students, who may not have studied journalism before, sufficient industry understanding and journalism skills to apply to work in the media. The certificate may also appeal to those interested in expanding their understanding of journalism in the context of their interest in other disciplines.

## ADMISSION REQUIREMENTS FOR THE CERTIFICATE – JOURNALISM

The Certificate in Journalism is an undergraduate certificate open to applicants possessing or about to complete a bachelor or post-graduate degree in any field or discipline. Prospective certificate students may receive conditional admission on presentation of a post-secondary transcript indicating completion of a degree. Final acceptance to the program will be granted by faculty, following a review of the application and an interview with the student. Faculty decisions will be final in all cases.

## CONTINUANCE

Students accepted into the Certificate in Journalism must comply with all College policies and regulations relating to continuance including maintaining a minimum overall Grade Point Average of 2.00. Students with a Grade Point Average of less than 2.00 following their first semester will be disqualified from the program. Disqualified students may reapply according to college policy.

## CURRICULUM

Semester 1	Credits
Applied Communications 2211 – Newswriting and Reporting I . . . . .	3
Applied Communications 2500 – Introduction to Communication Studies <b>or</b>	
Applied Communications 3319 – Broadcast Journalism II . . . . .	3
Applied Communications 3307 – Digital Newsroom . . . . .	3
Applied Communications 3315 – Photojournalism II . . . . .	3
Applied Communications 3327 – Newsroom I . . . . .	5
Total Credits. . . . .	17

Semester 2	Credits
Applied Communications 2219 – Broadcast Journalism I <b>or</b>	
Applied Communications 3339 – Broadcast Journalism III . . . . .	3
Applied Communications 2233 – Media, History and Contemporary Issues . . . . .	3
Applied Communications 3317 – Ethics, Law and Media. . . . .	3
Applied Communications 3337 – Newsroom II . . . . .	5
Applied Communications 4439 – Advanced Journalism Studies . . . . .	3
Total Credits. . . . .	17

Credits required to complete certificate . . . . .34

Students who select Applied Communications 3319 Broadcast Journalism II in the fall semester must then complete Applied Communications 3339 Broadcast Journalism III during the winter semester.

## GRADUATION REQUIREMENTS

Successful completion of all courses in the certificate curriculum with a minimum Grade Point Average of 2.00 in all courses.

## TECHNICAL WRITING – INTRODUCTORY CERTIFICATE OF ACHIEVEMENT GENERAL INFORMATION

The Technical Writing – Introductory – Certificate of Achievement program can be taken as a part-time program of studies. It provides a solid foundation in theory and applied skills and prepares students for entry-level positions in the expanding field of technical writing in business, industry, technological and scientific communities.

Graduates of both certificates will serve as entry-level technical writers in documentation departments. The courses are transferable to the Bachelor of Applied Communications – Technical Communication degree program. Certificate graduates must meet all the admission requirements for the degree program in order to be considered for admission to the degree.

## GENERAL ADMISSION REQUIREMENTS TECHNICAL WRITING – CERTIFICATE OF ACHIEVEMENT

Applicants to the Technical Writing – Introductory – Certificate of Achievement program must possess the equivalent of an Alberta High School Diploma or have reached 18-years-of-age by September 1 for the Fall Semester or January 1 for the Winter Semester to which they are applying.

## ADDITIONAL ADMISSION REQUIREMENTS TECHNICAL WRITING – CERTIFICATE OF ACHIEVEMENT

In addition to meeting the general admission requirements indicated above, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Technical Writing – Introductory – Certificate of Achievement program:

- English Language Arts 30-1 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## CURRICULUM

### Technical Writing – Introductory – Certificate of Achievement

Required Courses	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Applied Communications 2203 – Applied Visual Communications I . . . . .	4
Applied Communications 2261 – Technical Writing I** . . . . .	3
Applied Communications 2263 – Stylistics. . . . .	3
Applied Communications 2267 – Information Architecture . . . . .	3
Total Credits . . . . .	16

\*\*English 2263 – Technical Writing (U of C COMS 363) will be accepted as equivalent to ACOM 2261.

## GRADUATION REQUIREMENTS

Students are required to complete the five (5) courses included in Technical Writing – Introductory – Certificate to receive the Certificate of Achievement.

## TECHNICAL WRITING – INTERMEDIATE – CERTIFICATE OF ACHIEVEMENT

### GENERAL INFORMATION

The Technical Writing – Intermediate – Certificate of Achievement program can be taken as a part-time program of studies. It prepares students for junior-level positions as technical writers in documentation departments. Graduates will serve as researchers and writers of multimedia online help, web-based communication and scientific documentation. The courses are transferable to the Bachelor of Applied Communications – Technical Writing degree program. Certificate graduates must meet all the admission requirements for the degree program in order to be considered for admission to the degree.

### GENERAL ADMISSION REQUIREMENTS

Applicants must possess the equivalent of the Technical Writing – Introductory – Certificate of Achievement.

### CURRICULUM

#### Technical Writing – Intermediate – Certificate of Achievement

Required Courses	Credits
Applied Communications 2241 – Introduction to Public Relations . . . . .	3
Applied Communications 3305 – Research Methods I . . . . .	4
Applied Communications 3365 – Technical Writing II . . . . .	3
Applied Communications 4409 – Issues in Communications, Law and Ethics . . . . .	3
Applied Communications 4465 – Scripting Instructional Multimedia . . . . .	3
Total Credits . . . . .	16

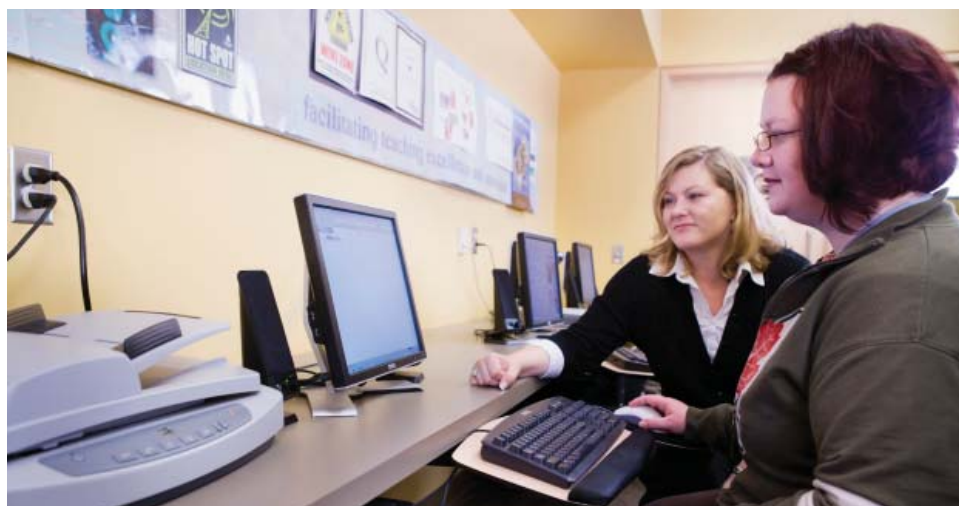
### GRADUATION REQUIREMENTS

Students are required to complete the five (5) courses included in Technical Writing – Intermediate Certificate to receive the Certificate of Achievement.





# BACHELOR OF APPLIED COMPUTER INFORMATION SYSTEMS AND BUSINESS



## PROGRAM OFFERED

Bachelor of Applied Computer Information Systems and Business – BCISB (Applied)

## FACULTY INFORMATION

Department: 403-440-6149

Dean, Faculty of Science and Technology,

B. Lane: 403-440-6966

Chair, Computer Science and Information Systems

W. Paterson: 403-440-7086

Chair, Entrepreneurship and Marketing

M. Brown: 403-440-6283

Work Experience Coordinator, Computer Information Systems

M. Taylor: 403-440-7059

## GENERAL INFORMATION

This program, offered jointly by the Department of Computer Science and Information Systems and the Bissett School for Business offers a forward looking combination of computer and business courses. Throughout six academic semesters, students will develop the expertise required by today's and tomorrow's computing professionals.

**The Bachelor of Applied Computer Information Systems and Business Program is fully accredited by the Canadian Information Processing Society.** The degree has been developed with the support of senior managers from Calgary businesses to ensure that the curriculum meets their needs. As information technology continues to change the way that companies do business, more and more employers are looking for computer professionals with a solid business background. Employees with both computer and business knowledge can work more effectively in a team environment, better understand their clients' needs, and are more likely to be considered for advancement. With their blend of business and technical knowledge, graduates will be suited to work in small or large companies, act as self employed consultants or start their own businesses. Graduates may expect to find work as programmers or junior analysts, as user and technical support specialists, as web developers or as database developers.

The program concentrates on the practical application of computer systems in a business environment. Students acquire a solid foundation in programming, systems analysis and design, Internet development, hardware and networking support and in-depth knowledge of standard business practices. Students will widen their learning by extending it to the workplace during two four-month Directed Field Studies semesters where they will gain hands-on work experience. This program provides a broad education and prepares graduates for the lifelong learning necessary in the computer information processing world.

The demand for people with computer expertise continues to grow. If you wish to become a computer professional, you should be able to think, write, and speak clearly and logically, enjoy solving problems, pay attention to detail and work effectively with others. Keyboarding speed and accuracy are assets.

A career in the computer field is challenging and rewarding, but it is also demanding. Industry is seeking people with higher skill and educational levels than in the past and consequently, a great deal of work is required to be successful in this program.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.



## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED COMPUTER INFORMATION SYSTEMS AND BUSINESS DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Computer Information Systems and Business program:

### High School and Post-Secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure or Applied) – 50%

### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible for completing requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies is considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Computer Information Systems and Business degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Computer Information Systems and Business degree program must obtain a minimum grade of "C" in all required core courses in the program and maintain a minimum cumulative Grade Point Average of 2.00. Core courses are designated with "COMP" or "ENTR". Students are **normally** only able to repeat core courses once in order to obtain the minimum grade of "C". Failure to meet this requirement will result in withdrawal from the program.

## CURRICULUM

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Computer Science 1171 – Introduction to Computer Systems and Applications . .	3
Computer Science 1271 – Introduction to Programming I . . . . .	3
Entrepreneurship 2201 – Introduction to Entrepreneurship . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Computer Science 1273 – Introduction to Programming II. . . . .	3
Computer Science 1274 – Building Internet Solutions . . . . .	3
Management 3210 – Business Communication Theory and Practice. . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 3	Credits
Computer Science 1233 – Microcomputer Hardware and Operating Systems . . .	3
Computer Science 1276 – Database Management Systems I . . . . .	3
Computer Science 1281 – Systems Analysis. . . . .	3
Management 2130 – Management Principles and Practices . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 4	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Computer Science 1270 – Networks I . . . . .	3
Computer Science 4403 – Object-Oriented Design and Development. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 5	Credits
Computer Science 2011 – Directed Field Studies I for Computer Information Systems . . . . .	15
Semester 6	Credits
Computer Science 1278 – Database Management Systems II . . . . .	3
Computer Science 4407 – Networks II. . . . .	3
Computer Science 4421 – Client-Side Application Development. . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Approved Business Option. . . . .	3
Total Credits. . . . .	15
Semester 7	Credits
Computer Science 3011 – Directed Field Studies II for Computer Information Systems . . . . .	15
Semester 8	Credits
Computer Science 4401 – Quality Assurance and Testing. . . . .	3
Computer Science 4405 – Emerging Technologies and Their Evaluation or Computer Science 4409 – Advanced Internet Application Development . . . . .	3
Entrepreneurship 4433 – Business Plan Development . . . . .	3
Management 3276 – Organizational Behaviour. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	120

## GRADUATION REQUIREMENTS

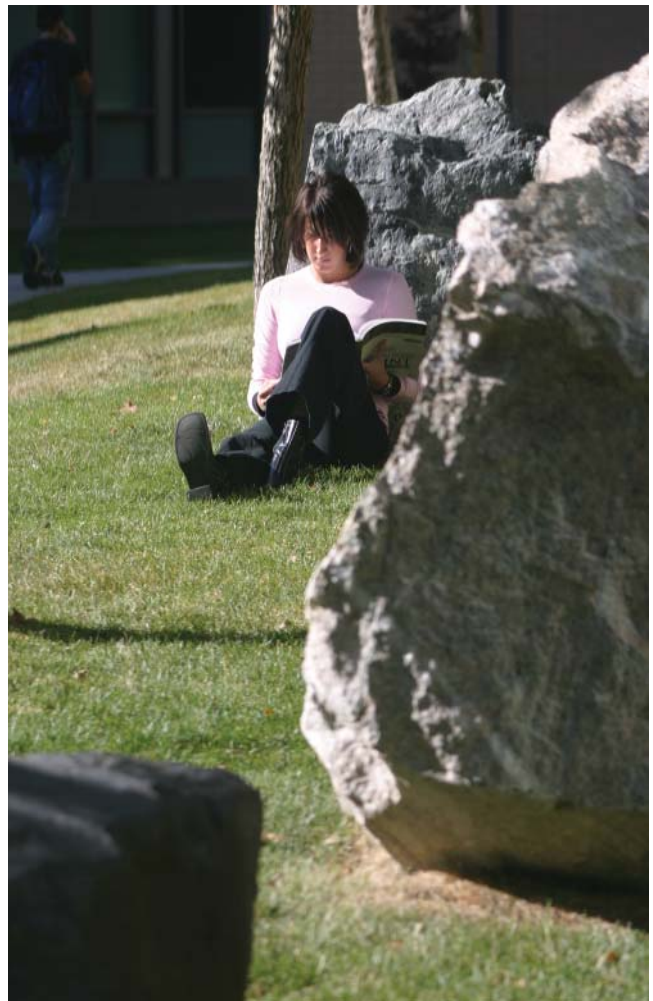
Successful completion of a minimum of 120 credits (to include a minimum of 90 credits of academic course work and a minimum of 30 credits of work experience).

- Successful completion of the two (2) Directed Field Studies, COMP 2011 and COMP 3011.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core "COMP" and "ENTR" courses, all approved business options, the Arts and Science Requirements, and the English requirement.
- A minimum grade of "C" in all required core "COMP" and "ENTR" courses in the program, including the two Directed Field Studies, COMP 2011 and COMP 3011.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

Students entering the Bachelor of Applied Computer Information Systems and Business degree program should be aware that there are provisions for them to exit with a Diploma in Computer Information Systems in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Further details can be found in the *Computer Science and Information Systems* section.



# BACHELOR OF APPLIED ECOTOURISM AND OUTDOOR LEADERSHIP



## PROGRAM OFFERED

Bachelor of Applied Ecotourism and Outdoor Leadership – BEOL (Applied)

## FACULTY INFORMATION

Department: 403-440-6500

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Physical Education and Recreation Studies  
M. Lafave: 403-440-6246

Coordinator, Ecotourism and Outdoor Leadership  
A. Derbyshire

## GENERAL INFORMATION

Mount Royal College and Medicine Hat College have collaborated to design a unique Bachelor of Applied Ecotourism and Outdoor Leadership degree program that recognizes the demand for participation in tourism and outdoor activities. The degree provides a solid interdisciplinary base in tourism and business, sociocultural heritage, outdoor pursuits, environmental science and leadership and communication.

The Bachelor of Applied Ecotourism and Outdoor Leadership degree program is an intensive program which combines nine semesters of academic study. The specialized courses and practical opportunities provide graduates with knowledge, skills and experience to provide and administer ecotourism and outdoor activities within natural, cultural and historical environments.

Exposure to practical problems and opportunities are provided through the application of experiential learning activities including field trips, expeditions, research projects, research activities, visitations, leadership opportunities, independent learning, technology enhanced learning and professional certification.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED ECOTOURISM AND OUTDOOR LEADERSHIP DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Ecotourism and Outdoor Leadership program:

#### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Biology 30 – 50%

#### Mature Standing

- English Language Arts 30-1 – 60%
- Biology 30 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

**Note:** The Bachelor of Applied Ecotourism and Outdoor Leadership degree program will require students to participate in strenuous, multi-day outdoor activities. Applicants should be healthy, physically active and willing to cope with harsh all-season conditions and challenging terrain.

## WORK-RELATED PRACTICA

Practica are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, practica integrate academic learning with paid work experience. Each practica semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 4 and 8 credits respectively. Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive entry-level compensation.

Practica are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning and Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Ecotourism and Outdoor Leadership degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Ecotourism and Outdoor Leadership degree program must maintain a minimum grade of "C" (2.00 GPA) in each of the required core courses in the program and maintain a minimum cumulative Grade Point Average of 2.00. Core courses are designated with "ETOL", "RECR", and "PHED."

## DURATION OF THE PROGRAM

Students may apply to exit from the Bachelor of Applied Ecotourism and Outdoor Leadership degree with a diploma in Outdoor Pursuits after successfully completing the diploma program requirements. Students who decide to exit the Bachelor of Applied Ecotourism and Outdoor Leadership degree program with a Diploma – Outdoor Pursuits, must apply to the department and declare their intentions prior to January 1 of the second year of the applied baccalaureate degree program. Students who choose the Diploma – Outdoor Pursuits exit may apply for re-admission to the Bachelor of Applied Ecotourism and Outdoor Leadership degree, but must meet the requirements for applied baccalaureate degree continuation and have successfully completed the courses required in the first two-years of the applied baccalaureate degree. Students continuing in the applied baccalaureate degree after January 1 of the second-year of the program are not eligible to apply for an exit Diploma – Outdoor Pursuits unless they meet the diploma exit requirements. Students choosing the diploma exit option must consult with an academic advisor in the Department of Physical Education and Recreation Studies.

## CURRICULUM

### Bachelor of Applied Ecotourism and Outdoor Leadership

Semester 1 (Fall)	Credits
Biology 1210 – Ecology . . . . .	3
English 1101 – Critical Writing and Reading . . . . .	3
Ecotourism and Outdoor Leadership 2201 – Foundations of Outdoor Leadership . . . . .	3
Physical Education 1250 – Introductory Canoeing . . . . .	1.5
Physical Education 1252 – Backpacking . . . . .	1.5
Physical Education 1253 – Introductory Rock Climbing . . . . .	1.5
Total Credits . . . . .	13.5

Semester 2 (Winter)	Credits
Applied Communications 2245 – Interpersonal Communications . . . . .	3
Computer Science 1209 – Introduction to Computing for Applied Degrees . . . . .	3
Ecotourism and Outdoor Leadership 2203 – Foundations of Ecotourism . . . . .	3
Geography 2211 – The Physical Environment . . . . .	3
Physical Education 1173 – Wilderness Survival Techniques . . . . .	1.5
Physical Education 1251 – Introduction to Kayaking . . . . .	1.5
Total Credits . . . . .	15

Semester 3 (Fall)	Credits
Ecotourism and Outdoor Leadership 3305 – Program Planning . . . . .	3
Natural Science 1112 – Introduction to Current Environmental Issues . . . . .	3
Physical Education 1255 – Mountain Bike Trekking . . . . .	1.5
Recreation Studies 1217 – Marketing for Sport and Recreation . . . . .	3
Recreation Studies 1247 – Theory and Practice in Leadership . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	16.5

Semester 4 (Winter)	Credits
Ecotourism and Outdoor Leadership 2401 – Ecotourism Facilitation Skills . . . . .	3
Ecotourism and Outdoor Leadership 3307 – Administration of Outdoor Centres . . . . .	3
Physical Education 1254 – Introductory Mountaineering . . . . .	1.5
Physical Education 1258 – Back Country Skiing . . . . .	1.5
Arts and Science Requirement . . . . .	3
Elective 1 . . . . .	3
Total Credits . . . . .	15

Semester 5 (Spring/Summer)	Credits
Ecotourism and Outdoor Leadership 2011 – Practicum I . . . . .	3
Ecotourism and Outdoor Leadership 3303 – Expedition (in May or August)* . . . . .	3
Total Credits . . . . .	6

Semester 6 (Fall)	Credits
Ecotourism and Outdoor Leadership 3309 – Individual Projects . . . . .	3
Entrepreneurship 1232 – Entrepreneurship Studies . . . . .	3
Geography 3327 – Tourism and Recreation Geography . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 7 (Winter)	Credits
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Elective 2 . . . . .	3
Elective 3 . . . . .	3
Total Credits . . . . .	15



Semester 8 (Spring/Summer)	Credits
Ecotourism and Outdoor Leadership 3011 – Practicum II . . . . .	9
Semester 9 (Fall)	Credits
Ecotourism and Outdoor Leadership 4405 – Issues in Ecotourism . . . . .	3
Ecotourism and Outdoor Leadership 4409 – Applied Leadership . . . . .	3
Ecotourism and Outdoor Leadership 5010 – E-Portfolio . . . . .	3
Elective 4 . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	16
Total Credits for Graduation . . . . .	120

\* Ecotourism 3303 consists of a 10 day expedition in early May or late August of semester 5. Students will be responsible for personal subsistence costs associated with Ecotourism and Outdoor Leadership 3303. For details on the date, consult an advisor in the Department of Physical Education and Recreation Studies.

**Note:** Arts and Science Requirements must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior level (see program/academic advisor for details). See *General Graduation Requirements* section for a full listing of approved Arts and Science Requirements, areas and restrictions.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 120 credits
- Successful completion of the two work related practica, ETOL 2011 and ETOL 3011
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core “ETOL”, “PHED” and “RECR” courses, all approved options, the Arts and Science Requirements. English 1101 and Computer Science 1209.
- A minimum grade of “C” (2.00 GPA) in all required core “ETOL”, “PHED” and “RECR” courses in the program.

Additionally, students must complete the following graduation requirements:

- A self-directed outdoor expedition, approved by the department;
- A Wilderness and Remote Emergency Response certificate, provided by the department; and
- An advanced certificate related to the ecotourism and outdoor leadership field, approved by the department

## DIPLOMA EXIT

Students entering the Bachelor of Applied Ecotourism and Outdoor Leadership degree program should be aware that there are provisions for them to exit with a Diploma in Outdoor Pursuits in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Diploma in Outdoor Pursuits may be obtained from the chair or the academic advisor for the Bachelor of Applied Ecotourism and Outdoor Leadership degree.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.





# BACHELOR OF APPLIED FINANCIAL SERVICES



## PROGRAM OFFERED

Bachelor of Applied Financial Services – BFS (Applied)

## FACULTY INFORMATION

School: 403-440-6833

Dean, Bissett School of Business

W. Fraser: 403-440-6233

Associate Dean, Bissett School of Business

D. Allwright: 403-440-6316

Chair, Bachelor of Applied Financial Services

V. Kinnear: 403-440-6315

Work Experience Coordinator, Financial Services

V. Koberstein: 403-440-8863

## GENERAL INFORMATION

The Bachelor of Applied Financial Services is a collaborative degree offered in conjunction with Lakeland Community College. The degree integrates the principles of financial services with work experience to provide graduates with the competencies required for employment in a variety of financial planning positions. Academic studies are linked with the work place through Directed Field Studies courses.

Growth in the financial services industry is resulting in exceptional career opportunities in banking, insurance, accounting and the investment industry. The financial services courses in the program satisfy the course requirements necessary to write the examination leading to the CFP (Certified Financial Planner) designation and the work experience component of the field studies can be applied toward the work requirement component of the CFP program.

In addition to developing the fundamental skills required of professionals in the financial services industry, the Bachelor of Applied Financial Services program emphasizes global skills required to be successful in today's workforce. These include the ability to research, communicate well, think critically, reason ethically, utilize technology and work effectively in a team environment.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED FINANCIAL SERVICES DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Financial Services program:

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure) – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience may be located outside Calgary, across Canada or in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Financial Services degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Financial Services degree program must maintain a minimum cumulative Grade Point Average of 2.00.

## CURRICULUM

### Bachelor of Applied Financial Services

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Economics 1101 – Principles of Microeconomics . . . . .	3
Finance 2132 – Introduction to the Stock Market . . . . .	3
Management 2130 – Management Principles and Practices . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 2	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Economics 1103 – Principles of Macroeconomics . . . . .	3
Finance 3205 – Strategic Investment Planning . . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 3	Credits
Accounting 4280 – Introduction to Personal and Corporate Income Tax. . . . .	3
Finance 3201 – Retirement Planning. . . . .	3
Management 2263 – Business Statistics II. . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
Accounting 3224 – Management Accounting I . . . . .	3
Finance 3203 – Income Tax Planning. . . . .	3
Insurance 2140 – Principles and Practice of Insurance. . . . .	3
Management 3230 – Business Law. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 5	Credits
Finance 3207 – Risk Management and Estate Planning. . . . .	3
Finance 3227 – Introduction to Finance . . . . .	3
Finance 3301 – Canadian Securities Course 1 . . . . .	3
Management 3210 – Business Communication Theory and Practice. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 6	Credits
Finance 3303 – Canadian Securities Course 2 . . . . .	3
Finance 4407 – Investment Principles . . . . .	3
Management 5333 – Business Strategy. . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 7	Credits
Finance 2010 – Directed Field Studies I* . . . . .	15
Total Credits. . . . .	15

Semester 8	Credits
Finance 3010 – Directed Field Studies II* . . . . .	15
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	120

\* Directed Field Studies will normally be taken in the seventh and eighth semesters but can be taken in other patterns between the fifth and eighth semester with the prior approval of the program chair.

**Note:** Arts and Science courses must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior level (see program/academic advisor for details). See *General Graduation Requirements* section for a full listing of approved Arts and Science Requirements, areas and restrictions.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 130 credits.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

Students entering the Bachelor of Applied Financial Services degree program should be aware that there are provisions for them to exit with a Diploma in Financial Services in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Diploma in Financial Services may be obtained from the chair or the academic advisor for the Bachelor of Applied Financial Services degree.

# BACHELOR OF APPLIED INTERIOR DESIGN



## PROGRAM OFFERED

Bachelor of Applied Interior Design – BID (Applied)

## FACULTY INFORMATION

Department: 403-440-6100

Dean, Faculty of Arts

M. Mertin: 403-440-6960

Chair, Department of Interior Design

J. Smith: 403-440-6106

Academic advisor, Department of Interior Design

J. McFarland: 403-440-6107

Work Experience Coordinator, Interior Design

H. Hanley: 403-440-6735

## GENERAL INFORMATION

Interior design is a dynamic and rewarding profession. It involves the analysis of clients' needs, goals and life safety issues to create interior design solutions that are functional, soundly constructed, and aesthetically unified. This requires strong skills in three-dimensional visualization, space planning, construction detailing, visual communication and understanding of interior design business practices. Interior designers must also be well-versed in building codes and building systems, historical precedents in art and design and social issues that impact the well-being of humans and the environment.

The Bachelor of Applied Interior Design program at Mount Royal College emphasizes both practical and theoretical skill-building relative to the demands of the interior design profession. This is accomplished through six semesters of studio-based projects, seminars and lectures, and two semesters of paid work experience within the design industry. Emphasis is placed on developing competency in the design of interior volumes, design and specification of construction details, visual representation of design solutions, selection of colour and finish materials, understanding of art and design theory and administration of interior design business practices.

In addition to developing the fundamental skills required of interior design practitioners, the Bachelor of Applied Interior Design program emphasizes global skills required to be successful in today's workforce. These include the ability to research, communicate well, think critically, reason ethically and work effectively in a team environment.

Given the broad based application of creative problem solving skills developed in this program, employment opportunities for graduates are far-ranging. Students may enter into the profession directly as interior design practitioners, or become involved in careers such as facility management, construction management, building development and leasing or sales and marketing of interior design related products.

The Bachelor of Applied Interior Design program is accredited by CIDA - Council for Interior Design Accreditation.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED INTERIOR DESIGN DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Interior Design program:

- English Language Arts 30-1 – 65%
- Mathematics 30 (Pure) – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

- A portfolio that is intended to demonstrate the likelihood of success in the Bachelor of Applied Interior Design program. It consists of a specified drawing assignment and a 500 word essay on a given design-related topic. Work is assessed on the basis of the student's ability to derive creative solutions, express ideas and illustrate the visual environment in a comprehensive, clear and accurate manner.

## Admission on the Basis of Transfer from a Recognized School of Interior Design

Applicants will be assessed under this category if:

- Transcripts and portfolio of student work demonstrate eligibility for transfer and;
- Seats are available in the Bachelor of Applied Interior Design program

**Note:** Request for admission on this basis must be submitted directly to the Department of Interior Design on or before the deadline for application to the Bachelor of Applied Interior Design program.

**Application Deadline: February 28**

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Students receive 15 credits for the successful completion of each semester.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students who fail to achieve a minimum grade of "C" (2.00 GPA) in each of the required core courses in the program will not be allowed to continue in interior design core courses in the subsequent semester, and must repeat any required core courses in which the "C" minimum was not met. This grade requirement does not apply to the English requirement, or the eight arts and science courses, and approved options. A minimum grade of "C" is required in all interior design core courses in order to qualify for a degree. If students wish to be re-admitted to the Bachelor of Applied Interior Design program to continue their studies, they must provide a letter of intent to the Department of Interior Design four (4) months prior to the commencement of the semester in which they are seeking re-admittance.

## CURRICULUM

### Bachelor of Applied Interior Design

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. ....	3
Interior Design 2211 – Design I. ....	3
Interior Design 2213 – Design Communication I. ....	2
Interior Design 2231 – Colour and Light. ....	2
Interior Design 3309 – History of Interiors. ....	3
Arts and Science Requirement*. ....	3
Total Credits. ....	16

Semester 2	Credits
Interior Design 2221 – Design II. ....	4
Interior Design 2223 – Design Communication II. ....	2
Interior Design 2225 – Construction I. ....	4
Interior Design 2233 – Materials. ....	1
Interior Design 2235 – Universal Design. ....	1
Arts and Science Requirement*. ....	3
Total Credits. ....	15

Semester 3	Credits
Interior Design 2229 – Lighting. ....	1
Interior Design 3301 – Design III. ....	4
Interior Design 3305 – Construction II. ....	4
Interior Design 3313 – Design Communication III. ....	2
Interior Design 3317 – Interior Design Business I. ....	2
Interior Design 3335 – Building Code and Systems I. ....	1
Arts and Science Requirement. ....	3
Total Credits. ....	17

Semester 4	Credits
Interior Design 3311 – Design IV. ....	4
Interior Design 3315 – Construction III. ....	4
Interior Design 3323 – Design Communication IV. ....	2
Interior Design 3327 – Interior Design Business II. ....	1
Interior Design 3331 – Computer Drafting. ....	2
Interior Design 3333 – Case Studies in Design. ....	1
Interior Design 4435 – Building Code and Systems II. ....	1
Arts and Science Requirement. ....	3
Total Credits. ....	18

Semester 5	Credits
Interior Design 2010 – Directed Field Studies I. ....	15

Semester 6	Credits
Interior Design 4401 – Design V. ....	4
Interior Design 4405 – Construction IV. ....	4
Interior Design 4407 – Interior Design Business III. ....	3
Interior Design 4413 – Design Communication V. ....	2
Interior Design 4437 – Design Theory. ....	2
Senior Arts and Science Requirement. ....	3
Total Credits. ....	18

Semester 7	Credits
Interior Design 3010 – Directed Field Studies II. ....	15

Semester 8	Credits
Interior Design 4411 – Design VI. ....	3
Interior Design 4415 – Construction V. ....	2
Interior Design 4421 – Design Issues. ....	2
Arts and Science Requirement. ....	3
Arts and Science Requirement. ....	3
Arts and Science Requirement. ....	3
Total Credits. ....	16
Total Credits for Graduation. ....	130

\* Students must select one of the following Art History courses – ARTH 1101, 1103, 2205, 2207, 3309, 3310, 3313, 3315. It is recommended that these art history courses be taken in the first year of the program.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.



# BACHELOR OF APPLIED INTERNATIONAL BUSINESS AND SUPPLY CHAIN MANAGEMENT



## PROGRAM OFFERED

Bachelor of Applied International Business and Supply Chain Management  
– BIBSM (Applied)

## FACULTY INFORMATION

School: 403-440-6833

Dean, Bissett School of Business

W. Fraser: 403-440-6233

Associate Dean, Bissett School of Business

D. Allwright: 403-440-6316

Chair, Bachelor of Applied International Business and Supply Chain  
Management

V. Kinnear: 403-440-6315

Work Experience Coordinator, Supply Chain Management

J. Sainz: 403-440-6471

## GENERAL INFORMATION

The Bachelor of Applied International Business and Supply Chain Management Program is designed to meet the demand for supply chain professionals in the global economy. Supply chain management includes management of the flow and transportation of goods from raw materials through to the consumer, including the related information flows. Through efficiencies in procurement, transportation, physical distribution and customer relations, companies achieve significant economic advantages.

Areas of study include production planning, logistics management, purchasing, inventory management, material handling, transportation, enterprise resource planning (ERP), customer relations and global logistics. Also covered are quality and electronic business (e-commerce) – crucial to effective supply chain management.

The program curriculum includes three years of classroom study and one year of local or international on-the-job training. Course credits may be transferable to professional programs such as the Certified Professional Purchaser (CPP) and the Canadian Institute of Traffic and Transportation (CITT).

Graduates will be prepared for careers in demand forecasting, professional purchasing, electronic business and international trade as well as management positions in transportation, inventory, warehousing, distribution and customer service.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED INTERNATIONAL BUSINESS AND SUPPLY CHAIN MANAGEMENT DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied International Business and Supply Chain Management program:

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure) – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.



## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Both the Directed Field Studies instructor and the employer will be involved in assessing whether the student has successfully completed the learning outcomes. Successful completion of each semester earns a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience may be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied International Business and Supply Chain Management program must comply with all College policies and regulations relating to applied degrees and continuance. Students enrolled in the Bachelor of Applied International Business and Supply Chain Management degree program must maintain a minimum cumulative Grade Point Average of 2.00.

## CURRICULUM

### Bachelor of Applied International Business and Supply Chain Management

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Logistics and Supply Chain Management 2201 – Introduction to Logistics and Supply Chain Management . . . . .	3
Management 2263 – Business Statistics II. . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Management 3230 – Business Law. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 3	Credits
Accounting 3224 – Management Accounting I . . . . .	3
International Business 3301 – Global Business Environment. . . . .	3
Logistics and Supply Chain Management 3301 – Introduction to Physical Distribution . . . . .	3
Logistics and Supply Chain Management 3303 – Fundamentals of Purchasing . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
Finance 3227 – Introduction to Finance . . . . .	3
International Business 3302 – International Marketing . . . . .	3
Logistics and Supply Chain Management 3203 – Principles of Quality Management . . . . .	3
Logistics and Supply Chain Management 3305 – Physical Distribution and Logistics. . . . .	3
Logistics and Supply Chain Management 3307 – Introduction to E-business . . . . .	3
Total Credits. . . . .	15

Semester 5	Credits
Logistics and Supply Chain Management 2010 – Directed Field Studies I*. . . . .	15

Semester 6	Credits
International Business 3303 – International Finance . . . . .	3
Logistics and Supply Chain Management 4402 – Inventory & Warehouse Management . . . . .	3
Logistics and Supply Chain Management 4403 – Operations Management . . . . .	3
Management 3276 – Organizational Behaviour. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 7	Credits
Logistics and Supply Chain Management 3010 – Directed Field Studies II* . . . . .	15

Semester 8	Credits
Logistics and Supply Chain Management 4407 – Business Negotiations/Project Management . . . . .	3
Logistics and Supply Chain Management 4409 – Supply Chain Decision-Making . . . . .	3
Logistics and Supply Chain Management 4411 – Integrated Business Solutions . . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	120

**Note: Business Administration Diploma Exit:** Students who successfully complete the first four semesters will receive a Business Administration – Supply Chain Management Diploma. To be eligible for the diploma, students must have selected their four Arts and Science courses from four (4) different areas and have a Grade Point Average of at least 2.00 or higher.

**Note: Applied Degree: Arts and Science courses** must be selected from four (4) different Areas. At least two (2) Arts and Science courses (a minimum of six (6) credits) must be at the senior level (see program/academic advisor for details). See *General Graduation Requirements* section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

\* Directed Field Studies may be taken in other patterns with the permission of the Program Chair.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 120 credits.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. See *General Graduation Requirements* section.

# BACHELOR OF APPLIED JUSTICE STUDIES



## PROGRAM OFFERED

Bachelor of Applied Justice Studies – BJSt (Applied)

## FACULTY INFORMATION

Department: 403-440-6379

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Justice Studies  
J. Winterdyk: 403-440-6992

Practicum Coordinator, Justice Studies,  
M. Miron

Work Experience Coordinator, Justice Studies,  
L. Acheson

## GENERAL INFORMATION

This program provides professional preparation for students wishing to pursue careers in Law Enforcement, Canadian Border Services, Immigration Canada, Federal, Provincial and Community Corrections and Probation and Parole. Graduates have been admitted into justice-related graduate studies and law schools in provinces outside of Alberta.

Across Canada, Criminology, Criminal Justice and Justice Studies departments in colleges and universities are establishing partnerships with Justice agencies. For Mount Royal College this collaboration has led to a unique curriculum, which emphasizes both practical applied skills, while also stressing values, ethical considerations and the development of a broad knowledge of justice system issues.

While demonstrating entry-level skills necessary for employment, graduates of this program will possess a conceptual understanding of the criminal justice system as well as the practical application of related skills. In addition to specific College-wide learning outcomes, students will be required to demonstrate competencies in the following departmental program outcomes: foundations in justice studies, human justice, experiential learning, human relations and criminological literacy.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and

the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED JUSTICE STUDIES DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Justice Studies program:

#### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure or Applied) – 50%
- Social Studies 30 – 50%

#### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) – 50%
- Social Studies 30 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

**Note:** Police Security Clearance: In order to graduate with the Bachelor of Applied Justice Studies degree, students must complete two Directed Field Studies courses that involve experiential learning in a justice-related agency. In some cases, agencies may require students to provide proof of a criminal record check prior to commencing the course. All costs related to the criminal record check are the responsibility of the student. If a student is denied a placement because of his/her criminal record check, then the student will be required to withdraw from the Directed Field Studies course. Refer to the statement regarding *Criminal Record and Other Background Checks* in this calendar.

**Application Deadline: March 15**

## EXPERIENTIAL LEARNING STREAMS WITHIN THE BACHELOR OF APPLIED JUSTICE STUDIES

In addition to the experiential learning that is built into many Applied Justice courses, students enrolled in the Bachelor of Applied Justice Studies must choose between two experiential learning streams in the last 4 semesters of the degree.

### Stream One – Directed Field Studies (DFS)

Directed Field Studies are designed to provide an extension of the learning process in a relevant paid work environment. Delivered in one semester, DFS integrate academic learning with a minimum of 450 hours of paid work experience. The DFS semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Justice Studies' faculty and are obligated to fulfill commitments made to employers. Successful completion of a DFS receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Students in the Bachelor of Applied Justice Studies can complete their Directed Field Studies semester during the spring/summer, fall or winter term. Students who are completing a DFS are required to work with the Justice Studies' Work Experience Coordinator in Career Services.

### Stream Two – Practicum and Capstone Project or Capstone Practicum

In place of completing a 15-credit Directed Field Studies, students in the Bachelor of Applied Justice Studies can elect to complete a combination of a 6-credit practicum plus a 6-credit capstone project or additional capstone practicum. A practicum will be a minimum of 360 hours (approximately 2.5 days per week) of justice-related experience supplemented by bi-weekly tutorials. Traditionally, practica are unpaid work experiences that are completed in conjunction with other courses in a semester. The Applied Justice practicum has specific course objectives and outcomes. Students are responsible for completing requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Normally, a student in the Bachelor of Applied Justice Studies will complete the practicum in Semester 6 of their program plan. Students who are completing a practicum are required to work with the Department's Practicum Coordinator.

Students in Stream Two must also complete a 6-credit capstone project or capstone practicum. A capstone project can fall into two broad categories. A student can undertake a significant applied research project or engage in an interdisciplinary community development project. Alternatively, a student can complete a capstone practicum.

It is the responsibility of each student to propose a specific capstone project or capstone practicum. Department of Justice Studies (i.e., Department Chair and Practicum Coordinator) approval must be granted for each specific project/practicum before a student can begin a capstone project. Students who are completing practicum and/or a capstone project are required to work with the Department's Experiential Learning Coordinator.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Justice Studies degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students who do not successfully complete any work experience component of an applied baccalaureate degree program shall be required to withdraw from the program, subject to department review.

### Bachelor of Applied Justice Studies

The transition to an integrated Justice Studies degree at Mount Royal College, from existing specialized criminology diplomas, represents a natural evolution of the curriculum. Driven by a transition to a community-based philosophy in the delivery of justice related services in Alberta, employers are now seeking candidates who demonstrate skills and abilities beyond what has traditionally been required. It is within the framework of a practice-oriented education that front-line employees are expected to apply their concrete knowledge to the workings of justice.

The Applied Degree in Justice Studies is structured around the belief that an abilities-based education requires careful sequencing of alternate educational opportunities, such as abilities-based courses, knowledge-based courses and work placement experiences.

A Forensic Studies option focus is available within the Bachelor of Applied Justice Studies degree program. Students can take up to three (3) designated web-based courses in the credit Forensic Studies Certificate at Mount Royal College and apply those courses towards the Bachelor of Applied Justice Studies. Students may use those Forensic Studies courses towards the Certificate – Forensic Studies. Please contact the Coordinator of the Forensic Studies program for details.

## CURRICULUM

Semester 1	Credits
Applied Justice 2201 – Introduction to Criminology. . . . .	3
Applied Justice 2203 – Introduction to the Justice System. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Open Elective (3 credits or more). . . . .	3
Total Credits. . . . .	15

Semester 2	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Applied Justice 2209 – Selected Issues in Human Justice. . . . .	3
Applied Justice 2211 – Introduction to Human Relations. . . . .	3
Applied Justice 2213 – Diversity Issues and the Criminal Justice System . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 3	Credits
Applied Justice 3301 – Human Rights and Civil Liberties. . . . .	3
Applied Justice 3305 – Aberrant Behaviour. . . . .	3
Applied Justice 4403 – Young Persons in Conflict with the Law. . . . .	3
Arts and Science Requirement. . . . .	3
Open Elective (3 credits or more). . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
Applied Justice 2215 – Introduction to Research Methods in Justice Studies . . .	3
Applied Justice 3307 – Professional Ethics in Criminal Justice . . . . .	3
Applied Justice 3311 – Criminal Law. . . . .	3
Applied Justice 3313 – Interviewing Skills . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Students must elect to complete either one of two experiential learning streams:

- Stream One incorporates a 15-credit Directed Field Studies. If a student chooses to complete the Directed Field Studies in the spring/summer term, this stream can take less than 2 years to complete

or

- Stream Two incorporates a 6-credit practicum and a 6-credit capstone project or capstone practicum. Normally, the 4 semesters that comprise Stream Two will take 2 years of study.

### Stream 1 (Directed Field Studies) Curriculum for Semesters 5 - 8

Semester 5 (Spring/Summer)	Credits
Applied Justice 2010 – Directed Field Studies**	15
Semester 6 (Fall)	Credits
Applied Justice 3309 – Crisis Intervention and Conflict Resolution	3
Applied Justice 4401 – Quantitative Research Methods and Data Analysis	6
Arts and Science Requirements	3
Open Elective (3 credits or more)	3
Total Credits	15
Semester 7 (Winter)	Credits
Applied Justice 3303 – Criminological Theory	3
Applied Justice 4405 – Qualitative Research Methods	3
Justice Studies Option*	3
Arts and Science Option***	3
Open Elective (3 credits or more)	3
Total Credits	15
Semester 8 (Fall)	Credits
Justice Studies Option*	3
Political Science 2243 – Law, Politics and the Judicial Process	6
Open Elective (3 credits or more)	3
Open Elective (3 credits or more)	3
Total Credits	15
Total Credits for Graduation	120

\* Justice Studies Options: Applied Justice 4407, 4411, 4413, 4415, 4417, 4419, 4421 and Forensic Studies 4401, 4403, 4405, 4407, 4409 or 4411. Core Applied Justice Studies courses will be offered in a rotation that allows students to complete their program requirements in three and a half to four academic years.

\*\* Directed Field Studies usually occur after the fourth academic semester. Students may be on a Directed Field Studies project in Spring, Fall or Winter.

\*\*\* An Arts and Science Option course is any additional course from the 7 approved Arts and Sciences areas as outline in the College Calendar. Refer to the *Arts And Science Requirements – Baccalaureate Applied Degree And Diploma Programs* section.

\*\*\*\* An Elective is any course offered at Mount Royal College.

### GRADUATION REQUIREMENTS

- Successful completion of a minimum of 120 credits, of which 15 credits will be from Directed Field Studies, Justice Practicum and Justice Capstone Project courses.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Minimum grade of "C" in all "AJUS" designated courses in the program.

See *General Graduation Requirements* section.

### Stream 2 (Practicum and Capstone) Curriculum for Semesters 5 - 8

Semester 5 (Fall)	Credits
Applied Justice 3309 – Crisis Intervention and Conflict Resolution	3
Applied Justice 4401 – Quantitative Research Methods and Data Analysis	6
Arts and Science Requirements	3
Arts and Science Option ***	3
Open Elective (3 credits or more)	3
Total Credits	17
Semester 6 (Winter)	Credits
Applied Justice 3325 – Justice Practicum I	6
Applied Justice 4405 – Qualitative Research Methods	3
Open Elective (3 credits or more)	3
Open Elective (3 credits or more)	3
Total Credits	18
Semester 7 (Fall)	Credits
Justice Studies Option*	3
Political Science 2243 – Law, Politics and the Judicial Process	6
Arts and Science Option ***	3
Open Elective (3 credits or more)	3
Total Credits	15
Semester 8 (Winter)	Credits
Applied Justice 3303 – Criminological Theory	3
Applied Justice 4425 – Justice Capstone Practicum II	6
or	
Applied Justice 4427 – Justice Capstone Project	6
Justice Studies Option*	3
Total Credits	12
Total Credits for Graduation	120

\* Justice Studies Options: Applied Justice 4407, 4411, 4413, 4415, 4417, 4419, 4421 and Forensic Studies 4401, 4403, 4405, 4407, 4409 or 4411. Core Applied Justice courses will be offered in a rotation that allows students to complete their program requirements in four academic years.

\*\*\* An Arts and Science Option course is any additional course from the 7 approved Arts and Sciences areas as outlined in the College Calendar. Refer to the *Arts And Science Requirements – Baccalaureate Applied Degree And Diploma Programs* section.

\*\*\*\* An Elective is any course offered at Mount Royal College.

### DIPLOMA EXIT

Students entering the Bachelor of Applied Justice Studies degree program should be aware that there are provisions for them to exit with a Professional Studies Diploma, Justice Studies in the event that they change their educational or career plans following acceptance into and commencement of the degree program. In order to qualify for the exit diploma, students must successfully complete all the courses outlined in Semesters 1 through 4 (inclusive) in the Bachelor of Applied Justice Studies program plan published in the College Calendar. Students must earn a minimum of "C" in all "AJUS" designated courses in Semester 1 through 4 (inclusive) in the Bachelor of Applied Justice Studies, as well as a minimum overall Grade Point Average of 2.00 in all courses in Semesters 1 through 4 (inclusive) of the Bachelor of Applied Justice Studies degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Professional Studies Diploma, Justice Studies may be obtained from the chair or the academic advisor for the Bachelor of Applied Justice Studies degree.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.



# BACHELOR OF APPLIED NONPROFIT STUDIES



## PROGRAM OFFERED

Bachelor of Applied Nonprofit Studies – BNpSt (Applied)

## FACULTY INFORMATION

School: 403-440-6833

Dean, Bissett School of Business  
W. Fraser: 403-440-6233

Associate Dean, Bissett School of Business  
D. Allwright: 403-440-6316

Chair, Applied Nonprofit Studies Program  
M. Peacock: 403-440-5062

Academic advisor  
N. Nenshi: 403-440-8807

Work Experience Coordinator, Nonprofit Studies  
K. Saddington Durston: 403-440-8963

Director, Institute for Nonprofit Studies  
K. Seel: 403-440-7055

## GENERAL INFORMATION

The size and scope of the nonprofit sector in Canada is extensive. Currently there are over 175,000 nonprofit organizations providing services in the areas such as health care, arts, culture, recreation, human services, sports, education, environment and international development. The nonprofit sector is a major employer, providing over 1.3 million jobs. With annual revenues of \$90 billion and assets over \$120 billion, the nonprofit sector is comparable in size to the entire economy of British Columbia. The Bachelor of Applied Nonprofit Studies is designed to provide graduates with the skills and experience to become leaders within Canada's nonprofit sector.

Nonprofit studies is an emerging area of specialization that addresses a broad range of issues including public policy, service delivery, business, economics, volunteerism, social change and community development. The Bachelor of Applied Nonprofit Studies is the first program of its kind in Canada. By building on the strengths of a number of Mount Royal College faculties and departments — such as Policy Studies, Communications, Social Work and Business — an interdisciplinary course of studies has been developed that provides students with the core skills necessary to become valued leaders within one of Canada's fastest growing sectors.

Students who graduate from the Bachelor of Applied Nonprofit Studies program will have the theoretical background and practical skills to understand and apply to such areas as cross-sectoral relationships, funding and economics, quantitative and qualitative analysis, communications, law and ethics and entrepreneurial business practices for the nonprofit sector.

Recent surveys of the nonprofit sector show that:

- Across North America nonprofit agencies are growing faster and hiring more people than any other sector.
- Nonprofit organizations are seeking employees with both a theoretical and an applied knowledge base.
- Nonprofit organizations prefer employees with directly related field experience.

Graduates will have a depth of training and practical experience that makes them desirable employees throughout the nonprofit sector. Alumni enjoy close to 100% employment rate within the sector.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.



## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED NONPROFIT STUDIES DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Nonprofit Studies program:

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

### CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Nonprofit Studies degree program must comply with all College policies and regulations relating to baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Nonprofit Studies degree program must obtain a minimum cumulative Grade Point Average of 2.00 in all courses included in the program.

### CURRICULUM

#### Bachelor of Applied Nonprofit Studies

Semester 1 (Fall)	Credits
English 1101 or any other 1100-level (or higher) English . . . . .	3
Economics 1101 – Principles of Microeconomics or Economics 1103 – Principles of Macroeconomics . . . . .	3
Management 2130 – Management Principles & Practices . . . . .	3
Nonprofit Studies 2201 – Canada's Nonprofit Sector – Foundations . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 2 (Winter)	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Human Resources 2170 – Introduction to Human Resources <b>or</b> Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Nonprofit Studies 2247 – Introduction to Volunteer Management . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 3 (Fall)	Credits
Accounting 3224 – Management Accounting I . . . . .	3
Applied Communications 2241 – Introduction to Public Relations . . . . .	3
Marketing 2150 – Introduction to Marketing . . . . .	3
Political Science 1101 – Introduction to Government and Politics . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 4 (Winter)	Credits
Applied Communications 2251 – Introduction to Fund Development . . . . .	3
Management 3230 – Business Law <b>or</b> Entrepreneurship 3331 – Small Business Law . . . . .	3
Nonprofit Studies 3305 – Program Planning and Assessment for the Nonprofit Sector . . . . .	3
Policy Studies 2201 – Introduction to Public Policy . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 5 (Fall)	Credits
Nonprofit Studies 2010 – Directed Field Studies I . . . . .	15
Total Credits . . . . .	15

Semester 6 (Winter)	Credits
Management 2262 – Business Statistics I . . . . .	3
Management 4407 – Governance & Ethical Issues in Organizations . . . . .	3
Social Work 1221 – Community Organizations . . . . .	3
Approved Option 1 (minimum of 2 credits) . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 7 (Spring/Summer)	Credits
Nonprofit Studies 3010 – Directed Field Studies* . . . . .	15

Semester 8 (Fall)	Credits
Applied Communications 4449 – Fund Development and Corporate Philanthropy . . . . .	3
Management 3276 – Organizational Behaviour . . . . .	3
Nonprofit Studies 4405 – Strategic Management for the Nonprofit Sector . . . . .	3
Approved Option 2 (minimum of 2 credits) . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Total Credits for Graduation . . . . .	120

\* Directed Field Studies semesters may occur anywhere after Semester 4.

### PROPOSED OPTION AREAS

Students can select from any of the approved options below to satisfy requirements for Approved Option 1 and Approved Option 2. Students may take options other than those below with approval of their department. Courses selected to satisfy Approved Option requirements may not also be used to satisfy Arts and Science Requirements.

## Human Services Options

For students who wish to specialize in the human services area of the nonprofit sector:

	Credits
Advanced Studies in Mental Health 4409 – Mental Health Practice in the Community . . . . .	3
Anthropology 2213 – Contemporary Aboriginal Issues in Canada . . . . .	3
Child Studies 2201 – Social and Environmental Conditions . . . . .	1.5
Child Studies 2211 – Disabling Conditions . . . . .	1.5
Child Studies 4405 – Ethics and Ethical Issues. . . . .	2
Disability Studies 1111 – Overview of Disability Studies: Services and Partnerships . . . . .	2
Disability Studies 1205 – Disability Work Management . . . . .	3
Gerontology 4401 – Perspectives in Gerontology. . . . .	3
Gerontology 4403 – Health and Aging . . . . .	3
Justice Studies 4403 – Young Persons in Conflict with the Law . . . . .	3
Recreation Studies 1203 – Recreation and Community Development. . . . .	3

## Social Policy Options

For students who wish to specialize in social or public policy issues relevant to the nonprofit sector:

	Credits
Child and Youth Care Counsellor 1210 – Policies, Systems, and Issues Regarding Children and Youth . . . . .	3
Political Science 1123 – Conflict and Unity: Canadian Issues . . . . .	3
Political Science 1183 – Issues and Trends in World Politics . . . . .	3
Political Science 2298 – Policies and the Media. . . . .	3

## Business and Communications Options

For students who wish to develop advanced business, communications, or technical skills for special positions within the nonprofit sector:

	Credits
Accounting 3224 – Management Accounting I . . . . .	3
Applied Communications 2249 – Applied Writing I for Public Relations . . . . .	4
Applied Communications 2263 – Stylistics*. . . . .	3
Applied Communications 3343 – Communications and Organizational Dynamics . . . . .	3
Computer Science 3307 – Computing Applications in Small Business and Entrepreneurship . . . . .	3
English 2207 – Advanced Writing* . . . . .	3
Entrepreneurship 1232 – Entrepreneurship Studies <b>or</b> Entrepreneurship 2201 – Introduction to Entrepreneurship . . . . .	3
Human Resources 3274 – Recruitment & Selection . . . . .	3
Human Resources 3275 – Compensation & Benefits . . . . .	3
Human Resources 3277 – Training & Development . . . . .	3
Human Resources 4273 – Labour Relations. . . . .	3
Logistics & Supply Chain 3269 – Project Management . . . . .	3
Marketing 3257 – Business to Business Marketing . . . . .	3
Marketing 3258 – Marketing Research . . . . .	3

\* Credit will be allowed for only one of Applied Communications 2263, English 2207 or Freelance Writing 1301.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## GRADUATION REQUIREMENTS

- Successful completion of the required 120 credits for graduation as specified in the program.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) semesters of Directed Field Studies.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

The Bachelor of Applied Nonprofit Studies includes a two-year diploma option. Students may exit the degree program and receive a Professional Studies (Nonprofit Studies) diploma after completing their second year of studies. Students completing the diploma program in nonprofit studies at Grant MacEwan College will be eligible for credit in the Bachelor of Applied Nonprofit Studies program at Mount Royal College.

# BACHELOR OF APPLIED POLICY STUDIES



## PROGRAM OFFERED

Bachelor of Applied Policy Studies – BPSt (Applied)

## FACULTY INFORMATION

Department: 403-440-6527

Dean, Faculty of Arts

M. Mertin: 403-440-6960

Chair, Department of Applied Policy Studies

B. Foster: 403-440-5948

Work Experience Coordinator, Applied Policy Studies

K. Toronyi: 403-440-8857

## GENERAL INFORMATION

Applied Policy Studies is the integration of politics and economics in both the public and private sectors at the level of policy determination. Although policy studies is related to the disciplines of political science and economics, it is a field of study in its own right. Until recently, policy studies programs were available only at the graduate level, usually within political science departments. With the Bachelor of Applied Policy Studies, Mount Royal College joins a small number of universities in Canada who offer policy studies at the undergraduate level. The department offering the degree at Mount Royal College encompasses the disciplines of economics and political science in addition to policy studies. Consequently it was able to build an integrated curriculum with a much better balance between economics and political science than is usually found.

Students who graduate from the Bachelor of Applied Policy Studies program will have the theoretical background and practical skills – quantitative, computer analysis, writing and presentation – to understand the evolving relationships between business, governments, non-governmental organizations and interest groups, (policy communities). The applied nature of the degree, encompassing two semesters of Directed Field Studies in paid and supervised work-terms, will give graduates hands-on experience in a policy environment. Graduates will be able to apply their skills to research, develop and evaluate policy proposals and will be qualified for positions such as management and communications assistants, planning and co-ordination officers and policy and economic analysts in private, public and not-for-profit sectors.

Statistics indicate that in Alberta alone positions available to policy studies graduates will increase by 30 percent. Several factors have contributed to this increased need for graduates with policy studies skills:

- Current and projected attrition rates in existing policy-related positions;
- Population growth and an increasing need for policy-related services;
- The increasing regulatory complexity of the new global economy.

With their intensive training and practical experience, graduates with the Bachelor of Applied Policy Studies will be in a good position to take advantage of this expanding market for their skills.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED POLICY STUDIES DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Policy Studies program.

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure) – 60%
- Social Studies 30 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Policy Studies degree program must comply with all College policies and regulations relating to baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Policy Studies degree program must obtain a minimum cumulative Grade Point Average of 2.00, with a minimum grade of "C" in all required core courses. Students with a Grade Point Average of less than 2.00 will be disqualified from the program for one year. After one year, they may reapply for admission. Directed Field Studies are program requirements. A student who fails a Directed Field Studies required course may fail the program.

## CURRICULUM

### Bachelor of Applied Policy Studies

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English . . . . .	3
Economics 1101 – Principles of Microeconomics . . . . .	3
Political Science 1101 – Introduction to Political Science . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 2	Credits
Economics 1103 – Principles of Macroeconomics . . . . .	3
Policy Studies 2201 – Introduction to Public Policy . . . . .	3
Political Science 2231 – Canadian State . . . . .	3
Political Science 2259 – Comparative Government and Politics . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 3	Credits
Economics 2244 – Managerial Economics . . . . .	3
Policy Studies 2209 – Methodology and Statistics . . . . .	3
Policy Studies 3303 – Federalism . . . . .	3
Political Science 2229 – Alberta and Provincial Politics . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 4	Credits
Economics 2213 – Intermediate Economic Theory – Macroeconomics I . . . . .	3
English 2263 – Technical Writing . . . . .	3
Entrepreneurship 1232 – Entrepreneurship Studies . . . . .	3
Policy Studies 3305 – Interest Groups and Group Behavior . . . . .	4
Political Science 2287 – Introduction to International Relations . . . . .	3
Total Credits . . . . .	16

Semester 5	Credits
Policy Studies 2010 – Directed Field Studies I* . . . . .	15

Semester 6	Credits
Policy Studies 3010 – Directed Field Studies II* . . . . .	15

Semester 7	Credits
Economics 2255 – Canadian Public Finance . . . . .	3
Policy Studies 4421 – International Economic Policy . . . . .	3
Policy Studies 4431 – Managing and Implementing Public Policy . . . . .	3
Policy Studies 5010 – Selected Topics in Policy Studies . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 8	Credits
Computer Science 3309 – Information Technology and Society . . . . .	3
Policy Studies 4443 – Survey of Public/Private Law Principles . . . . .	3
Policy Studies 5020 – Integrative Professional Practice . . . . .	3
Political Science 3485 – The Politics of the International Economic Order . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Total Credits for Graduation . . . . . 121

\* Directed Field Studies semesters may occur anywhere after Semester 4 and before Semester 8.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## GRADUATION REQUIREMENTS

- Successful completion of the total required 121 credits for graduation as specified in the program.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) semesters of Directed Field Studies.
- Minimum grade of "C" in all core courses.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

Students entering the Bachelor of Applied Policy Studies degree program should be aware that there are provisions for them to exit with a Professional Studies Diploma in the event that they change their educational or career plans following acceptance into and commencement of the degree program.

The curriculum consists of the first four academic semesters of the Bachelor of Applied Policy Studies degree.

In addition to the College graduation requirements for diplomas listed in the section entitled *General Graduation Requirements*, a minimum grade of "C" must be attained in all required core courses.



# BACHELOR OF APPLIED SCIENCE – ENVIRONMENTAL SCIENCE



## PROGRAMS OFFERED

Bachelor of Applied Science – Environmental Science –  
Industrial Ecology Stream – BASc

Bachelor of Applied Science – Environmental Science –  
Transition Stream – BASc

## FACULTY INFORMATION

Department: 403-440-6163

Dean, Faculty of Science and Technology

B. Lane: 403-440-6966

Chair, Department of Chemical, Biological and Environmental Sciences  
T. MacAlister: 403-440-6684

Coordinators, Bachelor of Applied Science – Environmental Science  
R. Saint-Fort, B. Sevick

Work Experience Coordinator, Environmental Science  
J. Daigneau

## GENERAL INFORMATION

Environmental performance and protection are increasingly becoming an evolving, strategic objective of industry, non-government organizations and government. In response to this movement, the environmental profession has become Canada's fastest growing and most diverse field of employment (source: ECO Canada). Mount Royal College has responded to these developments with the Applied Degree in Environmental Science program.

Our environmental science program provides graduates with the knowledge and skills to obtain employment in both the traditional and emerging sectors of environmental employment. Alberta's rapidly expanding economy, based largely on the oil and gas industry, provides many environmentally related career opportunities in areas related to environmental protection and environmental management. These employment opportunities deal with past and present issues of compliance with governmental regulations and company environmental policy. Our program also looks to the future, which we believe lies within the framework of industrial ecology. Referred to as the "science of sustainability", industrial ecology is a branch of environmental science that deals with preventing pollution and promoting the efficient and appropriate use of energy, materials and natural resources. Industrial ecology encourages industries to establish sustainable systems that can help protect the environment as well as improve the corporate bottom line. Environmental protection is facilitated through a variety of strategies. The industrial ecology component of the program is unique, timely and important. The framework provides a compass for moving industry and government towards sustainable development.

Students in our program develop a broad set of environmental skills and knowledge that allow them to play an active role in evaluating, managing, and improving the environmental and economic performance of industry. They are exposed to traditional and leading-edge environmental knowledge and techniques that allow them to make a difference in the quest for a more sustainable future. The graduate will have appropriate environmental skills and competencies, blended with a general education component. This will produce an individual with the breadth and flexibility to communicate, problem solve, think creatively, manage and adapt.

Graduates are encouraged to apply for their Certified Environmental Professional in Training (CEPIT) designation which is offered by the Canadian Environmental Certification Approvals Board (CECAB). Certification as an Engineering Technologist by the Alberta Society of Engineering Technologists (ASET) is also possible when students choose appropriate courses.

The Bachelor of Applied Science – Environmental Science degree has two (2) main streams. The Industrial Ecology Stream provides a comprehensive grounding in all major aspects of environmental science and industrial ecology, and will be the normal route of entry into the field. There is also a Transition Stream for applicants with relevant education, and/or work experience.

The Bachelor of Applied Science – Environmental Science program combines six (6) semesters of academic study and two (2) semesters of Directed Field Studies (work-terms). This applied degree program will emphasize relevant and applied learning of current and leading-edge practices in environmental science and environmental management.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian Universities. Currently there are formal agreements with Royal Roads University and Montana Tech (University of Montana) that allow students in the Industrial Ecology Stream to study at the Masters level. Opportunities for students in the Industrial Ecology streams to study abroad are also available through formal international agreements.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.



## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED SCIENCE – ENVIRONMENTAL SCIENCE DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Science – Environmental Science program:

### Industrial Ecology Stream

#### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure)– 60%
- Chemistry 30 – 60%
- Biology 30 or Physics 30 – 50%

#### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure) – 60%
- Chemistry 30 – 60%
- Biology 30 or Physics 30 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## TRANSITION STREAM – ADMISSION REQUIREMENTS

Applicants will be considered eligible for admission to the Bachelor of Applied Science – Environmental Science degree program (Transition Stream) if they possess appropriate post-secondary education and/or have relevant work experience in the environmental sector. Applicants may require courses beyond those listed in the transition stream if they do not already have the appropriate post-secondary background for the courses listed in the transition stream. Options will be determined in consultation with the academic advisor. The Directed Field Studies components of the Bachelor of Applied Science – Environmental Science (Transition Stream) degree program will be developed in consultation with the department

## DIRECTED FIELD STUDIES

Directed Field Studies (DFS) are designed to provide an experiential extension of the learning process in a relevant industry work setting. Delivered in two semesters, presently comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College which include satisfactory completion of pre-employment Professional Development sessions and Safety Courses prior to the first work placement. During the DFS students are obligated to fulfill commitments made to employers. Successful completion of each DFS work experience receives a total of 15 credits.

Given the nature of the local labour market and environmental industry, some opportunities for work experience may be located outside Calgary, across Alberta, across Canada and/or international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning and Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Science – Environmental Science degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Science – Environmental Science degree program must obtain a minimum grade of “C” in all required core courses in the program and maintain a minimum cumulative Grade Point Average of 2.00.

## CURRICULUM

### Bachelor of Applied Science – Environmental Science – Industrial Ecology Stream (Direct Entry)

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Chemistry 2209 – General Chemistry for Engineers . . . . .	3
Environmental Science 2201 – Introduction to Industrial Ecology. . . . .	3
Mathematics 2285 – Calculus with Applications . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits . . . . .	15
Semester 2	Credits
Biology 2211 – Terrestrial Ecology. . . . .	3
Chemistry 3357 – Industrial Organic Chemistry . . . . .	3
Environmental Science 2205 – Data Processing and Statistics . . . . .	3
Microbiology 1217 – Applied Industrial Microbiology. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits . . . . .	15
Semester 3	Credits
Biology 2219 – Aquatic Ecology . . . . .	3
Computer Science 1209 – Computing for Applied Degrees . . . . .	3
Environmental Science 2211 – Health and Safety Issues in the Environment Industry . . . . .	1
Environmental Science 3321 – Water Pollution and Surface Water Analysis I . . .	3
Environmental Science 3333 – Groundwater Contamination . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits . . . . .	16
Semester 4	Credits
Environmental Science 3315 – Applied Instrumentation. . . . .	3
Environmental Science 3323 – Watershed Management . . . . .	3
Environmental Science 3335 – Issues in Environmental Assessment. . . . .	3
Environmental Science 4433 – Quality Assurance/Quality Control . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits . . . . .	15
Semester 5	Credits
Environmental Science 2010 – Directed Field Studies I . . . . .	15
Semester 6	Credits
Entrepreneurship 1232 – Entrepreneurship Studies . . . . .	3
Environmental Science 4405 – Air Quality . . . . .	3
Environmental Science 4413 – Principles of Eco-Industrial Development . . . . .	2
Environmental Science 4431 – Management of Residuals . . . . .	3
Environmental Science 4441 – Site System Remediation Design . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits . . . . .	17

Semester 7	Credits
Environmental Science 3303 – Life-Cycle Assessment . . . . .	3
Environmental Science 4407 – Pollution Prevention: Toward Zero Emissions . . . . .	3
Environmental Science 4417 – Regulatory Management . . . . .	1
Environmental Science 4419 – Design for the Environment . . . . .	3
Environmental Science 4423 – Market Based Initiatives . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	16

Semester 8	Credits
Environmental Science 3010 – Directed Field Studies II . . . . .	15
Total Credits . . . . .	15
Total Credits for Graduation . . . . .	124

## Bachelor of Applied Science – Environmental Science – Transition Stream

Open to applicants having appropriate post-secondary backgrounds and/or relevant work experience in the environmental sector. Please consult department.

Semester 1	Credits
Entrepreneurship 1232 – Entrepreneurship Studies . . . . .	3
Environmental Science 2201 – Introduction to Industrial Ecology . . . . .	3
Environmental Science Option . . . . .	3
Approved Mathematics Option* . . . . .	4
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	16

Semester 2	Credits
Environmental Science 3303 – Life-Cycle Assessment . . . . .	3
Environmental Science 4407 – Pollution Prevention – Toward Zero Emissions . . . . .	3
Environmental Science Option . . . . .	3
Environmental Science Option . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Environmental Science 2010 – Directed Field Studies I . . . . .	15
Environmental Science 3010 – Directed Field Studies II . . . . .	15
Total Credits for Graduation . . . . .	61

\*Approved Mathematics Options: Mathematics 2211 and 2251.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 124 credits of which 30 credits will be for work experience.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of the two (2) semesters of work experience.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

Students who successfully complete the first four semesters of the Bachelor or Applied Science – Environmental Science – Industrial Ecology (20 courses) will be awarded a Diploma in Environmental Science. To be eligible the students must have selected their four arts and science courses from four (4) different areas

## CERTIFICATE PROGRAM

A related Environmental Technology Certificate is also offered (see the *Diploma/Certificate* section).



# PROPOSED UNIVERSITY-LEVEL DEGREES



Mount Royal has a Government approved mandate to offer programs that lead to university-level baccalaureate degrees that prepare learners for further study. Operating under that mandate, we are committed to offer degrees that will enable graduates to follow pathways to graduate and professional programs at other institutions. The Campus Alberta Quality Council (CAQC) has reviewed Mount Royal baccalaureate degrees to ensure that they are university-level programs. Institutional membership in the Association of Universities and Colleges of Canada (AUCC) will facilitate the portability of Mount Royal degrees and assure recognition of our degrees outside of Alberta. Mount Royal is working with a plan to achieve membership in AUCC by 2011.

In addition to the Bachelor of Nursing, Mount Royal has submitted proposals for several new degree programs with majors for approval. Degree will be implemented when funded by the provincial government but no decision had been made at the time of publication.

Visit [www.mtroyal.ca](http://www.mtroyal.ca) or [www.mtroyal.ca/in\\_motion](http://www.mtroyal.ca/in_motion) for current information.

## **Bachelor of Arts (4 years)**

Majors:

- Anthropology
- English
- History
- Policy Studies
- Psychology
- Sociology
- Spanish

The Bachelor of Arts prepares graduates who wish to enter the workforce with a broad knowledge and skill level as well as those who are seeking graduate-level education. Majors are in areas of high demand. The Bachelor of Arts also offers foundation courses for all other Mount Royal degree programs.

## **Bachelor of Arts in Criminal Justice Studies**

There is a void in justice-related education and this program will be unique in Alberta. Employers are seeking individuals who have a broader range of learning that extends beyond justice. The Bachelor of Arts in Justice Studies will also enable graduates to more readily pursue professional education (law, social work, education) and graduate studies.

## **Bachelor of Business Administration**

Majors:

- Accounting
- General Business
- Human Resources
- Marketing

The Bachelor of Business Administration is intended to address the changing requirements of professional associations, and is designed to meet the requirement for degrees by the Chartered Accountant, Certified General Accountant and Canadian Human Resource Professional Associations.

## **Bachelor of Communication**

Majors:

- Information Design
- Journalism
- Public Relations

Increasingly, a broader knowledge and skill base is needed to enter and progress in the profession. The Bachelor of Communications will offer the only International Communications major in Canada; Public Relations and Information Design will be the only degrees of their type in western Canada; Journalism will be Alberta's only journalism degree.

## **Bachelor of Science**

Majors:

- Cellular and Molecular Biology
- General Science
- Geology
- Health Sciences

The Bachelor of Science prepares graduates who are seeking further education at the graduate or professional level as well as those who wish to enter the workforce with a broad knowledge and skill base. The program also offers foundation courses for all other Mount Royal degree programs.

# BACHELOR OF NURSING



## PROGRAMS OFFERED

Bachelor of Nursing

## FACULTY INFORMATION

Dean, Faculty of Health and Community Studies

B. Hendrickson: 403-440-6988

Director, School of Nursing

P. Nordstrom: 403-440-6549

Chair, Baccalaureate Nursing Programs

L. Judd: 403-440-6080

Chair, Internationally Educated Nurses (IEN) Programs

B. Metcalf: 403-440-6887

## GENERAL INFORMATION – MOUNT ROYAL BACHELOR OF NURSING DEGREE

The Bachelor of Nursing Program is a four (4) year degree program. This degree program prepares students for professional careers as Registered Nurses in a variety of settings. Students will benefit from the program's learner centred approach and strong emphasis on nursing practice preparation and specialization opportunities.

The program is offered over four (4) Fall and Winter academic years with required Spring Semesters. Most courses will be offered in both the Fall and the Winter Semesters. Students completing all degree requirements will be awarded a Bachelor of Nursing (BN) degree from Mount Royal College.

## ADMISSION REQUIREMENTS: BACHELOR OF NURSING

Admission to the Bachelor of Nursing is competitive and as such preference will be given to those applicants who have the highest academic average/ GPA based on the conditional admission criteria for each admission category. Enrolment in this program is limited. There are three categories of admission to the Bachelor of Nursing:

- High School Standing
- Post-secondary Standing
- Mature Standing

## Academic Course Requirements

### Appropriate Grade 12 Subjects

Applicants must have the required high school subjects for the Bachelor of Nursing. The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the program:

- English Language Arts 30-1 - 50%
- Pure Mathematics 30 - 50%
- Biology 30 - 50%
- Chemistry 30, Physics 30, or Science 30 - 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

High school applicants must present one of the following additional courses from either Group One or Two:

### Group One

Minimum of 4 courses from this group is required for high school applicants.

- |                              |                              |
|------------------------------|------------------------------|
| • English Language Arts 30-1 | • English Language Arts 30-2 |
| • Pure Mathematics 30        | • Applied Mathematics 30     |
| • Mathematics 31             | • Biology 30                 |
| • Chemistry 30               | • Physics 30                 |
| • Science 30                 | • Social Studies 30          |
| • French 30                  | • French 31                  |
| • French Language Arts 30    | • Francais 30                |
| • All other Languages 30     | • Art 30                     |
| • Art 31                     | • Drama 30                   |
| • Music 30                   | • Physical Education 30      |

Note: Applicants cannot use two courses from the same subject area for the purpose of admission with the exception of Mathematics 30 (Pure or Applied) and Mathematics 31.

### Group Two

High school applicants may use a maximum of one course from this group.

- Other 5 credit grade 12 subjects or a combination of two 3-credit grade 12 subjects
- 5 credits of Advanced Career and Technology (CTS) courses

Note: Special Projects 30 cannot be used for admission.



### Minimum Overall Average Required for Admission

To be eligible for admission on the basis of High School Standing, applicants must present a minimum admission average of 65% on their five appropriate grade 12 subjects.

To be eligible for admission on the basis of Mature Standing, applicants must present a minimum admission average of 65% on the required grade 12 subjects.

To be eligible for admission on the basis of Post-secondary Standing, applicants must present a minimum Grade Point Average (GPA) of 2.00 on the 5 most recently completed post-secondary courses (minimum 15 credit hours).

### Final Admission

Final admission for all three admission categories will be based on verification of admissibility once final/official transcripts, including all previous high school and post-secondary coursework, have been received and reviewed and all conditions of admission have been met. Applicants must be in good academic standing if currently enrolled in post-secondary courses.

Official transcripts must include final grades for all the high school subjects required for the Bachelor of Nursing as listed above and be received by **August 1** for admission to the Fall Semester. The deadline for documentation to be received by Mount Royal for International Applicants is **April 1** for the Fall Semester.

### Admission Categories

The admission category that the applicant will be considered under will be determined by Mount Royal on the following basis:

#### 1. High School Standing

To be eligible for admission on the basis of High School Standing, applicants must present the appropriate five grade 12 subjects (or their equivalents), with no grade less than 50%. The five grade twelve subjects presented must include all required subjects, plus an additional subject from Group One or Group Two above.

#### Conditional Admission – High School Standing

High School applicants are required to list, on their Application for Admission, all grade 12 subjects (or equivalents) from the list of appropriate 5-credit grade 12 subjects from Group One which have been completed or will be completed by **June 30** for admission into the Fall Semester.

The conditional admission average will be based on the two highest self-reported mid-term/interim or final grades from the list of appropriate 5- credit grade 12 subjects from Group One. Self-reported grades should be the grades received through a formal reporting process at high school and verification of the grades reported may be requested. Equivalent post-secondary courses may be substituted for required high school subjects where appropriate.

#### 2. Post-secondary Standing

Applicants will be considered on the basis of Post-secondary Standing if they have completed 5 post-secondary courses (minimum 15 credit hours) by December 31. Courses presented for admission must be from a recognized post-secondary institution and must be transferable courses as determined by Mount Royal.

**Note:** There is no guarantee that previously completed nursing courses taken at another institution will be granted credit in the Bachelor of Nursing degree program.

#### Conditional Admission – Post-secondary Standing

Grades used to assess conditional admission will be calculated on the 5 most recently completed courses (minimum 15 credit hours) by **December 31** for Fall Semester.

Post-secondary applicants are also required to list, on their Application for Admission, all grade 12 subjects (or equivalents) from the list of appropriate 5-credit grade 12 subjects from Group One which have been completed or will be completed by **June 30** for admission into the Fall Semester. Self-reported mid-term/interim or final grades should be the grades received through a formal reporting process and verification of the grades reported may be requested. Reporting of high school grades is required to ensure successful completion of the required high school subjects for the Bachelor of Nursing as listed above. Equivalent post-secondary courses may be substituted for required high school subjects where appropriate.

**Note:** Applicants not previously admitted to Mount Royal College's Undergraduate Nursing programs, but who have been required to withdraw (i.e., academically disqualified) from Mount Royal College or from other post-secondary institutions, will not be considered for admission to Mount Royal College until at least a twelve (12) month period has elapsed since the student was required with withdraw. Applicants who have been required to withdraw from Mount Royal College or other post-secondary institution for academic reasons may be considered for admission to their intended program of study, either on the basis of high school standing or mature standing, after twelve (12) months has elapsed.

#### Mature Standing

Applicants who do not meet the High School Standing requirements or have not completed sufficient courses to be considered for Post-secondary Standing and are 21 years of age by **September 1** for the Fall Semester to which they are applying will be considered in this category. Mature applicants must submit official high school and post-secondary transcripts regardless of the level attained.

#### Conditional Admission – Mature Standing

Mature applicants are required to list, on their Application for Admission, all grade 12 subjects (or equivalents) from the list of appropriate 5-credit grade 12 subjects from Group One which have been completed or will be completed by **June 30** for admission into the Fall Semester.

The conditional admission average will be based on the two highest self-reported mid-term/interim or final grades from the list of appropriate 5- credit grade 12 subjects from Group One. Self-reported grades should be the grades received through a formal reporting process at high school and verification of the grades reported may be requested. Equivalent post-secondary courses may be substituted for required high school subjects where appropriate.

## RESIDENCY REQUIREMENTS

To fulfill Mount Royal College Nursing residency requirements the 3000 and 4000 level nursing courses, with the exception of the 4000 level senior nursing option, must be completed through Mount Royal College. Students are responsible for ensuring they have met the residency requirements.

## GENERAL EDUCATION

Mount Royal's Bachelor of Nursing program requires specific general education courses to meet graduation requirements. These are specified in the program curriculum. For incoming students in the Bachelor of Nursing program, it is important to seek clarification of these requirements and up-to-date registration information through the Academic Advisors.



## TRANSFER CREDIT ASSESSMENT

Transfer credit towards Mount Royal College nursing (NURS) courses will be limited to courses that have been successfully completed within seven (7) years from the date of initial registration in the student's original nursing program.

## ACADEMIC PERFORMANCE AND PROGRESSION REQUIREMENTS

In order to be considered a continuing student of record in the Bachelor of Nursing program, the student must achieve a minimum 'C' grade or "EP" (Experiential Pass) grade in all nursing (NURS) courses. The required Health Studies Courses (HLTH) are also considered nursing courses. Students are required to achieve a passing grade, as determined by each discipline, in all non-nursing courses. To be eligible for graduation, the student must achieve a minimum cumulative Grade Point Average of 2.00.

Grades below a 'C' in a nursing course or an unsatisfactory ("EF": Experiential Fail) in a nursing clinical practice course must be cleared by repeating the course before students may progress to any further nursing courses.

Students with two failures in the same nursing course will be required to withdraw from the program and will not be eligible for re-admission to the program.

Students are permitted one re-registration in the same nursing (NURS or HLTH) course. That is, students are not allowed more than two (2) grades below the minimum pass or two (2) withdrawals in the same nursing course, nor are they permitted one (1) withdrawal and one (1) grade below the minimum pass within the same nursing course. Students who are unsuccessful after two registrations in the same nursing course will be required to withdraw from the program and will not be eligible for re-admission.

## GRADING SCHEME

### Mount Royal College Undergraduate Nursing Grading System \*

Description	Alpha Grade	4.0 Scale
	A+	4.0
Excellent	A	4.0
	A-	3.7
	B+	3.3
Good	B	3.0
	B-	2.7
	C+	2.3
Minimal pass	C	2.0
Course failure	C-	1.7
	D+	1.3
	D	1.0
	F	0

\* The practice (clinical) experience is graded "Pass/Fail" (EP/EF). A student is evaluated according to criteria based on the program and course intents. All criteria must be met at a satisfactory level in order to receive a pass in the clinical experience.

## REGULATIONS

Students are responsible for familiarizing themselves with the policies and procedures of Mount Royal College as outlined in the Calendar, Code of Student Conduct and the Student Handbook: Undergraduate Nursing Program. Refer to the *Student Handbook* for details.

## DURATION OF THE PROGRAM

Program requirements for degree completion can be completed in four (4) academic years. Students have seven (7) calendar years from the date of initial registration in the Bachelor of Nursing Degree to complete all requirements. Students seeking an extension beyond seven (7) years may be required to complete additional course work.

## CANADIAN REGISTERED NURSE (RN) EXAMINATION

Students will be eligible to write the Canadian Registered Nurse Examination upon satisfactory completion of all degree program requirements. Students are responsible for all costs related to the examination.

## STUDENTS WITH DISABILITIES

When warranted, and without compromising academic and professional nursing practice standards, Mount Royal College will provide reasonable accommodation for the students with documented disabilities. Students need to fulfill program requirements to be eligible for graduation.

## POLICIES RELATIVE TO NURSING PRACTICE EXPERIENCE

Students must demonstrate satisfactory clinical performance as delineated in each course syllabus.

Students' nursing practice experiences may be scheduled at varied hours, including evenings, nights and weekends. Approximately half of each student's clinical placements will be in community settings -- this may require the use of a vehicle. Students may be completing practice experiences at sites distant to Calgary. All travel and accommodation costs associated with practice experiences are the responsibility of the student.

Participation in practice, tutorial and laboratory sessions is mandatory. A student who is unable to attend practice experiences due to exceptional circumstances, and therefore is unable to meet course objectives may apply to the Chair for a deferral of course work. Students are cautioned that even if a deferral is granted, required practice and/or tutorial experiences may not be immediately available and student progress through the program may be delayed.

A student may be prohibited from attending or completing a practice experience if there is evidence to suggest that the student's physical and/or psychological health may be detrimental to patients or patient care.

Proof of up-to-date immunization status is required for all professional practice courses and is the responsibility of the student. All associated costs are the responsibility of the student. Failure to maintain a current immunization status will result in immediate withdrawal from the clinical practice area.

## CARDIOPULMONARY RESUSCITATION (C.P.R.) CERTIFICATION

Students must provide annual proof of current C.P.R. Certification from the Heart and Stroke Foundation at Level C for Healthcare Providers. Evidence of certification is to be provided to the School of Nursing office, by August 15 each year. All associated costs are the responsibility of the student.

Failure to maintain current CPR certification will result in immediate withdrawal from the clinical practice area.

## POLICE INFORMATION CHECK

Provincial legislation requires that new employees and volunteers in publicly-funded agencies including; hospitals, seniors' lodges, group homes and nursing homes are subject to a police information check (i.e., criminal record check). In some cases, agencies may require students to provide proof of a police information check prior to commencing a clinical course. Thus, students may be required to obtain more than one police information check during their program of studies. All costs related to the police information check are the responsibility of the student. If a student is denied a clinical placement, then the student will be unable to meet course requirements and will be required to withdraw from the program. Refer to the statement regarding *Criminal Record and Other Background Checks* in this calendar.

## INTERRUPTION OF PROGRAM

Students who interrupt their program are advised that they will be required to comply with any regulations that may have come into effect in regard to their program and requirements. Students will be required to re-apply for admission and notify the Department of Undergraduate Nursing Studies at Mount Royal College in writing by March 15 of their intention to return for the following Fall Semester or by October 1 for the following Winter Semester.

## GRADUATION REQUIREMENTS

To be eligible for graduation, students must satisfactorily complete all degree program requirements. Students must maintain an overall a minimum GPA of 2.00 to be eligible for graduation.

Students completing degree requirements will be awarded a Bachelor of Nursing degree from Mount Royal College.

Students applying to graduate must do so by the date published in the Mount Royal College Calendar.

## PROGRAM OF STUDY

To fulfill Mount Royal College's residency requirements for degree completion, students must complete the 3000 and 4000 level nursing courses, with the exception of the 4000 level senior nursing option, through Mount Royal College. Students are responsible for ensuring they have met the residency requirements.

To fulfill the course requirements for the senior-level Nursing Option (NURS 4XXX) students may choose to register in a course offered through the Department of Undergraduate Nursing Studies or the post-basic certificate programs offered through the Department of Advanced Specialty Health Studies at Mount Royal College. Students will need to consult an Academic Advisor prior to registering in a course.

## CURRICULUM

### Bachelor of Nursing

#### Year I

Fall Semester	Credits
Biology 1220 – Anatomy and Physiology I . . . . .	3
Health 2240 – Fundamentals of Interpersonal Communication . . . . .	3
Nursing 1111 – Theoretical Foundations of Nursing I . . . . .	3
Nursing 1112 – Health Promotion with Individuals I . . . . .	3
GNED 1401 or 1402 – Cluster 4 Communication . . . . .	3
Winter Semester	Credits
Biology 1221 – Anatomy and Physiology II . . . . .	3
Mathematics 2333 – Statistics for Life Sciences <b>or</b>	
Anthropology 3307 – Introduction to Anthropological Statistics I . . . . .	3
Nursing 1213 – Health Promotion with Individuals II . . . . .	3
Nursing 1214 – Professional Practice I . . . . .	3
Psychology 2235 – Life Span Development . . . . .	3

Spring Semester	Credits
Physical Education 2237– Nutrition . . . . .	3
GNED 1101 or 1102– Cluster 1 Numeracy and Scientific Literacy . . . . .	3

#### Year II

Fall Semester	Credits
Nursing 2111 – Theoretical Foundations of Nursing II . . . . .	3
Nursing 2112 – Alterations in Health: Nursing Knowledge and Therapeutics I . . . .	4
Nursing 2113 – Alterations in Health: Nursing Knowledge and Therapeutics II . . .	3
Nursing 2114 – Professional Practice II . . . . .	6
Winter Semester	Credits
Health 2250 – Research for Practice in Health and Community Studies . . . . .	3
Nursing 2215 – Health Promotion with Populations, Communities, Families . . . .	3
Nursing 2216 – Professional Practice III . . . . .	4
GNED 1201 or 1202 – Cluster 2 Values, Beliefs & Identity . . . . .	3
GNED 1301 or 1302 – Cluster 3 Community & Society . . . . .	3

#### Year III

Fall Semester	Credits
Nursing 3102 – Adult Health . . . . .	3
Nursing 3104 – Professional Practice in Adult Health . . . . .	4
Nursing 3112 – Family Newborn Health . . . . .	3
Nursing 3114 – Professional Practice in Family Newborn Health . . . . .	4
Winter Semester	Credits
Nursing 3122– Child Health . . . . .	3
Nursing 3124 – Professional Practice in Child Health . . . . .	4
Nursing 3132– Mental Health . . . . .	3
Nursing 3134– Professional Practice in Mental Health . . . . .	4

Spring Semester	Credits
Nursing 3142– Seniors' Health . . . . .	3
Nursing 3144 – Professional Practice in Seniors' Health . . . . .	4

#### Year IV

Fall Semester	Credits
Nursing 4111 – Leadership/Trends and Issues . . . . .	4
Nursing 4112 – Integrated Professional Practice – consolidation – 3 wks . . . . .	3
Nursing 4XXX – Senior Nursing Option . . . . .	3
Winter Semester	Credits
Nursing 5114 – Transition to Independent Practice . . . . .	10
Total Credits for Graduation . . . . .	123

Note: Courses may not necessarily be offered in the sequence shown. Students are responsible to ensure that all prerequisite and co-requisite requirements are met prior to registering in a course.

# BACHELOR OF ARTS – ATHABASCA UNIVERSITY AT MOUNT ROYAL COLLEGE



## PROGRAM OFFERED

Bachelor of Arts – Athabasca University at Mount Royal College (with a major in English, History, or Psychology)

## FACULTY INFORMATION

### Mount Royal College

Dean, Faculty of Arts

M. Mertin: 403-440-6960

Associate Dean, Faculty of Arts

R. Genereux: 403-440-6455

Chair, Department of English

L. Easton: 403-440-6453

Chair, Department of Humanities

J. Pettit: 403-440-5985

Chair, Department of Psychology

L. Wertzler: 403-440-6438

### Athabasca University

Chair, Centre for Language and Literature

V. Thompson

Chair, Centre for Psychology

T. Gilbert

Chair, Centre for State and Legal Studies

L. Stefanick

## GENERAL INFORMATION

Athabasca University is Canada's leading distance-education university. Unlike traditional campus-based universities, most of Athabasca University's students are home-based, taking courses where and when it suits them, rather than at set times in a classroom. Since its inception in the early '70's, Athabasca University has gained an international reputation for expertise in the field of distance learning, providing students with a variety of traditional and non-traditional methods to obtain their degrees. The Bachelor of Arts with Mount Royal College gives students an opportunity to take advantage of the traditional strengths of Athabasca University while also having access to the student-centered teaching that is a hallmark of a Mount Royal College education. Mount Royal College has a long history of serving the needs of its students in a personalized setting that focuses on student success and satisfaction. Although Mount Royal College offers a number of Applied Baccalaureate Degrees in various program areas, up until Fall 2000, students who wanted to complete a Bachelor of Arts degree had to transfer to another institution to complete their degree. With the advent of the Bachelor of Arts with Athabasca University, students are able to complete their degree studies on campus at Mount Royal College.

Students graduate with a Bachelor of Arts from Athabasca University (with a major in English, History or Psychology). They must take a total of 40 courses to graduate. Of those courses, 30 will be Mount Royal College courses and 10 will be Athabasca University courses. Except in unusual circumstances, courses (whether Mount Royal College or Athabasca University courses) will be offered on-site at Mount Royal College. Course numbers beginning with an "A" designate Athabasca University courses taught at Mount Royal College (e.g. ENGL A344).

For some courses, prerequisites may vary depending on whether the course is taught on-site at Mount Royal College or through Athabasca University distance delivery.

## GENERAL ACADEMIC ADMISSION REQUIREMENTS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry into the Athabasca University Bachelor of Arts.

### 1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Arts degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%.

The five (5) Grade 12 subjects used in the calculation of this admission average must include English Language Arts 30-1 and either Mathematics 30 (Pure or Applied) or a second language at the 30-level or equivalent.

**Note:** Students choosing to major in Psychology must present a grade of 50% or better in Pure Mathematics 30 or equivalent.

### 2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Arts degree program on the basis of maturity if:

- a. They are at least 21-years-of-age or older by the commencement of the semester\* to which they are seeking entry; and
- b. They present a grade of 50% or higher on English Language Arts 30-1 and either Mathematics 30 (Pure or Applied) or a second language at the 30-level or equivalent.

**Note:** Students choosing to major in Psychology must present a grade of 50% or better in Pure Mathematics 30 or equivalent.

\* The commencement of each semester is understood to be the first day of classes as published in the *Academic Schedule*.

### 3. Admission on the Basis of Post-secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Arts degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- They have completed the equivalent of at least one full year of study (ten [10] semester courses or [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four-point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- They are considered to be in good standing by the post-secondary institution attended most recently; and
- They present a grade of 50% or higher on English Language Arts 30-1 and Mathematics 30 (Pure or Applied) or a second language at the 30-level or equivalent.

**Note:** Students choosing to major in Psychology must present a grade of 50% or better in Pure Mathematics 30 or equivalent.

### PROGRAM DEPOSIT

All students accepted into the Bachelor of Arts degree program will be required to pay a \$125 non-refundable registration deposit to Mount Royal College within two weeks of notification of acceptance into the program.

### TRANSFER CREDIT EVALUATIONS

Mount Royal College will collect the documentation (transcripts) and complete the admission process. Mount Royal College will notify students if they have been accepted into the program. Then the college will forward all admission documents (transcripts) to AU. To have your previous course work evaluated for this program, you must complete the Declaration of Major Form. The official evaluation of your previous course work by AU cannot go forward until you have done this. Once you have declared your major, AU will then do the official evaluation and notify you of the results by mail. If you need help in interpreting the results of your transfer credit evaluation, consult the AU advisor.

## GOVERNING INSTITUTION'S ACADEMIC AND NON-ACADEMIC POLICIES AND PROCEDURES

The following table shows policies related to courses, with the three columns at the right indicating which institution's policy governs depending on the type of course being delivered. Athabasca University courses delivered at Mount Royal include "dualy-designated" and "nominated" courses when students elect to take them as Athabasca University courses.

Course Related Policies

Policy	AU Courses not delivered at MRC	AU Courses delivered at MRC	MRC Courses
Registration	AU	MRC	MRC
Fees	AU	AU	MRC
Withdrawal Deadlines	AU	MRC	MRC
Refund Deadlines	AU	MRC	MRC
Refund Amount	AU	MRC	MRC
Exam Schedules	AU	MRC	MRC
Exam Policies (supplemental)	AU	—	—
Grading	AU	AU	MRC
Course Appeals and Grievances	AU	AU	MRC
Extensions	AU	—	—
Audits	AU	MRC	MRC
Change of Delivery Mode	AU	—	—
Notification of Grades	AU	MRC/AU (official)	MRC

**Note:** In the table above, any column with a — indicates that the policy does not apply because that service is not allowed.

### PROGRAM/INSTITUTION RELATED POLICIES

Students initiating appeals related to non-academic misconduct matters, academic matters and course-related issues are governed exclusively by the regulations and procedures of the governing institution. Students may therefore not access or utilize the appeal procedures of the other institution.

#### Non-Academic Misconduct:

Students will be governed by the policies of the institution where the offence is alleged to have been committed.

- Appeals go to the institution that made the original decision.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
  - Disruption of university or college activities
  - Unauthorized entry or use of university or college facilities
  - Misappropriation, misuse, or damage of university or college property
  - Physical abuse, dangerous activity of person or property
  - Written/verbal abuse
  - Sexual harassment
  - Refusing to provide identification
  - Smoking in prohibited areas

### Academic Misconduct:

- Course-related issues will be dealt with by the institution whose course it is (e.g. issues related to AU courses delivered at MRC go to AU as outlined in the preceding chart).
- Student appeals will be dealt with by the governing institution.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
  - Admissions offences
  - Plagiarism
  - Cheating
  - Misuse of confidential material
  - Misrepresentation of facts
  - Misuse of computer software licenses

For more information on the MRC Code of Student Conduct, see [www.mtroyal.ca/codeofstudentconduct](http://www.mtroyal.ca/codeofstudentconduct)

### COURSE APPEALS AND GRIEVANCES

Students seeking to appeal a course grade for Mount Royal College will be subject to the academic appeals and grievances policies as outlined in the Mount Royal College Calendar. Appeals related to Athabasca University courses will be governed by the policies outlined in the Athabasca Calendar.

- Student appeals will be dealt with by the governing institution as indicated in the preceding table
- Students **may not** appeal to the other institution.

### PROGRAM PROGRESSION

Athabasca University makes decisions regarding program progression and deals with appeals related to such decisions.

### RESIDENCE REQUIREMENTS

#### Athabasca University Residence Requirement

Students receiving a Bachelor of Arts degree from Athabasca University must take at least ten (10) courses specifically designated as Athabasca University courses. Students can fulfill this residence requirement in the following ways:

- a) Dually designated courses: Some courses will be cross-listed in the Schedule of Classes. If a course is listed, for instance, as Psychology 2283 (Athabasca University PSYC A356), the student has the choice of enrolling in the course as an Athabasca University or as a Mount Royal College student. If the student enrolls in the course as an Athabasca University student, the course will count as one of the 10 Athabasca University courses. A student may not register in a course designated with a MRC number and then decide later that he or she wants it to count towards Athabasca University residency.
- b) Some Athabasca University courses will be offered on-site at Mount Royal College. Students may take such courses to fulfill the Athabasca University requirement.
- c) Students may take a course directly from Athabasca University using distance delivery.
- d) AU also accepts applicable U of C, U of L, and U of A courses toward the AU residency requirement. Please consult with the AU advisor if you have courses you wish to transfer.

#### Mount Royal College Residence Requirement

Students must take at least ten (10) courses designated as Athabasca University courses. Of the remaining thirty (30) courses required for the degree, at least ten (10) courses must be Mount Royal College courses.

### GRADUATION/CONVOCATION APPLICATIONS

Students must apply to graduate at **both** Athabasca University and Mount Royal College by the dates published in the calendars of both institutions.

### DEFINITIONS THAT APPLY TO THE BACHELOR OF ARTS (AU @ MRC)

#### Applied Studies

- Courses that apply knowledge and skills to a particular professional area such as Administrative Studies, Nursing, Engineering, Kinesiology, Physical Education, Criminal Justice and Education are usually called Applied Studies. There is a restriction on the number of Applied Studies courses that can be counted toward the BA.

#### Area of Study

- The term *area of study* refers to groups of related subjects. For example, *Humanities, Science, and Social Science* are Areas of Study.

#### Arts

- Arts is comprised of two areas of study: Humanities and Social Sciences.

#### Discipline

- The word *discipline* refers to courses in a specific subject area; for example, English, Biology, or Accounting. Please note the difference between a *Discipline* and an *Area of Study*. The term *Discipline* refers to a specific subject such as English, History, Psychology, or French, while *Area of Study* refers to a group of disciplines. Thus, Psychology is a *Discipline* within the Social Sciences *Area of Study*.

#### Humanities

- The Humanities area of study includes most courses in Art History, English, French, German, History, Humanities, Linguistics, Philosophy, Religious Studies, Spanish, Classical Studies, Romance Studies and some Theatre Arts.

#### Junior-Level

- Junior-level courses are courses that transfer to AU at the 200-level. They are usually introductory or survey courses. There is a restriction on the number of junior-level courses that can be counted toward the BA.

#### Preparatory-Level

- Preparatory-level courses are courses that transfer to AU at the 100-level. They are usually courses that prepare students for college or university study. There is a restriction on the number of preparatory-level courses that can be counted toward the BA.

#### Residence Requirement

- The Residence requirement is a stipulation that the student complete a specified number of courses at Mount Royal College and at Athabasca University.

#### Science

- Science courses include most courses in Astronomy, Biochemistry, Biology, Chemistry, Computer Science, Geography, Geology, Mathematics, Microbiology, Physics, Psychology and Zoology.

#### Social Science

- Social Science is an Area of Study that includes most courses in Anthropology, Archaeology, Canadian Studies, Economics, Geography, Political Science, Psychology, Sociology and Women's Studies.

**Please Note:** Athabasca University requires that students take courses in three areas of study: Social Science, Humanities, and Science. The **Arts and Science Requirements** required for other Mount Royal College programs and Applied Degrees do not apply to the Bachelor of Arts Degree Program.



## CURRENT GENERAL DEGREE REQUIREMENTS

To graduate with a BA, AU at MRC students must take a minimum of forty (40) one semester courses. They must present a **minimum** number of courses in the following specified areas and levels:

### MINIMUM COURSES REQUIRED

1. Athabasca University Courses\* .....10  
(Courses taken directly from Athabasca University (Distance Education) or Athabasca courses taken on-site at Mount Royal College)
  2. Total minimum Arts (Humanities and Social Sciences\*\*) courses .....32
    - Minimum courses in Humanities Area of Study\*\*\* .....6
    - Minimum courses in Social Science Area of Study .....6
  3. Science Area of Study .....2
  4. Courses at the senior (AU 300 or 400) level\*\*\*\* .....25
    - Courses in major at the senior (AU 300 or 400) level
    - History major .....10
    - English major .....12
    - Psychology major\*\*\*\*\* .....10-11
    - Courses at the AU 400 level .....6
    - Courses in major at the AU 400 level .....4
- \* Athabasca University offers a number of six credit (full year) courses. For purposes of graduation, these will count as two courses.
- \*\* See *Definitions That Apply to The Bachelor of Arts (AU @ MRC)* for information on Athabasca University Areas of Study including Humanities, Social Sciences and Science.
- \*\*\* Mount Royal College's English 0212 and 1101 will not satisfy the Humanities Area of Study requirement in this program, though they may count toward the total number of credits needed for the degree. (Athabasca University's equivalent courses: ENG 155, 177, 187 and 255 also will not satisfy the Humanities Area of Study requirement.)
- \*\*\*\* In general, Mount Royal College courses at the 2000 level or above are equivalent to Athabasca University senior courses. Students should, however, check the transfer status of all courses they plan to apply towards their degree with an AU advisor.
- \*\*\*\*\* Depending on the Foundation Courses chosen in the Psychology major, a student may need to complete 11 senior courses in the major to meet other general degree requirements.

### MAXIMUM COURSES ALLOWED

Athabasca University sets limits on the number of courses\* from certain areas that may be applied towards a degree. If a student exceeds the following limits, the courses in excess of the maximums will not count toward his or her degree.

- In any one discipline .....20
- Applied Studies .....6
- At the preparatory level .....2
- \* At the junior plus preparatory level .....15
- At the junior level in any one discipline .....5

Please see the *Specific Requirements in Each Major* and *Curriculum* sections of this calendar. In addition, the Bachelor of Arts AU at MRC Handbook contains information, advising resources and program planning. The Handbook is available from Athabasca University or from Prospective Student Services and Academic Advising Services, Mount Royal College.

- \* Athabasca University offers a number of six-credit (full year) courses. For purposes of graduation, these courses will count as two courses.

## ENGLISH WRITING REQUIREMENT

All students enrolled in the Bachelor of Arts program must fulfill an Athabasca University English Writing Requirement before they can graduate. Students may fulfill this requirement in one of the following ways:

1. Have credit for English 1101 (Athabasca University equivalent = ENGL 255).
2. Have a grade of B- or better in a 1000-level English Literature course (English 1113, 1114, 1131, 1135, 1137).
3. Pass the Alberta Universities Writing Competence Test. This test is offered several times a year by the University of Calgary's Effective Writing Program. For more information on the test, phone the Effective Writing Centre at 403-220-7255.

## SPECIFIC REQUIREMENTS FOR EACH MAJOR

Each major (English, History and Psychology) has specific requirements which are outlined below.

### Double Majors

Students enrolled in the Bachelor of Arts – Athabasca University at Mount Royal College program may choose to declare a double major in two of the three majors offered at Mount Royal College (English, History, and Psychology). Double majors in subjects other than English, History, or Psychology are not allowed at Mount Royal College. Students wishing to undertake a double major must fulfill all the requirements for both majors. This may require the completion of more than 40 courses. Students considering or pursuing a double major are strongly encouraged to check course selections with an AU advisor.

## BACHELOR OF ARTS WITH A MAJOR IN ENGLISH

Students must fulfill all the requirements listed in the *General Degree Requirements* for the Bachelor of Arts. In addition, they must fulfill the following requirements specific to a major in English:

Fourteen (14) courses designated as English Literature courses in the Mount Royal College or Athabasca University Calendars. These courses must include:

- Two (2) junior English Literature courses (excluding English 0212, 1101, 1117, 1118, 1141, 1143 and 1144)
- Twelve (12) courses at the senior (2000 level or higher). At least four (4) of these courses must be taken at the 4000 level.

### NOTES:

1. Mount Royal College's English 0212, 1101, 1117, 1118, 1141, 1143, 1144 and 2263 will not count toward the major in English, but may count towards the total number of credits required for the degree. English majors should be aware that English 0212, 1101, 1117, 1118 and 2263 will be included in the calculation counted toward the maximum of 20 courses in the English discipline. But 1141 counts as a humanities option, and 1143 and 1144 count as applied studies options.

2. Although students may graduate with a Bachelor of Arts with a major in English with only 14 English Literature courses, it is strongly recommended that students increase that number to 20 courses (the maximum number of courses allowed in any one discipline). This will give more breadth to the student's major.

3. To achieve a balanced major in English, students should select courses to cover British, Canadian and American literature, and the major literary genres and historical periods.

## CURRICULUM

### Bachelor of Arts with a Major in English

This sample curriculum represents one way in which a student might structure his or her degree program. The sample assumes that students are just starting a degree program; if they already have ten courses or more, then they would benefit from a consultation with the AU academic advisor to develop their own individual study plan.

In selecting senior courses (semesters 3-8) students must remember to take at least ten (10) courses designated as Athabasca University courses and that they must take at least six courses at the 4000-level (at least four of which must be in their major). For purposes of the degree program, a 4000-level course is defined as follows:

1. Any Athabasca University course with a 400 number
2. Any Mount Royal College course that transfers to Athabasca University at the 400-level (for example, Mount Royal College Psychology 3375 = Athabasca University PSYC 402)

When choosing senior courses, students are strongly encouraged to consult a departmental advisor.

Recommended options include History, Languages, Linguistics, Philosophy, Psychology and Religious Studies.

Credit totals apply to the BA, AU at MRC program.

Semester 1	Credits
English 1101 – Critical Writing and Reading* or Open Option . . . . .	3
English 1113 – English Literature to the Eighteenth Century or English Literature course . . . . .	3
Science Option . . . . .	3
Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Total Credits. . . . .	15

\* This requirement can be waived if you receive a B- or higher in a 1000-level English Literature course.

Semester 2	Credits
English 1114 – English Literature from the Eighteenth Century to the Present or English Literature course . . . . .	3
Science Option . . . . .	3
Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Total Credits. . . . .	15

Semester 3	Credits
English 2202 – Contemporary Theoretical Practices or 2000-level English course . . . . .	3
2000-level English Literature Course . . . . .	3
Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
English 2203 – Advanced Contemporary Theoretical Practices (ENGL A423) or 3000-level English . . . . .	3
2000-level English Literature Course . . . . .	3
Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Open Option . . . . .	3
Total Credits. . . . .	15

Semester 5	Credits
3000-level English Course . . . . .	3
4000-level English Course . . . . .	3
Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Open Option . . . . .	3
Total Credits. . . . .	15

Semester 6	Credits
3000-level English Course . . . . .	3
4000-level English Course . . . . .	3
Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Open Option . . . . .	3
Total Credits. . . . .	15

Semester 7	Credits
3000-level English Course . . . . .	3
4000-level English Course . . . . .	3
Open Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Total Credits. . . . .	15

Semester 8	Credits
3000-level English Course . . . . .	3
4000-level English Course . . . . .	3
Open Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Humanities or Social Science Option . . . . .	3
Total Credits. . . . .	15

Total One Semester Courses Needed for Graduation. . . . .	40
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## BACHELOR OF ARTS WITH A MAJOR IN HISTORY

Students must fulfill all the requirements listed in the *General Degree Requirements* for a Bachelor of Arts from Athabasca University. In addition, they must fulfill the following requirements specific to a major in History:

Fourteen (14) courses (maximum 20) designated as History major courses which include the following:

- 4 History courses at the junior level:
  - History 1101 – Europe to 1500
  - History 1103 – Europe Since 1500
  - History 1131 – Canada, Origins to 1867
  - History 1133 – Modern Canada, 1867-1967
- At least 10 courses (maximum 14 courses) in designated History major courses (see below) at the senior (AU 300- or 400-level). This includes:
  - At least 4 courses at the AU 400 level
  - At least 2 senior courses in European History
  - At least 2 senior courses in Canadian History
  - At least 2 senior courses in History options

**Note:** Six credit courses count as two courses.

### Overview of Designated History Major Courses

Designated History Major courses consist of the following (for a complete list of designated History Major courses, please consult your departmental advisor):

1. Any Athabasca University course with a *HIST* designation plus any course from the list of *Available elective History major courses* listed in the Athabasca University Calendar.
2. Students may use up to three of the following Mount Royal College 2000-level courses as designated History major courses.
  - History 2205 – Health, Disease and Medicine in Western Society, 1492 to the Present
  - History 2218 – Women in Industrial Europe, 1750 to the Present
  - History 2228 – Alberta: Past and Present
  - History 2232 – Canadian Social Development
  - History 2237 – Modern European Intellectual History
  - History 2255 – Migration and Multiculturalism in the United States
  - History 2263 – War and Society in 20th Century Europe
  - History 3357 – Topics in American Culture

**Note:** Although most students will need to take more than three courses from this list to fulfill their degree requirements, only three may be used towards the Athabasca University residency requirement. This applies to History Majors only.

3. Students may register in any of the following Mount Royal College History courses that are direct equivalents to Athabasca University History courses.
  - Mount Royal College Canadian Studies 1131 – Introduction to Canadian Studies/Athabasca University HIST 326 – Contemporary Canada: Canada After 1945

**Note:** Students that have credit for HIST 326 cannot take HIST 426.

- Mount Royal College History 1119 – The United States, 1865 to the Present/Athabasca University HIST 380 – Twentieth-Century United States
  - Mount Royal College History 3333 – The Renaissance/Athabasca University HIST 373 – The Renaissance
  - Mount Royal College History 3335 – The Northern Renaissance and Reformation/Athabasca University HIST 374 – The Northern Renaissance and Reformation
  - Mount Royal College History 3345 – First Nations in Canada: Co-operation, Coercion and Confrontation/Athabasca University NTST 369 – History of Canada's First Nations from 1830
  - Mount Royal College History 3365 – World War II/Athabasca University HIST 367 – World War II
  - Mount Royal College Humanities 2219 – Ancient Greece/Athabasca University HUMN 309 – Ancient Greece
4. Students may register in the following combinations of Mount Royal College courses which together will be equivalent to a specific Athabasca University course:
    - Mount Royal College History 2247 – Western Canada + Mount Royal College History 2228 – Alberta: Past and Present = Athabasca University HIST 338 – History of the Canadian West (6 credit course)
    - Mount Royal College History 2232 – Canadian Social Development + Mount Royal College Canadian Studies 1131 – Introduction to Canadian Studies = Athabasca University HIST 329 – The Social History of Canada (6 credit course)

**Note:** A student may not count a course twice towards his or her major. If, for instance, a student counts Canadian Studies 1131 + History 2232 as equivalent to Athabasca University HIST 329, he or she cannot also count Canadian Studies 1131 as the equivalent of Athabasca University HIST 326.

**Note:** Students that have credit for HIST 326 cannot take HIST 426. No double counting of courses is allowed.

5. Students may register in any of the Athabasca University History courses Mount Royal College will offer on site at the Mount Royal College Campus; assuming they do not have a transfer credit equivalent.

## CURRICULUM

### Bachelor of Arts with a Major in History

This sample curriculum represents one way in which a student might structure his or her degree program. The sample assumes that students are just starting a degree program; if they already have ten courses or more, then they would benefit from a consultation with the AU academic advisor to develop their own, individual study plan.

In selecting senior courses (semesters 3-8), students must remember to take at least ten (10) courses designated as Athabasca University courses and that they must take at least six courses at the AU 400-level (at least four of which must be in their major). For purposes of the degree program, a 400-level course is defined as follows:

1. Any Mount Royal College course with a 4000 number,
2. Any Athabasca University course with a 400 number,
3. Any Mount Royal College course that transfers to Athabasca University at the 400 level (for example, Mount Royal College Psychology 3375 = Athabasca University PSYC 402).

When choosing senior courses, students are strongly encouraged to consult a departmental advisor.

Recommended options include Anthropology, Archaeology, Canadian Studies, English, Humanities, Languages, Philosophy, Political Science, Religious Studies, Sociology and Women's Studies.

Semester 1	Credits
History 1101 – Europe to 1500 . . . . .	.3
History 1131 – Canada, Origins to 1867 . . . . .	.3
Science Option . . . . .	.3
English 1101* . . . . .	.3
Social Science Option . . . . .	.3
Total Credits. . . . .	.15

\* This requirement can be waived if you receive a "B" or higher in a 1000-level English Literature course.

Semester 2	Credits
History 1103 – Europe Since 1500 . . . . .	.3
History 1133 – Modern Canada, 1867-1967 . . . . .	.3
Science Option . . . . .	.3
Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Total Credits. . . . .	.15

Semester 3	Credits
Senior course in Canadian or European History . . . . .	.3
2000 or 3000-level History course. . . . .	.3
Social Science Option . . . . .	.3
Humanities, Science, or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Total Credits. . . . .	.15

Semester 4	Credits
Senior course in Canadian or European History . . . . .	.3
2000 or 3000-level History course. . . . .	.3
Social Science Option . . . . .	.3
Humanities, Science, or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Total Credits. . . . .	.15

Semester 5	Credits
Senior course in Canadian or European History . . . . .	.3
3000- or 4000-level History course . . . . .	.3
Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Total Credits. . . . .	.15

Semester 6	Credits
Senior course in Canadian or European History . . . . .	.3
3000- or 4000-level History course. . . . .	.3
Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Total Credits. . . . .	.15

Semester 7	Credits
4000-level History course . . . . .	.3
4000-level History course . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Total Credits. . . . .	.15

Semester 8	Credits
4000-level History course . . . . .	.3
4000-level History course . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Humanities or Social Science Option . . . . .	.3
Total Credits. . . . .	.15

Total One Semester Courses Needed for Graduation. . . . .	.40
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## BACHELOR OF ARTS WITH A MAJOR IN PSYCHOLOGY

Note: Detailed information about the requirements for students admitted to the Psychology Major prior to the Fall 2005 semester is available at the MRC Behavioural Sciences Website. These students are encouraged to talk with an AU or department advisor about the possibility of completing their program under the revised Major in Psychology that commenced with students admitted in the Fall, 2005 semester.

### CURRICULUM

#### Bachelor of Arts with a Major in Psychology Commencing with Students Accepted for Fall 2005

Students must fulfill all the requirements listed in the General Degree Requirements for a Bachelor of Arts from Athabasca University. In addition, they must fulfill the following requirements specific to a major in Psychology:

#### Psychology Major Requirement

Students must successfully complete 15 courses in designated Psychology major courses including 10 senior level courses (courses that transfer to AU at the 300 or 400 level). Of these, four courses must transfer to AU at the 400 level.

#### Designated Psychology Major Courses

##### I. Core Courses

The following 4 Core Courses are required:

##### *MRC Course*

PSYC 1105 (Introduction to Psychology)

PSYC 2212 (Behavioural Statistics)

PSYC 2213 (Experimental Psychology I)

PSYC 3305 (History of Psychological Thought)

##### *Transfers to Athabasca as--*

PSYC 289 (Psychology as a Natural Science)

MATH 215 (Introduction to Statistics)

Effective with those admitted in Sept 2005, PSYC 2213 would transfer as PSYC 304 (Research Methods in Psychology)

PSYC 375 (History of Psychology)

##### II. Foundation Courses

A minimum of six of the following Foundation Courses are required:

##### *MRC Course*

PSYC 3351 (Topics in Child Development)

PSYC 2265 (Cognitive Psychology)

PSYC 2245 (Social Psychology)

PSYC 2283 (Personality)

Not currently offered at MRC

PSYC 3375 (Brain & Behaviour)

PSYC 2285 (Introduction to the Psychology of Abnormal Behaviour)

##### *Transfers to Athabasca as--*

PSYC 323 (Developmental Psychology)

PSYC 355 (Cognitive Psychology)

PSYC 379 (Social Psychology)

PSYC 356 (Introduction to Personality Theories & Issues)

PSYC 387 (Learning)

PSYC 402 (Biological Psychology)

PSYC 435 (Abnormal Psychology)

##### III. Elective Courses

The remaining courses in the Psychology Major may be met by taking a 7th foundation course and 4 electives or 5 courses from the following list of electives:

\*In choosing which level of electives to take (i.e., ones that transfer to AU at the 200, 300, or 400 level), please consult an AU or department advisor.

There are 4 groups of Elective Courses: Psychology, Career Development, Educational Psychology and Counselling. MRC focuses on offering the Psychology Elective group. The Psychology Elective Group as well as the three other Elective Groups are available as individual study through Athabasca University. Therefore, students have a wide variety of electives from which to choose.

**Note:** If any courses from Elective Groups other than the "Psychology Elective Group" are offered at MRC, the course(s) will appear in the MRC Schedule of Classes for the upcoming semester and the advisors will be aware of them.

Choice of electives will depend upon a student's career/school plans following the BA. The AU and the department advisors for the psychology major can assist students with their choice of electives.

#### 1. Psychology Elective Group

##### *MRC Course*

Not offered at MRC

Not offered at MRC

Not offered at MRC

PSYC 3369 (Sensation and Perception)

Not offered at MRC

PSYC 3355 (Topics in Adolescence)

PSYC 3353 (Topics in the Psychology of Aging)

##### *AU Course or Transfers to AU as--*

PSYC 210 (Experiential Learning in the Celebration of Diversity)

PSYC 228 (Introduction to Child Development)\*

PSYC 315 (Psychology and the Mass Media)

PSYC 333 (Sensation and Perception)

PSYC 340 (Introduction to Applied Social Psychology)

PSYC 350 (Adolescent Psychology)

PSYC 381 (The Psychology of Adult Development)



Not offered at MRC	PSYC 395 (Psychology and the Law)
Offered some semesters at MRC	PSYC 432 (Psychology and the Built Environment)
Not offered at MRC	PSYC 418 (Special Projects in Psychology)
PSYC 0212 (The Psychology of Adjustment)	PSYC 2XX
PSYC 1121 (Effective Interpersonal Behaviour)	PSYC 2XX
PSYC 1127 (Problem Solving & Decision Making)	PSYC 3XX
PSYC 2223 (Interpersonal Communications II: Teamwork, Diversity, and Conflict Resolution)	PSYC 2XX
PSYC 2235 (Lifespan Development)	PSYC 3XX
PSYC 3319 (Psychology of Death & Dying)	PSYC 3XX
PSYC 3347 (Psychology of Gender)	PSYC 3XX
PSYC A 420 (Social Cognition) (Nominated course)	Receives 400 level AU Psyc credit
PSYC A 421 (Atypical Child Development) (Nominated course)	Receives 400 level AU Psyc credit
PSYC A 422 (Advanced Studies in Adolescence) (Nominated course)	Receives 400 level AU Psyc credit
PSYC A 423 (Psychopharmacology) (Nominated course)	Receives 400 level AU Psyc credit
PSYC A 424 (Advanced Abnormal Psychology) (Nominated course)	Receives 400 level AU Psyc credit
PSYC A 425 (Advanced Social Psychology) (Nominated course)	Receives 400 level AU Psyc credit

Notes:

\* Students who take PSYC 228 (Introduction to Child Development) will not receive credit for taking the Foundation Course, PSYC 3351 (A323): Developmental Psychology

\*\* Additional 400-level nominated courses are being developed for the Psychology Elective Group. Please consult with an advisor about these courses.

## **2. Career Development Elective Group**

PSYC 205 Prior Learning Assessment and Portfolio Development  
 PSYC 300 Theories of Career Development  
 PSYC 301 Career Development Resources in the Changing World of Work  
 PSYC 405 Creating a Working Alliance  
 PSYC 441 Experiential Learning and Reflective Practice 1  
 PSYC 442 Experiential Learning and Reflective Practice 2  
 PSYC 401 Learning Through Life

## **3. Educational Psychology Elective Group**

EDPY 351 Introduction to Exceptional Children  
 EDPY 471 Introduction to Computer-Based Instruction  
 PSYC 389 An Introduction to Learning Disabilities  
 PSYC 400 Teaching and Managing the Child with Learning Disabilities  
 PSYC 470 Consultation and Collaboration for Students with Special Needs

## **4. Counselling Elective Group**

PSYC 343 Issues and Strategies in Counselling Women (6) This course is offered by the Centre for work and Communication Studies  
 PSYC 388 Introduction to Counselling  
 PSYC 406 Introduction to Theories of Counselling and Psychotherapy

## **Option for Meeting One Elective**

A maximum of one course from the following may be used as an elective:

COMM 329 The Practice of Interpersonal Communications  
 HLST 320 Teaching and Learning for Health Professionals  
 HRMT/ORGB 386 Introduction to Human Resource Management  
 (MRC's HRES 2170 receives transfer credit as ORGB 386)  
 ORGB 319 Motivation and Productivity  
 ORGB 364 Organizational Behaviour  
 (MRC's MGMT 3276 receives transfer credit as ORGB 364)  
 CRJS 360 The Psychology of Criminal Behaviour

For program and course planning tips, please consult frequently with the AU and department advisors and see the BA, AU at MRC Student Handbook.

# BACHELOR OF NURSING — ATHABASCA UNIVERSITY AT MOUNT ROYAL COLLEGE



## PROGRAMS OFFERED

Bachelor of Nursing – Athabasca University at Mount Royal College – Degree (Intake suspended)

## FACULTY INFORMATION

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Director, School of Nursing  
P. Nordstrom: 403-440-6549

Chair, Baccalaureate Nursing Programs  
L. Judd: 403-440-6080

## GENERAL INFORMATION – BACHELOR OF NURSING – ATHABASCA UNIVERSITY AT MOUNT ROYAL COLLEGE – DEGREE

**Important Note: Admission to this program is suspended.**

The Bachelor of Nursing – Athabasca University (AU) at Mount Royal College (MRC) Program is a four year integrated degree program. The curriculum is offered on-site at Mount Royal College; select courses are also offered through distance delivery.

This partnership offers students the opportunity to take advantage of the traditional strengths of distance education through Athabasca University while also having access to the intimate, student-centred teaching that is a hallmark of a Mount Royal College education. The broad range of courses offered by these educational institutions will support students in the pursuit of their nursing career goals.

This degree program prepares students for professional careers as registered nurses in a variety of settings. Students will benefit from the program's flexibility, accessibility, accelerated program of study, strong emphasis on practice preparation and specialization opportunities.

The program is offered over four (4) Fall/Winter Semesters with optional Spring Semesters. Most courses will be offered in both Fall and Winter Semesters to facilitate an accelerated program of study. Students completing all degree requirements will be awarded a Bachelor of Nursing (BN) degree by Athabasca University. An optional diploma exit is available. Students selecting this route will be awarded a diploma in Nursing by Mount Royal College. Students completing all degree requirements will be awarded a Bachelor of Nursing (BN) degree by Athabasca University.

Note: The College and Association of Registered Nurses of Alberta (CARNA) requires the baccalaureate degree in nursing as the minimal education requirement for entry to the practice of nursing by January 1, 2010. Students accepted into the BN: AU at MRC degree program prior to fall 2006 and considering the diploma-exit option, are advised that all diploma-exit requirements must be completed by the timing of the final sitting of the Canadian Nurse Registration Exam (CRNE;s) during the year 2009. When considering the diploma exit option, students are advised to be aware of each province's requirements for licensure as a registered nurse.

## APPLICATION TO PROGRAM (Application Suspended)

## PRIOR LEARNING ASSESSMENT AND RECOGNITION

Students seeking Prior Learning Assessment and Recognition should consult the institution that offers the particular course in which they wish their prior learning to be recognized. Both Athabasca University and Mount Royal College consider applications for Prior Learning Assessment.

## TRANSFER CREDIT ASSESSMENT

Mount Royal College will collect the documentation and undertake an unofficial evaluation, which students can use to assist their selection. Athabasca University will perform the official evaluation and notify the student and Mount Royal College of the results. To receive decisions on transfer credit by the first day of classes, official final transcripts, including final course grades for all courses for which transfer credit is being sought, must be submitted to the Office of the Registrar at Mount Royal College by May 31. Transfer credit towards Mount Royal College nursing courses will be limited to courses that have been successfully completed within seven years from the date of initial registration in the student's original nursing program.

## REGULATIONS

Students are responsible for familiarizing themselves with the policies and procedures of Athabasca University and Mount Royal College as outlined in their respective *calendars* and the *Student Handbook*. Refer to the *Student Handbook* for details.

## GOVERNING INSTITUTION'S ACADEMIC AND NON-ACADEMIC POLICIES AND PROCEDURES

The following table shows policies related to courses, with the three columns at the right indicating which institution's policy governs depending on the type of course being delivered. Athabasca University courses delivered at Mount Royal include dually-designated and nominated courses when students elect to take them as Athabasca University courses.

### Course Related Policies

Policy	AU Courses not delivered at MRC	AU Courses delivered at MRC	MRC Courses
Registration	AU	MRC	MRC
Fees	AU	AU	MRC
Withdrawal Deadlines	AU	MRC	MRC
Refund Deadlines	AU	MRC	MRC
Refund Amount	AU	AU	MRC
Exam Schedules	AU	MRC	MRC
Exam Policies (supplemental)	AU	—	—
Grading	AU	AU	MRC
Course Appeals and Grievances	AU	AU	MRC
Extensions	AU	—	—
Audits	AU	MRC	MRC
Change of Delivery Mode	AU	—	—
Notification of Grades	AU	MRC/AU (official)	MRC

**Note:** In the table above, any column with a — indicates that the policy does not apply because that service is not allowed.

### PROGRAM/INSTITUTION RELATED POLICIES

Students initiating appeals related to non-academic misconduct matters, academic matters, and course-related issues are governed exclusively by the regulations and procedures of the governing institution. Students may therefore not access or utilize the appeal procedures of the other institution.

#### Non-Academic Misconduct:

- Students will be governed by the policies of the institution where the offence is alleged to have been committed.
- Appeals go to the institution that made the original decision.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
  - Disruption of university or college activities
  - Unauthorized entry or use of university or college facilities
  - Misappropriation, misuse or damage of university or college property
  - Physical abuse, dangerous activity of person or property
  - Written / verbal abuse
  - Sexual harassment
  - Refusing to provide identification
  - Smoking in prohibited areas

#### Academic Misconduct:

- Course-related issues will be dealt with by the institution whose course it is (e.g. issues related to Athabasca University courses delivered at Mount Royal College go to Athabasca University as outlined in the preceding chart).
- Student appeals will be dealt with by the governing institution.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
  - Admissions offences
  - Plagiarism
  - Cheating
  - Misuse of confidential material
  - Misrepresentation of facts
  - Misuse of computer software licenses

### COURSE APPEALS AND GRIEVANCES

Students seeking to appeal a course grade for Mount Royal College will be subject to the academic appeals and grievances policies as outlined in the Mount Royal College Calendar. Appeals related to Athabasca University courses will be governed by the policies outlined in the Athabasca Calendar.

- Examples include:
  - Grading issues.
- Student appeals will be dealt with by the governing institution as indicated in the preceding table.
- Students **MAY NOT** appeal to the other institution.

### DURATION OF THE PROGRAM

Program requirements for degree completion can be completed in four (4) academic years. Students have seven (7) calendar years from date of initial registration in the Bachelor of Nursing – Athabasca University at Mount Royal College – Degree to complete all requirements. Students seeking an extension beyond seven (7) years may be required to complete additional course work.

Program requirements for the diploma exit route can be completed in three (3) academic years. Students will have a maximum of five (5) calendar years from the date of initial registration in the program to complete the course requirements for the diploma exit route. Students selecting diploma exit must declare their intention to do so a minimum of six (6) calendar months prior to anticipated completion of all diploma exit requirements. Forms are available through the Undergraduate Nursing Studies Academic Advisor at Mount Royal College.

Students accepted into the BN: AU at MRC degree program prior to fall 2006, and who have selected the diploma exit option, may apply for readmission to the Bachelor of Nursing – Athabasca University at Mount Royal College – Degree to complete the degree requirements. No additional course work beyond completion of the original degree requirements will be required. Remaining degree requirements must be completed within four (4) calendar years of diploma exit. Students seeking an extension beyond the four (4) year time limit may be required to complete additional course work.

## CANADIAN REGISTERED NURSE (RN) EXAMINATION

Students will be eligible to write the Canadian Registered Nurse Examination upon satisfactory completion of all degree program requirements. Students are responsible for all costs related to the examination.

## STUDENTS WITH DISABILITIES

When warranted, and without compromising academic and professional nursing practice standards, Athabasca University and Mount Royal College will provide reasonable accommodation for the students with documented disabilities. Students need to fulfill program requirements to be eligible for graduation.

## POLICIES RELATIVE TO NURSING PRACTICE EXPERIENCE

Students must demonstrate satisfactory clinical performance as delineated in the course syllabus.

Students' nursing practice experiences may be scheduled at varied hours, including evenings nights and weekends. Approximately half of each student's clinical placements will be in community settings. Students may be required to complete practice experiences at sites distant to their place of residence. An out of town practice experience may be scheduled. All travel and accommodation costs associated with practice experiences are the responsibility of the student.

Participants in practice, tutorial and laboratory sessions is mandatory. A student who is unable to attend practice experiences due to exceptional circumstances, and therefore is unable to meet course objectives may apply to the chair for a deferral of course work. Students are cautioned that even if a deferral is granted, required practice and/or tutorial experiences may not be immediately available and student progress through the program may be delayed as a result.

A student may be prohibited from attending or completing a practice experience if there is evidence to suggest that the student's physical and/or psychological health may be detrimental to patients or patient care.

Proof of up-to-date immunization status is required for all professional practice courses and is the responsibility of the student.

## C.P.R. CERTIFICATION

Students must provide proof of current C.P.R. Certification at the Basic Rescuer or Basic Cardiac Life Support Level C on an annual basis. Evidence of certification is to be shown to the clinical instructor prior to the beginning of all clinical experiences.

## CRIMINAL RECORD CHECK

Provincial legislation requires that new employees and volunteers in publicly funded agencies including; hospitals, seniors' lodges, group homes and nursing homes are subject to a criminal record check. In some cases, agencies may require students to provide proof of a criminal record check prior to commencing a clinical course. Thus, students may be required to obtain more than one criminal record check during their program of studies. All costs related to the criminal record check are the responsibility of the student.

If a student is denied a clinical placement, then the student will be unable to meet course requirements and will be required to withdraw from the program. Refer to the statement regarding *Criminal Record and Other Background Checks* in this calendar.

## GRADING SYSTEM

Students taking Mount Royal College courses will follow the grading system of Mount Royal College. Students enrolled in Athabasca University courses will follow the grading system of Athabasca University.

## CONTINUANCE IN THE PROGRAM

In order to be considered a continuing student of record in the Bachelor of Nursing – Athabasca University at Mount Royal College program, the student must achieve a minimum "C" grade or "EP" grade in all Mount Royal College nursing courses and "C-" in all Athabasca University nursing courses. (Courses with the prefix NURS are considered nursing courses. The required Health Studies course, HLST 320, from Athabasca University is also considered a nursing course, as is Mount Royal College's HLTH 4462.) Students are required to achieve a passing grade in all non-nursing courses. To be eligible for graduation, the student must achieve a minimum cumulative Grade Point Average of 2.20 in Athabasca University courses, and a minimum Grade Point Average of 2.00 in Mount Royal College courses.

Grades below a "C" or an "EF" in Mount Royal College nursing courses or below a "C-" in Athabasca University nursing courses must be cleared by repeating those courses before students may progress to any further nursing courses. Students with two failures in the same nursing course will be withdrawn from the program and will not be eligible for re-admission.

Students are permitted one re-registration in the same nursing course. That is, students are not allowed more than two (2) grades below the minimum pass in any nursing course or two (2) withdrawals in the same nursing course, nor are they permitted one withdrawal and one grade below the minimum pass within the same nursing course. Students who are unsuccessful after two registrations in the same nursing course will be withdrawn from the program and will not be eligible for re-admission.

## INTERRUPTION OF PROGRAM

Students who interrupt their program are advised that they will be required to comply with any regulations that may have come into effect in regard to their program and requirements. Students will be required to re-apply for admission and notify the Department of Undergraduate Nursing Studies at Mount Royal College in writing by **March 15** of their intention to return for the following Fall Semester or by **October 1** for the following Winter Semester. Students can be admitted to AU individualized study courses the first day of any month, however, if they have interrupted their program for one major semester (i.e. Fall or Winter), they must re-apply to Mount Royal College to re-establish their registration in the program. Students who are required to withdraw for academic reasons must re-apply for admission.

## TUITION AND FEES

Courses designated as Athabasca University courses will be charged Athabasca University tuition. When students are enrolled in Mount Royal College courses they will be assessed Mount Royal College tuition rates.

## GRADUATION REQUIREMENTS

To be eligible for graduation, students must satisfactorily complete all degree program requirements. Students must maintain an overall average of 65% (which would be a minimum Grade Point Average of 2.00) to be eligible for graduation.

Students completing degree requirements will be awarded a Bachelor of Nursing degree by Athabasca University. Students accepted into the BN: AU at MRC degree program prior to fall 2006 and completing diploma exit requirements will be awarded a diploma from Mount Royal College.

Students exiting with a diploma must complete Nursing 4445 in lieu of Nursing 4443 as the last course in their program of studies.

Students graduating with the BN apply to Athabasca University. Students applying to Athabasca University to graduate must do so by the date published in the Athabasca University Calendar. Students accepted into the BN: AU at MRC degree program prior to fall 2006 and exiting with a diploma apply to Mount Royal College.

## GRADUATION/CONVOCATION APPLICATIONS

Students exiting with Diploma apply to Mount Royal College, students going on to BN apply to Athabasca University. Students applying to Athabasca University to graduate must do so by the date published in the Athabasca University Calendar.

## PROGRAM OF STUDY

Students' progression through the program is facilitated through two strategies. First, some courses will be offered in both Fall and Winter Semesters, and some will be offered in the Spring Semesters. Second, Athabasca University courses must be completed by distance delivery or on-site at Mount Royal College, with the exception of NURS 326: *Health Assessment and Health Promotion with Individuals* which must be taken on-site at the college. Mount Royal College courses will be offered only on-site.

**Students will register for all on-site courses at Mount Royal College, regardless if the course is designated as an Athabasca University or Mount Royal College course.**

To fulfill Athabasca University residency requirements for degree completion, students must complete 18 credits in nursing (NURS) and health studies (HLST) through Athabasca University. To fulfill Mount Royal College Nursing requirements at least twelve (12) nursing courses must be completed through Mount Royal College. Students are responsible for ensuring they have met the residency requirements.

To fulfill Mount Royal College Arts and Science Requirements, at least one course must be chosen from each of four different areas. There are seven areas in total from which to choose. The approved Arts and Science Requirement courses and the respective areas are listed in the Mount Royal College Calendar. Two of the Arts and Science Requirement courses must be completed at the senior level.

Athabasca University courses are indicated by the letter "A" preceding the course number (e.g., NURS A326) in the list of courses. Athabasca University courses may be taken on-site or by distance delivery. Students taking Athabasca University distance courses will register directly with Athabasca University.

Required support courses (i.e. English, Biology, Psychology and Statistics) and Arts and Science Requirement courses may be taken at either Athabasca University or Mount Royal College. These are indicated with an asterisk (\*) in the following list of courses.

The Senior-Level Nursing Option (NURS A4XX) may be used to fulfill the Athabasca University residency requirement. Students may choose to register in an Athabasca University nursing course, a course offered through the Department of Undergraduate Nursing Studies (e.g. Nursing 4461) or the post-basic certificate programs at Mount Royal College to fulfill this course requirement. Students are strongly encouraged to consult an Academic Advisor.

## CURRICULUM

### Bachelor of Nursing – Athabasca University at Mount Royal College – Degree

(admission suspended)

#### Year I

Fall Semester	Credits
English 1101 – Critical Writing and Reading	
or	
ENGL A255 – Introductory Composition*	
or	
Any 200 university or 1100-level English course (or equivalent or higher level)	3
Biology 1220 – Anatomy and Physiology I	
or	
BIOL A235 – Human Anatomy and Physiology*	3
Nursing 2265 – Health Patterns of Populations	3
Arts and Science Requirement*	3
Arts and Science Requirement*	3
Total Credits	15

Winter Semester	Credits
Biology 1221 – Anatomy and Physiology II	
or	
BIOL A235 – Human Anatomy and Physiology*	3
Nursing 2201 – Understanding Health	4
Nursing 2203 – Professional Nursing Practice I	3
NURS A326 – Health Assessment and Health Promotion with Individuals	3
Arts and Science Requirement*	3
Total Credits	16

#### Year II

Fall Semester	Credits
Nursing 3301 – Theoretical Foundations of Professional Nursing	4
Nursing 3303 – Professional Nursing Practice II	6
Nursing 3305 – Pathophysiology	4
Nursing 3307 – Nursing Therapeutics and Pharmacology	3
Total Credits	17

Winter Semester	Credits
Nursing 4401 – Adult Health	3
Nursing 4403 – Professional Practice in Adult Health	4
Nursing 4411 – Family Newborn Health	3
Nursing 4413 – Professional Practice in Family Newborn Health	4
NUTR A330 – Introductory Nutrition	
or	
NUTR A331 – Nutrition for Health	3
Arts and Science Requirement*	3
Total Credits	20

#### Year III

Fall Semester	Credits
HLST A320 – Teaching and Learning for Health Professionals	3
Nursing 4421 – Child Health	3
Nursing 4423 – Professional Practice in Child Health	4
Nursing 4431 – Mental Health	3
Nursing 4433 – Professional Practice in Mental Health	4
Total Credits	17



Winter Semester	Credits
Nursing 4441 – Seniors Health . . . . .	3
Nursing 4443 – Professional Practice in Seniors Health (diploma exit students complete Nursing 4445 in lieu, see below) . . . . .	4
NURS A328 – Understanding Research . . . . .	3
Psychology 2235 – Life Span Development <b>or</b> PSYC A323 – Developmental Psychology* . . . . .	3
One of: Anthropology 3307 – Introduction to Anthropological Statistics <b>or</b> Mathematics 2333 – Statistics for Life Sciences <b>or</b> MATH A215 – Introduction to Statistics* . . . . .	3
Total Credits. . . . .	16
Nursing 4445 – Consolidated Clinical Experience (for diploma in lieu of Nursing 4443) . . . . .	8
Optional Diploma Exit . . . . .	105/108
<b>Year IV</b>	
Fall Semester	Credits
NURS A432 – Management and Leadership in Nursing Practice . . . . .	4
NURS A434 – Community Health Promotion . . . . .	4
NURS A438 – Trends and Issues in Nursing and Health Systems . . . . .	3
NURS A4XX – Senior Level Nursing Option* . . . . .	3
Total Credits. . . . .	14
Winter Semester	Credits
Nursing 5583 – Independent Professional Practice Specialty Focus . . . . .	10
Total Credits. . . . .	10
Degree Completion . . . . .	127/124

**Notes:**

- Arts and Science Requirements courses are listed in the Mount Royal College Calendar in the *General Graduation Requirements* section and in the Athabasca University Calendar as Undergraduate Courses.
- At least two of the Arts and Science Requirements must be completed at the senior level for degree completion.
- Courses may not necessarily be offered in the sequence shown. Students are responsible to ensure that all prerequisite and corequisite requirements are met prior to registering in a course.
- Athabasca University and Mount Royal College reserve the right to make whatever changes are necessary to the content and the hours of instruction of individual nursing courses in the program.

**ATHABASCA UNIVERSITY COURSES**

The partnership between Athabasca University and Mount Royal College provides students the opportunity to enrol in courses offered at both institutions. Course descriptions for Athabasca University courses are available in the Athabasca University Calendar. The following lists the required and optional Athabasca University core courses.

**Required Athabasca University Courses**

HLST A320 – Teaching and Learning for Health Professionals  
NURS A326 – Health Assessment and Health Promotion with Individuals  
NURS A328 – Understanding Research  
NURS A432 – Management and Leadership in Nursing Practice  
NURS A434 – Community Health Promotion  
NURS A438 – Trends and Issues in Nursing and Health Systems  
NURS A4XX – Senior Level Nursing Option  
NUTR A330 – Introductory Nutrition or NUTR A331 – Nutrition for Health  
Courses which may be taken through Athabasca University or Mount Royal College:

BIOL A235 – Human Anatomy and Physiology  
ENGL A255 – Introductory Composition  
MATH A215 – Introduction to Statistics  
PSYC A323 – Developmental Psychology

An additional 12 credits of Arts and Science Requirements/electives.

# AVIATION



## PROGRAM OFFERED

Diploma – Aviation

## FACULTY INFORMATION

Department: 403-440-6382

Dean, Bissett School of Business

W. Fraser: 403-440-6233

Associate Dean, Bissett School of Business

D. Allwright: 403-440-6316

Chair, Aviation Diploma

S. Rose: 403-440-6043

Acting Chief Flight Instructor

J. Rule: 403-288-9551

## GENERAL INFORMATION

The Aviation Diploma program is designed to meet the requirements of Canada's aviation industry. It provides students with a Commercial Pilot's Licence and Multi-Engine Instrument Rating, together with a strong science and business background and the aeronautical subjects associated with flight in modern high performance aircraft. Students who wish to continue their education at university are encouraged to take appropriate university transfer courses.

Student success rates in Air Flight Training courses are significantly increased for those students successfully completing Physics 30. Therefore, it is strongly recommended that students planning to apply to the Aviation Diploma Program include Physics 30 in their selection of high school courses.

The program is certified by Transport Canada. Mount Royal College is also an active member of the Canadian Association of Aviation Colleges, Aviation Alberta, and the Air Transport Association of Canada's Flight Training Committee. The instructors are predominantly Airline Transport-rated Pilots with Class 1 and 2 instructional classifications, or graduates of Mount Royal's Aviation Program.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS AVIATION DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

## Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Aviation Diploma program:

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure) – 65%
- Physics 30 recommended

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

- Physical – Medical clearance to Category One standards by a Transport Canada approved doctor. Applicants should be aware that the major airlines may have vision restrictions that are more stringent than the basic Transport Canada requirements.
- Private Pilot's License – Applicants must possess a Canadian Private Pilot's License by September 1 for the Fall Semester to which they are applying. Possession of a Private Pilot's Licence is not essential prior to being accepted.
- Statement of intent and interest in the program.
- An interview.

## SPECIAL PROGRAM FEES

In addition to regular tuition and general fees, flight training fees are approximately \$40,000 for a student in the two-year Aviation Diploma. A Private Pilot License (cost approximately \$8,500) must be completed prior to entering the Diploma program. Students will be required to make a minimum \$7,500 deposit at the beginning of each semester. Deposits can be paid using Visa or MasterCard via [www.MyMRC.ca](http://www.MyMRC.ca) or to the Student Fees Office (A102). Flight training fees are subject to change depending on operating costs for aircraft and related services.

## FINANCIAL ASSISTANCE

Due to the cost of this program, students may be eligible for the maximum Canada Student Loan and Government of Alberta Loan. Please refer to the section on *Financial Aid* for further information.

Advance savings to complement the loan funds are essential. All fees for the program are to be paid to Mount Royal College.

## CONTINUANCE IN THE PROGRAM

In addition to the general graduation requirements students must achieve the following:

1. A minimum grade of "C" is required in the following Air Flight Training (AIRF) courses: AIRF 1101, AIRF 1111, AIRF 1202.
2. Continuing satisfactory progress is required in flight training as outlined in *Flight Training Requirements and in the Mount Royal College Flight Operations Manual*. In the case of extenuating circumstances such as Transport Canada requirements or weather, some extensions may be granted at the discretion of the Chief Flight Instructor.

## OPERATIONAL PROCEDURES

The current edition of the *Mount Royal College Flight Operations Manual* is the document by which the department has specified flying policies and Standard Operating Procedures for our aircraft operations. This document contains specific flying regulations including weather limits and College flying regulations. Each student is issued a copy of this document at the beginning of the semester and is eligible for updates as long as they operate our aircraft. Students are required to make themselves familiar with this document and all of the policies and procedures contained therein.

## FLIGHT TRAINING REQUIREMENTS

To continue in the Aviation program, a student must meet the following minimum requirements at the end of each academic year. No extensions or exceptions will be granted unless under extreme circumstances and on the approval of the Chief Flight Instructor.

### Year 1

Students must have completed, by August 31st of their first year, all of the lessons specified for First Year students on the Flight Training Outline in the Flight Operations Manual including:

- Simulator Exercises 1-13
- All Clearhood, Instrument, Navigation, and Mutual flights listed in the program outline
- Navigation exercises 1, 2, 3
- A Night Rating, including a dual night cross-country completed in College aircraft
- Transport Canada Commercial Pilot's Licence (CPAER) Written Examination
- Transport Canada Commercial Pilot's Flight Test completed\*

### Year 2

Students must have completed, by August 31st of their second year, all of the lessons specified for Second Year students on the Flight Training Outline in the Flight Operations Manual including:

- Simulator Exercises 14-33, and SIM G1D, G2D (GPS Simulator Sessions)
- All remaining Navigation Exercises\*\*
- Transport Canada Multi-Engine Rating Flight Test
- Transport Canada Instrument Rating (INRAT) Written Examination
- Transport Canada Group 1 Multi-Engine/Instrument Rating Flight Test
- All requirements for the Commercial Pilot Licence under CAR 421.30

Notes:

Flight times must be at least 90% of published flight exercise time in the Flight Operations Manual to count for completion. At least 90% of published flight exercises in the Flight Operations Manual must be completed in College Aircraft.

\* Students should be aware that Transport Canada requires that all of the licensing requirements for the Commercial License must be completed within one year of the date of the flight test. As a result, it is the students' responsibility to ensure that the timing of their flight test is planned accordingly, in order to ensure they will not have to retake the flight test.

\*\* Students should also be aware that they require 50hrs Pilot-in-command Cross-Country experience prior to commencing the multi-engine/instrument (MI) phase of training. As a result, students should have completed a sufficient number of Navigation exercises to ensure this requirement is met in a timely manner prior to beginning the MI training.

## CURRICULUM

### Diploma – Aviation

Semester 1	Credits
Air Flight Training 1101 – Commercial Pilot's License. . . . .	3
Air Flight Training 1109 – Aviation Meteorology (Introductory). . . . .	3
Air Flight Training 1130 – Aircraft Engines. . . . .	3
Management 2131 – Introduction to Business Administration . . . . .	3
Physics 1243 – Basic Physics for Aviation . . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Air Flight Training 1111 – Introduction to the Aviation Industry . . . . .	3
Air Flight Training 1209 – Aviation Meteorology (Advanced) . . . . .	3
Air Flight Training 1240 – Aviation Management. . . . .	3
One of:	
Computer Science 2203 – Introduction to Computers . . . . .	3
or	
Computer Science 1371 – Internet Development I. . . . .	3
or	
Computer Science 2215 – Introduction to Programming . . . . .	3
or	
Computer Science 1230 – Intermediate Microcomputer Applications . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 3	Credits
English 1101 or any 1100-level (or higher) English . . . . .	3
Air Flight Training 1202 – Multi-Engine Instrument Rating. . . . .	3
Mathematics 2249 – Introductory Calculus . . . . .	3
or	
Mathematics 2251 – Calculus I. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 4	Credits
Air Flight Training 1206 – Advanced Aircraft Operations, GPS and Crew Coordination. . . . .	3
Air Flight Training 1210 – Aircraft Systems. . . . .	3
Air Flight Training 1242 – Human Factors and Aviation Safety . . . . .	3
Management 3210 – Business Communication Theory and Practice. . . . .	3
Physical Education 1173 – Wilderness Survival Techniques. . . . .	1.5
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	16.5
Total Credits for Graduation. . . . .	61.5

## GRADUATION REQUIREMENTS

- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- A minimum grade of "C" is required in all Air Flight Training courses.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

# BROADCASTING



## PROGRAM OFFERED

Diploma – Broadcasting

## FACULTY INFORMATION

Centre: 403-440-6901

Dean, Centre for Communication Studies  
M. Chikinda: 403-440-6117

Chair, Broadcasting  
I. Ratuszniak: 403-440-6114

## GENERAL INFORMATION

The Broadcasting program at Mount Royal College offers participants the knowledge and skills necessary to qualify for entry-level positions in the broadcasting industry.

Theoretical learning and tutorials in radio and television practice are combined with practical experience in on-campus and off-campus radio and television stations.

The program of study emphasizes broadcast journalism, announcing, commercial writing, producing and presenting, program writing and radio and television operations and production. Program participants in Semester 4 will specialize in one of: television operations and production television newswriting, reporting and presenting or television commercial writing, producing and presenting.

## UNIVERSITY TRANSFER

Information on specific transfer possibilities is available from the program chair, Broadcasting.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BROADCASTING DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Broadcasting Diploma program:

#### High School and Mature Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 60%

#### Post-secondary Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### Minimum Overall Average Required for Admission

To be eligible for admission on the basis of High School Standing, applicants must normally present a minimum admission average of 65% on their five (5) appropriate grade 12 subjects.

To be eligible for admission on the basis of Post-secondary Standing, applicants must normally present a minimum Grade Point Average (GPA) of 2.50 on the 5 most recently completed post-secondary courses (minimum 15 credit hours).

### Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

- An Interview

## CONTINUANCE IN THE PROGRAM

Program participants who fail to achieve a minimum of a "C" grade in any required course in the program will be disqualified and will not be permitted to continue in the program in the subsequent semester. This grade requirement applies to all courses in the program except the four Arts and Science Requirements. Participants who have been disqualified may apply for re-admission to the program and, if re-admitted, must repeat any required courses in which the "C" minimum was not met.

## ADDITIONAL EXPENSES

Participants in the Broadcasting program can expect to incur at least \$1,000 in expenses for materials and supplies during the course of the program.

## CURRICULUM

### Diploma – Broadcasting

Semester 1	Credits
English 0212 or English 1101 or any 1100-level (or higher) English. . . . .	3
Communications 1112 – Introduction to Radio Writing . . . . .	3
Communications 1114 – Introduction to Broadcast Journalism (Radio) . . . . .	3
Communications 1116 – Introduction to Radio Operations . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 2	Credits
Communications 1201 – Advanced Radio Operations . . . . .	3
Communications 1206 – Radio Performance . . . . .	3
One of:	
Communications 1202 – Radio Commercial Writing . . . . .	3
or	
Communications 1203 – Radio News . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	12

Note: First choice of specialization in Semester 2 is not guaranteed. Registering in either Communications 1202 or Communications 1203 is dependent upon students achieving a minimum grade of B+ in the prerequisite Semester 1 core courses. See course outlines for further details.

Spring Semester (6 Weeks)	Credits
Communications 1209 – Television Operations . . . . .	3
Total Credits. . . . .	3

Semester 3	Credits
Communications 1204 – Broadcast Journalism (Television) . . . . .	3
Communications 1240 – Television Program Production and Television Operations . . . . .	3
Communications 1241 – Television Creative Writing/Producing. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
One of the following combinations:	
Communications 1211 – Advanced Television Production . . . . .	6
Communications 1213 – Extended Broadcast Studies . . . . .	3
or	
Communications 1247 – Television News Production. . . . .	6
Communications 1248 – Television News and Documentary Writing . . . . .	3
or	
Communications 1242 – Advanced Television Creative Writing/Producing . . . . .	6
Communications 1245 – Advertising for Broadcasters . . . . .	3
All second-year Broadcasting students must also take:	
Communications 1144 – Digital Photography for Broadcast	
or	
Communications 1246 – Broadcast Sales . . . . .	3
Total Credits. . . . .	12

Note: First choice of specialization in Semester 4 is not guaranteed. Registering in either Communications 1211 and Communications 1213, or Communications 1247 and Communications 1248, or Communications 1242 and Communications 1245 is dependent upon students achieving a minimum grade of B+ in the prerequisite Semester 3 core courses. See course outlines for further details.

Spring Semester	Credits
Choice of:	
Communications 1205 – Radio Practicum . . . . .	3
or	
Communications 1281 – Television Practicum . . . . .	3
Total Credits. . . . .	3
Total Credits for Graduation. . . . .	60

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.



# BUSINESS ADMINISTRATION



## PROGRAMS OFFERED

Diploma – Business Administration – General Business  
Diploma – Business Administration – Human Resources (Co-op)  
Diploma – Business Administration – Human Resources (Non-Co-op)  
Diploma – Business Administration – Marketing Management  
Certificate – Business Administration – Advanced Accounting  
Certificate – Business Administration – Human Resources  
Certificate – Business Administration – Marketing Management  
Certificate – Gerontology: Business and Entrepreneurship  
University Transfer – Bachelor of Commerce

\* The Bissett School of Business also offers a separate diploma in Business Administration and Insurance, a Bachelor of Applied Business Administration – Accounting Degree, and a Bachelor of Applied Business and Entrepreneurship Degree with options in International Business, Small Business and Sport and Recreation (consult the separate program description found elsewhere in this calendar).

## FACULTY INFORMATION

School: 403-440-6833  
Dean, Bissett School of Business  
W. Fraser: 403-440-6233  
Associate Dean, Bissett School of Business  
D. Allwright: 403-440-6316  
Chair, Business Administration (General Business, Human Resources, Insurance), Nonprofit, and University Transfer  
M. Peacock: 403-440-5062  
Chair, Bachelor of Applied Business and Entrepreneurship, Marketing Management  
M. Brown: 403-440-6283  
Chair, Bachelor of Business Administration – Accounting  
I. Gilborn: 403-440-6235  
Business Student Advisor  
H. Giorgi: 403-440-5617  
Co-operative Education Coordinator, Human Resources  
V. Hennigan: 403-440-7097

## GENERAL INFORMATION – DIPLOMA PROGRAMS

The program leading to a Diploma in Business Administration has six objectives:

1. To provide the student with the basic tools to appreciate and understand the junior and mid-management functions of business.
2. To contribute to the liberal education of the student.
3. To provide basic training in specific areas such as accounting, marketing management, and human resources.
4. To provide courses which are transferable to universities and/or professional societies such as CMA, CGA, CA, CIM, and CHRP.
5. To provide a basis for effective self-learning through exposing the student to the broad, underlying fields of knowledge that are basic to business, such as the humanities, social and natural sciences.
6. To provide the opportunity for co-operative education work experience related to the student's field of study.

Methods of instruction include a combination of lecture, tutorial, directed study, independent study and labs. The average class sizes are in the range of 25-35 students to allow interaction between faculty and students. The Case Method is an integral part of some courses to develop skills in problem solving.

Graduates of the Business Administration Diploma programs may continue their studies at the University of Lethbridge towards a Bachelor of Management degree, or at Athabasca University.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BUSINESS ADMINISTRATION DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

## Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Business Administration Diploma program:

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) **or** Mathematics 31 – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## Co-op Fees (Human Resources Co-op Stream ONLY)

A fee of \$460 is assessed for the Orientation to Co-operative Education preparation prior to the first work-term. Fees of \$460 per Co-operative Education work-term are assessed thereafter. These fees must be paid or notice of financial assistance provided by the fee deadline for the semester in which the placement occurs.

## Co-op Work-Term Eligibility (Human Resources Co-op ONLY)

Eligibility for the first work-term (taken in the first spring/summer after completing two academic semesters) requires a cumulative Grade Point Average of 2.00 at the end of the first Fall semester, and a "C" or better in HRES 2170 (or ADMN 1170, or ENTR 2237), and HRES 3274 (or ADMN 1274). Preference will be given to students with a Grade Point Average of 2.7 or higher based on their first Fall semester in the Human Resources Diploma program. To be eligible for their second work term (taken in the second Spring semester after completing four academic semesters), students must have a "C" or higher in HRES 4273 (or ADMN 1273), and HRES 3277 (or ADMN 1277). An overall Grade Point Average of 2.0 must be maintained to be eligible to participate in a work term.

## Co-op Registration

Human Resources Co-op students register for an orientation course and two (2) work-terms in addition to their academic diploma requirements. Please note that orientation seminars begin in the first fall term (September). Students must then register in COOP 0001 in January.

- COOP 0001 Orientation to Co-operative Education - first Winter semester
- COOP 0002 Work Term I - May - August
- COOP 0003 Work Term II - May - August

Each work-term is recorded on the student's transcript with a Pass/Fail designation. This Pass/Fail designation carries no credit value and is not included in the calculation of the student's Grade Point Average.

## Non-Co-operative Education Stream

Career changers, mature students and lifelong learners already enrolled in the Human Resources Certificate may complete the Mount Royal College Human Resources Diploma in a non-Co-op program. The academic requirements of this option are identical to the Co-op program.

## CURRICULUM

The Business Administration Diploma program allows the student to major in one of four (4) patterns: General Business Administration, Human Resources Co-op, Human Resources Non-Co-op, and Marketing Management.

## GRADUATION REQUIREMENTS

To graduate, all Business Administration Diploma students must meet the following criteria:

- Successfully complete all the courses in the curriculum with a minimum overall Grade Point Average of 2.00.

Students pursuing the Human Resources Co-op Education option must also meet the following criteria:

- Obtain a pass grade for COOP 0001 (Orientation to Co-operative Education) as a prerequisite to Work-Term 1.
- Complete two work-terms (and obtain a pass grade), normally four months long, but no less than 12-weeks in duration.
- Obtain a Satisfactory or better rating on all work-term evaluations.
- Obtain a Satisfactory or better rating for each work-term report.
- Complete a workbook in the first work-term and a project for the second work-term.
- Comply with all specified academic and ethical regulations.

Employer evaluations will remain a part of the student's records in the Career Services Department, thereby recognizing the employer as an integral partner in Co-operative Education.

## Diploma – Business Administration – General Business Administration

This pattern was developed for students who wish to obtain a well-rounded education in Business Administration. In addition to the required administration courses, students will be exposed to specialized areas in accounting, marketing, human resources and integrative business material.

Semester 1	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Economics 1101 – Principles of Microeconomics <b>or</b>	
Economics 1103 – Principles of Macroeconomics . . . . .	3
Human Resources 2170 – Introduction to Human Resources <b>or</b>	
Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Management 2130 – Management Principles & Practices . . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Total Credits . . . . .	15
Semester 2	Credits
English 1101 or any 1100 – level (or higher) English. . . . .	3
Accounting 3320 - Financial Accounting Applications for Small Business . . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 3	Credits
Finance 3227 – Introduction to Finance . . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Management 3276 – Organizational Behaviour. . . . .	3
Marketing 4259 – Marketing Decision Making . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 4	Credits
Management 3230 – Business Law <b>or</b>	
Entrepreneurship 3331 – Law for Small Business . . . . .	3
Management 5333 – Strategic Management. . . . .	3
Approved Option*. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	60

\* An approved option is any Management, Human Resources, Accounting, Marketing, Finance, International Business, Logistics & Supply Chain Management, Nonprofit Studies, Entrepreneurship, Computer Science or Economics course, excluding ACCT 2120, 3220, HRES 2170, MGMT 2130, 2131, 3230, 5333, ENTR 2237, 3331, 3333, 4435, and ECON 0260, and 1205.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## Diploma – Human Resources

The purpose of this two-year diploma program is to provide full-time students with the knowledge, skills, attitudes and experience necessary for a successful career in the human resources industry. We promote the Human Resources Co-operative Education Diploma option, which offers a blend of academic study with relevant, paid work experience. The role of the Career Services Department is to assist students in locating suitable employment opportunities and to prepare them to compete for job opportunities that are directly related to their field of study. Careful monitoring by the College and supervision by the employer provide students with valuable insights into the attitudes and behaviour appropriate in an industry setting. Co-operative Education opens doors to opportunity. Professional development seminars, career coaching by co-op Coordinators, and opportunities to network with the business community are special features of co-op programs. Students develop skills in the areas of communication, leadership, adaptability, and teamwork, as well as a sense of professionalism and ethics. Co-op students gain a broader understanding of the workplace and of their own chosen field while building the skills necessary to plan their future career path and to conduct an effective job search.

Co-operative Education, as defined by the Canadian Association for Co-operative Education, is a process of education which formally integrates academic study with work experience in co-operating employer organizations. The standard program pattern alternates periods of academic study with periods of work experience in the human resources industry.

Students **must apply** for admission to the co-operative education stream in their FIRST TERM in the Human Resources Diploma program. Preference will be given to students with a Grade Point Average of 2.7 or higher based on first fall semester in the program (minimum of three (3) courses). See section on Co-op Work Term Eligibility. Students **must attend** a co-op orientation seminar in the first Fall term (September). Students will be notified if they have been ACCEPTED\* into the co-op stream in January following their first Fall term. Students accepted into the co-op stream must then attend COOP 0001 (Orientation to Co-operative Education) commencing in January.

\*Students not accepted into the Co-operative Education stream may continue in the Human Resources Diploma program in the non-co-op education stream.

PLEASE NOTE: There is a fee assessed for the Co-op Orientation and work terms of the Human Resources Co-op program. Please refer to the *Co-op Fees* section for current fees.

The Career Services Department makes every effort to provide an adequate number of acceptable job opportunities for co-op students; however, placement cannot be guaranteed. Students are encouraged to participate in the job search, and may find it necessary to relocate in order to accept positions outside of Calgary, or perhaps Alberta. Students are usually considered trainees and should be prepared to receive entry-level wages. Positions are potentially in a variety of industries including oil and gas, insurance, telecommunications, IT, nonprofit and government organizations.

Jobs performed can include:

- Assistant Recruiter
- Compensation and Benefits Assistant
- Payroll Assistant

- Human Resources Assistant
- Employee Relations Assistant
- Various administrative duties

Co-op students must successfully complete both work-terms and all four academic semesters in order to graduate.

For additional information about co-operative education, contact the Career Services Department at 403-440-6844, Room A200.

## Human Resources Diploma – Co-operative Education Option

Semester 1 (Fall)	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Human Resources 2170 – Introduction to Human Resources <b>or</b> Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Human Resources 3274 – Recruitment & Selection . . . . .	3
Management 2130 – Management Principles & Practices . . . . .	3
Marketing 2150 – Introduction to Marketing . . . . .	3
Total Credits . . . . .	15
Semester 2 (Winter)	Credits
English 1101 or any 1100-level (or higher) English . . . . .	3
Accounting 3224 – Management Accounting I . . . . .	3
Economics 1101 – Principles of Microeconomics <b>or</b> Economics 1103 – Principles of Macroeconomics . . . . .	3
Human Resources 3275 – Compensation and Benefits . . . . .	3
Management 3276 – Organizational Behaviour . . . . .	3
Co-op 0001 – Orientation to Co-operative Education . . . . .	0
Total Credits . . . . .	15
Work-Term I (Spring/Summer)	Credits
Co-op 0002 – Work-Term I . . . . .	0
Total Credits . . . . .	0
Semester 3 (Fall)	Credits
Management 2262 – Business Statistics I . . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Management 3230 – Business Law <b>or</b> Entrepreneurship 3331 – Law for Small Business . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Semester 4 (Winter)	Credits
Human Resources 3277 – Training and Development . . . . .	3
Human Resources 4273 – Labour Relations . . . . .	3
Management 5333 – Strategic Management . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Work-Term II (Spring/Summer)	Credits
Co-op 0003 – Work Term II . . . . .	0
Total Credits . . . . .	0
Total Credits for Graduation . . . . .	60

## Diploma - Human Resources (Non-Co-operative Education Stream)

Career changers, mature students, lifelong learners, or students already enrolled in the Human Resources Certificate may complete the Mount Royal College Human Resources Diploma in a non-Co-op program. The academic requirements of this option are identical to the Co-op program.

Semester 1 (Fall)	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Human Resources 2170 – Introduction to Human Resources or Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Human Resources 3274 – Recruitment & Selection . . . . .	3
Management 2130 – Management Principles & Practice . . . . .	3
Marketing 2150 – Introduction to Marketing . . . . .	3
Total Credits . . . . .	15
Semester 2 (Winter)	Credits
English 1101 or any 1100-level (or higher) English . . . . .	3
Accounting 3224 – Management Accounting I . . . . .	3
Economics 1101 – Principles of Microeconomics or Economics 1103 – Principles of Macroeconomics . . . . .	3
Human Resources 3275 – Compensation and Benefits . . . . .	3
Management 3276 – Organizational Behaviour . . . . .	3
Total Credits . . . . .	15
Semester 3 (Fall)	Credits
Management 2262 – Business Statistics I . . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Management 3230 – Business Law or Entrepreneurship 3331 – Law for Small Business . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Semester 4 (Winter)	Credits
Human Resources 3277 – Training and Development . . . . .	3
Human Resources 4273 – Labour Relations . . . . .	3
Management 5333 – Strategic Management . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Total Credits for Graduation . . . . .	60

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## Diploma – Marketing Management

The Marketing Management diploma is designed to provide the student with the educational background necessary to function successfully in selling, advertising, marketing research, retail management and other marketing occupations. The student will understand the risks, rewards and challenges inherent in a marketing career, while developing the ability to analyze data, think critically and communicate findings effectively both in written and oral formats.

Semester 1	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Economics 1101 – Principles of Microeconomics <b>or</b> Economics 1103 – Principles of Macroeconomics . . . . .	3
Human Resources 2170 – Introduction to Human Resources or Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Management 2130 – Management Principles & Practices . . . . .	3
Marketing 2150 – Introduction to Marketing . . . . .	3
Total Credits . . . . .	15
Semester 2	Credits
English 1101 or any 1100-level (or higher) English . . . . .	3
Accounting 3224 – Management Accounting I . . . . .	3
Marketing 2154 – Professional Selling . . . . .	3
Marketing 3257 – Business to Business Marketing . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Semester 3	Credits
Management 2262 – Business Statistics I . . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Marketing 3258 – Marketing Research . . . . .	3
Marketing 4259 – Marketing Decision Making . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15
Semester 4	Credits
Management 3230 – Business Law or Entrepreneurship 3331 – Law for Small Business . . . . .	3
Management 5333 – Strategic Management . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Marketing Option . . . . .	3
Total Credits . . . . .	15
Total Credits for Graduation . . . . .	60

\* Marketing Options: Choose one of: ACOM 2241, 2203, MKTG 3253, 3254, 3255, 3256, 4150, INBU 3302, 3305, 3306

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## UNIVERSITY TRANSFER – BACHELOR OF COMMERCE

For information on university transfer to the Faculty of Management, the University of Calgary refer to the section entitled *University Transfer Programs – Mount Royal College*. A sample pattern of study for transfer students attending Mount Royal College is outlined.

## GENERAL INFORMATION – CERTIFICATE PROGRAMS

Three patterns have been designed to provide students with a sound foundation in business. The timetable is arranged so that the part-time and evening students, as well as full-time students, can be accommodated.

## ADMISSION REQUIREMENTS

The certificate programs are primarily intended for the working adult who has expressed a desire to improve her business knowledge or who desires a change in career. Departmental approval is required for admission.

## CURRICULUM

These programs are specialized in nature and cover three areas of career interest. Students will take a small number of required courses and specialize in one of the following areas: Advanced Accounting, Marketing Management or Human Resources.

### Certificate – Advanced Accounting

#### Program Prerequisites

The prerequisites for admittance into the Advanced Accounting Certificate program are ACCT 2120/3220 or ADMN 1120/1220; or ACCT 2121 or ADMN 1121; or an undergraduate degree; or the consent of the Department.

Core Requirements	Credits
Accounting 3221 – Intermediate Accounting I . . . . .	3
Accounting 3224 – Management Accounting I . . . . .	3
Accounting 4222 – Intermediate Accounting II . . . . .	3
Accounting 4225 – Principles of Auditing . . . . .	3
Accounting 4280 – Introduction to Personal and Corporate Income Tax. . . . .	3
Finance 3227 – Introduction to Finance . . . . .	3
Approved Option. . . . .	3
Approved Option. . . . .	3
Total Credits for Graduation. . . . .	24
Students will choose their approved options from the list below.	

Approved Options	Credits
Accounting 3223 – Computerized Accounting . . . . .	3
Accounting 3228 – Management Accounting II . . . . .	3
Accounting 4381 – Advanced Financial Accounting . . . . .	3
Accounting 4382 – Advanced Managerial Accounting . . . . .	3
Accounting 5383 – Management Processes and Problems. . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Management 2263 – Business Statistics II. . . . .	3
Management 3230 – Business Law. . . . .	3
Management 3265 – Management Information Systems. . . . .	3
Management 3276 – Organizational Behaviour. . . . .	3

### Certificate – Human Resources

Core Requirements	Credits
Human Resources 2170 – Introduction to Human Resources <b>or</b>	
Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Management 2130 – Management Principles & Practices <b>or</b>	
Management 2131 – Introduction to Business Administration . . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Management 3230 – Business Law <b>or</b>	
Entrepreneurship 3331 – Law for Small Business. . . . .	3
Management 3276 – Organizational Behaviour. . . . .	3
Total Credits . . . . .	15
Students must take any 3 of the following courses.	

Courses	Credits
Human Resources 3274 – Recruitment & Selection . . . . .	3
Human Resources 3275 – Compensation and Benefits . . . . .	3
Human Resources 3277 – Training and Development. . . . .	3
Human Resources 4273 – Labour Relations. . . . .	3
Human Resources 4407 – Transition Management. . . . .	3
Management 4407 – Governance & Ethical Issues in Organizations . . . . .	3
Total Credits. . . . .	9
Total Credits for Graduation. . . . .	24

### Certificate – Marketing Management

Core Requirements	Credits
Management 2130 – Management Principles and Practices . . . . .	3
Management 3210 – Business Communications, Theory and Practice . . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Total Credits. . . . .	12
Students must take any four of the following courses.	

Courses	Credits
International Business 3302 – International Marketing . . . . .	3
Management 2262 – Business Statistics I . . . . .	3
Marketing 3253 – Retail Management . . . . .	3
Marketing 3254 – Sales Management. . . . .	3
Marketing 3255 – Services Marketing . . . . .	3
Marketing 3256 – Advertising and Sales Promotion. . . . .	3
Marketing 3257 – Business to Business Marketing . . . . .	3
Marketing 3258 – Marketing Research . . . . .	3
Marketing 4259 – Marketing Decision Making . . . . .	3
Total Credits. . . . .	12
Total Credits for Graduation. . . . .	24

**Note:** Prerequisites for these courses must be followed.

### Certificate – Gerontology: Business and Entrepreneurship

This unique certificate is a stream of the Gerontology Certificate program and combines courses in gerontology and business. By 2021, 14-million Canadians will be age 50 or over, and these 'boomers' will change the face of business. This program is designed to prepare graduates to build on existing careers by expanding into new growth industries related to seniors-related services and business. See *Nursing and Health Studies* for details.



# BUSINESS ADMINISTRATION AND INSURANCE



## PROGRAM OFFERED

Diploma – Business Administration and Insurance (Co-op)

Diploma – Business Administration and Insurance (Non Co-op)

## FACULTY INFORMATION

School: 403-440-6833

Dean, Bissett School of Business

W. Fraser: 403-440-6233

Associate Dean, Bissett School of Business

D. Allwright: 403-440-6316

Chair, Business Administration and Insurance

M. Peacock: 403-440-5062

Co-operative Education Coordinator

G. Cooper: 403-440-6844

## GENERAL INFORMATION

The purpose of this two-year diploma program is to provide students with the knowledge, skills, attitudes and experience necessary for a successful career in the insurance industry. Graduates can expect to find career opportunities in such areas as customer service (as agents or brokers), underwriting, claims adjusting and risk management.

Graduates of this program may continue their studies at the University of Lethbridge towards a Bachelor of Management degree or at Athabasca University.

The seven insurance courses in this diploma program are offered in co-operation with the Insurance Institute of Canada (IIC). Successful completion of these courses (including IIC examinations) earns students credit toward their CIP (Chartered Insurance Professional) designation. Students also take business courses that will help them to operate successfully in a complex industry environment.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BUSINESS ADMINISTRATION AND INSURANCE DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Business Administration and Insurance Diploma program:

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## CO-OPERATIVE EDUCATION STREAM

**Note:** Students wishing to pursue the non-co-op education stream should see the section *Non-Co-Operative Education Stream*.

Students have the option of pursuing this program as a co-operative education diploma. Co-operative education is a quality assured work/study process that enables students to alternate studies at the College with paid, practical work experience. Students are guided through the process that helps to bridge the transition from the classroom to the workplace.

The role of the Career Services Department is to assist students in locating suitable employment opportunities and to prepare them to compete for job opportunities that are directly related to their field of study. Careful monitoring by the College and supervision by the employer provide students with valuable insights into the attitudes and behaviour appropriate in an industry setting. Co-operative Education opens doors to opportunity; Professional development seminars, career coaching by co-op Coordinators and opportunities to network with the business community are special features of co-op programs. Students develop skills in the areas of communication, leadership, adaptability and teamwork, as well as a sense of professionalism and ethics. Co-op students gain a broader understanding of the workplace and of their own chosen field while building the skills necessary to plan their future career path and to conduct an effective job search.

The standard program pattern alternates periods of academic study with periods of work experience in the insurance industry. The Career Services Department makes every effort to provide an adequate number of acceptable job opportunities for co-op students; however, placement cannot be guaranteed. Students are encouraged to participate in the job search, and may find it necessary to relocate to accept positions outside of Calgary, or perhaps Alberta. Students are usually considered trainees and should be prepared to receive entry-level wages. Positions are frequently found with insurance companies, brokerages, claims adjusters, direct writers and independent insurance agencies.

Jobs performed can include:

- Broker Trainee/Customer Service Representative
- Claims Service Representative
- Claims Trainee
- Personal Lines Data Entry Clerk
- Underwriter Trainee

Students must successfully complete both work-terms and all four academic semesters in order to graduate.

## CO-OP WORK-TERM ELIGIBILITY

Students wishing to pursue the co-op stream **must apply** for admission to the co-operative education stream in their **first term** in the Business Administration and Insurance program, and **must** attend Pre-Co-op orientation seminars in the first Fall term (September). Students will be notified if they have been accepted into the co-op stream in January following their first Fall term. Students **accepted\*** into the co-op stream must then attend COOP 0001 (Orientation to Co-operative Education) commencing in January. Eligibility for the first work-term (taken in the first spring/summer after completing two academic semesters) requires a cumulative Grade Point Average of 2.00 at the end of the first Fall semester, and a "C" or better in ADMN 1140 or INSR 2140 and ADMN 1143 or INSR 2143. Preference will be given to students with a Grade Point Average of 2.7 or higher based on their first Fall semester in the Business Administration and Insurance program. Eligibility for the second work-term (taken in the Spring semester after completing four academic semesters) requires a cumulative Grade Point Average of 2.00 or better at the end of the third semester and a "C" or better in ADMN 1120 or ACCT 2120, ADMN 1140 or INSR 2140, ADMN 1141 or INSR 2141, ADMN 1143 or INSR 2143, ADMN 1144 or INSR 2144.

\* Students not accepted into the Co-operative Education stream may continue in the Business Administration and Insurance program in the non-co-operative education stream.

For additional information about co-operative education, contact the Career Services Department at 403-440-6844, Room A200.

## CO-OP REGISTRATION

Co-op students **must** register for an orientation course and two (2) work-terms in addition to their academic diploma requirements. PLEASE NOTE that Pre-Co-op orientation seminars begin in the first Fall semester (September). Students must then register in COOP 0001 in January, when accepted into the program.

- COOP 0001 Orientation to Co-operative Education – first Winter semester
- COOP 0002 Work Term I – May – August
- COOP 0003 Work Term II – May – August

Each work-term is recorded on the student's transcript with a Pass/Fail designation. This Pass/Fail designation carries no credit value and is not included in the calculation of the student's Grade Point Average.

## CO-OP FEES

A fee of \$496.85 is assessed for the Orientation to Co-operative Education preparation prior to the first work-term. Fees of \$496.85 per Co-operative Education work-term are assessed thereafter. These fees must be paid or notice of financial assistance provided by the fee deadline for the semester in which the placement occurs.

## GRADUATION REQUIREMENTS

To graduate, all Business Administration and Insurance Diploma students must meet the following criteria:

- Successfully complete all courses in the curriculum with a minimum overall Grade Point Average of 2.00. Students pursuing the Co-operative Education option must also meet the following criteria:
- Obtain a "pass" grade for COOP 0001 (Orientation to Co-operative Education) as a prerequisite to Work Term I.
- Complete two work-terms (and obtain a "pass" grade in both), normally four months long, but no less than 12 weeks in duration.
- Obtain a "Satisfactory" or better rating on all work-term evaluations.
- Obtain a "Satisfactory" or better rating for each work-term report.
- Complete a workbook in the first work-term and project for the second work-term.
- Comply with all specified academic and ethical regulations.

Employer evaluations will remain a part of the student's record in the Career Services Department, thereby recognizing the employer as an integral partner in Co-operative Education.

## DIPLOMA - BUSINESS ADMINISTRATION AND INSURANCE (CO-OP)

Semester 1 (Fall)	Credits
English 1101 or any 1100-level (or higher) English	3
Insurance 2140 – Principles and Practice of Insurance	3
Insurance 2143 – Automobile Insurance	3
Management 2130 – Management Principles & Practices	3
Management 3230 – Business Law <b>or</b> Entrepreneurship 3331 – Law for Small Business	3
Total Credits	15
Semester 2 (Winter)	Credits
Accounting 2121 – Financial Accounting Concepts	3
Insurance 2141 – Insurance on Property	3
Insurance 3249 – Liability Insurance	3
Management 3210 – Business Communication Theory & Practice	3
COOP 0001 Orientation to Co-operative Education	0
Arts & Science requirement	3
Total Credits	15
Spring/Summer Session	Credits
COOP 0002 Work Term I	0
Semester 3 (Fall)	Credits
Accounting 3224 – Management Accounting I	3
Human Resources 2170 – Introduction to Human Resources <b>or</b> Entrepreneurship 2237 – Human Resources for Small Business	3
Insurance 2144 – Loss Adjusting	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15
Spring/Summer	Credits
COOP 0003 Work Term II	0
Semester 4 (Winter)	Credits
Insurance 2145 – Insurance Agency	3
Insurance 3247 – Underwriting Essentials	3
Management 2262 – Business Statistics I	3
Marketing 2150 – Introduction to Marketing	3
Arts and Science Requirement	3
Total Credits	15
Total Credits for Graduation	60

For *Restrictions and Interpretations* concerning the program requirements for English, elective and arts and science courses, refer to the entitled *General Graduation Requirements*.

## SUBSTITUTION OF CIP COURSES

Students may be granted credit for one course from the Insurance Institute of Canada (IIC) to be used in place of a Mount Royal College insurance course. In addition, students who have received a mark lower than “C” in a Mount Royal College insurance course, but have received a passing grade on the corresponding IIC examination, may be granted credit in lieu of the earned grade on their Mount Royal College insurance course up to a maximum of one course.

## NON-CO-OPERATIVE EDUCATION STREAM

Career changers, mature and part-time students and lifelong learners may choose to enrol in this program as a non-co-op student. This option may be attractive to those who are already working in the industry and want to upgrade their skills. Students can choose this insurance-focused business diploma before continuing their studies at university. The academic requirements of this option are identical to the co-op stream.

## DIPLOMA - BUSINESS ADMINISTRATION AND INSURANCE (NON-CO-OP)

Semester 1 (Fall)	Credits
English 1101 or any 1100-level (or higher) English	3
Insurance 2140 – Principles and Practice of Insurance	3
Insurance 2143 – Automobile Insurance	3
Management 2130 – Management Principles & Practices	3
Management 3230 – Business Law <b>or</b> Entrepreneurship 3331 – Law for Small Business	3
Total Credits	15
Semester 2 (Winter)	Credits
Accounting 2121 – Financial Accounting Concepts	3
Insurance 2141 – Insurance on Property	3
Insurance 3249 – Liability Insurance	3
Management 3210 – Business Communication Theory & Practice	3
Arts & Science requirement	3
Total Credits	15
Semester 3 (Fall)	Credits
Accounting 3224 – Management Accounting I	3
Human Resources 2170 – Introduction to Human Resources <b>or</b> Entrepreneurship 2237 – Human Resources for Small Business	3
Insurance 2144 – Loss Adjusting	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15
Semester 4 (Winter)	Credits
Insurance 2145 – Insurance Agency	3
Insurance 3247 – Underwriting Essentials	3
Management 2262 – Business Statistics I	3
Marketing 2150 – Introduction to Marketing	3
Arts and Science Requirement	3
Total Credits	15

Spring/Summer Credits	
COOP 0003 Work Term II	0
Total Credits for Graduation	60

For *Restrictions and Interpretations* concerning the program requirements for English, and arts and science courses, refer to the section entitled *General Graduation Requirements*.



# CHILD AND YOUTH CARE



## PROGRAM OFFERED

Diploma – Child and Youth Care Counsellor

## FACULTY INFORMATION

Department: 403-440-5968

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Child and Youth Studies  
J. Baxter: 403-440-6492

Coordinator, Child and Youth Care Counsellor  
M. Kingsmith

## GENERAL INFORMATION

The Child and Youth Care Counsellor Diploma is a comprehensive two-year program that prepares graduates to work with vulnerable children, youth and families. The children and youth may have suffered physical, sexual or emotional abuse; neglect, failure, family breakdown, and may have behavioural or learning difficulties. The scope of future employment opportunities includes: group homes; institutional settings; youth justice programs; school settings; outreach/street programs; mental health centres; family and community based programs; therapeutic foster care; and day treatment programs.

To become a Child and Youth Care Counsellor you need to be strong physically, emotionally and morally. You require self-awareness and an interest in learning about the treatment of a variety of issues dealing with vulnerable children, youth and families.

The two-year CYCC diploma articulates to various university and college child and youth care programs across Canada. In addition, many of the credits from the diploma articulate to the Bachelor of Applied Child Studies program at Mount Royal College. Consult an academic advisor for details.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS CHILD AND YOUTH CARE COUNSELLOR DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Child and Youth Care Counsellor Diploma program:

#### High School and Post-secondary Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 50%

#### Mature Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

- Applicants must be 19-years-of-age or older by September 1 for the Fall Semester to which they are applying

## FIELDWORK PLACEMENTS

The program has a major field placement component. During the first year students will observe different agencies while gaining information about many others. This experience assists in determining a successful placement in the second year. As part of an integration of practice and theory, students are in a fieldwork placement two days (15-hours) per week for the entire second year of the program, provided all prerequisite requirements have been met. Students apply for fieldwork placements through an interview process and must show a high level of commitment and professional suitability. Both a Criminal and Intervention Record Check will be required prior to commencement of any fieldwork experience. All students will be required to have a current CPR and First Aid Certificate prior to entry into the second year fieldwork placement.

## CONTINUANCE IN THE PROGRAM

In order to be considered as a continuing student of record in the Child and Youth Care Counsellor program, students must maintain a minimum "C" grade in all child and youth care counsellor courses (ie. Child and Youth Care Counsellor 1110, 1132). A 2.00 cumulative Grade Point Average must be maintained in all non-child and youth care counsellor courses required to complete the program.

Students who are no longer students of record in the Child and Youth Care Counsellor program may apply for re-admission to the program. Students may repeat courses only at the discretion and with permission of the child and youth care coordinator.

## CURRICULUM

Students who do not follow the course pattern specified in the calendar cannot be guaranteed the availability of Child and Youth Care Counsellor core courses and may not be able to graduate in their preferred semester.

## Diploma – Child and Youth Care Counsellor

Semester 1	Credits
English 0212 or English 1101 or any 1100-level (or higher) English. . . . .	3
Child and Youth Care Counsellor 1110 – Fundamental Skills in Interviewing . . . .	3
Child and Youth Care Counsellor 1132 – The Profession of Child and Youth Care. . . . .	3
Arts and Science Requirement (recommended Psychology 1105) . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Child and Youth Care Counsellor 1130 – Substance Abuse and Related Health Issues. . . . .	3
Child and Youth Care Counsellor 1142 – Fieldwork. . . . .	3
Child and Youth Care Counsellor 1221 – Fundamental Skills in Counselling. . . .	3
Child and Youth Care Counsellor 1232 – Working with Vulnerable Children, Youth and Families . . . . .	3
Psychology 3351 – Topics in Child Development . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	18
Semester 3	Credits
Child and Youth Care Counsellor 1210 – Policies, Systems and Issues Regarding Children and Youth . . . . .	3
Child and Youth Care Counsellor 1235 – Youth Care Practice with Families . . . .	3
Child and Youth Care Counsellor 1241 – Practicum. . . . .	6
Psychology 3355 – Topics in Adolescence . . . . .	3
Total Credits. . . . .	15
Semester 4	Credits
Child and Youth Care Counsellor 1216 – Group Process and Counselling Theory..3	
Child and Youth Care Counsellor 1226 – Assessment and Intervention . . . . .	3
Child and Youth Care Counsellor 1242 – Practicum. . . . .	6
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	63
For <i>Restrictions and Interpretations</i> concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled <i>General Graduation Requirements</i> .	



# COMPUTER SCIENCE AND INFORMATION SYSTEMS



## PROGRAMS OFFERED

University Transfer – Bachelor of Science (Computer Science)  
Bachelor of Applied Computer Information Systems and Business  
Diploma – Computer Information Systems  
Certificate – Computer Science

## FACULTY INFORMATION

Department: 403-440-6149  
Dean, Faculty of Science and Technology  
B. Lane: 403-440-6966  
Chair, Department of Computer Science and Information Systems  
W. Paterson: 403-440-7086

## GENERAL INFORMATION

With the increased use of computers in all areas, the demand for employees with computer skills continues to grow. Positions such as application development (analysis and programming), user support, technical support, website development and administration and electronic commerce are available. Personnel in small organizations may be involved in several of these areas.

If you are considering a career in the computer field, you should be able to think, write and speak clearly and logically, and you should enjoy solving problems. It is essential that you be able to work quickly and neatly, paying attention to detail and demonstrating creativity. You must also be able to work effectively with others. Keyboarding speed and accuracy are assets.

A career in the computer field is challenging and rewarding, but it is also demanding. Industry is seeking people with higher skill and educational levels than in the past and consequently, a great deal of work is required to be successful in one of these programs.

## BACHELOR OF SCIENCE – COMPUTER SCIENCE

The department offers a two-year Bachelor of Science – Computer Science university transfer program. This program provides the first two years of the University of Calgary's degree program (see *University Transfer* section for further information).

## BACHELOR OF APPLIED COMPUTER INFORMATION SYSTEMS AND BUSINESS

This program, offered jointly by the Department of Computer Science and Information Systems and the Bissett School for Business offers a forward looking combination of computer and business courses. Throughout six academic semesters, students will develop the expertise required by today's and tomorrow's computing professionals.

**The Bachelor of Applied Computer Information Systems and Business Program is fully accredited by the Canadian Information Processing Society.** The degree has been developed with the support of senior managers from Calgary businesses to ensure that the curriculum meets their needs. As information technology continues to change the way that companies do business, more and more employers are looking for computer professionals with a solid business background. Employees with both computer and business knowledge can work more effectively in a team environment, better understand their clients' needs, and are more likely to be considered for advancement. With their blend of business and technical knowledge, graduates will be suited to work in small or large companies, act as self employed consultants or start their own businesses. Graduates may expect to find work as programmers or junior analysts, as user and technical support specialists, as web developers or as database developers.

The program concentrates on the practical application of computer systems in a business environment. Students acquire a solid foundation in programming, systems analysis and design, Internet development, hardware and networking support and in-depth knowledge of standard business practices. Students will widen their learning by extending it to the workplace during two four-month Directed Field Studies semesters where they will gain hands-on work experience. This program provides a broad education and prepares graduates for the lifelong learning necessary in the computer information processing world.

The demand for people with computer expertise continues to grow. If you wish to become a computer professional, you should be able to think, write, and speak clearly and logically, enjoy solving problems, pay attention to detail and work effectively with others. Keyboarding speed and accuracy are assets.

A career in the computer field is challenging and rewarding, but it is also demanding. Industry is seeking people with higher skill and educational levels than in the past and consequently, a great deal of work is required to be successful in this program.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS BACHELOR OF APPLIED COMPUTER INFORMATION SYSTEMS AND BUSINESS DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Computer Information Systems and Business program:

#### High School and Post-Secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure or Applied) – 50%

#### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible for completing requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies is considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Computer Information Systems and Business degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Computer Information Systems and Business degree program must obtain a minimum grade of "C" in all required core courses in the program and maintain a minimum cumulative Grade Point Average of 2.00. Core courses are designated with "COMP" or "ENTR". Students are **normally** only able to repeat core courses once in order to obtain the minimum grade of "C". Failure to meet this requirement will result in withdrawal from the program.

## CURRICULUM

Semester 1	Credits
English 1101 or any other 1100-level (or higher) English. . . . .	3
Computer Science 1171 – Introduction to Computer Systems and Applications . . .	3
Computer Science 1271 – Introduction to Programming I . . . . .	3
Entrepreneurship 2201 – Introduction to Entrepreneurship . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Computer Science 1273 – Introduction to Programming II. . . . .	3
Computer Science 1274 – Building Internet Solutions . . . . .	3
Management 3210 – Business Communication Theory and Practice. . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 3	Credits
Computer Science 1233 – Microcomputer Hardware and Operating Systems. . . .	3
Computer Science 1276 – Database Management Systems I . . . . .	3
Computer Science 1281 – Systems Analysis. . . . .	3
Management 2130 – Management Principles and Practices . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 4	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Computer Science 1270 – Networks I . . . . .	3
Computer Science 4403 – Object-Oriented Design and Development. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Semester 5	Credits
Computer Science 2011 – Directed Field Studies I for Computer Information Systems . . . . .	15
Semester 6	Credits
Computer Science 1278 – Database Management Systems II . . . . .	3
Computer Science 4407 – Networks II. . . . .	3
Computer Science 4421 – Client-Side Application Development. . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Approved Business Option. . . . .	3
Total Credits. . . . .	15

Semester 7	Credits
Computer Science 3011 – Directed Field Studies II for Computer Information Systems .....	15

Semester 8	Credits
Computer Science 4401 – Quality Assurance and Testing. ....	3
Computer Science 4405 – Emerging Technologies and Their Evaluation or	
Computer Science 4409 – Advanced Internet Application Development. ....	3
Entrepreneurship 4433 – Business Plan Development .....	3
Management 3276 – Organizational Behaviour. ....	3
Arts and Science Requirement. ....	3
<u>Total Credits. ....</u>	<u>15</u>
Total Credits for Graduation. ....	120

## GRADUATION REQUIREMENTS

Successful completion of a minimum of 120 credits (to include a minimum of 90 credits of academic course work and a minimum of 30 credits of work experience).

- Successful completion of the two (2) Directed Field Studies, COMP 2011 and COMP 3011.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core "COMP" and "ENTR" courses, all approved business options, the Arts and Science Requirements, and the English requirement.
- A minimum grade of "C" in all required core "COMP" and "ENTR" courses in the program, including the two Directed Field Studies, COMP 2011 and COMP 3011.

See *General Graduation Requirements* section.

## DIPLOMA EXIT

Students entering the Bachelor of Applied Computer Information Systems and Business degree program should be aware that there are provisions for them to exit with a Diploma in Computer Information Systems in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Further details can be found in the *Computer Science and Information Systems* section.

## DIPLOMA – COMPUTER INFORMATION SYSTEMS

The Computer Information Systems Diploma prepares students for employment in the computer field immediately upon graduation. It is intended for students with prior business experience and/or post-secondary educational qualifications who wish to become computer specialists.

The curriculum consists of the first four academic semesters of the Bachelor of Applied Computer Information Systems and Business degree. In addition to the College graduation requirements for diplomas listed in the section entitled *General Graduation Requirements*, a minimum grade of "C" must be attained in all Computer Science and Entrepreneurship courses. A student may not repeat a Computer Science or an Entrepreneurship course more than once.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS COMPUTER INFORMATION SYSTEMS DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Computer Information Systems program:

### High School and Post-Secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure or Applied) – 50%

### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) – 50%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.



# DISABILITY STUDIES



## PROGRAM OFFERED

Diploma – Disability Studies

## FACULTY INFORMATION

Department: 403-440-6448

Dean, Faculty of Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Social Work and Disability Studies  
L. Fountain: 403-440-6443

Coordinator, Disability Studies  
A. Wight-Felske

## GENERAL INFORMATION

The Disability Studies diploma program will provide students with advanced skills and knowledge required to create an environment of emotional and social support for disabled persons in the community. As a part of a team of professionals, graduates design and implement intervention/teaching plans in residential, social, employment and recreation settings. The diploma program combines theory with supervised practical experience.

## DIPLOMA PROGRAM

All students entering the diploma program will be required to complete the core courses and the Arts and Science Requirements.

## UNIVERSITY TRANSFER

This program can also serve as the basis of admission into the third-year of the Bachelor of Community Rehabilitation program at the University of Calgary. Additional information is available from the Coordinator of the Disability Studies program at Mount Royal College. Refer to the *University of Calgary Calendar* for additional admission requirements.

Following completion of the Disability Studies diploma, students may continue to take courses at Mount Royal College to provide the equivalent of a third-year of credit toward the Bachelor of Community Rehabilitation degree at the University of Calgary. Students wishing to do so should contact their academic advisor following their acceptance into the Disability Studies program.

## INTERNAL PROGRAM TRANSFER

Disability Studies diploma students interested in completing two diplomas, Disability Studies and Social Work, should consult their academic advisor during the first semester of the Disability Studies program. Following the completion of the first year of the Disability Studies, students may apply to the Social Work program. Students accepted into Social Work may complete both diplomas in three years.

## PROVINCIAL GUIDELINES

The Provincial Rehabilitation and Disability Studies college programs have agreed to broad course content areas. The agreement facilitates transfer between the first and second year for Rehabilitation and Disability Studies students among Alberta Colleges. Transfer between the first and second year for Rehabilitation and Disability Studies students among Alberta Colleges is available on a course by course basis.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS DISABILITY STUDIES DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Disability Studies Diploma program:

#### High School Standing

- English Language Arts 30-1 – 50%



### Post-Secondary Standing

- English Language Arts 30-1 – 50% or English 0212 (at Mount Royal College) – Passing Grade

### Mature Standing

- English Language Arts 30-1 – 60% or English 0212 (at Mount Royal College) – Passing Grade

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## INTERNATIONAL PRACTICUM OPPORTUNITY

Students may have an opportunity to complete their first or second year practicum in an international placement during the Spring Semester. Opportunities are currently available in England, Mexico and Malaysia.

## CURRICULUM

### Diploma – Disability Studies

Semester 1	Credits
English 1101 or any 1100-level (or higher) English . . . . .	3
Disability Studies 1111 – Overview of the Field of Disability Studies . . . . .	3
Disability Studies 1115 – Disabling Conditions . . . . .	3
Health Studies 1112 – General Health Care . . . . .	3
Social Work 1187 – Social Welfare Policies and Issues . . . . .	3
Total Credits . . . . .	15

Semester 2	Credits
Disability Studies 1113 – Assessment and Life Style Planning . . . . .	3
Disability Studies 1123 – Supporting Clients with Difficult and Challenging Behaviours. . . . .	3
Psychology 1105 – Introduction to Psychology . . . . .	3
Social Work 1216 – Helping Skills with Individuals . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 3	Credits
Disability Studies 1287 – Disability Studies Practicum I . . . . .	6
Social Work 1218 - Social Work with Groups . . . . .	3
Social Work 1221 – Community Organization . . . . .	3
Social Work 1222 – Social Work with Families . . . . .	3
Total Credits . . . . .	15

Semester 4	Credits
Disability Studies 1205 – Disability Work Management . . . . .	3
Disability Studies 1297 – Disability Studies Practicum II . . . . .	6
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	18
Total Credits for Graduation . . . . .	63

**Note:** Students will be accepted into practica on the basis of academic performance, professional suitability, fitness and conduct.

To be placed in the following practicum courses (Disability Studies 1287 and 1297), students must obtain a minimum Grade Point Average of 2.00 in all courses other than Arts and Science Requirements.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.





# EARLY LEARNING AND CHILD CARE



## PROGRAMS OFFERED

Diploma – Early Learning and Child Care

Certificate – Early Learning and Child Care

## FACULTY INFORMATION

Department: 403-440-5968

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Child and Youth Studies  
J. Baxter: 403-440-6492

Coordinator, Early Learning and Child Care  
L. Sutherby: 403-440-6446

## GENERAL INFORMATION

The Early Learning and Child Care (ELCC) program instructs students about child development from infancy to age twelve; providing them with the knowledge and skills to interact with young children while working in an early learning and child care setting. Courses include information about how to design, implement and evaluate developmentally appropriate play experiences and how to communicate effectively with parents and professionals about the needs of the children in their care. Completion of the Early Learning and Child Care program qualifies graduates to work in many interesting employment options such as; nursery school teachers, kindergarten aides and child-care professionals.

The Diploma involves two years of study. The Certificate program is for individuals who wish to complete the equivalent of a full year of course work. Courses are offered during the day, in the evening, in blended formats and online. Full time Diploma students take courses primarily during the day; part time students take courses primarily in the evening or online.

Upon successful completion of one three credit course, students will be eligible for Level I Certification through Alberta Day Care Staff Qualifications. Upon successful completion of the certificate program, graduates will be eligible for Level II Certification through Alberta Day Care Staff Qualifications. Upon successful completion of the diploma program, graduates will be eligible for Level III Certification through Alberta Day Care Staff Qualifications.

## PROVINCIAL GUIDELINES

The Provincial Early Childhood Education programs have agreed to broad course content areas and the number of hours of instruction for each content area to facilitate transfer between Alberta colleges. As a result of this agreement students transferring from other programs may find they need to register for additional courses to meet the Provincial guidelines.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the Admissions section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS EARLY LEARNING AND CHILD CARE DIPLOMA

In addition to meeting the general admission requirements indicated in the Admissions section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Early Learning and Child Care Diploma program:

#### High School

- English Language Arts 30-1 or English Language Arts 30-2 – 50%

#### Mature Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 50%

#### Post-secondary Standing

- No specific high school course requirements

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

**Note:** Students will be required to present a current Criminal Record Check and Intervention Record Check, prior to the fieldwork course and practicum placement. All costs related to these requirements will be the responsibility of the student.

Applicants entering the Early Learning and Child Care Diploma after receiving the Certificate will be required to complete the Application for Admission form.

## ADDITIONAL ADMISSION REQUIREMENTS EARLY LEARNING AND CHILD CARE CERTIFICATE

In addition to meeting the general admission requirements indicated in the Admissions section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Early Learning and Child Care Certificate program:

#### High School and Post-secondary Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 50%

#### Mature Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 50%

#### Post-secondary Standing

- No specific high school course requirements

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

**Note:** Students will be required to present a current Criminal Record Check and Intervention Record Check, prior to the fieldwork course and practicum placement. All costs related to these requirements will be the responsibility of the student.

Applicants entering the Early Learning and Child Care Certificate will be required to complete the Application for Admission form.

## PROGRAM DEPOSIT

All students accepted into the Early Learning and Child Care programs will be required to pay a \$125 non-refundable registration deposit within two weeks of notification of acceptance into the program.

## CONTINUANCE IN THE PROGRAM

Students must have an overall Grade Point Average of 2.00 or better in core Early Learning and Child Care courses to continue in the program. Students must successfully complete ELCC 1282 to enrol in ELCC 1285

## CURRICULUM

### Diploma – Early Learning and Child Care

Semester 1	Credits
English 0212 or English 1101 or any 1100-level (or higher) English. . . . .	3
Early Learning and Child Care 1104 – Introduction to Early Learning and Child Care . . . . .	3
Early Learning and Child Care 1109 – Principles of Development I . . . . .	3
Early Learning and Child Care 1110 – Learning Through Play I . . . . .	3
Early Learning and Child Care 1180 – Field Work . . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Early Learning and Child Care 1209 – Principles of Development II . . . . .	3
Early Learning and Child Care 1120 – Learning Through Play II . . . . .	3
Early Learning and Child Care 1213 – Communicating with Parents and Professionals in Early Childhood Settings. . . . .	3
Early Learning and Child Care 1282 – Practicum I . . . . .	3
Health Studies 1213 – Health, Safety and Nutrition . . . . .	3
Total Credits. . . . .	15

Semester 3	Credits
Early Learning and Child Care 1121 – Learning Through Play III . . . . .	3
Early Learning and Child Care 1211 – Child, Family and Community . . . . .	3
Early Learning and Child Care 1215 – Young Children with Special Needs. . . . .	3
Early Learning and Child Care 1285 – Practicum II . . . . .	6
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	18

Semester 4	Credits
Early Learning and Child Care 1217 – Professional Practices in Early Childhood Organizations. . . . .	3
Early Learning and Child Care 1220 – Issues in Early Learning and Child Care . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	63

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## PROGRAM EXIT

Students who successfully complete the first two semesters of studies and have a Grade Point Average of at least 2.00 or higher, including the following courses, may apply for a Certificate in Early Learning and Child Care: Early Learning and Child Care 1104, 1109, 1110, 1120, 1180, 1209, 1213, 1282 and Health 1213. Students must complete English 0212 or English 1101 or any 1100-level (or higher) English. Upon successful completion of these courses, students will also be eligible for Level II Certification through the Alberta Day Care Staff Qualifications Board.

### Certificate – Early Learning and Child Care

Semester 1	Credits
Early Learning and Child Care 1104 – Introduction to Early Learning and Child Care . . . . .	3
Early Learning and Child Care 1180 – Field Work . . . . .	3
Total Credits. . . . .	6

Semester 2	Credits
Early Learning and Child Care 1109 – Principles of Development I . . . . .	3
Early Learning and Child Care 1110 – Learning Through Play I . . . . .	3
Total Credits. . . . .	6

Semester 3	Credits
Early Learning and Child Care 1209 – Principles of Development II . . . . .	3
Health Studies 1213 – Health Safety and Nutrition . . . . .	3
Total Credits. . . . .	6

Semester 4	Credits
Early Learning and Child Care 1120 – Learning Through Play II . . . . .	3
Early Learning and Child Care 1213 – Communicating with Parents and Professionals in Early Childhood Settings. . . . .	3
Early Learning and Child Care 1282 – Practicum I . . . . .	3
Total Credits. . . . .	9
Note: Students must complete English 0212 or 1101 prior to graduation. . . . .	3
Total Credits for Graduation. . . . .	30

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

# ENVIRONMENTAL TECHNOLOGY



## PROGRAM OFFERED

Certificate – Environmental Technology

## FACULTY INFORMATION

Department: 403-440-6163

Dean, Faculty of Science and Technology  
B. Lane: 403-440-6966

Chair, Department of Chemical, Biological and Environmental Sciences  
T. MacAlister: 403-440-6684

Coordinator, Environmental Technology Program  
R. Saint-Fort 403-440-6683

## GENERAL INFORMATION

This program provides a good basic training in the theory and techniques of environmental control. It is aimed at those individuals possessing on-the-job experience of an environmental nature and/or a diploma in a related field. The timetable may be arranged to accommodate part-time and evening students who are employed full-time and who wish to broaden their background. Certain courses are designed to allow students, in consultation with the instructor and advisor, to select specific topics to be covered during the course. These topics will be selected with the intent of making them relevant to the student's interests and needs.

Upon completion of the program, graduates can apply to the Alberta Society of Engineering Technologists for certification.

## ADMISSION REQUIREMENTS FOR THE ENVIRONMENTAL TECHNOLOGY CERTIFICATE

- Alberta High School Diploma or 18-years-of-age by September 1 for the Fall Semester to which the applicant is applying.
- Enrolment is restricted to persons with experience in environmental management and/or related fields.
- Students interested in this program should speak with the academic advisor.

**Note:** Entrance to the certificate program is based on consent of the department. Students may progress at their own rate; however, it is recommended that the certificate requirements be completed within three years. Laboratory requirements will depend upon the student's background. Enrolment may be limited in the program.

## NON-CERTIFICATE STUDENTS

Persons wishing to take certain courses in the program but not intending to obtain a certificate may register for those courses with the permission of the academic advisor.

## CURRICULUM

This program is offered on a part-time basis and may take more than one year to complete.

### Certificate – Environmental Technology

Environmental Science 3303 – Life Cycle Assessment . . . . .	3
Environmental Science 3323 – Watershed Management . . . . .	3
Environmental Science 4405 – Air Quality . . . . .	3
Environmental Science 4407 – Pollution Prevention: Toward Zero Emissions . . . . .	3
Environmental Science 4431 – Management of Residuals . . . . .	3
Environmental Science 4433 – Quality Assurance/Quality Control . . . . .	3
Directed Reading 1199 – Graduation Research Project . . . . .	4
Approved Option. . . . .	2-3
Approved Option. . . . .	2-3
Approved Option. . . . .	3
Total Credits for Graduation. . . . .	29-31

Select Approved Options	Credits
Environmental Science 2201 – Introduction to Industrial Ecology. . . . .	3
Environmental Science 3307 – Air Pollution Monitoring. . . . .	3
Environmental Science 3315 – Applied Instrumentation. . . . .	3
Environmental Science 3333 – Groundwater Contamination . . . . .	3
Environmental Science 4411 – Industrial Sanitation. . . . .	2
Environmental Science 4413 – Principles of Eco-Industrial Development . . . . .	2
Environmental Science 4417 – Design for the Environment . . . . .	3
Environmental Science 4441 – Site System Remediation Design . . . . .	3

# GENERAL STUDIES



## PROGRAMS OFFERED

Arts and Science – Diploma – General Studies (Arts)  
 Arts and Science – Diploma – General Studies (Science)  
 Arts and Science – Diploma – General Studies (Science – Geography)  
 Arts and Science – Certificate – General Studies

## FACULTY INFORMATION

Dean, Faculty of Arts  
 M. Mertin: 403-440-6960  
 Dean, Faculty of Science and Technology  
 B. Lane: 403-440-6966

## GENERAL INFORMATION – DIPLOMA PROGRAM

The General Studies diploma is available to students who have completed the required courses from a broad range of arts and science offerings. Students have the flexibility to design individual programs in their area of interest.

This program is ideally suited to those who wish to obtain a general education and/or wish to transfer to another post-secondary institution and who also wish to obtain a credential.

Students may take transfer or non-transfer courses, but those wishing to receive transfer credit at another post-secondary institution should consult the calendar of the receiving institution and/or the Transfer Guide to select courses that will be acceptable. Students are encouraged to consult an academic advisor in Academic Advising Services at the College (403-440-5000 or <http://advising.mtroyal.ca>) who will assist in planning a program which conforms to the requirements of the institution chosen.

## ADMISSION REQUIREMENTS FOR GENERAL STUDIES DIPLOMA PROGRAM

The General Studies Diploma program does not have any specific course-based admission criteria, thereby providing students with an avenue to upgrade and prepare for post-secondary studies. Applicants to the General Studies program must possess the equivalent of an Alberta High School Diploma or have reached 18 years of age by September 1 for the Fall Semester or January 1 for the Winter Semester to which the applicant is applying. Although this program does not require any specific grade 12 subjects, applicants must provide all final/official transcripts regardless of the level attained to ensure they have the necessary prerequisite high school course(s) for their intended program of study.

## GRADUATION REQUIREMENTS – GENERAL STUDIES DIPLOMA (ARTS)

Requirements	Minimum Credits
English 0212 or 1101 or approved English . . . . .	3
Four Arts and Science courses* . . . . .	12
Twelve Arts and Science courses (including at least one Science course)	
Three of these courses must be at the senior-level. . . . .	36
Three electives** . . . . .	9
Minimum Credits for Graduation . . . . .	60
Total Credits will vary if students take courses that carry more than four credits.	

\* Students must complete one course from each of four (4) of the seven (7) arts and science areas. Refer to the *General Graduation Requirements – Arts and Science Requirements* section in this calendar.

\*\* Students should consult *Restrictions and Interpretations for Diploma Programs* before choosing their electives.



## GRADUATION REQUIREMENTS – GENERAL STUDIES DIPLOMA (SCIENCE)

Requirements	Minimum Credits
English 0212 or 1101 or approved English . . . . .	3
Four Arts and Science courses* . . . . .	12
Twelve Arts and Science courses (including at least eight Science courses)	
Three of these courses must be at the senior-level . . . . .	36
Three electives** . . . . .	9
Minimum Credits for Graduation . . . . .	60
Total Credits will vary if students take courses that carry more than four credits.	

\* Students must complete one course from each of four (4) of the seven (7) arts and science areas. Refer to the *General Graduation Requirements – Arts and Science Requirements* section in this calendar.

\*\* Students should consult *Restrictions and Interpretations for Diploma Programs* before choosing their electives.

## GENERAL STUDIES DIPLOMA (SCIENCE – GEOGRAPHY)

Requirements	Credits
English 0212 or 1101 . . . . .	3
Anthropology 1104 – Introduction to Archaeology . . . . .	3
Computer Science 2203 – Introduction to Computers . . . . .	3
or	
Computer Science 2215 – Introduction to Programming . . . . .	3
Geography 2211 – The Physical Environment . . . . .	3
Geography 2231 – Introduction to Mapping, GIS and Remote Sensing . . . . .	3
Geography 2251 – The Human Environment . . . . .	3
Geography 3305 – Weather and Climate . . . . .	3
Geography 3307 – Landform Processes and Morphology . . . . .	3
Geography 3333 – Introduction to Remote Sensing . . . . .	3
Geography Elective . . . . .	3
Geography Elective . . . . .	3
Mathematics 1224 – Introduction to Statistics . . . . .	3
Arts and Science option . . . . .	3
Arts and Science option . . . . .	3
Arts and Science option . . . . .	3
Arts and Science option . . . . .	3
Arts and Science option . . . . .	3
Elective . . . . .	3
Elective . . . . .	3
Elective . . . . .	3
Minimum Credits for Graduation . . . . .	60

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## GENERAL INFORMATION – CERTIFICATE PROGRAM

The General Studies Certificate is available to students who have completed the required courses from a broad range of arts and science offerings. Students have the flexibility to design individual programs in their area of interest.

This program is ideally suited to those who wish to obtain a general education and/or wish to transfer to another post-secondary institution, and who also wish to obtain a credential.

Students may take transfer or non-transfer courses, but those wishing to receive transfer credit at another post-secondary institution should consult the calendar of the receiving institution and/or the Transfer Guide to select courses that will be acceptable to the receiving institution. Students are encouraged to consult an academic advisor in Academic Advising Services at the College (403-440-5000 or <http://advising.mtroyal.ca>) who will assist in planning a program which conforms to the requirements of the institution chosen.

## ADMISSION REQUIREMENTS – CERTIFICATE PROGRAM

Eligibility is restricted to those students who possess the equivalent of an Alberta High School Diploma or have left high school and are 18-years-of-age or older by the last day of the semester to which they are being admitted.

## GRADUATION REQUIREMENTS – CERTIFICATE PROGRAM

Requirements	Minimum Credits
English 0212 or 1101 or approved English . . . . .	3
One Arts course . . . . .	3
One Science course . . . . .	3
Seven other Arts and Science courses . . . . .	21
Minimum Credits for Graduation . . . . .	30

**Note:** Total credits will vary if students take courses that carry more than four (4) credits.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.



# MUSIC



## PROGRAM OFFERED

Diploma – Music Performance

## FACULTY INFORMATION

Conservatory: 403-440-6821

Director, Mount Royal College Conservatory  
P. Dornian: 403-440-6595

Chair, Department of Theatre, Speech and Music Performance  
R. Ayles: 403-440-6906

## GENERAL INFORMATION

In response to the special needs of young musicians who may have the potential to become professional performers, Mount Royal College has developed a diploma program in Music Performance with streaming to fit the needs of different instruments. Our program is unique in that it provides the academic rigour of the conventional music performance program while enhancing the emphasis on the development of performing skills.

The diploma in Music Performance is designed to prepare students for positions in professional performing organizations or for further studies, by allowing them approximately five (5) hours a day for concentrated practice and by giving them the opportunity to develop their performance skills under very careful guidance.

Recognizing that many students will want to pursue a Bachelor of Music, the diploma in Music Performance is fully transferable within the Alberta post-secondary system.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS MUSIC PERFORMANCE DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

## Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Music Performance Diploma program:

### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%

### Mature Standing

- English Language Arts 30-1 – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

- Audition and interview – applicants must exhibit performance skills at an advanced level through presentation of major works of repertoire on their instrument or voice. Applicants must play or sing before an audition panel. A tape/CD is acceptable for those applying from out of the province or country. Applicants will be assessed on their technique, artistry and potential to fulfill program requirements. Applicants will also be interviewed.
- Placement tests in music theory and ear training will be required.

## ADDITIONAL FEES

There is also an additional fee of \$225 per semester over and above the standard College fees.

## CONTINUANCE IN THE PROGRAM

Students who fail to achieve a minimum grade of "C-" (1.70 Grade Point Average) in each of the required core courses in the program will not be allowed to continue in Music Performance diploma core courses in the subsequent semester, and must repeat any required core courses in which the "C-" minimum was not met. This grade requirement does not apply to the English requirement or the four Arts and Science Requirements. A minimum grade of "C-" is required in all Music Performance core courses in order to qualify for a diploma.

## CURRICULUM

### Diploma – Music Performance – Classical

Semester 1	Credits
ENGL 0212 or 1101 or any 1100-level (or higher) English . . . . .	3
MUSC 1104 – Chamber Ensemble I or Approved Language Requirement – Voice* . . . . .	2-3
MUSC 1109 – Theory of Music I . . . . .	3
MUSC 1115 – Choir I or MUSC 1119– Orchestra I . . . . .	1
MUSC 2201 – Introduction to Music History . . . . .	3
MUSD 1100 Level – Principle Instrument or Voice . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	18-19

Semester 2	Credits
MUSC 1120 – Chamber Ensemble II or Approved Language Requirement – Voice* . . . . .	2-3
MUSC 1123 – Theory of Music II . . . . .	3
MUSC 1214 – Choir II or MUSC 1219 – Orchestra II . . . . .	1
MUSC 2241 – History of Musical Style I . . . . .	3
MUSD 1200 Level – Principal Instrument or Voice . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15-16

Semester 3	Credits
MUSC 1215 – Choir III or MUSC 1220 – Orchestra III . . . . .	1
MUSC 1230 – Chamber Ensemble III or Approved Language Requirement – Voice* . . . . .	2-3
MUSC 2109 – Theory of Music III . . . . .	3
MUSC 3343 – History of Musical Style II . . . . .	3
MUSD 1300 Level – Principal Instrument or Voice . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15-16

Semester 4	Credits
MUSC 1216 – Chorus IV or MUSC 1221 – Orchestra IV . . . . .	1
MUSC 1240 – Chamber Ensemble IV (not required for Voice) . . . . .	0-2
MUSC 2123 – Theory of Music IV . . . . .	3
MUSC 3345 – History of Musical Style III . . . . .	3
MUSD 1400 Level – Principal Instrument or Voice . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	13-15
Total Credits for Graduation . . . . .	61-66

### Diploma – Music Performance – Jazz

Semester 1	Credits
ENGL 0212 or 1101 or any 1100-level (or higher) English . . . . .	3
MUSC 1104 – Chamber Ensemble I . . . . .	2
MUSC 1109 – Theory of Music I . . . . .	3
MUSC 1115 – Choir I or MUSC 1119 – Orchestra I . . . . .	1
MUSC 1234 – Jazz History I . . . . .	3
MUSD 1100 Level – Principal Instrument or Voice . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	18

Semester 2	Credits
MUSC 1120 – Chamber Ensemble II . . . . .	2
MUSC 1123 – Theory of Music II . . . . .	3
MUSC 1214 – Choir II or MUSC 1219 – Orchestra II . . . . .	1
MUSD 1200 Level – Principal Instrument or Voice . . . . .	3
Arts and Science Requirement . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	15

Semester 3	Credits
MUSC 1215 – Choir III or MUSC 1220 – Orchestra . . . . .	1
MUSC 1230 – Chamber Ensemble III . . . . .	2
MUSC 2201 – Introduction to Music History . . . . .	3
MUSC 2251 – Jazz Theory I . . . . .	3
MUSC 2261 – Jazz Composition and Arranging I . . . . .	2
MUSC 2281 – Jazz Improvisation I . . . . .	3
MUSD 1300 Level – Principal Instrument or Voice . . . . .	3
Total Credits . . . . .	17

Semester 4	Credits
MUSC 1216 – Chorus IV or MUSC 1221 – Orchestra IV . . . . .	1
MUSC 1240 – Chamber Ensemble IV . . . . .	2
MUSC 2253 – Jazz Theory II . . . . .	3
MUSC 2263 – Jazz Composition and Arranging II . . . . .	2
MUSC 2283 – Jazz Improvisation II . . . . .	3
MUSD 1400 Level – Principal Instrument or Voice . . . . .	3
Arts and Science Requirement . . . . .	3
Total Credits . . . . .	17
Total Credits for Graduation . . . . .	67

\* Students in the Vocal Stream will enrol in an approved university level transfer language course with a minimum of 3 credits at Mount Royal or at another post-secondary institution in French, German, or Italian. Courses acceptable at Mount Royal College are: French 1109/1111/1113/1115/1117, German 1105/1107/1125/1127, Italian 1101/1103.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science Requirements, refer to the section entitled *General Graduation Requirements*.

# NURSING AND HEALTH STUDIES



## PROGRAMS OFFERED

Adult Mental Health Certificate of Achievement for Licensed Practical Nurses  
Advanced Studies in Critical Care Nursing – Critical Care Nursing – Post-Basic Certificate  
Advanced Studies in Critical Care Nursing – Emergency Nursing – Post-Basic Certificate  
Advanced Studies in Critical Care Nursing – Neuroscience Nursing – Post-Basic Certificate  
Advanced Studies in Mental Health – Post-Basic Certificate  
Bridge to Canadian Nursing Program - Certificate of Achievement  
Forensic Studies – Post-Basic Certificate  
Gerontology – Business and Entrepreneurship – Post-Basic Certificate  
Gerontology Certificate of Achievement for Licensed Practical Nurses  
Gerontology – Studies in Aging – Post-Basic Certificate  
Maternal Infant Child Healthcare – Neonatal Nursing – Post-Basic Certificate  
Maternal Infant Child Healthcare – Perinatal Nursing – Post-Basic Certificate

## FACULTY INFORMATION

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988  
Acting Chair, Department of Advanced Specialty Health Studies  
P. Price: 403-440-6553  
Chair, Department of Internationally Educated Nurses (IEN) Programs  
B. Metcalf: 403-440-6887  
Coordinator, Advanced Studies in Critical Care Nursing (Emergency Nursing)  
H. McLellan: 403-440-7201  
Coordinator, Advanced Studies in Critical Care Nursing (Critical Care and Neuroscience Nursing)  
P. Price: 403-440-6553  
Coordinator, Advanced Studies in Mental Health  
F. Jackson: 403-440-6041

Coordinator, Bridge to Canadian Nursing  
E. Schow: 403-440-6879

Coordinator, Adult Mental Health Certificate of Achievement for Licensed Practical Nurses  
D. McDermid: 403-440-6882

Coordinator, Forensic Studies  
C. Carter-Snell: 403-440-6679

Coordinator, Gerontology Certificate of Achievement for Licensed Practical Nurses  
D. McDermid: 403-440-6882

Coordinator, Maternal Infant Child Healthcare  
S. Beischel: 403-440-7054

## BRIDGE TO CANADIAN NURSING – CERTIFICATE OF ACHIEVEMENT

### GENERAL INFORMATION

The Bridge to Canadian Nursing certificate of achievement program is a one year course of study offered on-site at Mount Royal. This “bridging” program is designed to prepare Internationally Educated Nurses for employment as Registered Nurses in the Province of Alberta.

Candidates will benefit from Prior Learning Assessment strategies that allow for recognition of their previous learning and experience and be provided with a program of studies that prepares them for a more successful transition into the roles and expectations of nurses practicing in Canada.

The program of study combines professional communication skills for nurses, professional terminology, clinical judgment skills, nursing theory, professional nursing practice in Canada and nursing clinical practice to prepare nurses who have been educated outside of Canada for safe, competent nursing practice in Canadian health care settings. Additional optional coursework is offered to Bridge to Canadian Nursing program students to address knowledge and practice gaps in three specific areas of nursing practice: mental health, child health and maternal-child health.

#### Level I: Introduction to Nursing in Canada

The four courses in Level I (taken in Semester I) focus on an introduction to nursing in Canada. These courses are designed to address gaps in students' knowledge and skills that would make it difficult for them to function safely in clinical nursing practice settings in Canada. The courses address skill areas such as: professional communication, “nursing-specific” language and terminology (including reading, writing, listening and speaking in the nursing context), human responses in health and illness and clinical judgment in nursing. The courses are designed to be taken concurrently.

### Level II: Nursing Theory and Canadian Practice Review

The three courses in Level II (taken in Semester II) relate to nursing theory and Canadian nursing practice. The nursing theory courses are designed to orient internationally-educated nurses to the standards of practice and the role and scope of nursing practice in Canada. These courses provide internationally educated nurses the opportunity to become familiar with the knowledge and skills expected of graduate nurses in Canada and the practice competencies as defined by the Canadian Registered Nurse Examination (CRNE) 2005-2009.

### Level III: Preparation for Competencies Assessment and Clinical Practice

A nursing clinical course represents Level III in the program and is completed during a third semester. The clinical course provides significant hours of supervised clinical practice on a medical-surgical nursing unit in the Calgary Health Region to develop knowledge and skills with regard to the competencies that allow for the integration of knowledge, complex problem-solving and nursing decision-making.

Successful completion of this series of courses would prepare internationally educated nurse candidates to write the national registered nurse credentialing examination in preparation for employment in the health care system. Candidates completing all three levels of the program will receive a certificate of achievement.

## NURSING SPECIALTY REVIEW

Additional optional coursework (i.e., a Directed Readings course) is offered to IEN candidates to address knowledge and practice gaps in one or more of the traditional "nursing specialty" areas of practice (i.e., adult and seniors' health, psychiatric/mental health, child health and maternal/infant or childbearing health) required by the College and Association of Registered Nurses of Alberta (CARNA) as an expectation of competent "generalist" practice. Nurses in Canada are prepared as generalists and knowledge and skills in these areas are considered essential to entry to practice requirements.

Candidates for this optional coursework, must meet eligibility requirements for licensure as a registered nurse in Alberta. Prospective candidates will require a letter from the College and Association of Registered Nurses of Alberta indicating their eligibility for registration/licensure in Alberta. Candidates will also require a preliminary diagnostic assessment, from which CARNA will identify the coursework required to address knowledge and practice gaps. Candidates requiring only this course of study to qualify for registered licensure in the province of Alberta will be enrolled as visiting students in the Bridge to Canadian Nursing program while they complete their Directed Reading course. Candidates will be provided with a series of units or modules packaged as study guides for each of the specialty areas and in exceptional circumstances a preceptored clinical experience if required.

## APPLICATION TO PROGRAM

Prospective students of the Bridge to Canadian Nursing program students will complete the Mount Royal Application for Admission form, indicating on the form that they are applying for the Bridge to Canadian Nursing program.

## ADMISSION REQUIREMENTS FOR THE BRIDGE TO CANADIAN NURSING PROGRAM

Candidates must meet eligibility requirements for licensure as a registered nurse in Alberta.

Prospective Bridge to Canadian Nursing program candidates in Level II and III require a letter from the College and Association of Registered Nurses of Alberta (CARNA) indicating their eligibility for registration/licensure in Alberta or a temporary CARNA permit or a CARNA permit.

Candidates must also have a sufficient level of English fluency. For study in Level I of the program (Introduction to Nursing in Canada) the language level for entry is set at a benchmark level of 6 on the 12-point scale used by Canadian Language Benchmarks or equivalent. For study in Level II of the program, the language level for entry is set at a benchmark level of 8 on the 12-point scale used by Canadian Language Benchmarks or a successful pass in an English Language Test accepted by CARNA. For study in Level III, the student must have successfully passed the English Language Tests as determined by CARNA.

For detailed information about Canadian Language Benchmarks, including contact information for assessment centres, visit <http://www.language.ca/>

Admission decisions for this program are made by the Department of Undergraduate Nursing Studies. Enrolment in this program is limited. Intakes to the program occur in each of the Fall and Winter semesters.

## PROGRAM DEPOSIT

All students accepted into the Bridge to Canadian Nursing program will be required to pay a \$125 non-refundable registration deposit within two weeks of notification of acceptance into the program.

## TRANSFER CREDIT ASSESSMENT

This program will not offer transfer credit for coursework completed at other institutions.

## DURATION OF THE PROGRAM

Program requirements for the Bridge to Canadian Nursing program must be completed in two academic years.

## STUDENTS WITH DISABILITIES

When warranted, and without compromising academic and professional nursing practice standards, Mount Royal will provide reasonable accommodation for students with documented disabilities. Students need to fulfill program requirements to be eligible for the certificate of achievement indicating completion of the program.

## POLICIES RELATIVE TO NURSING PRACTICE EXPERIENCE

Students must demonstrate satisfactory clinical performance as delineated in the course syllabus.

Students' nursing practice experience may be scheduled at varied hours, including evenings, nights and weekends. Students may be required to complete practice experiences at sites distant to their place of residence. An out-of-town practice experience may be scheduled. All travel and accommodation costs associated with practice experiences are the responsibility of the student.

Participation in classroom, practice, tutorial and laboratory sessions is mandatory. A student who is unable to attend these experiences due to exceptional circumstances, and therefore, is unable to meet course objectives may apply for deferral of course work. Students are cautioned that even if a deferral is granted, required practice and/or tutorial experiences may not be immediately available and student progress through the program may be delayed as a result.

A student may be prohibited from attending or completing a practice experience if there is evidence to suggest that the student's physical and/or psychological health may be detrimental to patients or patient care. Approval of the Department Chair is required for entry into the clinical course.

Proof of up-to-date immunization status is required for all professional practice courses and is the responsibility of the student.

## C.P.R. CERTIFICATION

Students must provide proof of current C.P.R. Certification at the Basic Life Support for Healthcare Provider level on an annual basis. Evidence of certification is to be shown to the clinical instructor prior to the beginning of all clinical experiences. All associated costs are the responsibility of the student.

## CRIMINAL RECORD CHECK

Provincial legislation requires that new employees and volunteers in publicly funded agencies including: hospitals, seniors' lodges, group homes and nursing homes are subject to a criminal record check and vulnerable sector check. In some cases, agencies may require students to provide proof of a criminal record check prior to commencing a clinical course. Thus, students may be required to obtain more than one criminal record check during their program of studies. All costs related to the criminal record check are the responsibility of the student.

If a student is denied a clinical placement, then the student will be unable to meet course requirements and will be required to withdraw from the program. Refer to the statement regarding *Criminal Record and Other Background Checks* in the College Calendar.

## CONTINUANCE IN THE PROGRAM

In order to be considered a student of record in the Bridge to Canadian Nursing program at Mount Royal, the student must achieve a minimum "C" grade in Level I - Introduction to Nursing in Canada courses prior to proceeding to Level II – Nursing Theory and Canadian Practice Review courses. Candidates must achieve a minimum "C" grade in Level II courses to continue to Level III.

Students who are unsuccessful after two registrations in any of the Bridge to Canadian Nursing courses will be withdrawn from the program and will not be eligible for re-registration.

## INTERRUPTION OF PROGRAM

Students who interrupt their program are advised that they will be required to comply with any regulations that may have come into effect with regard to their programs and requirements. Students will be required to re-apply for admission and notify Mount Royal by March 15 of their intention to return for the following Fall Semester or by October 1 for the following Winter Semester. Students who are required to withdraw for academic reasons must re-apply for admission.

## PROGRAM COMPLETION REQUIREMENTS

To be eligible for the Bridge to Canadian Nursing program completion, students must complete all program requirements. Students must achieve a cumulative grade point average of 2.00 with no grade less than "C" in each of their courses to be eligible for Bridge to Canadian Nursing program completion status.

## CURRICULUM SEQUENCE

Students entering the Bridge to Canadian Nursing program must sequence their course of studies in the following manner:

### Level I: Introduction to Nursing in Canada

Semester 1	Credits
Health Studies 1113 – Professional Communication Skills for Nurses	3
Health Studies 1114 – Professional Terminology for Nurses	3
Health Studies 1115 – Human Responses in Health and Illness	3
Health Studies 1116 – Clinical Judgment Skills in Nursing	3
Total Credits	12

Note: If candidates have achieved a sufficient level of English language facility, that is, a successful pass in an English Language Test accepted by the College and Association of Registered Nurses of Alberta, they are not required to undergo the language assessment tests and not required to take the four courses in Semester I of the Bridge to Canadian Nursing program. Please see an academic advisor for details.

### Level II: Nursing Theory and Canadian Practice Review

Semester 2	Credits
Health Studies 2310 – Professional Nursing in Canada	3
Health Studies 2320 – Nursing Theory Review I	3
Health Studies 2330 – Nursing Theory Review II	3
Total Credits	9

### Level III: Preparation for Competencies Assessment and Clinical Practice

Semester 3	Credits
Health Studies 2403 – Nursing Clinical Review	3
Total Credits	3
Total Credits for Graduation	24

Note: To accommodate unique program needs, students may pursue up to four credits through a Directed Readings course. See Calendar course description for the parameters of this type of credit. Only one Directed Readings course may be used for graduation purposes. Permission to incorporate a Directed Readings course within a program of study requires the approval of the Coordinator of the Bridge to Canadian Nursing Program.

## POST-BASIC CERTIFICATES

## CRIMINAL RECORD CHECK

Provincial legislation requires that new employees and volunteers in publicly funded agencies including: hospitals, seniors' lodges, group homes and nursing homes are subject to a criminal record check. In some cases, agencies may require students to provide proof of a criminal record check prior to commencing a clinical course. Thus, students may be required to obtain more than one criminal record check during their program of studies. All costs related to the criminal record check are the responsibility of the student.

If a student is denied a clinical placement, then the student will be unable to meet course requirements and will be required to withdraw from the program. Refer to the statement regarding *Criminal Record and Other Background Checks* in this calendar.

## WORKERS' COMPENSATION BOARD COVERAGE

Students requiring clinical practicum placements must be aware that agencies and employers usually require Workers' Compensation Board (WCB) coverage on behalf of the student. MRC can provide WCB coverage for students attending in Alberta, BC, Ontario, PEI and possibly a few other provinces. Applicants from Saskatchewan, Manitoba, Nova Scotia, Newfoundland and the Yukon should be aware that MRC is not able to purchase WCB coverage in these provinces. It will be up to the student to make the required arrangements with the employer/agency where the practicum is to take place. For further information, please contact the Coordinator prior to application. Alternate practicum arrangements may be possible.



## ADULT MENTAL HEALTH CERTIFICATE OF ACHIEVEMENT FOR LICENSED PRACTICAL NURSES

### GENERAL INFORMATION

This Certificate of Achievement program is offered collaboratively by Mount Royal (MRC) and Bow Valley College (BVC). The program is designed for Licensed Practical Nurses who are seeking to develop knowledge, skills and expertise working with or providing mental health care in a variety of settings. All courses in the program are delivered fully-online through e-Campus Alberta.

The program will enhance foundational Licensed Practical Nurse (LPN) knowledge and skills in adult mental healthcare by building on the students' prior education and experience to support the acquisition of knowledge that will enhance LPN practice in mental health.

### APPLICATION TO PROGRAM

Students will apply to the collaborative program through Bow Valley College and register for the Leadership Practical Nurses course through Bow Valley College. Students who have been admitted to the program through Bow Valley College will complete the Mount Royal Application for Admission form at the time they wish to register in Mount Royal courses. Students admitted to the program will register for MRC classes through Mount Royal's registration system.

### ADMISSION REQUIREMENTS FOR ADULT MENTAL HEALTH CERTIFICATE OF ACHIEVEMENT FOR LICENSED PRACTICAL NURSES

Graduation from a recognized post-secondary educational institution with a Licensed Practical Nurse credential. Proof of current registration or eligibility to register with the appropriate licensing or regulatory body (e.g. CLPNA).

In addition, applicants must submit the following documents:

- The Mount Royal Application for Admission form.
- The Adult Mental Health Certificate of Achievement for Licensed Practical Nurses program information form (available on-line).
- Final/Official transcripts from all post-secondary institutions attended.

### REGULATIONS

Students are responsible for familiarizing themselves with the policies and procedures of Mount Royal and Bow Valley College as outlined in their respective calendars.

### PROGRAM/INSTITUTION RELATED POLICIES

Students initiating appeals related to non-academic misconduct matters, academic matters, and course-related issues are governed exclusively by the regulations and procedures of the governing institution. Students may therefore not access or utilize the appeal procedures of the other institution.

### Non-Academic Misconduct:

- Students will be governed by the policies of the institution where the offence is alleged to have been committed.
- Appeals go to the institution that made the original decision.
- Students MAY NOT appeal to the other institution.
- Examples include:
  - Disruption of college activities
  - Unauthorized entry or use of college facilities
  - Misappropriation, misuse or damage of college property
  - Physical abuse, dangerous activity of person or property
  - Written / verbal abuse
  - Sexual harassment
  - Refusing to provide identification
  - Smoking in prohibited areas

### Academic Misconduct:

- Course-related issues will be dealt with by the institution whose course it is.
- Student appeals will be dealt with by the governing institution.
- Students MAY NOT appeal to the other institution.
- Examples include:
  - Admissions offences
  - Plagiarism
  - Cheating
  - Misuse of confidential material
  - Misrepresentation of facts
  - Misuse of computer software license

### COURSE APPEALS AND GRIEVANCES

Students seeking to appeal a course grade for Mount Royal will be subject to the academic appeals and grievances policies as outlined in the Mount Royal Calendar. Appeals related to Bow Valley College courses will be governed by the policies outlined in the Bow Valley College Calendar.

- Examples include:
  - Grading issues
- Student appeals will be dealt with by the governing institution as indicated in the preceding section
- Students MAY NOT appeal to the other institution

### CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses, and a total of 12 credits are required for an Adult Mental Health Certificate of Achievement for Licensed Practical Nurses.

## FINANCIAL ASSISTANCE

Information regarding financial support is available from the College of Licensed Practical Nurses of Alberta (CLPNA).

## COURSE DELIVERY

To facilitate access to the program for adult learners, all courses are offered online. Distance delivery strategies enable the coursework to be done anytime, anywhere, within the timelines of the academic semester system. The program can be completed in ten (10) months on a part-time basis.

## CURRICULUM

Adult Mental Health Certificate of Achievement for Licensed Practical Nurses

Courses	Credits
Health Studies 4001 – The Nature of Adult Mental Health Nursing Practice . . . . .	3
Health Studies 4003 – Competencies for Mental Health Nursing Practice . . . . .	3
Health Studies 4005 – Mental Health Concerns, Disorders and Interventions . . . . .	3
Bow Valley College PRNR 119 – Leadership for Licensed Practical Nurses . . . . .	3
Total Credits for Graduation . . . . .	12

## CERTIFICATE – ADVANCED STUDIES IN CRITICAL CARE NURSING

### GENERAL INFORMATION

The certificate program is designed for post-basic study for registered nurses seeking to develop knowledge, skills and expertise in the areas of critical care, emergency and neuroscience nursing. The program is designed with theoretical and clinical courses that prepare practitioners to deal effectively with the critically ill and emergency patients in rural, regional and large city hospitals.

The program offers a Critical Care Nursing Stream and an Emergency Nursing Stream each with two (2) levels. The Neuroscience Nursing stream consists of only one (1) level. Upon completion of Level I courses, students receive a Certificate in Advanced Studies in Critical Care Nursing. Level II courses offer students the opportunity to pursue more focused and advanced study in critical care or emergency nursing. Upon completion of Level II, students receive a Certificate of Achievement in Advanced Studies in Critical Care Nursing that reflects their particular area of focus.

Students may study part-time or full-time. Students will have two years to complete Level I and a further two years to complete Level II of the program.

Theory courses are designed for distance learning incorporating a combination of print material, teleconference, video conference, optional on-campus seminars/tutorials, video/audio tapes, electronic mail and student/instructor telephone conferences. The Neuroscience Nursing Theory course may be offered in lecture or distance format. In addition, several courses have been designed to offer the option of Internet/web/CD-ROM delivery.

Each course will require from 10 to 12 hours per week study time. Optional on-campus seminars/tutorials are offered for some courses.

Clinical practica are arranged for each student by the program faculty in critical care, neuroscience or emergency departments that meet the student's learning needs, skill development and competence (as assessed by program faculty). Ongoing supervision and guidance are provided jointly through a preceptorship experience in conjunction with program faculty. Clinical agencies are pre-approved to meet objectives of the Advanced Critical Care Nursing program.

Students may be required to complete a criminal record check prior to commencing their clinical experience, depending on the institution.

All of these courses may be reported as nursing practice hours for renewal of CARNA (College and Association of Registered Nurses of Alberta) registration. Students who meet specific criteria may receive credit by prior learning assessment for the clinical course.

## UNIVERSITY TRANSFER

The Advanced Studies in Critical Care Nursing Certificate is transferable to post-registered nursing baccalaureate programs at most Alberta universities. Students must meet the admission requirements for the university of their choice. Please contact the program chair for further information regarding transfer credit.

## ADMISSION REQUIREMENTS FOR THE ADVANCED STUDIES IN CRITICAL CARE NURSING – CERTIFICATE

- Graduation from a recognized post-secondary educational institution with a diploma or degree as a Registered Nurse or senior-level status in a recognized nursing program
- Current, active nursing registration with the College and Association of Registered Nurses of Alberta (CARNA). If the student is applying from a country other than Canada, he/she must be eligible for registration with the CARNA

**In addition, applicants must submit the following documents:**

- The Mount Royal Application for Admission form
- The Advanced Studies in Critical Care Nursing program information form (available from the department of Advanced Specialty Health Studies)
- Final/Official transcripts from all post-secondary institutions attended
- Proof of current, active nursing registration

## FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the College and Association of Registered Nurses of Alberta (CARNA), the Students' Finance Board, and Student Awards and Financial Aid (Mount Royal). Other possible sources of funding may include: Health Regions; Alumni Associations and Specialty Interest Groups.

## PRIOR LEARNING ASSESSMENT AND RECOGNITION

Before making application for *Prior Learning Assessment*, students should consult with the Coordinator. Recognition for prior learning may be given to students who have clinical experience and/or national certification in specialty areas (e.g. Critical Care, Emergency Nursing or Neuroscience Nursing).

## ADVANCED STUDIES IN CRITICAL CARE NURSING (ACCN)

Theory courses in the Advanced Studies in Critical Care Nursing Post-Basic Certificate program are offered on a home study basis (distance delivery) in the Fall and Winter Semesters. Clinical practice courses are organized in intensive care, neuroscience or emergency units in the Fall, Winter and Spring Semesters.

## CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses and a minimum of 22 credits for the Critical Care Nursing, Emergency Nursing and Neuroscience Nursing Streams.

A Certificate of Achievement is awarded upon successful completion of 10 – 11 additional credits in either the Critical Care or Emergency Nursing areas.

## CURRICULUM

### Certificate – Advanced Studies in Critical Care Nursing – Critical Care Nursing

#### Critical Care Stream

Core Requirements – Level I	Credits
Advanced Studies in Critical Care Nursing 4401 – Critical Care Nursing: Physiology . . . . .	3
Advanced Studies in Critical Care Nursing 4405 – Critical Care Nursing: Pathophysiology . . . . .	3
Advanced Studies in Critical Care Nursing 4407 – Pharmacology for the Acutely Ill . . . . .	3
Advanced Studies in Critical Care Nursing 4431 – Critical Care and Emergency Nursing: Assessment . . . . .	3
Advanced Studies in Critical Care Nursing 4481 – Critical Care Nursing: Clinical I . . . . .	6
Level I Total Credits for Graduation with a Certificate in Advanced Studies in Critical Care Nursing . . . . .	18

### Certificate – Advanced Studies in Critical Care Nursing – Emergency Nursing

#### Emergency Stream

Core Requirements – Level I	Credits
Advanced Studies in Critical Care Nursing 4431 – Critical Care and Emergency Nursing: Assessment . . . . .	3
Advanced Studies in Critical Care Nursing 4451 – Emergency Nursing – Pathophysiology . . . . .	3
Advanced Studies in Critical Care Nursing 4453 – Emergency Nursing Part A: Management of the Acutely Ill and Injured . . . . .	3
Advanced Studies in Critical Care Nursing 4455 – Emergency Nursing Part B: Management of the Acutely Ill and Injured . . . . .	3
Advanced Studies in Critical Care Nursing 4491 – Emergency Nursing – Clinical I . . . . .	6
Level I Total Credits for Graduation with a Certificate in Advanced Studies in Critical Care Nursing . . . . .	18

## Level II – Advanced Studies in Critical Care Nursing Critical Care and Emergency Streams

### Core Requirements – Level II

Level II Advanced Studies in Critical Care Nursing students are required to take 2 theory courses and a focused clinical practicum. At least one of the theory courses must be from Mount Royal. Students determine their desired clinical focus and plan courses to facilitate learning in this area prior to the clinical experience. The student then plans clinical objectives in consultation with program faculty which meet their clinical focus.

Theory Courses	Credits
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Courses which are considered for theory options in level II include:

Advanced Studies in Critical Care Nursing 4407 – Pharmacology for the Acutely Ill . . . . .	3
Advanced Studies in Critical Care Nursing 4413 – Advanced Trauma Care* . . . . .	3
Advanced Studies in Critical Care Nursing 4415 – Advanced Cardiac Care* . . . . .	3
Forensic Studies 4405 – Forensic Studies: Victims of Violence . . . . .	3

\* Students in the Critical Care stream must take at least one of these courses and the related clinical section.

Other courses from Mount Royal post-basic certificates and/or external courses may be considered in consultation with the Coordinator. National certification in specialty nursing areas (e.g. Critical Care or Emergency) will be considered for course credit for one of the theory options if not used in Level I for credit.

Clinical Courses	Credits
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Students complete 140 hours of clinical practicum in a clinical area related to their course objectives.

Advanced Studies in Critical Care Nursing 4483 – Advanced Trauma Care: Clinical II . . . . .	3
Advanced Studies in Critical Care Nursing 4485 – Advanced Cardiac Care: Clinical II . . . . .	3
Advanced Studies in Critical Care Nursing 4493 – Emergency Nursing: Clinical II . . . . .	3
Level II Total Credits for Certificate of Achievement in Advanced Studies in Critical Care Nursing . . . . .	9

## Certificate – Advanced Studies in Critical Care Nursing – Neuroscience Nursing Neuroscience Stream

Core Requirements – Level I	Credits
Advanced Studies in Critical Care Nursing 4401 – Critical Care Nursing: Physiology . . . . .	3
Advanced Studies in Critical Care Nursing 4407 – Pharmacology for the Acutely Ill . . . . .	3
Advanced Studies in Critical Care Nursing 4431 – Critical Care and Emergency Nursing: Assessment . . . . .	3
Advanced Studies in Critical Care Nursing 4471 – Neuroscience Nursing Theory . . . . .	3
Advanced Studies in Critical Care Nursing 4473 – Neuroscience Nursing Clinical . . . . .	6
Level I Total Credits for Graduation with a Certificate in Critical Care Nursing . . . . .	18

## CERTIFICATE – ADVANCED STUDIES IN MENTAL HEALTH

### GENERAL INFORMATION

The Advanced Studies in Mental Health program is designed for practicing professionals such as Registered Nurses, Registered Psychiatric Nurses, and Social Workers (degree) who are seeking to enhance or develop their mental health knowledge and skills for working in areas of psychiatric/mental health practice. Such areas include acute or psychiatric emergency, a variety of community mental health agencies, corrections, home care, and long-term care.

The course content addresses changes in health care which have impacted the roles of health and human service professionals. The context of practice has broadened significantly, calling on these professionals to have increased knowledge and skills in mental health not only across community and institutional settings but across the life-span.

The program is taken on a part-time basis and learners are granted three years from initial registration to complete the certificate requirements. Computer access is a requirement for program participation.

The Advanced Studies in Mental Health is a credit-based program designed for busy professionals who can learn from their home using web technology (including participation in on-line discussions), connecting via teleconferences, e-mails, and telephone. Each course requires 9-12 hours per week of study time.

Clinical practica are arranged by the program faculty. Decisions regarding clinical practica are made based on student's learning needs, skill level and availability of clinical facilities, and current registration with their respective professional associations. Ongoing supervision and guidance are provided jointly through a preceptorship experience in conjunction with program faculty. Students may be required to submit a criminal record check before commencing their practica. Where applicable, students must provide evidence of current professional registration prior to the practicum.

Courses in the Advanced Studies in Mental Health program may have transfer credit to some universities. Students must meet the admission requirements for the university they select.

All courses may be reported as nursing practice hours for renewal of College and Association of Registered Nurses of Alberta (CARNA) registration and for continuing professional competency.

## ADMISSION REQUIREMENTS FOR THE ADVANCED STUDIES IN MENTAL HEALTH – CERTIFICATE

- Graduation from a recognized post-secondary educational institution with a diploma or degree as a Registered Nurse, Registered Psychiatric Nurse or degree in Social Work
- Proof of current registration or eligibility to register with the appropriate licensing or regulatory body

### In addition, applicants must submit the following documents:

- The Mount Royal Application for Admission form
- The Advanced Studies in Mental Health program information form (available from the department of Advanced Specialty Health Studies)
- Final/Official transcripts from all post-secondary institutions attended
- Proof of registration or eligibility to register with an appropriate licensing or regulatory body

## FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the College and Association of Registered Nurses of Alberta (CARNA), the Students' Finance Board, and Student Awards and Financial Aid Office at Mount Royal.

## CERTIFICATE REQUIREMENTS

A minimum grade of "C" is required in all courses and a total of 18 credits are required for the completion of the Advanced Studies in Mental Health Certificate.

## CURRICULUM

### Certificate – Advanced Studies in Mental Health

Core Requirements	Credits
Advanced Studies in Mental Health 4401 – Mental Health: Theory and Assessment I . . . . .	3
Advanced Studies in Mental Health 4403 – Mental Health: Theory and Assessment II . . . . .	3
Advanced Studies in Mental Health 4405 – Psychopharmacology . . . . .	3
Advanced Studies in Mental Health 4407 – Mental Health Interventions . . . . .	3
Advanced Studies in Mental Health 4491 – Practicum: in a Focus Area . . . . .	6
Total Credits for Graduation . . . . .	18

## CERTIFICATE – FORENSIC STUDIES

### GENERAL INFORMATION

The Forensic Studies Certificate is a general forensic studies program aimed at professionals in health, social service, science and law enforcement disciplines. It is designed to prepare students with the forensic knowledge, skills and attitudes necessary for comprehensive forensic practice. Goals of the program include: increased collaborative efforts between disciplines and agencies; promote violence prevention; enhanced recognition and treatment of victims as well as perpetrators of trauma, abuse, violence and neglect.

The Forensic Studies Certificate offers state-of-the-art credit-based training using web technology. The program is designed for maximum flexibility to meet the needs of professionals seeking to study while they continue to work without relocating, as well as to choose a customized program unique to their learning needs. Each course is offered on the web with faculty and student interaction opportunities provided without requiring specific class times. Students should allow approximately 9-12 hours of study time per week for each course. They will require computer and e-mail access.

### ADMISSION REQUIREMENTS FOR THE CERTIFICATE – FORENSIC STUDIES

- A completed diploma or degree from a recognized post-secondary institution in health, allied health, social science, criminology or justice studies, or be an undergraduate student in the senior-year of study

**In addition, applicants must submit the following documents:**

- The Mount Royal Application for Admission form
- The Forensic Studies program information form (available from the department of Advanced Specialty Health Studies – toll free in North America 1-800-240-6891)
- Final/Official transcripts from all post-secondary institutions attended

**Note:** Registration is open, although students are encouraged to register early to ensure courses will be offered or spaces are available

### FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the Student Awards and Financial Aid Office (Mount Royal).

### TRANSFER CAPABILITIES AND PRIOR LEARNING

Transfer credit may be considered for external forensic courses on approval by the department chair. No more than three external courses can be applied to the certificate. Prior learning assessment may be considered for relevant experience and training opportunities in consultation with the Coordinator.

The courses in the Forensic Studies program are designed to be transferable to senior baccalaureate or entry Master's level programs in other universities. Students may apply at other institutions to have these courses credited toward other programs. Courses may also be considered for use as electives in other post-basic certificates and degrees at Mount Royal.

## CURRICULUM

A "Certificate – Forensic Studies" will be awarded upon successful completion of a minimum of 6 of the courses (18 credits) listed below. Professionals admitted to the Forensic program who are not nurses or physicians may take Forensic Studies 4413, although a background in anatomy and physiology is strongly recommended. They are not eligible, however, to take the clinical course (Forensics 4415) associated with this course. All courses are Web based distance delivery. Students may take courses on a part-time or full-time basis. Students may take these courses in any order. Consultation to plan courses with the Coordinator is recommended for new students in the program.

Courses Choices	Credits
Forensic Studies 4401 – Forensic History, Risk Populations and Issues . . . . .	3
Forensic Studies 4403 – Forensic Psychiatric and Correctional Populations. . . . .	3
Forensic Studies 4405 – Victims of Violence. . . . .	3
Forensic Studies 4407 – Forensic Science. . . . .	3
Forensic Studies 4409 – Expert Witness Testimony. . . . .	3
Forensic Studies 4411 – Crime Scene Investigation and Evidence. . . . .	3
Forensic Studies 4413 – Sexual Assault Examination and Intervention Theory. . . . .	3
Forensic Studies 4415 – Sexual Assault Examination and Intervention Practicum . . . . .	1.5
<b>Total Credits for Forensic Studies Certificate . . . . .</b>	<b>18/22.5*</b>

\*Students select courses of their choice to a minimum of 18 credits.

All courses will be offered each year provided there are adequate registrations.

\*Students may submit a request to substitute a credit course that they have completed previously for one of the existing courses offered by the Forensic Studies program. Requests must be approved by the Coordinator. The course must meet the following criteria: a minimum of a three credit course from a post-secondary institution; have a forensic focus; and relevant to the student's forensic specialty area or interest.

### CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses, and a minimum of 18 credits is required for the Forensic Studies Certificate.

### CERTIFICATE – GERONTOLOGY

#### GENERAL INFORMATION

The certificate program is designed for post diploma/degree professionals from a broad range of disciplines who are seeking to develop knowledge, skills and expertise working with or providing services for older adults. The program offers a Business and Entrepreneurship Stream and a Studies in Aging Stream.

Some courses in this program are transferable to other universities and colleges. Gerontology courses may be reported as nursing practice hours for renewal of College and Association of Registered Nurses of Alberta (CARNA) registration. As well, they can be accepted as proof of continuing education competency for professionals in a variety of fields.

The department has a formal agreement with the University of Regina for this program. Students enrolled in the Faculty of Kinesiology and Health Studies at the University of Regina and who have completed 60 credits are eligible to take Mount Royal's Gerontology certificate program while completing their degree requirements. Students interested in this route should refer to their academic advisor(s) and/or the *University of Regina academic calendar* for admission criteria and program information.



## ADMISSION REQUIREMENTS FOR GERONTOLOGY

- A completed diploma or degree from a recognized post-secondary institution or professional designation in a relevant field.

### In addition, applicants must submit the following documents:

- The Mount Royal Application for Admission form.
- The Gerontology program information form (available from the department of Advanced Specialty Health Studies).
- Final/Official transcripts from all post-secondary institutions attended.

**Note:** Admission for applicants who do not meet the above requirements may be made on an individual basis. Entrance to the certificate program is based on consent of the Advanced Specialty Health department and Bissett School of Business. Course-only registration by other College students is encouraged.

## CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses, and a total of 21 credits are required for graduation.

## COURSE DELIVERY

To facilitate access to the program for adult learners, most gerontology courses are offered by distance delivery. Distance delivery strategies incorporate home study materials, telephone tutoring, teleconferencing, videoconferencing and web-based activities to enable the coursework to be done anytime anywhere. Some courses will be offered on-site during evenings, weekends, and Spring semester in addition to regular daytime offerings. The program can be taken on a full- or part-time basis.

Students must complete 21 credits to meet the requirements of the certificate.

### Business and Entrepreneurship Stream

This unique stream of the Gerontology Certificate Program combines courses in gerontology and business, and is designed to prepare graduates to build on existing careers by expanding into new growth industries such as seniors-related businesses in recreation, development and sales of seniors' products and housing, recreational properties, financial services and tourism. The stream uses a combination of courses in gerontology and business. Graduates will gain knowledge of the changing demographics, aging processes, and unique needs of the older adult population. This will be complemented by development of skills in business management and entrepreneurship. The student will have the opportunity to pursue, in more depth, a specific course in either gerontology or business and entrepreneurship, based on their desired area of interest.

Core Courses	Credits
Entrepreneurship 1232 – Entrepreneurship Studies or	
Entrepreneurship 2201 – Introduction to Entrepreneurship	3
Gerontology 4401 – Perspectives in Gerontology	3
Gerontology 4403 – Health and Aging	3
Management 2131 – Introduction to Business Administration	3
<b>Total Credits (Core Courses)</b>	<b>12</b>
<b>Electives</b>	
Students select one of the following Business courses*:	
Accounting 2120 – Principles of Accounting	3
Entrepreneurship 2237 – Human Resources for Small Business	3
Entrepreneurship 4431 – Leadership Development	3
Human Resources 2170 – Introduction to Human Resources	3
Management 3210 – Business Communication Theory and Practice	3
Management 3230 – Business Law	3
Marketing 2150 – Introduction to Marketing	3
<b>Total Credits (Business Electives)</b>	<b>3</b>
Students select one of the following Gerontology courses:	
Gerontology 4405 – Aging and Mental Health	3
Gerontology 4407 – Aging and Physical Health	3
Gerontology 4409 – Nursing Practice with Older Adults	3
Gerontology 4413 – Aging Families	3
Gerontology 4417 – Interdisciplinary Teamwork in Gerontology	3
Gerontology 4499 – Directed Readings	3
<b>Total Credits (Gerontology Electives)</b>	<b>3</b>
Plus an additional 3 credit Business or Gerontology course, or other senior level 3 credit course approved by the Coordinator.	
<b>Total Credits (Business or Gerontology)</b>	<b>3</b>
<b>Total Credits for Graduation</b>	<b>21</b>

\*Students may submit a request to substitute a credit course that they have completed previously for one of the recommended elective courses offered by the Bissett School of Business. Requests must be approved by the Chair, Entrepreneurship and Marketing, and the course must meet the following criteria: a minimum of a three credit course from a post-secondary institution and have a business focus.

Some courses in this program are transferable to other universities and colleges. Gerontology courses may be reported as nursing practice hours for renewal of College and Association of Registered Nurses of Alberta (CARNA) registration. As well, they can be accepted as proof of continuing education competency for nurses, pharmacists and other healthcare professionals.

### Studies in Aging Stream

The purpose of this stream is to prepare graduates to work effectively with older adults in a variety of health and human services areas. Students will broaden their knowledge of aging, adapt previously learned knowledge and skills and acquire new knowledge and skills for working with older adults. Aging will be examined from both personal and professional perspectives. All courses emphasize wellness and health promotion in later life. Students gain understanding of theories of aging based on biological, social and behavioural sciences. In addition to examining personal attitudes, students will reflect on societal attitudes about aging. They will assess and understand the varying needs of older individuals and develop ways to access resources. Students will become familiar with services for older adults in their geographical area. A clinical practicum provides opportunities for students to apply and integrate gerontological knowledge and skills. Students may complete the practicum at their place of employment.

## FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the Students' Finance Board and Student Awards and Financial Aid, Mount Royal. Other possible sources of funding include: professional associations, alumni associations, health regions and specialty interest groups.

## COURSE DELIVERY

All courses are offered as independent study by distance delivery. Distance delivery mechanisms provide flexible learning opportunities to match personal life circumstances and individual learning needs. Courses are delivered using combinations of print materials, instructor-student telephone contact, teleconferences, e-mail, audiovisual materials and Internet support. Each 3 credit course requires 9-12 hours of study time per week.

Courses in this program are transferable to some universities and are recognized by the Alberta Pharmaceutical Association for continuing education credit. All courses may be reported as nursing practice hours for renewal of College and Association of Registered Nurses of Alberta (CARNA) registration.

Core Courses	Credits
Gerontology 4401 – Perspectives in Gerontology. . . . .	3
Gerontology 4403 – Health and Aging . . . . .	3
Gerontology 4405 – Aging and Mental Health . . . . .	3
Gerontology 4407 – Aging and Physical Health <b>or</b>	
Gerontology 4409 – Nursing Practice with Older Adults . . . . .	3
Gerontology 4481 – Clinical Practice. . . . .	6
One of:	
Gerontology 4413 – Aging Families. . . . .	3
Gerontology 4417 – Interdisciplinary Teamwork in Gerontology. . . . .	3
Gerontology 4499 – Directed Readings. . . . .	3
Total Credits for Graduation. . . . .	21

## GERONTOLOGY CERTIFICATE OF ACHIEVEMENT FOR LICENSED PRACTICAL NURSES

### GENERAL INFORMATION

This Certificate of Achievement program is offered collaboratively by Mount Royal (MRC) and Bow Valley College (BVC). The program is designed for Licensed Practical Nurses who are seeking to develop knowledge, skills and expertise working with or providing services for older adults. All courses in the program are delivered fully-online through e-Campus Alberta.

The program will enhance foundational Licensed Practical Nurse (LPN) knowledge and skills for working with older adults in a variety of settings. The program builds on the students' prior education and experience to support the acquisition of knowledge that will enhance LPN practice in gerontology.

### APPLICATION TO PROGRAM

Students will apply to the collaborative program through Bow Valley College and register for the Leadership for LPN course through Bow Valley College. Students who have been admitted to the program through Bow Valley College will complete the Mount Royal Application for Admission form at the time they wish to register in Mount Royal courses. Students admitted to the program will register for MRC classes through Mount Royal's registration system.

## ADMISSION REQUIREMENTS FOR GERONTOLOGY CERTIFICATE OF ACHIEVEMENT FOR LICENSED PRACTICAL NURSES

- Graduation from a recognized post-secondary educational institution with a Licensed Practical Nurse credential.
- Proof of current registration or eligibility to register with the appropriate licensing or regulatory body (e.g. CLPNA).

In addition, applicants must submit the following documents:

- The Mount Royal Application for Admission form.
- The Gerontology Certificate of Achievement for Licensed Practical Nurses program information form (available on-line).
- Final/Official transcripts from all post-secondary institutions attended.

## REGULATIONS

Students are responsible for familiarizing themselves with the policies and procedures of Mount Royal and Bow Valley College as outlined in their respective calendars.

## PROGRAM/INSTITUTION RELATED POLICIES

Students initiating appeals related to non-academic misconduct matters, academic matters, and course-related issues are governed exclusively by the regulations and procedures of the governing institution. Students may therefore not access or utilize the appeal procedures of the other institution.

### Non-Academic Misconduct:

- Students will be governed by the policies of the institution where the offence is alleged to have been committed.
- Appeals go to the institution that made the original decision.
- Students MAY NOT appeal to the other institution.
- Examples include:
  - Disruption of college activities
  - Unauthorized entry or use of college facilities
  - Misappropriation, misuse or damage of college property
  - Physical abuse, dangerous activity of person or property
  - Written / verbal abuse
  - Sexual harassment
  - Refusing to provide identification
  - Smoking in prohibited areas

### Academic Misconduct:

- Course-related issues will be dealt with by the institution whose course it is.
- Student appeals will be dealt with by the governing institution.
- Students MAY NOT appeal to the other institution.
- Examples include:
  - Admissions offences
  - Plagiarism
  - Cheating
  - Misuse of confidential material
  - Misrepresentation of facts
  - Misuse of computer software license

## COURSE APPEALS AND GRIEVANCES

Students seeking to appeal a course grade for Mount Royal will be subject to the academic appeals and grievances policies as outlined in the Mount Royal Calendar. Appeals related to Bow Valley College courses will be governed by the policies outlined in the Bow Valley College Calendar.

- Examples include:
  - Grading issues
  - Student appeals will be dealt with by the governing institution as indicated in the preceding section
  - Students MAY NOT appeal to the other institution

## CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses, and a total of 12 credits are required to receive a Gerontology Certificate of Achievement for Licensed Practical Nurses.

## FINANCIAL ASSISTANCE

Information regarding financial support is available from the College of Licensed Practical Nurses of Alberta (CLPNA).

## COURSE DELIVERY

To facilitate access to the program for adult learners, all courses are offered online. Distance delivery strategies enable the coursework to be done anytime, anywhere, within the timelines of the academic semester system. The program can be completed in ten (10) months on a part-time basis.

## CURRICULUM

Gerontology Certificate of Achievement for Licensed Practical Nurses

Courses	Credits
Gerontology 4401 – Perspectives in Gerontology. . . . .	3
Gerontology 4405 – Aging and Mental Health . . . . .	3
Gerontology 4407 – Aging and Physical Health. . . . .	3
Bow Valley College PRNR 119 – Leadership for Licensed Practical Nurses . . . . .	3
Total Credits for Graduation . . . . .	12

## CERTIFICATE – MATERNAL INFANT CHILD HEALTHCARE

### GENERAL INFORMATION

The post-basic certificate program in Maternal Infant Child Healthcare (MICH) is designed for Registered Nurses wishing to develop knowledge and skills in these specialty areas. The theory and clinical courses prepare nurses to provide family-centred perinatal or neonatal care in a variety of patient care settings. Students select and maintain a focus throughout their program of study.

Students may register for either part-time or full-time status. Part-time students will be granted five years from the time of initial registration in the program to complete the requirements for the certificate.

The method of study is distance delivery. Theory courses incorporate a combination of: independent study of written material, videotape, e-mail and instructor/student telephone conferences. Some courses are supported through web/CD-ROM delivery. Each theory course requires 10 to 12 hours per week study time.

For all Maternal Infant Child Healthcare focus areas, students must complete at least one clinical course. All clinical courses are instructor and preceptor guided. Faculty will determine the clinical practicum placement depending on availability of clinical facilities and the student's learning needs, skill development and competence. It is imperative for the student to submit a formal request for the clinical practicum to the Coordinator by the end of September for registration in the upcoming Winter or Spring practica. Due to the scarcity and high demand for these specialty clinical areas, there is no guarantee that the placement can be secured as the student has requested. Students may be required to study in Calgary. Students completing their clinical course in Calgary will be required to show proof of a criminal record check prior to commencing their clinical experience. Students completing their clinical course outside of Calgary may be required

to complete a criminal record check before commencing their clinical course.

Transfer credit agreements exist with Alberta universities. Students must meet the admission requirements for the university they select.

## ADMISSION REQUIREMENTS FOR THE MATERNAL INFANT CHILD HEALTHCARE CERTIFICATE

### Registered Nurses:

- Graduation from a recognized post-secondary educational institution with a diploma or degree as a Registered Nurse.
- Proof of current, active nursing registration.

### In addition, applicants must submit the following documents:

- The Mount Royal Application for Admission form.
- The Maternal Infant Child Healthcare program information form (available from the department of Advanced Specialty Health Studies).
- Final/Official transcripts from all post-secondary institutions attended.
- Proof of current registration with a provincial nursing association.

## CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses and a total of 21 credits is required for the completion of the Certificate in Maternal Infant Child Healthcare.

## CURRICULUM

### Certificate – Maternal Infant Child Healthcare

#### Focus: Neonatal Nursing

Core Requirements	Credits
Maternal Infant Child Healthcare 4401 – Development and Homeostasis . . . . .	3
Maternal Infant Child Healthcare 4403 – Assessment . . . . .	3
Maternal Infant Child Healthcare 4405 – Issues in Maternal Infant Child Nursing . . . . .	3
Maternal Infant Child Healthcare 4407 – Critical Moments . . . . .	6
Maternal Infant Child Healthcare 4491 – Neonatal Clinical Experience . . . . .	6
Total Credits for Graduation. . . . .	21

#### Focus: Perinatal Nursing

Core Requirements	Credits
Maternal Infant Child Healthcare 4401 – Development and Homeostasis . . . . .	3
Maternal Infant Child Healthcare 4403 – Assessment . . . . .	3
Maternal Infant Child Healthcare 4405 – Issues in Maternal Infant Child Nursing . . . . .	3
Maternal Infant Child Healthcare 4407 – Critical Moments . . . . .	6
Maternal Infant Child Healthcare 4493 – Perinatal Nursing Clinical Experience . .	6
Total Credits for Graduation. . . . .	21

Nurses with experience in their area of focus who meet specific criteria may apply for prior learning assessment and recognition. Students should consult with the Coordinator. College procedures related to evaluation of prior learning are identified in this calendar.

# PHYSICAL EDUCATION



## PROGRAMS OFFERED

Advanced Certificate – Athletic Therapy

Applied Degree – Bachelor of Applied Business and Entrepreneurship – Sport and Recreation

University Transfer – Bachelor of Physical Education

The Physical Education and Recreation Studies Department also offers a Bachelor of Applied Ecotourism and Outdoor Leadership degree program (consult the program description found elsewhere in this calendar).

## FACULTY INFORMATION

Department: 403-440-6500

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Physical Education and Recreation Studies  
M. Lafave: 403-440-6246

Program Coordinator, Ecotourism and Outdoor Leadership  
A. Derbyshire

Program Coordinator, Bachelor of Applied Business and Entrepreneurship  
D. Legg

Program Coordinator, Athletic Therapy  
K. Westbrook

Program Coordinator, Bachelor of Applied Physical Education - University Transfer  
J. Jarrell

Work Experience Coordinator  
S. Baird

Work Experience Coordinator  
S. Fried

Practicum Coordinator  
L. Gray

## GENERAL INFORMATION – ADVANCED CERTIFICATE – ATHLETIC THERAPY

This program is designed to provide participants with advanced knowledge, experience and skills in the delivery of athletic therapy services. The department is currently pursuing program accreditation through the Canadian Athletic Therapists Association for the commencement of the program. The program includes theoretical, field and clinical practicum experiences that prepare practitioners for the certification exams (practical and written) for certification as a Certified Athletic Therapist (Canadian). Graduates will have completed a major portion of their clinical and field practicum required for certification. Additional clinical and field practicum may be obtained on an individual basis.

This program is taught at a post-degree level. The program intensity is such that expectations in the classroom and in practical settings are extremely high. The time commitments for this program include classroom activities for most days and late afternoon and/or evening practicum commitments.

## OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment within, or related to, their area of study. The applied degree credential does not guarantee either eligibility for, or admission into, graduate and professional programs. Nevertheless, in response to demand by students and the community at large, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized, in whole or in part, for admission to appropriate and relevant graduate and professional programs offered by universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans with an academic advisor at the institution in which they are seeking to enrol.



## ADMISSION REQUIREMENTS FOR THE ATHLETIC THERAPY – ADVANCED CERTIFICATE

### Category 1 Applicants

Applicants for the Athletic Therapy program must possess a degree in kinesiology, physical education, human kinetics, exercise science or equivalent. Successful applicants must have completed the following courses (either as part of their degree matriculation or subsequent to the degree):

- Human Anatomy
- Human Physiology
- Exercise Physiology
- Biomechanics
- Prevention and Care of Athletic Injuries
- Strength, Conditioning and Flexibility

The following courses may not be part of the standard kinesiology, physical education, human kinetics or exercise science curriculum. Therefore, students are typically conditionally accepted (if all other requirements are met) with the condition of successful completion of the two courses below. See department for more details for each course.

- Taping and Prophylactic Support
- Emergency Medical Responder (EMR)

The following courses may not be part of the standard kinesiology, physical education, human kinetics or exercise science curriculum. Therefore, students are typically accepted into the program but unable to graduate from the certificate until they can provide proof of completion of the courses.

- Sport Psychology
- Nutrition

It is recommended that students have a course in computer usage.

For Category 1 students, preference will be given to applicants with an overall minimum Grade Point Average of 3.00 on a 4.00 point scale, including a Grade Point Average of 3.00 in Human Anatomy and in Prevention and Care of Athletic Injuries.

### Additional Criteria – Category 1 Applicants

- 50 practical hours in the sport medicine field must be completed prior to entering the program (this experience must have been supervised by a Certified Athletic Therapist, a Sports Physiotherapist, a Sports Medicine Physician or a Chiropractor).
- A letter of support from the supervisor that includes a verification of the number of practical hours.
- Applicants will be required to achieve a grade of 65% on an introductory anatomy and physiology examination prior to entering the program. Once all other admission criteria have been met, the applicant will be notified regarding the procedures to complete the examination requirement.
- Applicants who meet the above criteria may be required to attend an interview and submit a resume outlining relevant volunteer and work experience. The resume may be used to assist in the selection of students after the initial criteria are met.

### Category 2 Applicants

- The department has a formal agreement with the University of Calgary, the University of Regina, Trinity Western University and the University of Lethbridge for this program. Students enrolled in one of the three university partners come to Mount Royal College in the third year of their program and then return to their respective institution to complete their degree requirements. Students interested in this route should refer to each institution's academic advisor(s) and/or calendar requirements for more admission criteria information.

## CURRICULUM

### Advanced Certificate – Physical Education – Athletic Therapy

Semester 1	Credits
Physical Education 3301 – Musculoskeletal Assessment – Spinal . . . . .	3
Physical Education 3303 – Musculoskeletal Assessment – Peripheral . . . . .	3
Physical Education 3305 – Therapeutic Modalities in Athletic Therapy . . . . .	3
Physical Education 3307 – Rehabilitation Techniques in Athletic Therapy . . . . .	3
Physical Education 3350 – Field Practicum I . . . . .	3
Total Credits. . . . .	15
Semester 2*	Credits
Physical Education 3311 – Advanced Rehabilitation Techniques in Athletic Therapy . . . . .	3
Physical Education 3313 – Issues in Sports Medicine. . . . .	3
Physical Education 3315 – Clinical Management and Administration in Athletic Therapy . . . . .	3
Physical Education 3352 – Field Practicum II . . . . .	3
Physical Education 3354 – Clinical Practicum I . . . . .	3
Total Credits. . . . .	15
Semester 3	Credits
Physical Education 3356 – Advanced Clinical and Field Practicum** . . . . .	6
Total Credits. . . . .	6
Total Credits for Graduation – Category I Students. . . . .	36
Total Credits for Graduation – Category II Students . . . . .	30

\* Courses in Semester 2 will be delivered in a block-placement format.

\*\* Not a requirement for the University of Calgary and the University of Alberta Category II

## GENERAL INFORMATION – BACHELOR OF APPLIED BUSINESS AND ENTREPRENEURSHIP – SPORT AND RECREATION

The Sport and Recreation stream of the Applied Business and Entrepreneurship degree addresses the needs of the Sport and Recreation sector through a broad and integrated offering of courses and practical experience. The business courses emphasize the development of skills and attitudes for success in an entrepreneurial environment, while sport and recreation courses emphasize specific technical material and competencies related to the field. The balance of this four year applied degree comprises College wide requirements including English, Arts and Science Requirements and two four-month Directed Field Studies. In the second Directed Field Studies, students will have an opportunity to develop and launch their own venture.

### GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

### ADDITIONAL ADMISSION REQUIREMENTS APPLIED BUSINESS AND ENTREPRENEURSHIP SPORT AND RECREATION DEGREE

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

## Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Bachelor of Applied Business and Entrepreneurship – Sport and Recreation program:

- English Language Arts 30-1 – 65%
- Mathematics 30 (Pure or Applied) – 65%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 per cent of the curriculum for applied baccalaureate degree programs Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfill commitments made to employers. Successful completion of each semester receives a total of 15 credits.

Given the fluctuating nature of the local labour market, opportunities for work experience can be located outside Calgary, across Canada and in international markets. Students should be prepared to relocate and to receive intern or entry-level compensation.

Directed Field Studies are considered an academic component of the program. Therefore, students are advised to refer to other parts of the calendar including *Evaluation of Prior Learning* and *Fees and Deposits*.

## CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Business and Entrepreneurship degree programs must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Business and Entrepreneurship degree programs must obtain a minimum grade of “C” in all required core courses in the program and maintain a minimum overall Grade Point Average of 2.00. Core courses are designated with “COMP”, “ENTR”, “INBU” and “RECR”. Students are only able to repeat core courses once in order to obtain the minimum grade of “C”. Failure to meet this requirement will result in withdrawal from the program.

## CURRICULUM

### Bachelor of Applied Business and Entrepreneurship – Sport and Recreation

The Sport and Recreation stream of the Bachelor of Applied Business and Entrepreneurship degree will be jointly offered by the Bissett School of Business and the Department of Physical Education and Recreation Studies in a collaborative manner. Core courses in the program offered by the Bissett School of Business emphasize the development of skills and attitudes necessary for success in an entrepreneurial business environment. Course offerings from the Department of Physical Education and Recreation Studies develop the Sport and Recreation competencies and the specific technical and theoretical background that will allow graduates to be successful in sport and recreation positions. The remainder of the curriculum consists of the College wide requirements for English, Arts and Science Requirements, Computers, Physical Education options and Directed Field Studies. The combination of entrepreneurial and sport and recreation courses will create a graduate ideally suited for small business and self-employment in the field of sport and recreation.

Semester 1	Credits
Entrepreneurship 2201 – Introduction to Entrepreneurship . . . . .	3
Marketing 2150 – Introduction to Marketing. . . . .	3
Physical Education 1201 – Foundation of Sport and Recreation . . . . .	3
Physical Education 1203 – Organization and Administration of Sport and Recreation . . . . .	3
Physical Education Option . . . . .	1.5
Physical Education Option . . . . .	3
Total Credits. . . . .	16.5

Semester 2	Credits
English 1101 or any 1100-level (or higher) English . . . . .	3
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship. . . . .	3
Physical Education 1216 – Program Planning for Physical Activity and Sport . . . . .	3
Recreation Studies 1203 – Community Development. . . . .	3
Physical Education Option . . . . .	1.5
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	16.5

Semester 3	Credits
Accounting 2121 – Financial Accounting Concepts . . . . .	3
Management 2262 – Business Statistics I. . . . .	3
Recreation Studies 1217 – Marketing for Sport and Recreation . . . . .	3
Recreation Studies 1247 – Theory and Practice in Leadership . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 4	Credits
Applied Communications 2251 – Introduction to Fund Development. . . . .	3
Management 3210 – Business Communication Theory & Practice . . . . .	3
Physical Education 1261 – Organizing Special Events . . . . .	1.5
Recreation Studies 1207 – Commercial Recreation . . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	16.5

Semester 5 (Spring/Summer)	Credits
Entrepreneurship 2015 – Directed Field Studies I. . . . .	15

Semester 6	Credits
Accounting 3320 – Accounting Applications for Small Business. . . . .	3
Entrepreneurship 2237 – Human Resources for Small Business . . . . .	3
Entrepreneurship 3251 – Market Research for Small Business . . . . .	3
Marketing 2154 – Professional Selling. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	15

Semester 7	Credits
Entrepreneurship 3015 – Directed Field Studies II . . . . .	15

Semester 8	Credits
Entrepreneurship 3333 – New Venture Feasibility . . . . .	3
Management 3230 – Business Law. . . . .	3
Physical Education 4267 – Issues and Trends in Sport and Recreation . . . . .	3
Arts and Science Requirement. . . . .	3
Physical Education Option . . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	124.5

**Note:** Arts and Science courses must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior-level (see program/academic advisor for details). See General Graduation Requirements section for a full listing of approved Arts and Science Requirements, areas and restrictions.

According to College policy relating to applied baccalaureate degree programs, successful completion of an Entrepreneurship course is a graduation requirement for all applied baccalaureate degree programs. In the Bachelor of Applied Business and Entrepreneurship degree programs, an elective course has been substituted for this Entrepreneurship Studies graduation requirement.

## GRADUATION REQUIREMENTS

- Successful completion of a minimum of 124.5-129 credits (to include a minimum of 94.5-98 credits of academic course work and a minimum of 30 credits of work experience).
- Successful completion of the two (2) Directed Field Studies, ENTR 2015 and ENTR 3015.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core "COMP", "ENTR", "INBU", and "RECR" courses, all approved business options, the Arts and Science Requirements and the English requirement.
- A minimum grade of "C" in all required core "COMP", "ENTR", "INBU" and "RECR" courses in the program, including the two Directed Field Studies – ENTR 2015 and ENTR 3015.

See *General Graduation Requirements* section.

## DIPLOMA EXIT PROVISIONS

Students entering the Bachelor of Applied Business and Entrepreneurship Studies – Sport and Recreation degree program should be aware that there are provisions for them to exit with a diploma in Business and Entrepreneurship – Sport and Recreation in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the diploma in Business and Entrepreneurship – Sport and Recreation may be obtained from the chair or the academic advisor for the Bachelor of Applied Business and Entrepreneurial Studies – Sport and Recreation degree.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## GENERAL INFORMATION – UNIVERSITY TRANSFER PROGRAM

For information on university transfer to the Faculty of Kinesiology at the University of Calgary and other institutions, refer to the section entitled *University Transfer Programs – Mount Royal College* in this calendar. For information on transfer to other institutions, consult with a physical education academic advisor.

# SOCIAL WORK



## PROGRAM OFFERED

Diploma – Social Work

## FACULTY INFORMATION

Dean, Faculty of Health and Community Studies  
B. Hendrickson: 403-440-6988

Chair, Department of Social Work and Disability Studies  
L. Fountain: 403-440-6443

## GENERAL INFORMATION – DIPLOMA – SOCIAL WORK

Social work is a two year program which combines knowledge and skills in social work, humanities, and behavioural sciences. The program prepares students to do social work practice with individuals, families, groups and communities. Graduates are employed in a broad range of government (public), non-profit and private agencies. Social Work diploma graduates are eligible to apply to become registered social workers in Alberta.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

Consideration may be given to high school applicants who have the required English course and grade as indicated in the *Additional Admission Requirements* for each specific program and any four grade 12 subjects from Groups 1 or 2 as listed in the *General Admission Requirement*, if there is space remaining in the program after the Primary Application Period.

## CANADIAN ABORIGINAL STUDENTS

Canadian Aboriginal students may choose to identify themselves as Aboriginal on the MRC application for admission form. The Social Work Diploma program recognizes the need to increase post-secondary educational opportunities for Aboriginal students. Each year 15% of admissions to the program will be reserved until June 1st for students who identify as Aboriginal and who meet the minimum admissions criteria.

## ADDITIONAL ADMISSION REQUIREMENTS SOCIAL WORK DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Social Work Diploma program:

#### High School Standing

- English Language Arts 30-1 – 50%

#### Post-secondary Standing

- English Language Arts 30-1 – 50% or English 0212 (at Mount Royal College) – Passing Grade

#### Mature Standing

- English Language Arts 30-1 – 60% or English 0212 (at Mount Royal College) – Passing Grade

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

## PRACTICUM REQUIREMENTS

All students will be selected for practicum on the basis of academic performance, professional suitability, volunteer community service and availability of practicum sites.

At the time of practicum, students will be required, at their own expense, to obtain a Criminal Record Check. It is each practicum agency's decision to accept or reject a student for placement or observation experience based upon the results of a criminal record or other background check. Since both completion of course requirements and eventual employment in a field of study may be dependent upon the results of such checks, students who have concerns should discuss the matter with the department chair or designate prior to applying for admission.

## INTERNATIONAL PRACTICUM

Qualified students may have an opportunity to complete a second year practicum in an International setting during the Spring session.

**Note:** In addition to the courses required for graduation, all students will have their progress reviewed each semester by a committee comprised of faculty members of the Department of Social Work and Disability Studies. Students found to be in academic difficulty or whose professional suitability is of concern may be referred for remedial assistance, or in extreme cases, asked to withdraw from the program. The Code of Ethics of the Alberta College of Social Workers will be used as a measure of professional behaviour and suitability.

## CURRICULUM

### Diploma – Social Work

If a student wishes to graduate in four semesters, the following pattern of course selection is essential.

Semester 1	Credits
English 0212 or English 1101 or any 1100-level (or higher) English. . . . .	3
Social Work 1111 – Interpersonal Communication. . . . .	3
Social Work 1114 – Introduction to Social Work Practice. . . . .	3
Social Work 1187 – Social Welfare Policies and Issues. . . . .	3
Psychology 1105 – Introduction to Psychology . . . . .	3
Total Credits. . . . .	15

Semester 2	Credits
Social Work 1215 – Social Work Methods. . . . .	3
Social Work 1216 – Counselling Skills. . . . .	3
Social Work 1287 – Social Work Practicum I (see note below) . . . . .	6
Psychology 2235 – Life Span Development . . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	18

**Note:** Social Work 1287 is open only to Social Work students who have successfully completed Social Work 1111, 1114 and 1187, and have had their criminal record check approved by their practicum agency.

Semester 3	Credits
Social Work 1218 – Social Work With Groups . . . . .	3
Social Work 1221 – Community Organization . . . . .	3
Social Work 1222 – Social Work with Families. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	18

Semester 4	Credits
Social Work 1217 – Administration in Social Work Organizations. . . . .	3
Social Work 1223 – Social Work and Mental Health . . . . .	3
Social Work 1297 – Social Work Practicum II (see note below). . . . .	6
Elective. . . . .	3
Total Credits. . . . .	15
Total Credits for Graduation. . . . .	66

**Note:** Social Work 1297 is open only to Social Work students who have successfully completed Social Work courses up to Semester 4 above and have had their criminal record check approved by their practicum agency.

For *Restrictions and Interpretations* concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled *General Graduation Requirements*.



# THEATRE ARTS



## PROGRAMS OFFERED

Diploma – Theatre Arts – Performance

Diploma – Theatre Arts – Technical

## FACULTY INFORMATION

Director, Mount Royal College Conservatory  
P. Dornian: 403-440-6595

Chair, Department of Theatre, Speech and Music Performance  
R. Ayles: 403-440-6907

## GENERAL INFORMATION

There is a growing interest in theatre arts education in Canada. Professional theatre companies in the country are demanding higher levels of training and skill from prospective employees and interns; theatre arts studies are now a part of most secondary school curricula; and continuing national concern about our cultural identity has drawn increased attention to developments in Canadian performing arts industries. Furthermore, television and film companies, both Canadian and foreign, have discovered a great resource in Canada's theatre technicians, production personnel and performers, creating an increased demand on the talent pool.

Mount Royal College is responding to these demands by offering an intensive and specialized program in Theatre Arts. Students who wish to continue their studies after high school or seek training at a later stage in their careers may apply for admission to the Mount Royal College program in either of the Performance or Technical Streams, each of which features a transition course for film/television in the final semester. Another unique feature of this program is the high level of involvement of local professional companies whose personnel are integrally involved in teaching the courses offered. Training takes place at Mount Royal College and in local theatre venues.

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS THEATRE ARTS DIPLOMA

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria:

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the Theatre Arts Diploma program:

#### High School and Post-secondary Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 50%

#### Mature Standing

- English Language Arts 30-1 or English Language Arts 30-2 – 60%

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### Additional Criteria

In addition to meeting all academic admission requirements, applicants must meet the following criteria:

#### Performance Stream

- An interview.
- A resume indicating all theatre experience and training as well as related or unrelated work experience.
- An individual performance audition.
- Selected applicants from the individual performance audition will be contacted for a group call-back audition.

### Technical Stream

- An interview.
- A resume indicating all theatre experience and training as well as related or unrelated work experience.
- Two letters of reference from teachers and/or work supervisors.
- A portfolio with examples of work demonstrating skills in related technical areas (photographs of projects or productions, drawings, working drawings and programs from theatre productions).

### CONTINUANCE IN THE PROGRAM

Students must complete all required courses each term, in the sequence outlined in the calendar. Any exceptions must receive approval of the department chair. Students in the Technical Stream must pass all courses each term in order to proceed in the program; students in the Performance Stream must pass all Arts and Science Requirements and achieve a minimum of a "C-" in all Theatre Arts courses in order to proceed in the program.

Students who are no longer enrolled or who have been disqualified from the program may apply for re-admission by forwarding a letter of intent directly to the department and submitting an application for admission to the Office of the Registrar. Re-admission is at the discretion of the department faculty, and is not automatic. Students who are re-admitted must meet with the theatre arts advisor and must repeat any course in which the minimum grade was not met before continuing on a full-time basis in the program.

### PROFESSIONAL CONDUCT

Students should adhere to College policy regarding non-academic conduct as defined in the calendar. In addition, students in the Theatre Arts program are expected to conduct themselves in a professional manner in rehearsal, performance and in any department-affiliated activity. Inappropriate behaviour will be dealt with firmly and may result in disqualification from the program.

## CURRICULUM

### Diploma – Theatre Arts – Performance

Semester 1	Credits
English 0212 or English 1101 or any 1100-level (or higher) English. . . . .	3
Theatre Arts 1105 – Production Practicum I*. . . . .	2
Theatre Arts 1110 – Acting I. . . . .	3
Theatre Arts 1120 – Movement I. . . . .	2
Theatre Arts 1130 – Voice for the Actor I. . . . .	2
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	18

Semester 2	Credits
Theatre Arts 1205 – Production Practicum II*. . . . .	2
Theatre Arts 1210 – Acting II. . . . .	3
Theatre Arts 1220 – Movement II. . . . .	2
Theatre Arts 1230 – Voice for the Actor II. . . . .	2
Theatre Arts 1135 – Basic Music Skills I. . . . .	1
Arts and Science Requirement. . . . .	3
Arts and Science Requirement. . . . .	3
Total Credits. . . . .	16

Semester 3	Credits
Theatre Arts 1202 – Early Theatre. . . . .	3
Theatre Arts 1206 – Production Practicum III*. . . . .	3
Theatre Arts 1211 – Acting III. . . . .	4
Theatre Arts 1221 – Movement III. . . . .	2
Theatre Arts 1231 – Voice for the Actor III. . . . .	2
Theatre Arts 1280 – Professional Development. . . . .	1
Theatre Arts 1235 – Basic Music Skills II. . . . .	1
Total Credits. . . . .	16

Semester 4	Credits
Theatre Arts 1203 – Modern Theatre. . . . .	3
Theatre Arts 1207 – Production Practicum IV*. . . . .	3
Theatre Arts 1212 – Acting IV. . . . .	4
Theatre Arts 1215 – Acting for Film and Television. . . . .	2
Theatre Arts 1222 – Movement IV. . . . .	2
Theatre Arts 1232 – Voice for the Actor IV. . . . .	2
Total Credits. . . . .	16
Total Credits for Graduation. . . . .	66

\* Students are required to be involved in rehearsals and performances of department productions; the extent of their involvement increases as they progress through the program and the number of hours varies.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

## Diploma – Theatre Arts – Technical

Semester 1	Credits
English 0212 or English 1101 or any 1100-level (or higher) English. . . . .	3
Theatre Arts 1100 – Stagecraft I . . . . .	2
Theatre Arts 1105 – Production Practicum I* . . . . .	2
Theatre Arts 1141 – Lighting I . . . . .	1
Theatre Arts 1146 – Sound I . . . . .	1
Theatre Arts 1154 – Costumes I . . . . .	1
Theatre Arts 1157 – Drafting and Design I . . . . .	2
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	15
Semester 2	Credits
Theatre Arts 1200 – Stagecraft II . . . . .	2
Theatre Arts 1205 – Production Practicum II* . . . . .	2
Theatre Arts 1241 – Lighting II . . . . .	1
Theatre Arts 1246 – Sound II . . . . .	1
Theatre Arts 1254 – Costumes II . . . . .	1
Theatre Arts 1257 – Drafting and Design II . . . . .	2
Theatre Arts 1271 – Stage Management I . . . . .	2
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	14
Semester 3	Credits
Theatre Arts 1202 – Early Theatre . . . . .	3
Theatre Arts 1206 – Production Practicum III* . . . . .	3
Theatre Arts 1273 – Stage Management II . . . . .	2
Plus three of:	
Theatre Arts 1208 – Properties I . . . . .	2
Theatre Arts 1242 – Lighting III . . . . .	2
Theatre Arts 1248 – Sound III . . . . .	2
Theatre Arts 1255 – Costumes III . . . . .	2
Theatre Arts 1258 – Scenic Painting I . . . . .	2
Theatre Arts 1267 – Stage Carpentry and Scenic Construction I . . . . .	2
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	17

Semester 4	Credits
Theatre Arts 1203 – Modern Theatre . . . . .	3
Theatre Arts 1207 – Production Practicum IV* . . . . .	3
Theatre Arts 1280 – Professional Development . . . . .	1
Theatre Arts 1285 – Film and Television Set Etiquette . . . . .	2
Plus three of:	
Theatre Arts 1209 – Properties II . . . . .	2
Theatre Arts 1245 – Lighting IV . . . . .	2
Theatre Arts 1249 – Sound IV . . . . .	2
Theatre Arts 1256 – Costumes IV . . . . .	2
Theatre Arts 1259 – Scenic Painting II . . . . .	2
Theatre Arts 1268 – Stage Carpentry and Scenic Construction II . . . . .	2
Arts and Science Requirement . . . . .	3
Total Credits. . . . .	18
Total Credits for Graduation. . . . .	64

\* Students are required to be involved in rehearsals and performances of department productions; the extent of their involvement increases as they progress through the program and the number of hours varies.

For *Restrictions and Interpretations* concerning the program requirements for English, Elective and Arts and Science courses, refer to the section entitled *General Graduation Requirements*.

# UNIVERSITY TRANSFER PROGRAMS — MOUNT ROYAL COLLEGE



Mount Royal College offers one- and two-year university transfer programs in several different areas. There are several advantages to beginning your university degree studies at Mount Royal College. Almost all of the classes are small, allowing for close contact and interaction between students and instructors. This often leads to high quality instruction in a personalized setting. In addition, lower tuition costs will help lessen the overall financial burden often associated with continuing your education.

Our seven (7) university transfer programs are designed to prepare students for transfer to selected degree-granting institutions. Majors may be pursued in the following areas:

Bachelor of Arts

Bachelor of Commerce

Bachelor of Education

Bachelor of Engineering

Bachelor of Physical Education

Bachelor of Science

Bachelor of Science – Computer Science

Entrance to university transfer programs requires one or more high school subjects which you may not currently have. Grade 12 equivalency courses and university transfer courses can be taken at the same time in the General Arts and Science program.

Students wishing to transfer should refer to the *Alberta Transfer Guide*, which lists all courses and program transfer agreements between post-secondary institutions in Alberta, Northwest Territories and Nunavut.

The Guide and other transfer information are available online at [www.acat.gov.ab.ca](http://www.acat.gov.ab.ca) or by contacting:

Alberta Council on Admissions and Transfer

11th Floor, Commerce Place

10155 – 102 Street

Edmonton, AB

T5J 4L5

Phone: 780-422-9021 or 780-310-0000 (toll-free)

E-mail: [acat@gov.ab.ca](mailto:acat@gov.ab.ca)

## GENERAL ADMISSION REQUIREMENTS

All students must meet the general admission requirements for Mount Royal College programs, as indicated in the *Admissions* section of this calendar.

## ADDITIONAL ADMISSION REQUIREMENTS UNIVERSITY TRANSFER PROGRAMS

In addition to meeting the general admission requirements indicated in the *Admissions* section of this calendar, applicants must also satisfy the following criteria.

Although Conditional Admission may be granted in advance of receipt of final/official transcripts, confirmation of the achievement of specified minimum grades will take place after all final/official transcripts have been received by the College. Applicants who do not meet these minimum grade requirements will be denied admission.

### Academic Course Requirements

The following specific courses (or equivalencies) with the specified minimum grades are required for admission into the following university transfer programs:

#### Bachelor of Arts

##### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure or Applied) or a second Language 30 – 50%

##### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) or a second Language 30 – 50%

#### Bachelor of Commerce

- English Language Arts 30-1 – 65%
- Mathematics 30 (Pure)– 65%

#### Minimum Overall Average Required for Admission

To be eligible for admission on the basis of High School Standing, applicants must normally present a minimum admission average of 65% on their five appropriate grade 12 subjects.

To be eligible for admission on the basis of Post-secondary Standing, applicants must normally present a minimum Grade Point Average (GPA) of 2.30 on the 5 most recently completed post-secondary courses (minimum 15 credit hours).

## Bachelor of Education

### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure or Applied) or a second Language 30 – 50%

### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure or Applied) or a second Language 30 – 50%

**Application Deadline: March 15**

## Bachelor of Engineering

### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure) – 65%
- Mathematics 31 – 50%
- Chemistry 30 – 50%
- Physics 30 – 50%

### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure) – 65%
- Mathematics 31 – 50%
- Chemistry 30 – 50%
- Physics 30 – 50%

## Bachelor of Physical Education

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure)– 50%
- Biology 30 – 50%
- Chemistry 30 – 50%

## Bachelor of Science

### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure)– 60%

### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure)– 60%

**Note:** Biology 30, Chemistry 30, Mathematics 31 and Physics 30 are strongly recommended for students intending to major in particular science disciplines, but are not required for admission.

## Bachelor of Science – Computer Science

### High School and Post-secondary Standing

- English Language Arts 30-1 – 50%
- Mathematics 30 (Pure)– 65%

### Mature Standing

- English Language Arts 30-1 – 60%
- Mathematics 30 (Pure)– 65%

## BACHELOR OF ARTS

The university transfer program enables students to complete up to twenty courses (normally two years of study), which are transferable to the University of Calgary and other receiving institutions. Students can choose courses from a broad range of disciplines to design a program that best meets their needs.

They can use their courses to satisfy general degree requirements or to explore one of many major fields of study.

Sample program guides, showing first year course patterns, are available on the Academic Advising Services website under the Program Planning tab. [advising.mtroyal.ca](http://advising.mtroyal.ca)

## BACHELOR OF COMMERCE

The Bachelor of Commerce transfer program at Mount Royal College includes all of the 20 courses required for years one and two at the University of Calgary; thus, it is possible to complete two full years of study at Mount Royal College toward the Bachelor of Commerce Degree offered at the University of Calgary. Students take transfer courses in such areas as Introduction to Business, Accounting, Economics, Mathematics, Applied Statistical Analysis, and English.

Students may also choose to transfer to the Bachelor of Commerce or Management programs at other receiving institutions. Our academic advisors work closely with the Bachelor of Commerce transfer students to tailor their program to their chosen institutions. Entrance requirements and transfer arrangements will vary with each institution.

First Year Curriculum at Mount Royal College includes:

Semester 1	Semester 2
Economics 1101	Economics 1103
Management 2131	Mathematics 2249 or 2251
Jr. English	Jr. Non-Commerce Option
Jr. Humanities** or Fine Arts Option*	Jr. Non-Commerce Option
Jr. Social Science Option***	Jr. Science Option****

\* Fine Arts options include appropriate university transfer courses in Art History, Education, Interior Design and Theatre Arts.

\*\* Humanities options include appropriate university transfer courses in Chinese, Classics, English, French, German, Humanities, Japanese, Philosophy, Religious Studies, Romance Studies and Spanish.

\*\*\* Social Science options include appropriate university transfer courses in Anthropology, Archaeology, Economics, Geography, History, Linguistics, Political Science, Psychology and Sociology.

\*\*\*\* Science options include appropriate university transfer courses in Astronomy, Biochemistry, Biology, Chemistry, Geology, Microbiology, Physics and Zoology.



## BACHELOR OF EDUCATION

Mount Royal College offers you the opportunity to discover if teaching is the career for you. Education courses are designed to give you a sound understanding of teaching and learning. Education 2231, 2233 and 3321 include practical experience. In each of these courses, you will have a placement in a public, separate or private school working with students and teachers.

An education coordinator, academic advisors and counsellors are available to assist you in career counselling, course selection, information on universities and university transfer.

Sample program guides, showing first year course patterns, are available on the Academic Advising Services website under the Program Planning tab. [advising.mtroyal.ca](http://advising.mtroyal.ca)

Mount Royal students may enrol in education courses that are fully transferable as unspecified courses to the University of Calgary. Education courses transfer directly to the University of Lethbridge, where they will count as part of the core curriculum in their Bachelor of Education program. You can take up to 20 university transfer courses at Mount Royal College to transfer to a receiving institution, although some programs may have lower transfer limits. Please note that you must meet the admission requirements of the receiving institution.

The Calgary School boards require that each adult working in the schools possess a recently completed Police Security Clearance Form. This form must be completed by the Calgary Police Services (at the 316 - 7th Avenue SW location); it cannot be done by any police service outside of Calgary. Refer to the section entitled *Criminal Record and Other Background Checks* found in the Calendar. The Police Security Clearance Form must be shown to the school administrator on the first day of each school placement. If concerns exist, the school administrator will determine whether or not the student can participate in the school placement.

Mount Royal College offers the following courses for students wishing to pursue a career in teaching or interested in finding out if it is a suitable career:

- EDUC 2209 – Elementary School Art Education I
- EDUC 2231 – Introduction to Teaching I: Theory
- EDUC 2233 – Introduction to Teaching II: Application
- EDUC 3307 – Elementary School Art Education II
- EDUC 3312 – Elementary School Music Education I
- EDUC 3321 – Education and Individual Development
- EDUC 3325 – Introduction to Computers in Education
- EDUC 3371 – Teaching Writing in the Schools
- EDUC 3491 – Community-Based Art Experience
- EDUC 4321 – Developing a Philosophy of Education
- EDUC 4325 – Social Issues in Education

**Transfer Credit Note:** Please check the current Alberta Transfer Guide and your academic advisor for further information.

The major and non-education option course offerings vary depending on the area of specialization you choose and/or the level of teaching (elementary or secondary).

## BACHELOR OF ENGINEERING

This university transfer program is designed to cover between one and two years of the common core courses of a baccalaureate degree program in engineering. The common core prepares students for many branches of engineering including chemical, civil, computer, electrical, geomatics, manufacturing, mechanical, petroleum and software engineering.

**Note:** Courses in this program require a strong background in mathematics. We recommend a grade of 65% or better in Pure Mathematics 30.

First year courses at Mount Royal College include:

Chemistry 2209	Chemistry 2210
Engineering 1215	Engineering 1205
Engineering 1233	Engineering 1253
Engineering 1251	Mathematics 1219
Mathematics 1217	Mathematics 2271
Mathematics 2221	

Second year courses at Mount Royal College include:

Engineering 3319	Chemistry 3357
Engineering 3335	Mathematics 3309
Engineering 3349	Mathematics 3361
Mathematics 3307	Physics 3369

A list of electives and complementary study courses is available on the departmental website.

All of these courses are directly transferable to the University of Calgary. The first year courses as well as some of the second year courses transfer directly to the University of Alberta. For information on transferability to universities outside of Alberta and for further information on transferability to the University of Calgary and the University of Alberta, contact the Department of Mathematics, Physics and Engineering.

## BACHELOR OF PHYSICAL EDUCATION

Transfer arrangements have been established with the University of Calgary and with the University of Lethbridge for the Bachelor of Arts/Bachelor of Science/Bachelor of Education combined degrees with Physical Education/Kinesiology. Students may transfer up to two years of course work into these programs at the University of Calgary or the University of Lethbridge. Because the university transfer curriculum includes a wide selection of courses, students at Mount Royal College should consult an academic advisor in the Department of Physical Education and Recreation Studies to plan their program prior to registration.

The core curriculum at Mount Royal College for students transferring to the University of Calgary includes:

- Physical Education 1224\* (U of C Knes 261)
- Physical Education 2201\*\* (U of C Knes 201)
- Physical Education 2203 (U of C Knes 203)
- Physical Education 2211 (U of C Knes 211) (Pedagogy only)
- Physical Education 2213 (U of C Knes 213)
- Physical Education 2243 (U of C Knes 243)
- Physical Education 2245 (U of C Knes 245)
- Physical Education 2253 (U of C Knes 253)
- Physical Education 2237 (U of C Knes 237)
- Physical Education 2263 (U of C Knes 263)
- Biology 2231\*\*\* (U of C Biol 231)
- Zoology 3361/3363 (U of C Zool 361/363)

\*Phed 1224 must be completed with a grade of at least a C- before enrolling in Phed 2263

\*\*Phed 2201 must be completed with a grade of at least a C- before or concurrent with enrolling in Phed 2263

\*\*\*Biol 2231 must be completed with a grade of at least a C- before enrolling in Phed 2237 and Zool 3361/3363.

**Note:** that students can only transfer 10 core courses to the Kinesiology program at the University of Calgary. All other transferable courses must be non-core.

The core curriculum at Mount Royal College for students transferring to the University of Lethbridge includes:

- Physical Education 2203 (U of L Knes 1000)
- Physical Education 2213\* (U of L Knes 2200)
- Physical Education 2211 (U of L Knes 2xxx)
- Physical Education 2243 (U of L Knes 3400)
- Physical Education 2245 (U of L Knes 3640)
- Physical Education 1224\*\* (U of L Knes 2600)
- Physical Education 2263 (U of L Knes 2110)

\*Knes 2200 at the U of L is a prerequisite for all 3000 and 4000 level Kinesiology courses

\*\*Knes 2600 at the U of L is a prerequisite for Knes 2110.

**Note:** Students who wish to take a combined degree program in Education at the University of Lethbridge must complete Education 2231/2233 (U of L Educ 2500/2XXX) before being accepted into the program at the University of Lethbridge.

Students wishing to transfer to an institution within Alberta should consult a physical education academic advisor in the Department of Physical Education and Recreation Studies before registering in their courses. Entrance requirements, transfer arrangements and core course requirements vary with each institution.

## BACHELOR OF SCIENCE

This course of study will provide you with the first-year of most Bachelor of Science programs. It is also possible to take first-year courses toward degrees in Medicine, Veterinary Science, Forestry, Agriculture and other specialized sciences. The College has full two-year transfer packages in selected science disciplines. Bachelor of Science students may register in a full load of transfer courses or combine transfer courses with high school upgrading. A full two year program of studies which will allow students to transfer into the third year of a university degree program is now offered in Psychology and selected majors within the Biological Sciences and Geology.

Sample program guides, showing first year course patterns, are available on the Academic Advising Services website under the Program Planning tab. [advising.mtroyal.ca](http://advising.mtroyal.ca)

**Note:** The first year university transfer courses Mathematics 2211, 2221 and 2249 require a grade of at least 65% in Pure Mathematics 30. The first-year university transfer course Mathematics 2251 requires a grade of at least 70% in Pure Mathematics 30 and at least 50% in Mathematics 31 as a prerequisite.

## BACHELOR OF SCIENCE – COMPUTER SCIENCE

This program offers the first two years of the University of Calgary's Bachelor of Science degree in Computer Science and allows students to transfer between one and two years of studies to other universities. Mathematical ability is necessary for success in this program because of its emphasis on theoretical computing science and mathematics.

If you are interested in combining high school upgrading and university transfer courses, you should apply directly to the General Arts and Science program. A computer science academic advisor should be consulted regarding course selection.

Curriculum at Mount Royal College includes:

Semester 1	Semester 2
Computer Science 2231	Computer Science 2233
Mathematics 2221	Computer Science 2265
Mathematics 2249 or 2251	Mathematics 2271
Option	Philosophy 1179
Non-science option	Option
Semester 3	Semester 4
Computer Science 3313	Computer Science 3333
Computer Science 3325	Computer Science 3349
Computer Science 3331	Option or Comp. Science 3335
Option	Non-science Option
Non-science Option	Non-science Option

Mathematics 1211 and English 2263 are recommended options. Information on requirements at various universities can be obtained from a computer science academic advisor. A few transferable courses such as introductory courses in computer science designed for non-majors, may not be accepted towards a degree by some universities.

Students are normally permitted to repeat a course only once.

## TRANSFER TO A UNIVERSITY DEGREE PROGRAM – GENERAL INFORMATION

Students intending to continue their studies in a degree program at a university should consult the calendar(s) of the institutions they wish to attend and ensure that they meet the admission requirements of the program and faculty of their choice. Additional information may be obtained from the Alberta Transfer Guide, which is available at the Office of the Registrar.

The Guide and other transfer information is available online at [www.acat.gov.ab.ca](http://www.acat.gov.ab.ca) or by contacting:

Alberta Council on Admissions and Transfer  
11th Floor, Commerce Place  
10155 – 102 Street  
Edmonton, AB  
T5J 4L5

Phone: 780-422-9021 or 780-310-0000 (toll-free) or  
e-mail: [acat@gov.ab.ca](mailto:acat@gov.ab.ca)

## HIGH SCHOOL MATRICULATION EQUIVALENTS (CREDIT-FREE)

Students who are lacking one or more Grade 12 matriculation (30-level) subjects and wish to obtain additional information about an appropriate program of study for admission to the University of Calgary or another Alberta university should consult Prospective Student Services, Enrolment Services at 403-440-5000.

The Mount Royal College courses that may be used in place of Alberta Grade 12 (30-level) subjects for purposes of admission to Mount Royal College, University of Calgary, and other post-secondary institutions in Alberta are listed as follows:

Mount Royal College (credit-free) Upgrading Course	Corresponding Alberta High School Course
Biology 0130	Biology 30
Chemistry 0130	Chemistry 30
English 0130	English Language Arts 30-1
Mathematics 0130	Mathematics 30 (Pure)
Mathematics 0131	Mathematics 31
Physics 0130	Physics 30
Social Science 0130	Social Studies 30

The following university transfer courses may also be used in place of Alberta Grade 12 (30-level) subjects for purposes of admission to the University of Calgary:

Mount Royal College Course	Corresponding Alberta High School Course
Chinese 1107	Chinese 30
French 1111	French 30
German 1107	German 30
Spanish 1101	Spanish 30
Japanese 1107	Japanese 30

The University of Calgary will not grant transfer credit for any Mount Royal College course, which is also used to clear matriculation deficiencies. For example, students who present French 1111 in lieu of French 30 for the purposes of admission to the University of Calgary may not also receive transfer credit for that course toward their degree program.

Students who are lacking one or more Grade 12 matriculation (30-level) subjects and wish to obtain additional information about an appropriate program of study for admission to the University of Calgary or another Alberta university should consult Academic Advising Services, Enrolment Services at 403-440-5000.

# TRANSFER PROGRAMS

## TRANSFER PROGRAMS – UNIVERSITY OF CALGARY

Students intending to transfer from Mount Royal College to the University of Calgary should consult the University's Calendar to ensure they meet the admission requirements and transfer regulations for the faculty of their choice.

Transfer programs available include:

Anthropology  
Archaeology  
Art History  
Athletic Therapy  
Biological Sciences  
Canadian Studies  
Chemistry  
Commerce  
Communication Studies  
Computer Science  
Drama  
Earth Science  
Economics  
Education  
Engineering  
English  
Environmental Science  
French/Spanish  
General Studies (BA , BGS or BSc)  
Geography  
Geology and Geophysics  
German  
History  
International Relations  
Linguistics  
Natural Science  
Mathematics and Statistics  
Philosophy  
Physical Education/Kinesiology  
Physics  
Political Science  
Psychology  
Religious Studies  
Social Work  
Sociology  
Women's Studies

## PROGRAMS THAT TRANSFER TO OTHER UNIVERSITIES

Students can normally begin the following specialized degree programs at Mount Royal College:

Agriculture and Forestry: University of Alberta  
Chiropractic: Canadian Memorial, Palmer College  
Dentistry and Dental Hygiene: University of Alberta  
Education: University of Alberta, University of Calgary, University of Lethbridge  
Engineering: University of Alberta, University of Regina, University of Victoria  
Fine Arts: University of Lethbridge  
Food Science: University of Alberta  
Pre-Law: University of Alberta  
Management: Athabasca University, University of Lethbridge  
Pre-Medicine: University of Alberta  
Optometry: University of Waterloo  
Pharmacy: University of Alberta  
Physical Education and Recreation: University of Alberta  
Physical Education: University of Lethbridge  
Pre-Physical Therapy: University of Alberta  
Veterinary Medicine\*: University of Saskatchewan or University of Calgary

### \*COLLEGE OF VETERINARY MEDICINE

There are five Colleges of Veterinary Medicine in Canada: the Ontario Veterinary College, University of Guelph; Ecole de Medicin Veterinaire, Universite de Montreal; the Western College of Veterinary Medicine, University of Saskatchewan; University of Calgary, Veterinary Medicine; and the University of Prince Edward Island. Since the Western College of Veterinary Medicine and the University of Calgary, Veterinary Medicine program were established primarily to provide veterinary education for residents of the western provinces and territories, Alberta residents are expected to apply to these institutions and should concentrate their efforts on gaining admission there. (The Ontario Veterinary College and Ecole de Medicin Veterinaire will accept applications from Alberta residents, but these institutions give priority to residents of their respective provinces.)

Students are urged to contact the receiving institution involved regarding admission and transfer credit policies before enrolling in Mount Royal College courses.

# OPEN STUDIES



## GENERAL INFORMATION – OPEN STUDIES

Open Studies provides a highly flexible opportunity for students to explore their educational options at Mount Royal. Open Studies is designed for students who would like to combine different types of study and/or for students who may be undecided about their post-secondary goals. Students may complete a maximum of ten courses at the credit level or choose to combine post-secondary credit classes with upgrading. Open Studies provides full- or part-time learning opportunities for students who:

- wish to participate in post-secondary education but do not wish to enter a specific program of study at this time;
- would like to sample courses in order to determine what program of study to pursue;
- wish to take courses for professional development or personal interest;
- need to pick up a course(s) to meet the admission requirements for their intended program of interest; or
- may have missed an admission deadline for a specific program.

## ADMISSION REQUIREMENTS

Open Studies applicants are not required to meet the General Admission Requirements for Mount Royal programs. Open Studies does not have specific course-based admission criteria, thereby providing students with an opportunity to upgrade and prepare for further post-secondary studies.

Applicants are required to provide the appropriate official documentation to meet the English Language Proficiency Requirement if their mother tongue (first language spoken as a child) is not English (see English Language Proficiency Requirement).

Although applicants are not required to provide high school or post-secondary transcripts for admission, it is necessary to provide transcripts to show evidence of successful completion of pre-requisite subjects. It is also helpful to have official transcripts for review when working with an academic advisor to select the appropriate courses to meet future goals.

**Note that Open Studies students who choose to apply to a program at Mount Royal in the future will be required to provide all final/official transcripts which have not previously been provided.**

Open Studies students:

- may take upgrading courses alone or in combination with college or university-level courses,
- are allowed to earn a maximum of 30 credits (typically 10-three credit courses) in Open Studies,
- are not eligible to receive a Letter of Permission to take a course or courses from other institutions,
- do not have access to restricted courses (i.e., those reserved for program students).

Students who wish to upgrade their high school courses may enroll in various credit-free high school equivalency courses offered at Mount Royal. While these courses will not be credited towards a student's high school diploma, they are accepted as alternative entrance requirements for undergraduate programs offered by Mount Royal and by Alberta universities.

Open Studies students often will take courses that lead towards program requirements for a Mount Royal or university program. Please consult the appropriate section in this calendar for course requirements for Mount Royal programs or view a sample of university-transfer course requirements on the Academic Advising Services webpage: [advising.mtroyal.ca](http://advising.mtroyal.ca).



# MOUNT ROYAL COLLEGE COURSES

## How To Interpret A Course

### GERO 4405 – Aging and Mental Health

(3 credits – TG) Distance Delivery

This is an overview of current concepts in mental health in relation to older adults. Common mental health concerns of the older adult are presented and approaches to assessment and treatment are addressed, with an emphasis on cognitive and behavioural strategies.

*Pre- or Corequisite: Gerontology 4401 and Gerontology 4403 or consent of the department.*



### GNED 1101 – Scientific and Mathematical Literacy for the Modern World

(3 credits ) 3 hours lecture

Students will expand their understanding of the intersections of mathematics, science and technology with daily life. The course will develop and apply critical thinking and scientific reasoning skills through the examination of issues drawn from the real world and current events.



### Credit Value and Transfer Guide Designator

A credit is a number assigned to the *amount of learning* students receive through a combination of lectures, tutorials, seminars, labs, etc. In some courses, one credit may equal one hour of class time per week. A specific number of credits is required to complete each diploma or certificate program the College offers.

Courses with a **TG** listed beside the credits are courses that are accepted under certain conditions for transfer to some or all of the Alberta universities. Students may receive full or partial credit for these courses. For further information, consult the *Alberta Transfer Guide*, which is available at the Office of the Registrar.

### Subject Abbreviation

The full name for a subject abbreviation is shown at the beginning of the particular subject group.

### Course Description

This is a brief description of the topics to be covered in the course. A more detailed description, called a *Course Outline* or *Syllabus*, is available through the department offering the course.

### Course Numbers

<b>0100-0999</b>	Credit-Free Preparatory Courses do not carry any credit value and cannot be counted towards a degree, diploma, certificate or Grade Point Average. Special credit-free fees may apply.
<b>1100-1199</b>	Introductory college courses
<b>1200-1299</b>	Advanced college courses requiring previous college-level work.
<b>1300-1399</b>	Senior college courses requiring advanced college-level work.
<b>2000-2999</b>	Junior-level undergraduate courses offered at Mount Royal College.
<b>3000-4999</b>	Senior-level undergraduate courses offered at Mount Royal College.

### eCampusAlberta

One or more sections of certain courses are available online through the eCampusAlberta option. The eCampusAlberta logo will appear on specific courses. See the eCampusAlberta website for registration information and other details: <http://www.ecampusalberta.ca> A technology support fee will be charged for course sections offered through eCampusAlberta.

Note: The following course numbering scheme will be adopted over the next academic year and is not represented in all programs. However, it can be found in some programs (e.g. Business, Faculty of Arts).

### Course Numbers (Transition)

<b>Academic Upgrading</b>	0110, 0115, 0120, 0130, 1031
<b>Introductory credit courses</b>	0200 – 0299
<b>Level 1</b>	1000 – 1999
<b>Level 2</b>	2000 – 2999
<b>Level 3</b>	3000 – 3999
<b>Level 4</b>	4000 – 4999
<b>Honours courses and capstone courses</b>	5000 – 5999

### General Education (GNED)

Courses identified with the 'G' icon satisfy requirements for the General Education program. See program/academic advisor for details.

### Hours and Type of Instruction

Unless otherwise stated, the number of hours indicates hours of instruction each week. Courses normally run 13 weeks (excluding the examination time) each Fall and Winter Semester and 7 weeks during Spring Semester including examinations. Therefore, this sample course involves a total of 71.5 hours of instruction. Instruction at Mount Royal College is made up of lectures, tutorials, laboratory sessions and guided independent study. Any course may use one or all of these different methods of instruction.

### Prerequisites, Corequisites, and Recommended Preparation

Prerequisites must be completed before registering in the class. Corequisites must be taken at the same time as other particular courses. Recommended preparation should be completed before taking certain courses. Other special notes about extra fees, special restrictions, etc., are usually noted after the course description.

### Blended Delivery

Courses in which a portion of scheduled class/lab time is replaced by technology-mediated teaching-learning activities using the Internet or CD-ROM.

### Course Letters

Courses beginning with an "A" designate Athabasca University sections of courses taught at Mount Royal College (e.g. ENGL A344).

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## ACCOUNTING (ACCT)

### ACCT 2010 – Directed Field Studies I (formerly ADMN 2010) (15 credits)

This Directed Field Studies course requires students to work for an employer in an accounting position. The employer and position must be approved by the work experience coordinator. The work term will normally be completed over a four-month period. Any deviation from this pattern must be approved in advance by the work experience coordinator and the faculty advisor. Under no circumstances will a work-term consist of less than 450 hours of work. Students will typically be employed in either a public accounting firm, in government, or in industry. Students are also required to complete a series of research projects to relate practical experience to their academic studies.

*Prerequisite:* A minimum grade of "C+" in Accounting 4222 or Administration 1222, Accounting 3228 or Administration 1228, Accounting 4225 or Administration 1225, Accounting 4280 or Administration 1280, and Management 3210 or Administration 1210; and successful completion of the work experience Professional Development Seminars.

### ACCT 2120 – Principles of Accounting (formerly ADMN 1120)

(3 credits – TG) 4 hours lecture, 1 hour lab

This course provides an introduction to basic accounting principles and practices. Topics include journals; ledgers; financial statements; merchandise accounting; internal control procedures, cash, accounts receivable, current liabilities, inventories, plant and equipment. This course introduces students to the use of accounting data as a management tool.

**Note:** Students enrolled in the university transfer program should take Accounting 2121. Credit will not be granted for both Accounting 2120 or Administration 1120, and Accounting 2121 or Administration 1121.

### ACCT 2121 – Financial Accounting Concepts (formerly ADMN 1121)

(3 credits – TG) 4 hours lecture, 1 hour lab

This course provides an introduction to accounting principles. Topics include fundamental concepts such as accounting principles, assumptions, constraints, and the preparation and the reporting of financial information to investors, managers, and others. Emphasis is on financial statement analysis and the use of accounting information for decision-making. Specific accounting issues and choices for assets and liabilities are also covered.

**Note:** Students enrolled in the Bachelor of Applied Business Administration – Accounting program should take Accounting 2120. Credit will not be granted for both Accounting 2120 or Administration 1120, and Accounting 2121 or Administration 1121.

### ACCT 2221 – Financial Management for Non-Financial Managers (formerly ENTR 2221)

(3 credits – TG) 2 hours lecture, 1 hour tutorial

In order to perform in today's complex business environment, people must be able to anticipate and assess the financial consequences of business decisions. Students will learn about analysis and integration of financial statements, capital budgeting and proposal evaluation, financial planning and cash flows, and relevant cost decision-making. Students will also be introduced to the sources and forms of financing, the management of capital structure and management of working capital.

*Prerequisite:* Accounting 2120 or Administration 1120, or Accounting 2121 or Administration 1121.

### ACCT 3010 – Directed Field Studies II (formerly ADMN 3010)

(15 credits)

This Directed Field Studies course requires students to work for an employer in an accounting position. The employer and position must be approved by the work experience coordinator. The work term will normally be completed over a four-month period. Any deviation from this pattern must be approved in advance by the work experience coordinator and the faculty advisor. Under no circumstances will a work-term consist of less than 450 hours of work. Students will typically be employed in either a public accounting firm, in government or in industry. Students are also required to complete a series of research projects to relate practical experience to their academic studies.

*Prerequisite:* Accounting 2010 or Administration 2010; and successful completion of the work experience Professional Development Seminars.

### ACCT 3220 – Financial Accounting Practices (formerly ADMN 1220)

(3 credits – TG) 4 hours lecture

This course covers accounting practices in greater depth, and introduces students to accounting software applications. Financial statement analysis is developed further and more in-depth coverage including cash flow analysis, working capital management and taxation is provided.

*Prerequisite:* Accounting 2120 or Administration 1120, or Accounting 2121 or Administration 1121.

### ACCT 3221 – Intermediate Accounting I (formerly ADMN 1221)

(3 credits – TG) 4 hours lecture

This course examines issues and problems related to GAAP including income determination, revenue recognition and matching and measurement and accounting for assets.

*Prerequisite:* Accounting 3220 or 3320, or Administration 1220 or Entrepreneurship 3320.

### ACCT 3223 – Computerized Accounting (formerly ADMN 1223)

(3 credits) 4 hours lecture

An intensive, hands on analysis of AccPac Plus for Windows. This course is intended for accounting majors. The general ledger, accounts receivable and accounts payable modules will be covered in detail. Formatting of financial statements is an integral part of this course. A key component of this course is the conversion of a fictitious company's manual accounting system to a computerized format using AccPac Plus for Windows.

*Prerequisite:* Accounting 3220 or Administration 1220, or Accounting 3320 or Entrepreneurship 3320.

### ACCT 3224 – Management Accounting I (formerly ADMN 1224)

(3 credits – TG) 4 hours lecture

This course provides an introduction to the nature, scope and use of managerial accounting. Topics include: management planning and control, inventory and cost flows, job order costing, standard costs and variance analysis, budgeting, breakeven analysis, relevant costs and decision making.

*Prerequisite:* Accounting 2120 or Administration 1120, or Accounting 2121 or Administration 1121.

### ACCT 3226 – Petroleum Accounting (formerly ADMN 1226)

(3 credits – TG) 3 hours lecture

Students are given an introduction to the accounting principles and practices associated with oil and gas exploration and development in Alberta, as well as a study of the impact of income tax on the industry.

*Recommended Preparation:* Accounting 2120 or Administration 1120 or equivalent, and Geology 1124.

### **ACCT 3228 – Management Accounting II (formerly ADMN 1228)**

(3 credits) 3 hours lecture

In this course, students will learn alternative costing methods and additional analytical tools used by management accountants to provide information and recommendations relevant to short-term and long-term decision-making. This includes incorporating the time-value-of-money concept into cost analyses. On completion of this course, students will have developed an awareness of current issues and ethical dilemmas affecting the role of the management accountant.

*Prerequisite:* Accounting 3224 or Administration 1224.

### **ACCT 3320 – Accounting Applications for Small Business (formerly ENTR 3320)**

(3 credits) 3 hours lecture, 1 hour tutorial

This course provides students with skills, which are critical to the successful management of a small business. The student who successfully completes this course will have a general knowledge of partnership and corporate accounting. In addition, the student will be exposed to cash flow analysis as an analytical tool, working capital management, selected personal and corporate taxation issues, and the construction of the appropriate systems to ensure internal accounting controls are in place. Students learn to maintain computerized accounting records, prepare computerized personal tax returns and file GST returns and payroll submissions.

*Prerequisite:* Accounting 2121 or Accounting 2120 with a minimum grade of "C".

### **ACCT 4222 – Intermediate Accounting II (formerly ADMN 1222)**

(3 credits – TG) 4 hours lecture

This course provides an in-depth analysis of accounting theory and principles encountered in connection with reporting debt or equity and their related effects on income statements. Other topics include pensions, leases, income tax allocation, the statement of cash flow, and accounting policy changes and disclosure.

*Prerequisite:* Accounting 3220 or Administration 1220, or Accounting 3320 or Entrepreneurship 3320.

### **ACCT 4225 – Principles of Auditing (formerly ADMN 1225)**

(3 credits – TG) 3 hours lecture

This course examines the role of the internal or external auditor in business and explores the legal and ethical environment of auditing. Emphasis is placed on methods and procedures used in auditing and reporting as they relate to specific financial statement areas such as assets, liabilities, equities, revenues, and expenses. Other topics covered include internal control, risk and materiality, the audit of fraud, and auditing in a computer environment.

*Prerequisite:* Accounting 3221 or Administration 1221.

### **ACCT 4280 – Introduction to Personal and Corporate Income Tax (formerly ADMN 1280)**

(3 credits – TG) 4 hours lecture

This course covers Canadian income tax laws affecting corporations, proprietors, partnerships and salaried employees. Topics include the computation of income tax, taxable income, taxes payable, corporate distributions, taxation of capital gains, problem solving, and the preparation of corporate and personal tax returns.

*Prerequisite:* Accounting 3220 or Administration 1220, or Accounting 3320 or Entrepreneurship 3320.

### **ACCT 4323 – Advanced Computerized Accounting (formerly ADMN 1323)**

(3 credits) 4 hours lecture

This course is a continuation of Administration 1223 for accounting majors; more advanced accounting transactions will be covered. Additional modules such as accounts receivable, accounts payable, and payroll will be introduced. Formatting of financial statements will be covered as well as the preparation of other accounting schedules.

*Prerequisite:* Accounting 3223 or Administration 1223; and Accounting 3221 or Administration 1221, or Accounting 4222 or Administration 1222.

### **ACCT 4381 – Advanced Financial Accounting (formerly ADMN 1381)**

(3 credits – TG) 4 hours lecture

This is an advanced course in financial accounting, which covers the following areas: intercompany investments, partnerships and joint ventures, foreign currency transactions, and financial reporting.

*Prerequisite:* Accounting 3221 or Administration 1221, and Accounting 4222 or Administration 1222.

### **ACCT 4382 – Advanced Managerial Accounting (formerly ADMN 1382)**

(3 credits – TG) 4 hours lecture

This course builds on the concepts introduced in Managerial Accounting I and II, and introduces advanced management accounting practices aimed at helping managers to formulate and implement new strategies, to motivate and evaluate organizational performance, and to achieve operational excellence. It covers current management accounting practices being adopted by companies within a variety of business environments. These practices include the theory of constraints, activity-based management, cost-based decision-making, the balanced scorecard and EVA.

*Prerequisite:* Accounting 3221 or Administration 1221, Accounting 4222 or Administration 1222, and Accounting 3228 or Administration 1228.

### **ACCT 4403 – Accounting Theory**

(3 credits) 3 hours lecture

The objective of this course is to provide a theoretical understanding of the social and economic forces that shape the development and practice of financial accounting. The relevance of these theories is examined through a study of the impact made by accounting standards on the usefulness of financial information. Emerging issues in financial reporting for which no accounting standards have yet to be developed will also be covered.

*Prerequisite:* Third year standing in the Bachelor of Applied Business Administration – Accounting program.

### **ACCT 5383 – Management Processes and Problems (formerly ADMN 1383)**

(3 credits) 4 hours lecture

This is a comprehensive course in management case analysis which covers the following topics: marketing, operations management, personnel management, performance measurement, planning and control, strategic planning, programming budgets, controllership, revenue, expense profit and investment centres, service organizations, non-profit organizations and the planning process.

*Pre- or Corequisite:* Accounting 4381 or Administration 1381, and Accounting 4382 or Administration 1382.

## **ADVANCED STUDIES IN CRITICAL CARE NURSING (ACCN)**

### **ACCN 4401 – Critical Care Nursing: Physiology**

(3 credits – TG) Distance Delivery

In-depth study of principles of physiology pertinent to critical care nursing, such as cell membrane physiology, work of breathing and determinants of cardiac output. This course focuses on cellular physiology followed by physiology of five systems: pulmonary, neurologic, cardiovascular, renal and defence.

### **ACCN 4405 – Critical Care Nursing: Pathophysiology**

(3 credits – TG) Distance Delivery

Principles of physiology, first addressed in Advanced Studies in Critical Care Nursing 4401 are applied to critical illness. Emphasis is placed on breathing, circulation, neurologic renal and body defence of the critically ill to illustrate organ dysfunction and illness experiences. Therapeutics for each of the five systems are discussed including mechanical ventilation and pharmacotherapy.

*Pre- or Corequisite:* Advanced Studies in Critical Care Nursing 4401 or approval of department chair.

### **ACCN 4407 – Pharmacology for the Acutely Ill**

(3 credits – TG) Distance Delivery

Principles and physiological mechanisms related to pharmacology are addressed. Emphasis is placed on a thorough understanding of major drug categories and current medications frequently used for the acutely ill patient. Pharmacological considerations are addressed in relation to management and prevention of complications.

*Pre- or Corequisite: Advanced Studies in Critical Care Nursing 4401 or approval of department chair.*

**Note:** This course is the fourth of the five (5) courses required for completion of Level I for registered nurses who meet the Advanced Studies in Critical Care Nursing program (Critical Care Stream) admission requirements. It may be taken by Emergency Stream nurses in level II or with prior approval of the Emergency Stream coordinator.

### **ACCN 4413 – Advanced Trauma Care**

(3 credits – TG) Distance Delivery

Addresses injury prevention within the community and contains detailed discussions of injury epidemiology and injury prevention programming. Prevention of cellular injury through current and novel resuscitative practices is discussed. Addresses how best to prevent secondary organ injury following admission of a trauma patient to the critical care setting.

*Prerequisite: Approval of department chair.*

### **ACCN 4431 – Critical Care Nursing and Emergency Nursing: Assessment**

(3 credits – TG) Distance Delivery

Examines various aspects of assessment within a physiologic systems framework, particular to acute/critically ill patients. Emphasizes analysis and integration of physical, laboratory and computer derived findings.

*Pre- or Corequisite: Advanced Studies in Critical Care Nursing 4401 for Critical Care Nursing students and Advanced Studies in Critical Care Nursing 4451 for Emergency Nursing students or approval of department chair.*

**Note:** This course is the second of the five (5) courses required for completion of Level I for registered nurses who meet the Advanced Studies in Critical Care Nursing program admission requirements. Prior learning recognition may be given to students who have national certification in specialty areas of Critical Care or Emergency Nursing.

### **ACCN 4451 – Emergency Nursing – Pathophysiology**

(3 credits) Distance Delivery

Provides a thorough review of physiological and pathophysiological mechanisms and their relationships to human body systems across the age span. Facilitates study of mechanisms underlying selected clinical conditions that are common and/or emergent in the emergency setting. Uses pathophysiology as a basis for understanding clinical conditions in order to guide relevant history taking, assessment and management of patients with these conditions.

### **ACCN 4453 – Emergency Nursing: Care of the Acutely Ill and Injured – Part A**

(3 credits) Distance Delivery

This is the first of a two-part course, which describes the nursing care of the acutely ill and injured patients in the emergency department. There is an emphasis on pathophysiology as a basis for assessing, triaging, planning, implementing and evaluating care (the nursing process). The course begins with a discussion of factors common to all patients and/or emergency departments such as primary/secondary assessment, documentation, confidentiality, crisis responses, and pain management. The remaining units focus on acute illnesses and injuries affecting the respiratory, cardiovascular and neurological systems for adults. Special considerations for elderly and children are also presented. Illness and injuries are grouped according to the patient's presenting complaint or predominant physiologic abnormality.

*Pre- or Corequisite: Advanced Studies in Critical Care Nursing 4431 and 4451 or approval of department chair.*

### **ACCN 4455 – Emergency Nursing: Care of the Acutely Ill and Injured – Part B**

(3 credits) Distance Delivery

This is the second of a two-part course series on emergency nursing. As with part A, the nursing process and pathophysiology are the basis for the management of adults and children with illnesses and injuries affecting the body systems not previously discussed (EENT, gastrointestinal, urinary, reproductive, and musculoskeletal). Additional topics include management of specific toxicologic and environmental emergencies, disaster and flight nursing, advanced triage, professional leadership, evidence based practice and multisystem/multitrauma disorders.

*Pre- or Corequisite: Advanced Studies in Critical Care Nursing 4431, 4451 and 4453 or approval of department chair.*

### **ACCN 4471 – Neuroscience Nursing Theory**

(3 credits) 64 hours lecture

ACCN 4471 is an advanced neuroscience nursing course which provides a thorough review of neurological/neurosurgical physiological/pathophysiological mechanisms and their relationship to human body systems to provide a foundation for assessment, goal setting and intervention with adult neuroscience patients.

*Pre- or Corequisite: Advanced Studies in Critical Care Nursing 4401 or approval of department chair.*

### **ACCN 4473 – Neuroscience Nursing Clinical**

(6 credits) 210 hours practicum

Provides opportunities to integrate and apply more in-depth knowledge and skills in the neuroscience setting. Learning objectives are in part defined by the individual needs of the student. Students gain hands-on experience with advanced neuroscience concepts and skills.

*Prerequisite: Advanced Studies in Critical Care Nursing 4401, 4431 and 4471.*

*Corequisite: Advanced Studies in Critical Care Nursing 4407 or approval of department chair.*

### **ACCN 4481 – Critical Care Nursing: Clinical I**

(6 credits – TG) 210 hours practicum

The clinical practicum provides the student with opportunities to integrate and apply critical care skills and theory in clinical practice. Students gain hands-on experience with a variety of assessment and clinical interventions. Nurses with critical care experience may apply for prior learning credit.

*Prerequisite: Advanced Studies in Critical Care Nursing 4401, 4405 and 4431 and approval of the department.*

*Pre- or Corequisite: Advanced Studies in Critical Care Nursing 4407.*

### **ACCN 4483 – Advanced Trauma Care: Clinical II**

(3 credits – TG) 140 hours practicum

Students integrate and apply basic and advanced theoretical knowledge and technical skills in a variety of settings dependant upon trauma focus.

*Prerequisite: Advanced Studies in Critical Care Nursing 4413 or approval of department chair.*

### **ACCN 4491 – Emergency Nursing – Clinical I**

(6 credits) 210 hours practicum

This clinical practicum provides the student with opportunities to integrate and apply emergency nursing theory and skills in the clinical setting. Students gain hands-on experience with a variety of assessment and clinical interventions. Nurses with emergency experience may apply for prior learning credit.

*Prerequisite: Advanced Studies in Critical Care Nursing 4431, 4451, 4453, 4455 and approval of the department.*

### **ACCN 4493 – Emergency Nursing – Clinical II**

(3 credits) 140 hours practicum

Provides opportunities to integrate and apply more in-depth knowledge and skills in the emergency setting. Learning objectives are in part defined by the individual needs of the student. Students gain hands-on experience with advanced emergency concepts and skills.

*Prerequisite: Completion of level I certificate in Advanced Studies in Critical Care Nursing Emergency stream and completion of the theory requirements for level II Advanced Studies in Critical Care Nursing Emergency stream.*

*Corequisite: Theory requirements for level II may only be corequisites on approval of the department chair.*





## ADVANCED STUDIES IN MENTAL HEALTH (ASMH)

Courses in the Advanced Studies in Mental Health program are offered by distance delivery in the Fall and/or Winter Semesters.

### ASMH 4401 – Mental Health: Theory and Assessment I

(3 credits) Distance Delivery

This course introduces a philosophical framework and theoretical basis for holistic practice in mental health in a variety of institutional and community settings. It includes an in-depth study of mental disorders and mental health assessment. Using a holistic and culturally sensitive perspective, students will explore mental health issues that affect individuals across the life span. Course content incorporates the current diagnostic classification system of mental disorders (DSM IV-TR).

### ASMH 4403 – Mental Health: Theory and Assessment II

(3 credits) Distance Delivery

This course is a continuation of ASMH 4401 providing a theoretical basis for mental health practice in a variety of institutional and community settings.

*Prerequisite:* Advanced Studies in Mental Health 4401 or consent of the department chair.

### ASMH 4405 – Psychopharmacology

(3 credits) Distance Delivery

The course provides the learner with opportunities to master psychopharmacology. Students will examine the neurobiology of the brain systems with which psychotropic drugs interact. The course offers an in-depth review of chemical neurotransmission as a mediator of disease action; and explores how drugs interact with the body and the brain across the life-span related to pharmacokinetics (how drugs are handled by the body) and pharmacodynamics (how drugs act).

### ASMH 4407 – Mental Health Interventions

(3 credits) Distance Delivery

This course will explore major concepts and practices of contemporary therapeutic modalities in mental health practice. It provides in-depth study of current interventions that will assist the practitioner to mobilize the client to effect change in his/her life.

### ASMH 4491 – Clinical Practicum

(6 credits) minimum 210 hours clinical experience

This course provides an opportunity for synthesis and application of mental health principles, theories and interventions in a practice setting that addresses mental health concerns. Students will identify and complete extensive study in a practice area relevant to their specific interests.

*Pre- or Corequisite:* Advanced Studies in Mental Health 4401, 4403, 4405 and 4407 and approval of the department.

## AIR FLIGHT TRAINING (AIRF)

### AIRF 1101 – Commercial Pilot's License

(3 credits) 4 hours lecture

This course is designed to give students knowledge of the material outlined in Transport Canada's Study and Reference Guide for Commercial Pilot's License. At the end of the semester all students are required to have passed the written examination for the Commercial Pilot's License.

*Prerequisite:* Acceptance into the Aviation program and a Private Pilot's Licence.

### AIRF 1109 – Introduction to Aviation Meteorology (Introductory) (formerly GEOG 1109)

(3 credits) 3 hours lecture, 2 hours lab

This course meets the meteorology requirements for the Department of Transport Commercial Pilot's Licence, basic meteorology as it applies to aviation and the ability to interpret weather information for pilots as supplied by Atmospheric Environment Services.

*Prerequisite:* Acceptance into the Aviation program or Instructor's permission.

### AIRF 1111 – Introduction to the Aviation Industry

(3 credits) 3 hours lecture

This course is an introduction for commercial pilots in the following topics: aviation history, aircraft identification, industry networking, professional conduct, pilot decision making, preparing for the first job, present state of the industry.

*Prerequisite:* Air Flight Training 1101.

### AIRF 1130 – Aircraft Engines

(3 credits) 3 hours lecture

This course is designed to give students a theoretical, practical and working knowledge of an aircraft piston engine and its ancillary controls. Students will also be introduced to the turbo prop and turbo jet engine.

### AIRF 1202 – Multi-Engine Instrument Rating

(3 credits) 3 hours lecture

This course is designed to give students a knowledge of the material outlined in the Transport Canada's Study and Reference Guide for Instrument Rating. This will be covered through lectures. At the end of the semester all students must have passed the Transport Canada written examination for the Instrument Rating Endorsement.

*Prerequisite:* Air Flight Training 1111.

### AIRF 1206 – Advanced Aircraft Operations, GPS, and Crew Coordination

(3 credits) 3 hours lecture

This course is designed to give students an advanced knowledge of aircraft operations, performance, and navigation. Students will be exposed to the Garmin 430 moving map GPS navigational technology through classroom theory and practical simulator sessions. Students will also be taught the theory and practice of multi-crew operations and Standard Operating Procedures.

*Prerequisite:* Air Flight Training 1202.

### AIRF 1209 – Advanced Aviation Meteorology (Advanced) (formerly GEOG 1209)

(3 credits) 3 hours lecture, 2 hours lab

This course prepares students for the meteorological portion of the Instrument Flying Test. It deals with practical flight planning problems, both low level and high level. Upon successful completion of the course students should have a good grounding in practical meteorological problems confronting an aircraft captain.

*Prerequisite:* Air Flight Training 1109.

### AIRF 1210 – Aircraft Systems

(3 credits) 3 hours lecture

This course is designed to give students a theoretical and working knowledge of aircraft hydraulic, pneumatic, electric, pressurization, oxygen, fire and ice protection systems.

*Prerequisite:* Air Flight Training 1130.

### AIRF 1240 – Aviation Management

(3 credits) 3 hours lecture

This course is an introduction to the economics of air transportation in the Canadian airline industry. Topics explored include airline strategy and market barriers, demand and supply of air services, elasticity of air demand, capacity management, scheduling, cost management, government regulation, risk management, and safety management systems. Relevant current issues in the industry are also discussed.

### AIRF 1242 – Human Factors and Aviation Safety

(3 credits) 3 hours lecture

This course examines current issues related to aviation safety. Of primary interest are human factors as they apply to pilots, air traffic control, managers, and other related parties. The impact of human factors on aviation safety will be investigated. Aviation psychology and physiology will be discussed, and strategies for successful pilot decision-making will be developed. Case studies will involve both Air Transport Category and General Aviation aircraft situations. The transportation of dangerous goods and accident investigation will be introduced.

### AIRF 1199, 1299 – Directed Readings

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **ANTHROPOLOGY (ANTH)**

### **ANTH 1101 – Introduction to Primatology and Human Evolution (formerly ANTH 2201) (U of C ANTH 201)**

(3 credits – TG) 3 hours lecture

This course will consider human evolution, the role of biosocial phenomena in the evolution of physical structure and social behaviour, and the origins and development of culture.



### **ANTH 1102 – An Introduction to Physical Anthropology (formerly ARKY 2203) (U of C ARKY 203)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course is a survey of major topic areas in Physical Anthropology including human evolution, Mendelian and population genetics, osteology, and human variation. In the laboratory portion of this course, students will engage in applied exercises for each of the given areas.



### **ANTH 1103 – Introduction to Social and Cultural Anthropology (formerly ANTH 2203) (U of C ANTH 203)**

(3 credits – TG) 3 hours lecture

This course is a cross-cultural exploration of the nature of human culture and society: its elements, variability and perpetuation. Topics will include symbolism and meaning, subsistence strategies, sex and gender, kinship, social organization, and political, economic, and religious institutions.



### **ANTH 1104 – Introduction to Archaeology (formerly ARKY 2201) (U of C ARKY 201)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course introduces the basic principles used in archaeological exploration throughout the world. In lecture and lab settings, students will study and use the processes with which archaeologists work in the field, including mapping and site location methods, excavation practices and artifact processing, artifact and site interpretation, and principles of cultural heritage management.



### **ANTH 1105 – Ancient Peoples and Places (formerly ARKY 2205) (U of C ARKY 205)**

(3 credits – TG) 3 hours lecture

This course provides a broad survey of Old and New World archaeology from the emergence of humans and the development of culture from hunting/gathering to agriculture and ancient complex societies.



### **ANTH 2204 – Archaeology of North America (formerly ARKY 3303) (U of C ARKY 303)**

(3 credits – TG) 3 hours lecture

This course is a general survey of the prehistory of the North American continent north of Mexico, beginning with the earliest evidence for human occupation in the western hemisphere and ending with the period of European contact. Selected geographical and cultural areas include the Arctic, the Northwest Coast, California, the Southwest, the Eastern Woodlands, and the Prairie-Plains.

### **ANTH 2205 - Marriage, Family, Kinship and Descent**

(3 credits) 3 hours lecture

This course explores anthropological approaches to understanding kinship and descent systems, forms of marriage, and types of family that have been found at different times and places. Topics include kinship and descent terminologies; theories of incest and exogamy; bridewealth, brideservice, dowry, and inheritance; arranged versus “free choice” marriage; and the influences of urbanization and industrialization on traditional rural extended families.

*Prerequisite: Anthropology 1103 or consent of the Department.*

### **ANTH 2206 – Cross-cultural Communication and Business (formerly ANTH 3301)**

(3 credits – TG) 3 hours lecture

This course explores ways in which differences in cultural patterns of communication affect interaction between business parties, particularly those of differing cultural/national/ethnic backgrounds.

### **ANTH 2213 – Contemporary Aboriginal Issues in Canada (U of C ANTH 213)**

(3 credits – TG) 3 hours lecture

This course considers the history of Aboriginal-state relations, the development of “Indian policy” in Canada and socio-cultural and legal aspects of current issues (such as land claims treaties, status of women, human rights, and expression of aboriginal identity and stereotyping of Aboriginal people) that various Aboriginal groups define as central to their existence and cultural survival.

### **ANTH 2214 – Ethnography of the Northwest Coast (formerly ANTH 3313)**

(3 credits – TG) 3 hours lecture

This course is a survey of the aboriginal cultures of the Northwest Coast. Initial topics include prehistory, language, subsistence and settlement patterns, material culture, social organization, religion, ceremonial life and traditional art and mythology. Subsequent discussion will focus on European contact and colonization, social change, and major contemporary issues such as aboriginal rights, land claims and the environment.

*Recommended Preparation:* At least one 1000-level course in Anthropology, Archaeology, Psychology or Sociology.

### **ANTH 2215 – Archaeology of the Levant (formerly ARKY 3315)**

(3 credits – TG) 3 hours lecture

This course examines four successive phases of civilization and its development within Syria, Lebanon, Cyprus, Israel and Jordan, from the third millennium BC through the decline of Roman domination during the third century AD. The emphasis is on understanding the characteristics of those civilizations, and how each civilization responded to external cultural influences from its rise to its demise.

*Recommended Preparation:* Anthropology 1104, 1105 or 2225.

### **ANTH 2218 – Culture and Society in Contemporary India (formerly ANTH 3318)**

(3 credits – TG) 3 hours lecture

This course is a selective survey of contemporary India with an emphasis on the ways that colonialism, globalization and the media have intersected with and shaped contemporary Indian life and the identities of the Indian populace. Topics include religion, family, gender, the partition of India, nationalism, and the Indian diaspora.

*Prerequisite: Anthropology 1103 or consent of the department.*

### **ANTH 2221 – Hot Topics in Old World Prehistory (formerly ARKY 3321)**

(3 credits – TG) 3 hours lecture

This course is designed to help students think critically about contemporary controversial topics dealing with biological and cultural origins of our early human ancestors of Africa, Eurasia, and Australia between 5 million and 40,000 years ago. Topics may include molecular advances, new hominin fossil discoveries, bipedalism, sexual dimorphism, behavioural reconstructions, and archaeological site interpretation.

*Prerequisite: Anthropology 1101 or Anthropology 1102 or consent of the department.*

### **ANTH 2225 – Ancient Civilizations (formerly ARKY 3325) (U of C ARKY 325)**

(3 credits – TG) 3 hours lecture

This course critically examines the theories and facts behind what is meant by “civilization”, the origins of agriculture and its impact on social complexity. The focus is on several of the earliest civilizations in both the Old and New World, including the Sumerians of Mesopotamia, the Harappans of the Indus Valley, Old Kingdom Egypt, China, the Andes, and the Maya of Mesoamerica.

### **ANTH 2226 – Early Empires: Assyrians, Babylonians and Persians (formerly ARKY 3326)**

(3 credits – TG) 3 hours lecture

This course examines the rise, fall and characteristics of three of the world’s greatest successive early empires—the Assyrians, the Babylonians and the Persians—from c. 1000 BC to the conquest of Alexander the Great within Iraq and Iran, and how each responded to and incorporated external cultural influences. *Recommended Preparation:* Anthropology 1105 or 2225, History 1101, Religious Studies 1101, or consent of the department.

**ANTH 2227 – Early Islam**

(3 credits) 3 hours lecture

This course is a detailed study, both diachronic and synchronic, of the ideals behind and artistic embellishments of monuments and artefacts in the Muslim world, as expressions of Islamic beliefs and traditions. The focus is on the Middle East, from the Arabian Peninsula through North Africa and Spain, in order to address specific regional developments from late pre-Islamic times (1st - 6th centuries AD) into the early Crusades (about 1100 AD).

*Prerequisite:* Consent of the department.

Note: No previous knowledge of Islam or of Arabic is assumed or necessary

**ANTH 2229 – Anthropology of "Race" (formerly ANTH 3329)**

(3 credits – TG) 3 hours lecture

This discussion-based course takes a critical examination of historical and modern anthropological perspectives on the biological term "race." Historically, race in a Biological Anthropology context examines the classification of modern human physical variation. Today this context has expanded including the impact of genetic variation, biological determinism of race and racial definitions of ancient human ancestors.

**ANTH 2230 – History of Prehistory (formerly ARKY 3329)**

(3 credits – TG) 3 hours lecture

This course introduces students to how historic discoveries in physical anthropology and archaeology are an integral part of the study of prehistory. Controversial debates such as race and human variation, phylogeny, archaeological dating/context, Neanderthals and modern humans, and archaeological site analysis will be explored.

*Prerequisites:* Anthropology 1101 or Anthropology 1102 or consent of the department.

**ANTH 2231 – The Anthropology of Gender (formerly ANTH 3331) (U of C ANTH 331)**

(3 credits – TG) 3 hour lecture

This course is a comparative analysis of gender as a central feature of social identity and social relations of power. Biological, archaeological, feminist and post-modern approaches to the understanding of women's and men's experiences in their historical and cultural varieties form the basis of the course. Case studies will be drawn from western and non-western cultures around the world.

*Prerequisite:* Anthropology 1103 or consent of the department.

**ANTH 2235 – Culture and Environment of Selected Circumpolar Peoples (formerly ANTH 3335) (U of C ANTH 335)**

(3 credits – TG) 3 hours lecture

This course is an ethnographic survey of the Peoples and cultures of the circumpolar area with an emphasis upon environmental adaptation and the effects of culture contact. Selected cultures include the Sámi, Chukchi, Evenks and Tungus, Aleuts, Yupik, Inuit, Athabascans and Algonquians.

*Prerequisite:* Anthropology 1103 or consent of the department.

**ANTH 2241 – Ethnography in Anthropology**

(3 credits) 3 hours lecture

Ethnography ("writing culture") is central to the discipline of Anthropology. Through the reading of complete ethnographic works and critical treatises on ethnography, students will explore the entirety of the ethnographic enterprise: how ethnography allows unique insights into specific cultures, how ethnographic research is designed and carried out, how ethnographic texts are constructed, and how ethnographic representations have been responded to and interpreted.

*Prerequisite:* Anthropology 1103

**ANTH 2243 – Anthropology Through Film**

(3 credits) 3 hours lecture

This course takes a historical and theoretical perspective of ethnographic film, the visual medium through which anthropologists and filmmakers have "captured" and presented human cultural experience for almost 100 years. Students will engage in a critical analysis of the representations presented in ethnographic film and consider relationships between the development of the ethnographic film genre and the development of Anthropology as a whole.

*Prerequisite:* Anthropology 1103 or consent of the department.

**ANTH 2253 – Introduction to Applied Archaeology (formerly ARKY 3313)**

(3 credits) 3 hours lecture

This course is an introduction to the methods of archaeological reconnaissance and survey. Heritage Resource Impact Assessment Studies required by legislation enacted in Western Canada will be emphasized. Searches of government files, topographic map and aerial photo interpretation will form the core of the course material. The ability to locate archaeological sites using the UTM and legal land description systems will be acquired as well.

Recommended Preparation: Anthropology 1104.

**Note:** Anthropology 2253 cannot be used as partial credit for 2291.

**ANTH 2255 – An Ethnographic Survey of Native North America (formerly ANTH 3355) (U of C ANTH 355)**

(3 credits – TG) 3 hours lecture

This course provides an overview of native cultures of North America, examining relationships among subsistence and settlement patterns, material culture, social and political organization, ideological structures, ceremonial life, mythology and art. Because of the number and diversity of native peoples in North America, "typical" groups from each culture area will form the basis of description and analysis.

*Prerequisite:* Anthropology 1103 or consent of the department.

**ANTH 2258 – Anthropology in the Public Eye (formerly ANTH 3358)**

(3 credits – TG) 3 hours lecture

This discussion-based course focuses on the public's perception of Anthropology, not the content of Anthropology itself. Students will, in essence, take an anthropological perspective by critically examining and evaluating the objectivity, relevance, and substance of various current anthropological topics such as the role of the media, impact of cultural and heritage policy, anthropological representation in museums and education, and ethics and the antiquities trade.

**ANTH 2270 – Archaeology of the Nile Valley (formerly ARKY 3331)**

(3 credits – TG) 3 hours lecture

This course provides an overview of the development of civilizations along the Nile. Beginning with hunter-gatherers, archaeological evidence will be reviewed detailing the transition to civilizations. Emphasis will be placed upon archaeological evidence, history and epigraphy in understanding the two major civilizations of the Nile Valley: Egypt and Kush.

**ANTH 2281 – Introduction to Linguistic Anthropology (formerly ANTH 3381)**

(3 credits – TG) 3 hours lecture

This course explores the anthropological study of language, culture, and communication. Topics will include the origin, evolution and sociohistorical development of languages, the structure of language, comparative analysis and classification of languages, the impact of language and culture on one another, how language is used in particular sociocultural contexts, and a brief survey of field methods, analytical methods, and theory.

*Prerequisite:* Anthropology 1103 or Linguistics 1111 or consent of the department.

**ANTH 2283 – Anthropological Perspectives on Discourse Strategies (formerly ANTH 3383)**

(3 credits) 3 hours lecture

This course examines cultural constructions of narrative and discourse. Topics include inter-tribal and inter-ethnic interaction; communication between genders and classes; discourse in institutional settings such as the courtroom, classroom and work settings; and discourse in the media.

Recommended Preparation: at least one 1000-level course in Anthropology, Linguistics, Sociology or Psychology.

### **ANTH 2290 – Field Course in Archaeological Techniques I (formerly ARKY 3317)**

(3 credits – TG) 3 weeks Field Work

This course provides an introduction to the practical application of modern field techniques in Archaeology, including excavation and recording and analysis of sites, artifacts, and related materials. The course will require travel to an international archaeological site, usually during the summer.

*Prerequisites: Anthropology 1104 and Anthropology 2215.*

**Note:** Anthropology 2290 cannot be used as partial credit for 2291.

**Note:** Students will be responsible for paying all costs, including travel associated with the international field school experience.

### **ANTH 2291 – Field Course in Archaeological Techniques II (formerly ARKY 3319)**

(6 credits – TG) 6 weeks Field Work

This course provides a comprehensive introduction to the practical application of modern field techniques in archaeology, including excavation and recording and analysis of sites, artifacts, and related material. This course will require travel to an international designated archaeological site, usually during the summer.

*Prerequisites: Anthropology 1104 and Anthropology 2215.*

**Note:** Students cannot use Anthropology 2290 as partial credit for 2291.

**Note:** Students will be responsible for paying all costs, including travel, associated with the international field school experience.

### **ANTH 3307 – Introduction to Anthropological Statistics (U of C ANTH 307)**

(3 credits – TG) 2 hours lecture, 2 hours lab

This course is an introduction to basic statistical concepts, techniques, and applications including descriptive and inferential statistics.

*Prerequisite: Pure Mathematics 30 or Applied Mathematics 30 and Anthropology 1101, 1103 or 1104 or Anthropology 1104 or consent of the department.*

### **ANTH 3309 – Ceramic Analysis**

(3 credits) 3 hours lecture, 3 hours lab

In this intensive survey course, students will develop a working knowledge of and approach to all aspects of current archaeological and contemporary ceramics research through lectures and hands-on labs. The course content is structured to lead directly into research design development for a study of ceramics within the student's area, culture(s) and time period(s) of interest, from prehistoric to contemporary cultures worldwide, including ethnoarchaeology.

*Prerequisite: Anthropology 1104, or consent of the department*

*Strongly recommended: Anthropology 3307*

### **ANTH 3311 – Practical Problems in Archaeological Interpretation**

(3 credits) 3 hours lecture

In this course students analyze and interpret data sets from archaeological sites worldwide, focusing on the interrelationships between theory, method, and interpretation. The student will develop a solid working knowledge of approaches on those data sets and their interpretation through a series of readings and exercises focused on data interpretation.

*Prerequisite: Anthropology 1104 and two Anthropology courses at the 2000 level, or consent of the department.*

### **ANTH 3319 – Ethnography of the Great Plains (formerly ANTH 3419) (U of C ANTH 419)**

(3 credits – TG) 3 hours lecture

This course is a comparative study of peoples of the Great Plains past and present. Focus is upon the material culture, settlement and subsistence patterns, language, social and political structures, gender roles, religion, world view, ritual and art of the indigenous peoples of the region. Anthropological and ethnohistorical sources will form the primary data, with a comparison to aboriginal sources.

### **ANTH 3333 – Pastoral Nomads of the Old World: Past and Present**

(3 credits – TG) 3 hours lecture

This course is an in-depth exploration, from archaeological and anthropological perspectives, of an often "unseen" component of society, pastoral nomads such as "Bedouin" and the Roma (previously known as "Gypsies"). The course will focus on the continents of Africa, Asia, and Europe where pastoral nomads are best represented.

*Prerequisite: Anthropology 1103, 1104, 2225, or 3361; or History 1101 or 1103; or Humanities 1109 or 1111; or Philosophy 2253; or Romance Studies 1199; or Sociology 1101.*

### **ANTH 3341 – Medical Anthropology (U of C ANTH 341)**

(3 credits – TG) 3 hours lecture

Medical Anthropology explores beliefs, practices and experiences of health, illness and healing in cross-cultural perspective. Topics will include the role of healers, their patients, and the relationship between the two, the cultural aspects of biomedicine, the ways in which the members of different cultures experience, understand and treat illness, and the transformation of traditional medical systems in the face of globalization.

*Prerequisite: Anthropology 1103, or consent of the department.*

### **ANTH 3361 – Hunter-Gatherer Adaptations**

(3 credits – TG) 3 hours lecture

This course explores the theoretical literature relating to contemporary, historic, and prehistoric hunter-gatherer adaptations. Some topics include the social dynamics of hunter-gatherer societies, marginal environmental adaptations, and hunter-gatherers of the tropical forest, maritime, Arctic and Subarctic regions.

### **ANTH 3368 – An Anthropology of Art – Art in Small-Scale Societies**

(3 credits – TG) 3 hours lecture

This course focuses upon art as a dynamic process involving not only the human creation of objects, but the circulation of these objects within the various social, cultural and historical contexts that give them meaning. Students will be provided with a foundation in the anthropological study of art, aesthetics and material culture. Special attention will be given to the arts of the "small-scale" societies, the indigenous or aboriginal peoples of North America, Africa, Australia and Oceania.

*Recommended Preparation:* At least one 1000-level course in Anthropology, Psychology or Sociology.

### **ANTH 3379 – Urban Anthropology (U of C ANTH 379)**

(3 credits – TG) 3 hours lecture

This course is a study of tribalism, ethnicity, sub-cultures, social networks and related phenomena in urban societies. Attention will be paid to planning and applied urban Anthropology.

*Prerequisite: Anthropology 1103 or consent of the department.*

### **ANTH 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **APPLIED COMMUNICATIONS (ACOM)**

### **ACOM 2011 – Directed Field Studies I – Journalism**

(15 credits) 16 weeks, work-term project

Students in the Journalism stream of the Bachelor of Applied Communications Degree program will complete a Directed Field Study in a workplace setting, and work in a print, broadcast or other journalism milieu.

*Prerequisite: Completion of a minimum 45 credits (or consent of the department) with a minimum grade of "C" in all required courses and a minimum overall Grade Point Average of 2.00; and have successfully completed Applied Communications 3345 Journalist's Workplace I Directed Field Study preparation, and have consent of the department.*



**ACOM 2013 – Directed Field Studies I – Public Relations**

(15 credits) 16 weeks, work-term project

Students in the Public Relations stream of the Bachelor of Applied Communications Degree program will complete a directed field studies in an organizational setting – either corporate, non-profit or government.

*Prerequisites:* Successful completion of the following courses or their equivalents:

*Applied Communications 2241, 2245, 2203, 2211 or 2261, 2249, 3341, 3355, 3351, 3349, and 4401, Applied Communications 2281 or Freelance Writing 1305, Computer Science 1205, Administration 1130; 150 hours of paid or volunteer public relations experience, and departmental approval.*

**ACOM 2015 – Directed Field Studies I – Technical Communication**

(15 credits) 16 weeks, work-term project

Students in the Bachelor of Applied Communications – Technical Communication degree program will complete directed field studies in an organizational setting. Students will usually be placed with large firms and assist with documenting products and systems. Students will be graded on a letter grade system.

*Prerequisite:* Students will have completed a minimum of 45 credits (or consent of the department) with a minimum grade of “C” in all required courses and a minimum overall Grade Point Average of 2.00, and have successfully completed the Introduction to Work Experience (or approved equivalent) workshop through Career Services.

**ACOM 2017 – Directed Field Studies I – Electronic Publishing**

(15 credits) 450 hours work-term

Students in the Bachelor of Applied Communications – Electronic Publishing degree program will complete Directed Field Studies lasting a minimum of 450 hours, in an appropriate corporate setting. Within this production environment, students will apply techniques and concepts acquired in the core curriculum, and document theoretical and practical findings.

*Prerequisite:* Completion of a minimum of 60 credits (or permission of chair) with a minimum grade of “C” in all required courses and a minimum overall Grade Point Average of 2.00. Completion of the Introduction to Work Experience (or approved equivalent) workshop through Career Services.

**ACOM 2203 – Applied Visual Communication I**

(4 credits) 4 hours lecture

Principles of graphic communication, design, and layout will be applied to the production of a variety of print-based media including newspapers, newsletters, reports, manuals and brochures using current computer-based page-layout and graphics programs. Typography, the uses of colour, the selection of photographs and art-work, and the sizes, weights and quality of paper as they affect the options for printing processes will be examined and applied.

*Prerequisite:* Computer Science 1205 or consent of the department.

**ACOM 2205 – Principles of Graphics I**

(3 credits) 3 hours lecture

This course introduces students to the principles of effective graphic design. Students explore the ways in which humans communicate effectively through spatial arrangements, visual cues, signs and conventions. The history of the major communications vehicles will be explored. Design and use of photographs and other pictorial materials will be developed, and current approaches to typography examined.

**ACOM 2207 – News Agenda I**

(1 credit) 1 hour lecture

This course is an introduction to the local, regional, national and international news agendas. Critical analysis of current news agendas, study of how a news agenda is created, development of story ideas, practical work in pitching stories. Journalists must monitor current television and radio news and must read current newspapers.

**ACOM 2211 – Newswriting and Reporting I**

(3 credits) 1 hour lecture, 3 hours tutorial

This course is an introduction to reporting and writing news stories. Journalists will learn basic reporting and interviewing methods, speedwriting and other note taking techniques, the basic elements of news stories, and stylebook rules. A specific component of this course will introduce journalists to research skills. Elements of this course may be delivered online.

**ACOM 2217 – News Agenda II**

(1 credit) 1 hour tutorial

Critical analysis of local, regional, national and international news agendas. Study of how specific news agendas are created. Development of story ideas, pitching stories. Journalists must monitor current television and radio news and must read current newspapers.

**ACOM 2219 – Broadcast Journalism I**

(3 credits) 1 hour lecture, 2 hours tutorial

Introduction to significant theories, practices and issues in broadcast journalism. Newswriting theory and practice for broadcast media, especially television.

*Prerequisite:* Completed first semester in the journalism stream of the Applied Communications Degree program or consent of the department.

**ACOM 2221 – Newswriting and Reporting II**

(3 credits) 1 hour lecture, 2 hours tutorial

Instruction and practice in reporting and writing general assignment news stories for print publication. Covering press conferences, meetings, speeches, writing weather, sports, and other routine stories. Updating stories. Pitching stories. Interviewing skills.

*Prerequisite:* Applied Communications 2211.

**ACOM 2223 – Photojournalism I**

(3 credits) 1 hour lecture, 2 hours tutorial

This course will introduce journalists to the theory and practice of contemporary news photography and news photo publication. It will be necessary to purchase a camera – instructor will advise on which models are acceptable.

*Prerequisite:* Applied Communications 2211.

**ACOM 2233 – Media History and Contemporary Issues**

(3 Credits) 1 hour lecture, 2 hours tutorial

This course considers the nineteenth century beginnings of modern journalism, the evolution of journalism in the twentieth century, and current issues affecting journalism as a craft and as a business.

**ACOM 2241 – Introduction to Public Relations**

(3 credits – TG) 2 hours lecture, 1 hour tutorial

This course will provide students with an overview of the field of public relations and environments in which practitioners work. Public relations will be considered from the perspective of human communication theories. Students will also learn the history and role of public relations in different organizational settings, and all key components of the public relations process from both a theoretical and practical point of view. Issues facing the practitioner and the industry will also be discussed.

**ACOM 2245 – Interpersonal Communications**

(3 credits – TG) 3 hours lecture

This course introduces the fundamentals of interpersonal communications with a focus on “influencing with integrity”. Students will practice communicating one-on-one and in small groups; learn effective listening and conflict resolution skills; appreciate differences in others; and examine personal values, intentions and behaviours.

**ACOM 2247 – Public Relations Management**

(4 credits) 2 hours lecture, 2 hours tutorial

Building on the introduction to public relations course, students will formulate plans for communications activities. They will research a problem or opportunity, analyse target groups and messages to be delivered, undertake budgeting and scheduling activities, and evaluate the results. Students will manage a special event as part of the course.

*Prerequisite:* Applied Communications 2241.

**ACOM 2249 – Applied Writing I for Public Relations**

(4 credits) 2 hours lecture, 2 hours tutorial

This course will introduce students to intermediate-level elements of writing for specific communications disciplines. Considerations of audience, purpose and technique in media will be examined for a variety of writing assignments in public relations.

*Prerequisite:* Applied Communications 2241.





### **ACOM 2251 – Introduction to Fund Development**

(3 credits) 3 hours lecture

This course is designed for programmers and managers working in the non-profit sector who will need basic understanding and skills in fund development to support their organization and/or community. Through in-class discussion, small group work, and assignments, students will learn the planning and implementation of fund development and understand it as an integral part of an organization's business plan.

### **ACOM 2255 – Writing for Publication (formerly FWRT 1305)**

(3 credits) 3 hours lecture

This course involves writing for general and trade periodicals; the freelance writer's marketplace and marketing; techniques of writing non-fiction.

### **ACOM 2261 – Technical Writing I**

(3 credits – TG) 2 hours lecture, 2 hours tutorial

Introduction to the varieties of technical writing. Forms and styles of technical description, procedures, reports, proposals, business plans and policies. Introduction to the integration of text and graphics.

**Note:** Credit will be allowed for only one of Applied Communications 2261, English 2263 or Freelance Writing 1311. Applied Communications 2261 may not be used by Applied Communications students as an Arts and Science Requirement for graduation purposes.

### **ACOM 2263 – Stylistics**

(3 credits) 3 hours lecture

In this course, students refine their writing skills by applying the principles of rhetoric and stylistics. We will observe the effectiveness of diverse texts-essays, stories, advertising, magazine and newspaper writing – and consider precisely how and whether these forms of communication work. The rhetorical analysis of texts will also apply to our own writing, as we look at the relationship between authorial intention and audience reception.

**Note:** Credit will be allowed for only one of Applied Communications 2263, English 2207 or Freelance Writing 1301.

### **ACOM 2267 – Information Architecture**

(3 credits) 3 hours lecture

Applying principles of structured writing to documents, both paper and hypertext, results in documents whose information blocks can be mapped, thus enabling readers to find quickly the information they want. Students will practice developing information maps for the seven different kinds of information: procedure, process, principle, fact, concept, classification and structure. The course will also provide practice in using information mapping design to produce collaboratively-written documents.

**Note:** Technical Writing students only.

### **ACOM 2271 – Publishing – Origins to Today**

(3 credits) 3 hours lecture

This course is designed to provide publishing specialists with an historic context for the forms, markets, and media they are working in. The course surveys how information has been circulated and published in human societies. It examines the earliest recorded information, historic techniques of reproduction and distribution, how the book emerged and how new electronic forms of publishing are both a continuance of tradition and a challenge to it.

### **ACOM 2273 – Introduction to Digital Layout**

(3 credits) 2 hours lecture, 2 hours lab

This course reviews major computerized layout programs and develops competency in one of them. Students will compare a cross-section of programs and become proficient in one platform. Students will explore all key areas of layout technique, from the building of templates, to the mastering of typography and style to control of large-document projects.

*Prerequisite:* Applied Communications 2205 and Computer Science 1209.

### **ACOM 2279 – Standard and Digital Photography**

(4 credits) 3 hours lecture, 2 hours lab

This course introduces students to traditional photography while it lays the groundwork for digital photographic techniques. Students will gain an understanding of film, camera, exposure and digital processes. Students will gain experience in the use of traditional and digital cameras and with the application of colour theories.

*Prerequisite:* Applied Communications 2205 and Computer Science 1209.

### **ACOM 2281 – Event Management**

(3 credits) 2 hours lecture, 1 hour tutorial

This course builds on students' basic understanding of special events to develop a deeper understanding of the role events play in strategic communication and in helping organizations achieve their goals. From brainstorming ideas and concepts to project management, budgeting, targeting audiences, volunteer management and proposal writing, the students will be prepared to participate fully in the planning and implementation of successful events for a variety of purposes. As well, students will be assigned to work on an event as part of their course experience.

*Prerequisite:* Applied Communications 2241 and 2247.

### **ACOM 2500 – Introduction to Communication Studies**

(3 Credits) 2 hours lecture; 1 hour tutorial

When we consume information or communicate with others we are sharing and assessing facts, ideas, opinions, and even biases, and drawing conclusions from what we hear, see and read. In doing so we are developing a sense of who we are as individuals, and we're also making decisions about how our world functions. With a focus on producing effective written communication, this course will introduce students to the discipline of Communication Studies, and examine a range of communication theories, which describe these dynamic social and personal processes.



### **ACOM 3011 – Directed Field Studies II – Journalism**

(15 credits) 16 weeks

Students in the Bachelor of Applied Communications – Journalism degree program will complete a second Directed Field Study in a print, broadcast, or other journalism milieu.

### **ACOM 3013 – Directed Field Studies II – Public Relations**

(15 credits) 16 weeks

Students in the Bachelor of Applied Communications – Public Relations degree program will complete a second Directed Field Studies in an organizational setting. Students in Public Relations will work with industry professionals in the corporate, public and non-profit sectors of industry.

*Prerequisite:* Completion of Applied Communications 2013 and a minimum of 45 credits or consent of the department with a minimum grade of "C" in all required courses and a minimum overall G.P.A. of 2.00.

### **ACOM 3015 – Directed Field Studies II – Technical Communication**

(15 credits) 16 weeks

Students in the Bachelor of Applied Communications – Technical Communication degree program will complete a second Directed Field Studies in an organizational setting. Students will usually be placed with large firms and will continue to develop documentation expertise at a more advanced level.

*Prerequisite:* Completion of a minimum of 60 credits or consent of the department with a minimum grade of "C" in all required courses and a minimum overall G.P.A. of 2.00. Applied Communications 2015.

### **ACOM 3017 – Directed Field Studies II – Electronic Publishing**

(15 credits)

Students in the Bachelor of Applied Communications – Electronic Publishing degree program will complete their second Directed Field Studies for a minimum of 450 hours, in an appropriate corporate setting. Within this production environment, students will apply techniques and concepts acquired in the core curriculum and document theoretical and practical findings.

*Prerequisite:* Applied Communications 2017.

**ACOM 3305 – Research Methods**

(4 credits) 4 hours lecture

This course develops competence in major forms of research including the use of surveys, focus groups, content analysis, and the use of existing information accessed through libraries, online databases, and other computer-based search tools. Elements of descriptive statistics as they apply to the analysis of survey design will be reviewed. The course will provide instruction and practice in accessing available information as it is used in technical communication and electronic publishing.

**Note:** Bachelor of Applied Communications Degree students only.

**ACOM 3307 – Digital Newsroom**

(3 credits) 1 hour lecture, 2 hours tutorial

This course provides an introduction to Quark XPress and Adobe Photoshop for students in the Journalism Certificate Program. These two software packages are the production standard for many newspapers, magazines and other publications. They are also the production standard for the Calgary Journal, the program newspaper for which you will work as reporters, editors. The ability to use these Digital Newsroom tools will have a direct impact on the student's success while working on the newspaper.

**ACOM 3315 – Photojournalism II**

(3 credits) 1 hour lecture, 2 hours tutorial

Intermediate theory and practice in news photography. Skills development to the level required by newspaper employers. Completion of a news photo essay. Digital photography. Issues in photojournalism. Accessory lenses for cameras will be required. The course instructor will advise on lens purchases.

*Prerequisite:* Applied Communications 2221, 2223 and Computer Science 1215 or consent of the department.

**ACOM 3317 – Ethics, Law and Media**

(3 credits) 2 hour lecture, 1 hour online tutorial (blended delivery)

The course considers ethics and law, links to democracy and our political institutions, with consideration of ethical and legal issues that confront journalists and media organizations.

*Prerequisite:* Applied Communications 2231 and 2233 or consent of program.

**ACOM 3319 – Broadcast Journalism II**

(3 credits) 1 hour lecture, 2 hours tutorial

Introduction to news reporting for television. News writing for television. Introduction to video photography and editing. Introduction to on-camera performance for television journalists.

*Pre- or Corequisite:* Applied Communications 2219.

**ACOM 3325 – News Agenda III**

(1 credit) 1 hour lecture

Critical analysis of the city news agenda. Study of how the city news agenda is created and driven. Role of the media, role of interest groups, role of political parties and political groupings. Styles of urban political engagement and their reflection in the media. Investigation of stories that are going untold. Development of story ideas, pitching stories. Journalists must monitor current television and radio news and must read current newspapers.

**ACOM 3327 – Newsroom I**

(5 credits) 1 hour lecture, 3 hours tutorial, 2 hours lab

This course integrates intermediate-level instruction in news reporting, writing, editing and publication or broadcast in a newsroom setting. Journalists in this course will assist in the production of regular newspaper and/or news broadcasts. They will learn how to report and write about local and provincial government, the criminal justice system, business, sports and entertainment. They will learn the basics of newspaper layout and editing. Leadership, critical thinking, problem-solving and team-building skills will be developed and applied throughout the course. There will be some emphasis on reporting the local, newsworthy effects of international developments, trends and events. A specific component of this course will develop journalists' research skills.

*Prerequisite:* Applied Communications 2221 and Computer Science 1215 or consent of the department.

**ACOM 3337 – Newsroom II**

(5 credits) 1 hour lecture, 3 hours tutorial, 2 hours lab

This course integrates advanced instruction in news reporting, writing, editing and design in a newsroom setting. Participants in this course will assist in the frequent production of a regularly published newspaper and/or news broadcast. They will learn how to report and write about science, social issues, economics and the arts. There will be significant emphasis on reporting the local, newsworthy effects of international developments, trends and events. Leadership, critical thinking, problem-solving and team-building skills will be developed and applied throughout the course.

*Prerequisite:* Applied Communications 3327 or consent of the department.

**ACOM 3339 – Broadcast Journalism III News Production**

(3 credits) 1 hour lecture, 2 hours tutorial

Journalists in this course will study and practice the skills and processes involved in the production of television news programs and will develop their abilities to shoot and edit video news.

*Prerequisite:* Applied Communications 3319 and consent of the department.

**ACOM 3341 – Media Relations**

(3 credits) 1 hour lecture, 2 hours tutorial

This course will examine the relationship between public relations and the media. Through work on a client project, students will learn about the importance of strategic media planning, write public service announcements (PSAs), news releases, feature articles, as well as put together media kits, participate in a mock news conference and receive media training.

*Prerequisite:* Applied Communications 2249.

**ACOM 3343 – Communications and Organizational Dynamics**

(3 credits) 3 hours lecture

This course is designed to help students think critically about communication in the organizational context. Through theory-based lectures and experiential exercises, students will better understand the nature, strengths and limits of organizational design, the nature of metaphor and its usefulness in describing organizational management, and how to apply theory learned in the classroom to the practice of public relations.

*Prerequisite:* Applied Communications 2241 or consent of the department.

**ACOM 3345 – The Journalist's Workplace**

(1 credit) 1 hour lecture

This preparation course for the student's first Directed Field Study will examine current conditions and developments in the journalist's workplace, issues which may arise in the workplace, and responsibilities and rights of employers and employees. Potential employers and working journalists will be invited to present their perspectives and expectations as students develop resumes, portfolios and prepare to apply for DFS opportunities in the subsequent semester.

**ACOM 3349 – Applied Writing II for Public Relations**

(4 credits) 2 hours lecture, 2 hours tutorial

This course moves beyond the basics of public relations writing to focus on writing specialized subject matter for specific media such as Internet, advertising, film and television scripts, proposals and corporate profiles.

*Prerequisite:* Applied Communications 2249.

**ACOM 3351 – Computer Mediated Communication**

(3 credits) 1 hour lecture, 2 hours tutorial

This course introduces public relations students to computer mediated communication in the classroom and the computer lab. Participants will be able to use the technologies and understand them sufficiently to advise others on their applications, strengths and weaknesses. Students will become familiar with multimedia/CD-ROM, the Internet and Intranet.

*Prerequisite:* Computer Science 1205 and Applied Communications 2203 or consent of the department.

### **ACOM 3355 – Research Methods for Public Relations**

(3 credits) 4 hours lecture

This course develops competence in major forms of research including the use of surveys, focus groups, content analysis, and the use of existing information accessed through libraries, online databases, and other computer-based search tools. Elements of descriptive statistics as they apply to the analysis of survey design will be reviewed. The course will provide instruction and hands-on practice in conducting communications research in the public relations profession.

*Prerequisite:* Applied Communications 2241 or consent of the department.

**Note:** Bachelor of Applied Communications Degree students only.

### **ACOM 3363 – Software and System Documentation**

(3 credits) 2 hours lecture, 2 hours tutorial

This course will introduce students to advanced elements of technical writing. Documenting software programs and computer operating systems will be emphasized, as well as writing for other scientific or technical purposes and media. Single-sourcing software will be explored and large document control practised.

*Prerequisite:* Applied Communications 3365.

### **ACOM 3365 – Technical Writing II**

(3 credits) 4 hours lecture

This course will introduce students to intermediate-level elements of technical writing. Considerations of audience, purpose and technique in print and electronic media will be examined for a variety of writing needs.

*Prerequisite:* Applied Communications 2203, 2261 and 2267.

### **ACOM 3373 – Digital Illustration**

(3 credits) 2 hours lecture, 2 hours lab

This course introduces student to the principle tools, theories, and methods of computer-based illustration. Both text-based and object-based illustrations are explored. Students work with industry-standard computer programs to produce a variety of products, such as templates and letterheads, logos, wordmarks, designed heads, backgrounds and finished layouts.

*Prerequisite:* Applied Communications 2205, 2273, 2279 and Computer Science 1209.

### **ACOM 3375 – Principles of Graphics II**

(3 credits) 2 hours lecture, 1 hour tutorial

This course builds on the insights developed in Applied Communications 2205. Students will explore the technical and aesthetic aspects of designing for the web. They will learn to use web authoring tools and apply the principles of usability and accessibility to authentic web design projects.

*Prerequisite:* Applied Communications 2205.

### **ACOM 3377 – Pre-Press Technique**

(3 credits) 3 hours lecture

This course focuses on the process of putting together a document for output. It teaches the integration and interaction of layout, image manipulation, illustration and press-ready PDF generating software programs. File formats, color management, font management, printing processes and new digital pre-press technologies are also dealt with.

*Prerequisite:* Applied Communications 2273.

### **ACOM 3379 – Advanced Digital Photography**

(3 credits) 2 hours lecture, 2 hours lab

This course extends and develops skills developed in Applied Communications 2279. Students gain an in-depth understanding of digital photography including concepts such as image file formats, resolution, colour depth and dynamic range. Students will photograph and manipulate digital images for use in publications. This course also explores the legal and ethical implications of using digital images.

*Prerequisite:* Applied Communications 2279.

### **ACOM 3381 – Document Production I**

(3 credits) 2 hours lecture, 2 hours lab

This course introduces students to document production. Students develop foundation skills for the production of traditional and online publications.

*Prerequisite:* Completion of at least six core courses or their equivalents in the Bachelor of Applied Communications – Technical Communication and Bachelor of Applied Communications – Electronic Publishing degree program.

### **ACOM 3383 – Research Design and Methodology**

(3 credits) 1 hour lecture, 2 hours tutorial

Journalists are presented daily with the results of polls, surveys, clinical trials and other research projects by individuals and organizations seeking to have this information published or broadcast. Students in this course will consider both the structural and ethical aspects of how such projects are organized with a particular focus on issues such as reliability and generalization.

**Note:** Enrolment restricted to students in the journalism degree program.

### **ACOM 3389 – International Journalism Projects**

(3 credits) 1 hour lecture, 2 hours tutorial

The Journalism Program participates from time-to-time in joint courses with partner institutions. The content of this course will vary according to the needs and goals of the specific student group involved, but will offer lecture material appropriate to the journalism discipline being studied and result in the production of print, television, web or photojournalism.

### **ACOM 4401 – Media, Culture, and Communication Theory**

(3 credits) 3 hours lecture

This course examines the impact of diversity on communication and encourages communication practitioners to link everyday cultural practices to the larger systems that structure them. Students will consider multiple theories of communication to address the concepts of subjectivity and meaning making within media and culture. These theories derive from various disciplines and perspectives, including those of feminism, (post) structuralism and cultural studies. Students will also apply theories to specific artifacts and/or issues that they have defined and researched.

*Recommended Prerequisite:* completion of one Directed Field Study.

**Note:** Applied Communications Degree or Journalism Certificate students only.

### **ACOM 4407 – Media, Technology and the Internet**

(3 credits) 2 hour lecture, 1 hour online tutorial (blended delivery)

Students in this senior course will examine the impact of technological change on the media by exploring relevant elements of communications theory and current issues in the evolution of the Internet and web journalism. Students will also produce Internet based content for the Journalism Program's online news site.

*Prerequisites:* Applied Communications 3337 and 3339.

### **ACOM 4409 – Issues in Communications, Law and Ethics**

(3 credits – TG) 3 hours lecture

Building on work done in Applied Communications 4401, writing done in earlier courses, and students' work experience, this course focuses on key issues facing the technical communication and electronic publishing profession. The course examines the role ethics plays in society and explores different models for defining issues, interests and values relating to the ethical issues confronting technical communication and electronic publishing professionals.

*Prerequisite:* Applied Communications 4401.

### **ACOM 4419 – Senior Journalism Projects**

(3 credits) 1 hour lecture, 2 hours tutorial

In this senior journalism course students will use the skills they have acquired to complete a major journalism project – in print, broadcast, photo, web journalism, or across media lines. This project will be based on a detailed project proposal submitted for faculty consideration by the student, during the semester prior to the semester in which the student intends to complete this course.

*Prerequisite:* Consent of the department.

### **ACOM 4425 – Journalism Theory and Practice**

(3 credits) 1 hour lecture, 2 hours tutorial

This course provides for a critical review of interrelationships between education and the practice of journalism through a review of workplace vocabulary, and analysis of employer-employee relationships, generational and gender issues, opportunities present and future in journalism, and other communications disciplines, and conflicts in the practice of journalism, among other issues. Each student in this course will also complete a professional level employment e-portfolio that highlights their skills and prepares them for their second Directed Field Study and/or fulltime work.

*Prerequisite:* Applied Communications 2011.

**ACOM 4437 – Senior Journal Projects**

(3 credits) 1 hour lecture, 2 hours tutorial

In this senior journalism course – with a focus on production of the program newspaper The Calgary Journal – students will use the skills they have acquired to complete a major journalism project, based on a detailed project proposal submitted for faculty consideration by the student, during the semester prior to the semester in which the student intends to complete this course.

*Prerequisite: Consent of the department.*

**ACOM 4439 – Advanced Journalism Studies**

(3 credits) 1 hour lecture, 2 hours tutorial

This senior journalism option will focus on research of a journalism related issue, creation of a substantial journalism project, or projects that contain both research elements and journalism production elements. The project will be based on a detailed project proposal submitted for faculty consideration by the student, during the semester prior to the semester in which the student intends to complete this course.

*Prerequisite: Consent of the department.*

**ACOM 4441 – Strategic Communication Planning**

(4 credits) 2 hours lecture, 2 hours tutorial

This course is designed to build on material covered in Applied Communications 2247. Students will increase their understanding of strategic and operational planning concepts in the public relations context by offering consulting services to clients. Working in groups, students will review business plans, perform a communications audit and write a comprehensive communication plan to assist their client organizations in achieving their goals.

*Prerequisite: Applied Communications 2013 and 2247 or consent of the department.*

**ACOM 4445 – Investor Relations**

(3 credits) 3 hours lecture

This senior-level course for public relations students represents one of the key growth areas for the profession. This course examines the role of investor relations, its purpose within specific organizations, the appropriate financial regulations, brokerage and security considerations, ethical considerations, etc. Students write, design and produce annual reports, do an 'investor relations' communications plan for a real client, produce a quarterly report, learn how to successfully plan and manage an annual shareholder meeting, including responding to questions from the financial press.

*Prerequisite: Administration 1130 or 1131 and consent of the department.*

**ACOM 4447 – International Public Relations**

(3 credits) 3 hours lecture

This is a senior-level course for public relations students. Students will look at international marketing, advertising, cultural diversity issues, relevant legislation, government regulations, NAFTA, GATT, new communication technologies, financial markets, ethics, international labour and workplace issues.

*Prerequisite: Consent of the department.*

**ACOM 4449 – Fund Development and Corporate Philanthropy**

(3 credits) 3 hours lecture

This is a senior-level course for public relations students, covering two aspects of social public relations – raising funds and creating programs that give funds/resources away. This course covers such areas as: understanding government regulations, corporate giving guidelines, accessing funding agencies, understanding the financial options for fund maintenance, market and audience research, ethical considerations, publicity/promotion and building partnerships with key stakeholders.

*Prerequisite: Consent of the department.*

**ACOM 4451 – Issues in Public Relations**

(3 credits) 2 hours lecture, 1 hour tutorial

This is the capstone course for students in their final semester of the Public Relations stream of the Bachelor of Applied Communications degree. The course, structured as a combination of senior seminar and directed reading, provides students the opportunity to reflect on the learning they have gained; examine the profession they are about to enter; contemplate and consider Directed Field Studies experiences; and to integrate these perspectives in a thesis of relevance to the profession and their future endeavours.

*Prerequisite: Consent of the department.*

**ACOM 4463 – The Editorial Function**

(3 credits) 3 hours lecture

Students practice substantive editing, copy editing, and proofreading. They examine issues in reliability and correctness of fact, relation of text to graphics and layout, ethics, copyright and project management. This course draws together subjects and issues from all previous writing courses.

*Prerequisite: At least four (4) Applied Communications courses from the curriculum of the Electronic Publishing or Technical Communication programs.*

**ACOM 4465 – Instructional Multimedia**

(3 credits) 3 hours lecture

This project-based course provides students with an opportunity to explore applications in instructional multimedia and E-learning. Concepts covered include learning theories, curriculum and instructional design concepts, and script-writing for multimedia. Procedures for systematic design of instructional and training materials using multimedia are also covered. Students will apply these concepts to produce a camera-ready script.

**Note:** Second or third year Applied Communications Degree students only.

**ACOM 4467 – Advanced Technical Documentation**

(3 credits) 3 hours lecture

This course allows students to practice lessons learned in earlier technical writing courses on scientific research documents. Technical writing enters the chain of science leading to consumer products at the point where scientific research becomes technology. Scholarly scientific publications, language research, and other sources of special terminology are examined. User testing methods are studied and applied.

*Prerequisite: Applied Communications 3305.*

**ACOM 4469 – Portfolio**

(2 credits) 1 hour lecture, 2 hours lab

The student portfolio demonstrates the ways in which students have acquired and achieved the learning outcomes of the Bachelor of Applied Communications – Technical Communication and Bachelor of Applied Communications – Electronic Publishing programs. Portfolio items are products created in all core courses in the program. In this course, students analyze and consolidate their collection and organize a public presentation of their work.

*Prerequisite: Completion of at least 90 credits towards the Bachelor of Applied Communications – Electronic Publishing or Technical Communication Degree programs, and both Directed Field Studies.*

**ACOM 4473 – Publication Markets and Distribution**

(4 credits) 4 hours lecture

This course surveys the major issues in the marketing and costing of publications, both print-based and electronic. Major markets are examined in light of the promotional, distribution, estimation, and production models that ensue. A comparison is drawn between traditional and electronic forms, their interdependencies studied and solutions proposed for issues specific to each kind of product.

**ACOM 4481 – Document Production II**

(3 credits) 2 hours lecture, 2 hours lab

This course continues the work done in Applied Communications 3381. Students solicit and evaluate articles, design and commence layout, and source printers and other suppliers. Organizational tasks such as promotion and finance continue; preparation for adaptation to the web commences. Students finish laying out, proofing and correcting documents commenced in the previous production course.

*Prerequisite: Applied Communications 3381.*

**ACOM 4483 – Magazine Production III**

(2 credits) 1 hour lecture, 2 hours lab

Students finish laying out, proofing, and correcting the magazine commenced in the two previous production courses. Students will transmit artwork to the printer, organize the magazine launch, and distribute the magazine. In addition to the printed version, students will produce an electronic version of the magazine and place it online.

*Prerequisite: Applied Communications 3381 and 4481.*



## APPLIED JUSTICE (AJUS)

### AJUS 2010 – Directed Field Studies I

(15 credits)

Applied degree work semesters are designed to provide an extension of the learning process into a relevant work environment. Each Directed Field Studies must be a minimum of 450 hours of paid work in an approved agency. Work-terms provide students with an opportunity to integrate theoretical concepts with practical applications; familiarize students with the justice system and its place within the community; familiarize students with current programs, agencies, policies and procedures; provide students with an opportunity to develop and demonstrate their skills and abilities; and foster in students an attitude of professionalism and ethical practice.

Students will be required to participate in an orientation to the work-term and to familiarize themselves with the work-term manual and its policies. During the work-term, students will also be required to participate in a methods integration seminar. This seminar will provide an opportunity to engage in reflection and discussion of significant learning experiences within the work setting with a member of the faculty.

*Prerequisite: Students must have satisfactorily completed the course requirements for the first four (4) semesters of the program.*

### AJUS 2201 – Introduction to Criminology

(3 credits – TG) 3 hours lecture

In this course, students are introduced to the major theoretical concepts presently available as an explanation of crime, criminals and criminality in the field of criminology.

### AJUS 2203 – Introduction to the Justice System

(3 credits – TG) 3 hours lecture

In this course, students will examine the functional patterns and roles of the major components in the Canadian Justice System. This process includes (but is not limited to) familiarizing the students with the evolving nature of law enforcement, courts and correctional services.



### AJUS 2209 – Selected Issues in Human Justice

(3 credits) 3 hours lecture

In this course, students will critically examine topical issues within Human Justice. Each semester's offering will focus on current issues within the major fields of corrections, law enforcement and the judiciary.

*Prerequisite: Applied Justice 2201 and 2203.*

### AJUS 2211 – Introduction to Human Relations

(3 credits) 3 hours lecture

This course will provide students with an understanding of the development of interpersonal relationships. Students will explore cross-cultural, interdisciplinary and evolving perceptions of normal human relationships, as well as the significance of relationship skills in the justice system.

### AJUS 2213 – Diversity Issues and the Criminal Justice System

(3 credits) 3 hours lecture

This course will explore issues of diversity and justice within Canadian society. Emphasis will be placed on issues, such as ethnicity, gender, sexual preference, age, and social class, and access to justice throughout Canadian history. Situated in an exploration of competing theoretical paradigms, students will be challenged to consider the complexity of diversity issues in context of the history and practices of the Canadian Criminal Justice System.



### AJUS 2215 – Introduction to Research Methods in Justice Studies

(3 credits) 3 hours lecture

Students in this course will develop a foundational understanding of social science research methods as practiced within Criminology and Criminal Justice. Specifically, this course will focus on the theory of inquiry, scientific method, inductive versus deductive reasoning, overview of qualitative and quantitative approaches to research design and data collection, criminological data sources, common errors in research and research ethics.

*Prerequisites: Applied Justice 2201 and Applied Justice 2203*

### AJUS 3010 – Directed Field Studies II

(15 credits)

Applied degree work semesters are designed to provide an extension of the learning process into a relevant work environment. Work-terms provide students with an opportunity to integrate theoretical concepts with practical applications; familiarize students with the justice system and its place within the community; familiarize students with current programs, agencies, policies and procedures; provide students with an opportunity to develop and demonstrate their skills and abilities; and foster in students an attitude of professionalism and ethical practice. Students will be required to participate in an orientation to the work-term and to familiarize themselves with the work-term manual and its policies. During the work-term, students will also be required to participate in a methods integration seminar. This seminar will provide an opportunity to engage in reflection and discussion of significant learning experiences within the work setting with a member of the faculty.

*Prerequisite: Students must have satisfactorily completed Work Term I and all of the course requirements for the first six (6) semesters of the program.*

### AJUS 3301 – Human Rights and Civil Liberties

(3 credits) 3 hours lecture

This course explores the relationship between individuals and the nation state. Beginning with a review of competing paradigms related to Human Rights and Civil Liberties, emphasis will be placed on the Canadian Charter of Rights and Freedoms and its interpretation by the judiciary. Issues such as equality before the law, freedoms of expression and religion, obscenity and hate literature will be explored.

*Prerequisite: Applied Justice 2201 and 2203.*

### AJUS 3303 – Criminological Theory

(3 credits – TG) 3 hours lecture

Relying primarily on a lecture and group discussion format, the course will involve examining the original works of selected theorists. Emphasis will be placed on the economic, political, and social context in which theories emerged and how they are reflected in criminal justice practice. Among the perspectives covered will be: positivist explanations; the classical and neo-classical schools of thought; biological explanations; conflict criminology; and the new integrated and interdisciplinary theories.

*Prerequisite: Applied Justice 2201 and 2203.*

### AJUS 3305 – Aberrant Behavior

(3 credits – TG) 3 hours lecture

In this course, students critically analyze aberrant behaviors with emphasis on their nature, incidence, correlates, control and prevention. Attention may be given to specific subject areas, which will be examined in conjunction with the current Diagnostic and Statistical Manual (DSM). Students will be able to differentiate aberrant behavior from normative conduct in both its application and impact on the criminal justice system.

### AJUS 3307 – Professional Ethics in Criminal Justice

(3 credits – TG) 3 hours lecture

Students will study the development of ethical thinking, models of ethical decision-making, professional codes of ethics and issues in ethics relevant to criminal justice practitioners. Case analysis and evaluation will be utilized to increase students' competencies in ethical reasoning.

*Prerequisite: Applied Justice 2201 and 2203.*

### AJUS 3309 – Crisis Intervention and Conflict Resolution Strategies

(3 credits) 3 hours lecture

This course will introduce theoretical and practice-based models of crisis intervention and conflict resolution. Students will become familiar with, and learn to analyse and respond to common situations that they may face as criminal justice practitioners. The curriculum will focus on such situations as suicide, relationship violence, sexual assault, chemical dependency, mental health. Post Traumatic Stress Disorder, institutional violence, vicarious victimization and burnout.

*Prerequisite: Applied Justice 2201, 2203, 2211 and 3313.*



**AJUS 3311 – Criminal Law**

(3 credits – TG) 3 hours lecture

In this course, students will focus on the process of legal problem solving. Students will gain experience in the unique deductive logic within the context of current Canadian criminal law.

**AJUS 3313 – Interviewing Skills**

(3 credits) 3 hours lecture

In this course, students learn basic interviewing techniques. Various aspects of interpersonal communication used in the interview situation such as feedback and mechanisms, paraphrasing and nonverbal communication are discussed and practised during a series of exercises and experiences related to the functioning of the justice system. As an applied course students will demonstrate (to criteria) skill mastery in both interviewing and self-appraisal.

**AJUS 3325 – Justice Practicum I**

(6 credits) 3 hours tutorial biweekly, 360 hours practicum

This course involves supervised study and practice. Students spend two and one half days a week in a justice-related agency. After an initial orientation period, students are expected to assume responsibility for assigned agency duties in order to enhance their knowledge and skill in social work methods. During agency work, attention is given to developing students' specific skills and competencies in relation to the Department's experiential learning outcomes. Seminars will focus on integrating relevant Justice Studies' program outcomes with students' work in the field.

*Prerequisite:* Applied Justice 2213, Applied Justice 3307

**AJUS 4401 – Quantitative Research Methods and Data Analysis**

(6 credits – TG) 3 hours lecture, 2 hour tutorial

This course provides a detailed examination of quantitative research and data analysis techniques used in criminological research. Within the context of common sources of criminological/criminal justice data, students will learn how to apply descriptive and inferential statistics in quantitative research. Common measures of central tendency, dispersion and association, as well as multivariate analysis will be applied to disaggregated and aggregated data. Students will also be introduced to emerging trends in quantitative data analysis in criminological research such as crime pattern analysis.

*Prerequisite:* Applied Justice 2215

**AJUS 4403 – Young Persons in Conflict with the Law**

(3 credits – TG) 3 hours lecture

In this course, students will be provided an overview of the behavioural dynamics of young persons involved in anti-social acts. An examination of the legal and social effects of legislation on the community and the young offender is also undertaken. A consideration of community resources is included.

**AJUS 4405 – Qualitative Research Methods**

(3 credits – TG) 3 hours lecture

This course introduces students to naturalistic/qualitative research methods and their application to issues of crime and justice in contemporary society. Students are guided through a process of designing and selecting data collection methods that are appropriate, well thought out and valid.

*Prerequisite:* Applied Justice 3313.

**AJUS 4407 – Conflict Resolution**

(3 credits – TG) 3 hours lecture

This upper level course will provide students with the basic concepts and requisite skills in dealing with conflict resolution in a variety of criminal justice settings. As an applied course, students will be expected to demonstrate skill mastery to specific criteria.

*Prerequisite:* Applied Justice 2211 and 3313.

**AJUS 4411 – Comparative Criminal Justice Systems**

(3 credits – TG) 3 hours lecture

This course introduces students to a variety of criminal justice system models including common law systems, civil law systems, and systems that differ fundamentally from common and civil law traditions. The selection of countries will vary from year-to-year depending on current social, economic, and/or political issues. The course will present a conceptual framework for a constructive functional comparative analysis of the different models. In addition, the intent of this course is to provide the student with a sampling of criminological phenomena around the world.

*Prerequisite:* Applied Justice 2201 and 3303.

**AJUS 4413 – Evidence and Procedures**

(3 credits – TG) 3 hours lecture

This is an advanced course in the study of criminal law as it relates to procedural law and law relating to evidence. Selected topics will include criminal procedure and evidence, including jurisdiction, police powers of search and seizure, the right to counsel and pre-trial and trial procedures. The course will include a survey of the system of rules and standards by means of which the admissibility of evidence is determined.

*Prerequisite:* Applied Justice 2201, 2203 and 3311.

**AJUS 4415 – Advanced Topics in Law, Criminology and Criminal Justice**

(3 credits – TG) 3 hours lecture

This course is designed to offer instruction in topical and timely areas of academic interest in the study of law, criminology and criminal justice (e.g., terrorism, victimology, crime and media, crime prevention and community development).

*Prerequisite:* Applied Justice 2201, 2203, and 3311.

**AJUS 4417 – Casework Methods and Practice**

(3 credits) 3 hours lecture

This course provides an examination of the principles, ethics, values and varying components of an effective casework process. A general systems approach is utilized in an application to case studies and the realities of a helping relationship in the justice system.

*Prerequisite:* Applied Justice 2211 and 3313.

**AJUS 4419 – Restorative Justice**

(3 credits) 3 hours lecture

Increasingly, restorative justice programs and practices are emerging as viable alternatives within provincial and federal correctional agencies in the Canadian Justice System. Seen in contrast to the traditional justice paradigms of retribution and punishment, the restorative justice paradigm is emerging in most western societies. This course will explore the philosophical basis of restorative justice and its practice in Canada. International examples will also be discussed.

*Prerequisite:* Applied Justice 2201 and 2203.

**AJUS 4421 – Women and Crime**

(3 credits – TG) 3 hours lecture

This course is an advanced-level study, comparison and critical evaluation of the multiple dimensions (theories, disciplines, systems) concerning women in the Canadian criminal justice system: women as offenders, as victims and as criminal justice workers.

*Prerequisite:* Applied Justice 2201, 2203, 2213 and 3301.

**AJUS 4425 – Justice Capstone Practicum II**

(6 credits) 3 hours tutorial biweekly, 415 hours practicum

This course involves supervised study and practice. Students spend three and one half days a week in a justice-related agency. After an initial orientation period, students are expected to assume responsibility for assigned agency duties in order to enhance their knowledge and skill in social work methods. During agency work, attention is given to developing students' specific skills and competencies in relation to the Department's experiential learning outcomes. Seminars will focus on integrating relevant Justice Studies' program outcomes with students' work in the field.

*Prerequisite:* Applied Justice 3325.

### **AJUS 4427 – Justice Capstone Project**

(6 credits) 3 hours tutorial weekly, 205 hours fieldwork

Students are required to complete one of the following capstone project options. They can undertake a significant applied research project or engage in a interdisciplinary community development project. It is the responsibility of each capstone student to propose a specific capstone project. Department of Justice Studies approval must be granted for each specific project before a student can begin a capstone project. Students who are completing a practicum are required to work with the Department's Experiential Learning Coordinator.

*Prerequisite: Applied Justice 4425*

### **AJUS 1199, 1299 – Directed Readings**

## **ART HISTORY (ARTH)**

### **ARTH 1101 – History of Art and Architecture I (formerly ARTH 2201) (U of C ARHI 201)**

(3 credits – TG) 3 hours lecture

This course provides a survey of art and architecture and minor arts from the old Stone Age to the early Christian period. Students are offered a systematic study of aesthetics and the development of art styles which will enable them to develop a basic appreciation and understanding of art and its origins.



### **ARTH 1103 – History of Art and Architecture II (formerly ARTH 2203) (U of C ARHI 203)**

(3 credits – TG) 3 hours lecture

This course is a sequel to Art History 1101. It provides a general survey of the visual arts in Western Europe from the Middle Ages up to and including the Renaissance period. Lectures and seminars are supported with slides and films.

*Recommended Preparation: Art History 1101.*



### **ARTH 2205 – Art and Architecture of Canada: 1870 to the Present (formerly ARTH 3303) (U of C ARHI 303)**

(3 credits – TG) 3 hours lecture

This course provides a chronological survey of the visual arts and architecture in Canada from 1870 to the present day. Students will explore the development of the visual arts to enable them to better understand contemporary visual expression in Canada.

*Recommended Preparation: Any 1000-level art history course.*

### **ARTH 2207 – Curious Narratives: Provocative Themes in Art Explored**

(3 credits – TG) 3 hours lecture

Curious Narratives explores and interrogates some of the significant themes in art that have emerged across time. Themes such as art and power, class, revolution, and exoticism will be explored through a variety of sources. Artistic production including architecture, painting and sculpture will be examined to reveal thought-provoking connections across boundaries and time.



### **ARTH 3309 – Modern Architecture**

(3 credits – TG) 3 hours lecture

This course focuses on developments in architecture from the mid-nineteenth century to the present. The course will examine new architectural forms that emerged during this time, brought about by profound social, cultural, political and technical transformations.

*Recommended Preparation: Any 1000-level art history course.*

### **ARTH 3310 – History of Modern Art from 1850 to 1920**

(3 credits) 3 hours lecture

This course is a critical look at the major schools, movements and themes of modern art in Europe and North America from 1850 to 1920.

*Recommended Preparation: Any 1000-level art history course.*

### **ARTH 3311 – History of Modern Art from 1920 to Today**

(3 credits) 3 hours lecture

This course is a critical look at the major schools, movements and themes of modern art in Europe and North America from between the World Wars to the present.

*Recommended Preparation: Any 1000-level art history course.*

### **ARTH 3313 – Impressionism: Art, Leisure & Society**

(3 credits – TG) 3 hours lecture

This course will focus on the social history of Paris 1865-1885 as reflected in the subject matter of Impressionist art, particularly leisure. Issues such as industrialization, class, the secularization of society, the critic-dealer, and gender inequality also figure prominently.

*Recommended Preparation: Any 1000-level art history course.*

### **ARTH 3315 – Art & Ideas**

(3 credits) 3 hours lecture

Art and Ideas introduces students to the discipline of art history through the exploration of influential art historical methodologies and theoretical perspectives that have emerged in the discipline.

*Recommended Preparation: Any 1000-level art history course.*

## **ASTRONOMY (ASTR)**

### **ASTR 2201 – The Solar System**

(3 credits – TG) 3 hours lecture

Topics will include: the development of the scientific method; formation of the solar system; solar system exploration by telescope and spacecraft; the reasons for and development of carbon based life on Earth; the possibilities of extraterrestrial life and communication. Students will be involved in observing exercises, group projects and field trips.



**Note:** Credit will not normally be given for both Astronomy 2201, and Astronomy 2205 or 2211.

### **ASTR 2203 – The Universe at Large**

(3 credits – TG) 3 hours lecture

Topics will include: the development of the scientific method; formation of stars and stellar systems; the lives and deaths of stars; cosmic rays, supernovae, pulsars, and the concept of black holes; the Milky Way and other galaxies; active galaxies and quasars; the beginning and end of the Universe; the reasons for and development of carbon based life on Earth; the possibilities of extra terrestrial life and communication. Students will be involved in group projects, observing exercises and field trips.



**Note:** Credit will not normally be given for both Astronomy 2203, and Astronomy 2205 or 2211.

### **ASTR 2205 – The Modern Universe**

(3 credits – TG) 3 hours lecture

A comprehensive, descriptive survey of modern astronomy which focuses on the development of our present views of the universe. Topics include: solar system exploration by telescope and spacecraft; the birth and death of stars; the violent interstellar medium; the Milky Way and other galaxies; cosmic rays, pulsars and supernovae, the concept of a black hole; exploding galaxies and quasars; the beginning and end of the universe; the possibilities of extra-terrestrial life and interstellar communication. Opportunities for field trips to the University of Calgary's observatory will be provided. This course is not recommended for physical science majors.

This is a descriptive course for non-science majors. The course material stresses conceptual understanding rather than strict mathematical derivation. Astronomy 2205 attempts to develop an appreciation for the simple mathematical and physical concepts which represent the behaviour of nature. It serves as a Science Requirement (Area 5) for students taking non-science related diplomas.

**Note:** Credit for both Astronomy 2205 and 2211 will not be allowed.

**ASTR 2211 – Fundamentals of Astronomy I**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Basic concepts of astronomy with emphasis on our solar system including spherical astronomy; Newton's laws and gravitation; time, elements of celestial mechanics; astronomical observation and measurement; telescopes and accessories; the planets and their satellites; the sun and the rest of the solar system. Laboratory exercises will be held at the Rothney Astrophysical Observatory as circumstances permit. Recommended for science majors.

*Prerequisite:* Mathematics 30 (Pure or Applied) and Physics 30 or equivalent.

This is a first year course for astrophysics and science majors; offered in the Fall only. Prerequisite for the University of Calgary Astronomy 213 (offered at the U of C in the Winter). It is the first of a two semester sequence of introductory astronomy courses intended for students who plan to major in the physical sciences. The course stresses scientific explanation and uses mathematics, the language of science, extensively. The course is recommended in preference to Astronomy 2205 for science majors, particularly those taking physics and mathematics courses.

**Note:** Credit for both Astronomy 2205 and 2211 will not be allowed.

**BIOCHEMISTRY (BCEM)****BCEM 3393 – Introduction to Biochemical Molecules (U of C BCEM 393)**

(3 credits – TG) 3 hours lecture, 4/2 hours lab

The structure and function of carbohydrates, amino acids, proteins, lipids, coenzymes and enzymes will be presented, along with an introduction to metabolism and energy transduction. The laboratory component of the course will focus on the utilization of modern biochemical techniques for the analysis of biological molecules.

*Prerequisite:* Chemistry 3351, with a grade of "C- "or better.

*Corequisite:* Chemistry 3353.

**Note:** Credit for both Biochemistry 3341 and 3393 will not be allowed.

**BIOLOGY (BIOL)****BIOL 0115 – Introduction to Biology**

(0 credits)

This is a credit-free upgrading course; special fees apply. Topics include energy flow in the biosphere, energy flow in the cell, adaptation, population and matter and energy exchange.

**Note:** This course is the equivalent of Biology 10/20.

**BIOL 0130 – Fundamentals of Biology**

(0 credits)

This is a credit-free upgrading course; special fees apply.

Topics in this course include: cell chemistry; ultra-structure; organelle function; metabolic pathways of photosynthesis and respiration; mitotic and meiotic processes; genetics and heredity and human systems. It is intended for university transfer and career program students who will do more studies in biology and other cognate subjects.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

**BIOL 1210 – Ecology**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course provides an exploration of the relationship between living organisms and their environment. Topics include an introduction to environmental influences, communities and populations as well as discussions of North American biomes. An appreciation of how Ecological Theory is applied to current problems relating to land use and resource exploitation is developed. This course is intended for career program students, as a general interest Arts and Science Requirement and for university transfer students.

**BIOL 1212 – Human Anatomy and Physiology**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab

This course provides an introduction to the anatomy and physiology of the systems of the human body. Topics include cells and tissues plus the anatomy and physiology of the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, immune, respiratory, digestive, urinary and reproductive systems.

**BIOL 1214 – Human Anatomy**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course provides a systematic survey of the structure of the human body. Topics include cells and tissues of the body plus the anatomy of the skeletal, articular, muscular, digestive, respiratory, urinary, reproductive, circulatory, nervous, integumentary and endocrine systems. Labs are designed to provide practical demonstrations that parallel the material discussed in the lectures.



Recommended Preparation: Biology 30 or equivalent.

**Note:** This course is the same as Physical Education 1224. Students interested in how the body systems perform their functions should consider Biology 1216.

**BIOL 1215 – Evolution and Heredity**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course is designed to give students an appreciation of evolution by explaining the mechanisms of the evolutionary process in terms of the laws of inheritance as well as the interaction of heredity and the environment. It is oriented toward human populations, their biological histories and their congenital medical problems.

Recommended Preparation: Biology 30 or equivalent.

**BIOL 1216 – Human Physiology**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course describes how the systems of the human body perform their functions. Topics include physiology of the nervous system, hormonal control mechanisms, muscle physiology, body defence mechanisms and physiology of the reproductive, circulatory, respiratory, urinary and digestive system. Labs are designed to let the student discover and gain an appreciation of how his/her body functions.



*Prerequisite:* Biology 30 or equivalent.

**BIOL 1220 – Anatomy and Physiology I**

(3 credits – TG) 3 hours lecture, 3 hours lab

A basic course in human anatomy and physiology designed for students in the health studies fields. Topics include: terminology, membranes, skin and glands, cells and tissues, the skeletal system, the muscular system, central and peripheral nervous systems, autonomic nervous system, and the endocrine system. Each topic includes an emphasis on homeostasis.

**BIOL 1221 – Anatomy and Physiology II**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course is a continuation of Biology 1220 and involves a second semester of basic human anatomy and physiology. It includes the following systems and areas: the cardiovascular system, the lymphatic system, the immune system, the respiratory system, digestion and nutrition, the urinary system, body fluids, electrolytes and fluid balance, the reproductive systems and embryology. Each topic includes an emphasis on homeostasis.

*Prerequisite:* Biology 1220.

**BIOL 2205 – The Organization and Diversity of Life (U of C BIOL 205)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

Basic principles of modern biology.

**Note:** Not open for credit to majors and minors in the Department of Biological Sciences at the University of Calgary. Credit for Biology 2201, 2205 and 2231 will not be allowed.



### **BIOL 2211 – Terrestrial Ecology**

(3 credits) 2 hours lecture, 3 hours lab

The study of the interactions and the interdependencies of organisms in terrestrial ecosystems will be the focus of this course. Ecological processes and interactions at the individual, population and community levels within terrestrial ecosystems will be examined. Spatial and temporal patterns of variability within terrestrial ecosystem components and the resulting effects on ecosystem function will be investigated. Natural variability as well as human-induced changes will be profiled. This course will also examine how managed and unmanaged natural terrestrial ecosystems interact with industrial systems. The resulting effects of these interactions on biodiversity and ecosystem function will be critically examined. The role of industrial ecology in developing policy related to the management of terrestrial ecosystems will be emphasized.

### **BIOL 2219 – Aquatic Ecology**

(3 credits) 2 hours lecture, 3 hours lab

The study of the structure and function of aquatic ecosystems is undertaken in this course. There is an emphasis on freshwater systems. The goal is to understand how physical, chemical, biological and anthropogenic factors influence population dynamics and community structure in aquatic ecosystems. Laboratory and field research methods used in aquatic ecology are introduced. Current literature and case studies in various areas of aquatic ecology will be critically reviewed. Aquatic biodiversity issues and sustainability issues are emphasized. The role of industrial ecology in developing management policy related to aquatic systems will be examined. The interactions and integration of industrial systems with natural aquatic systems will also be reviewed.

*Prerequisite:* Successful completion of semesters 1 and 2 of the *Biogeochemical Stream* or equivalents or consent of the department.

### **BIOL 2231 – Introduction to Biology I (U of C BIOL 231)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

This is the first of two courses in introductory biology. This course starts by examining fundamental principles of life common to all organisms and continues with an overview of structure, replication and function of viruses and bacteria. Evolutionary descent is discussed as a unifying concept to account for today's diversity of organisms.

*Prerequisite:* Chemistry 30.

Recommended Preparation: Biology 30.

**Note:** This course is not recommended for those students seeking a single, half course, general interest overview of the biological sciences. Credit for Biology 2201, 2205 and 2231 will not be allowed.

### **BIOL 2233 – Introduction to Biology II (U of C BIOL 233)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

Following Biology 2231, this course centres on organismic biology of plants and animals. Various groups are introduced with a focus on diversity, form and function in terrestrial plants and major metazoan phyla.

*Prerequisite:* Biology 2231 or U of C BIOL 231 or equivalent.

### **BIOL 3305 – The Human Organism (U of C BIOL 305)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

An introduction to the function of the human body. The interaction of body systems with diet, pathogens and environmental agents will be discussed as it relates to health and disease. New advances in biotechnology, as they relate to the study of humans at the molecular level, will be discussed. Topics covered include an introduction to the technology and the social aspects of organ transplants, embryo manipulation, genetic engineering and therapeutics as a new approach to cancer diagnosis and treatment.

*Prerequisite:* Biology 30 or equivalent or Biology 2205.

**Note:** Not open for credit to majors in the Biological Sciences.

### **BIOL 3309 – Plants and People (U of C BOTA 309)**

(3 credits – TG) 3 hours lecture

A review of the structure and function of plants. A survey of the nature of people's basic food plants and an overview of agricultural and forestry practices. Plant improvement by traditional and modern methods, and plant propagation.

*Prerequisite:* Biology 2205 or 2231 or consent of the department.

**Note:** Not open for credit to majors and minors in the Department of Biological Sciences at the University of Calgary.

### **BIOL 3311 – Principles of Genetics (U of C BIOL 311)**

(3 credits – TG) 3 hours lecture, 3 hour lab

Topics will include Mendelian inheritance, allelic relationships, genetic linkage, sex linkage, sex determination, changes in chromosome structure, segregation and recombination, structure and function of the genetic material, molecular genetics, genetics of bacteria and viruses, gene fine structure, gene function, complementation, and regulation of gene expression. The laboratories will illustrate pertinent genetic principles by experimentation on several selected organisms.

*Prerequisite:* Biology 2233 and Chemistry 2203 both with a grade of "C-" or above.

### **BIOL 3313 – An Introduction to Ecology and Evolution (U of C BIOL 313)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course introduces ecological processes and evolutionary principles that explain the origin, maintenance, and dynamics of biological diversity. Ecological interactions will be studied to understand the evolution of traits, and the dynamics of populations and communities. Mechanisms of genetic change of populations will be discussed and how these changes give rise to large-scale evolutionary patterns.

*Prerequisite:* Biology 2233.

*Pre- or Corequisite:* Biology 3311 with a grade of "C-" or above.

### **BIOL 3317 – How They Do It: Patterns of Reproduction**

(3 credits – TG) 3 hours lecture

Reproduction is one of the fundamental properties of living systems. This course will cover a broad range of biological topics using reproduction (both asexual and sexual) as a unifying theme.

*Prerequisite:* Biology 2205 or 2231 or consent of the department

**Note:** This course is not recommended for students majoring in the biological sciences.

### **BIOL 3331 – Introduction to Cellular and Molecular Biology (U of C BIOL 331)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

The principles of cellular structure and function. Molecular organization of membranes, organelles, nucleus and cytoplasmic structures; the integration of cellular functions; assembly of organelles; the regulation of cell proliferation; and the interaction of cells with their neighbours and their environment.

*Prerequisite:* Biology 3311 with a grade of "C-" or above.

### **BIOL 4411 – Biochemical Genetics (U of C CMMB 411)**

(3 credits – TG) 3 hours lecture

This course deals with genome structure in prokaryotes, eukaryotes, and viruses, DNA replication, transcription, transposition, recombination, and repair, RNA processing, and mechanisms for regulating gene expression.

*Prerequisites:* Biochemistry 3393, Biology 3311 and Biology 3331, with a grade of "C-" or better.

### **BIOL 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **BLACKFOOT (BKFT)**

### **BKFT 0130 – Introductory Blackfoot Language**

(0 credits)

This is a credit free upgrading course; special fees apply.

This is a basic introduction in both the written (using the Roman alphabet) and oral aspects of the Blackfoot language. The course will focus on grammar, vocabulary and oral skills.

## **CANADIAN STUDIES (CNST)**

### **CNST 1131 – Introduction to Canadian Studies (formerly CNST 2231)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

An interdisciplinary examination of the nature of Canadian nationalism and regionalism in their developmental and contemporary contexts. The political, economic and cultural dimensions of Canadian identity will be a central focus.

**Note:** Canadian Studies 1131 = Athabasca University HIST 326. Students who take both Canadian Studies 1131 and History 2232 can obtain credit for Athabasca University HIST 329. Students may not, however, count Canadian Studies 1131 more than once.





**CNST 2233 – Canada in Comparative and International Perspective (formerly CNST 3333)**

(3 credits – TG) 3 hours lecture

Canada will be compared, from a variety of perspectives, to the United States, Japan, Switzerland and other countries. Canada's role in world affairs; its defence, trade and diplomatic policies will be examined.

**CNST 2237 – Introduction to Folklore: The Canadian Context (formerly CNST 3337) (U of C CNST 337)**

(3 credits – TG) 3 hours lecture

Introduction to the academic study of folklore: basic terminology, folk groups, performance and applications with examples taken from the Canadian and Albertan context. Introduction to traditional genres of folkloristic expression and analysis of current folk groups and their folklore.

**CNST 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**CHEMISTRY (CHEM)****CHEM 0115 – Basic Chemistry I**

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course is designed for students who have no previous course in Chemistry. It is the first course in the Chemistry 0115, 0130 sequence. Topics include: matter and energy, measurement in Chemistry, atomic structure, periodic table, chemical formulae and nomenclature, chemical reactions and chemical equations, mole concept and stoichiometric calculations, chemical bonding and states of matter.

*Prerequisite:* Pure Mathematics 10 or equivalent.

**CHEM 0130 – Basic Chemistry II**

(0 credits)

This is a credit-free upgrading course; special fees apply.

Chemistry 0130 completes the Chemistry 0115, 0130 sequence and in doing so, adequately prepares students for first-year university requirements. It is not recommended for students with credit in Chemistry 30. Topics include: solutions; acids and bases; oxidation-reduction; energy changes; reaction rates; chemical equilibria and electrochemistry. Learning is assisted by means of lectures, tutorials and labs, with individual tutoring available.

*Prerequisite:* Chemistry 20 or 0115.

*Pre- or Corequisite:* Pure Mathematics 20 or equivalent.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

**CHEM 2201 – General Chemistry I (U of C CHEM 201)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

This is the first in a two course sequence covering basic chemical concepts. Lectures will focus on stoichiometry; gas laws; the periodic table; the chemistry of selected elements: atomic and molecular structure; chemical bonding; the structure of organic compounds the states of matter and phase changes; and the properties of solutions. The laboratory component of the course will reinforce and illustrate lecture topics and aid the student in developing skills in using basic laboratory apparatus.

*Prerequisite:* Chemistry 30 or equivalent and Pure Mathematics 30 or equivalent.

*Recommended Preparation:* Mathematics 31 or equivalent

*Recommended Corequisite:* Mathematics 2249 or 2251.

**CHEM 2203 – General Chemistry II (U of C CHEM 203)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

This is the second of a two course sequence covering basic chemical concepts. Lecture topics include acid-base concepts; chemical kinetics and equilibrium; acid-base and solubility equilibria; elementary thermodynamics; oxidation and reduction and electrochemistry. The laboratory component of the course will reinforce and illustrate lecture topics and aid the student in developing skills in using basic laboratory apparatus.

*Prerequisite:* Chemistry 2201.

*Recommended Corequisite:* Mathematics 2253.

**Note:** Credit for both Chemistry 2203 and 2209 will not be allowed.

**CHEM 2209 – General Chemistry for Engineers (U of C CHEM 209)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3/2 hours lab (3 hours lab every 2 weeks)

This course covers basic chemical concepts and introduces atomic and molecular structure with a view to problems encountered in engineering. Topics of discussion include oxidation-reduction reactions, chemical kinetics and equilibria, the chemistry of water, the chemistry of energy sources and quantum theory in chemistry.

*Prerequisite:* Chemistry 30 or equivalent.

**Note:** Credit for both Chemistry 2203 and 2209 will not be allowed.

**CHEM 2210 – Behaviour of Liquids, Gases, Solids**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3/2 hours lab (3 hours of lab every 2 weeks)

Students will be introduced to the behaviour of fluids and solids; phase transformations, the phase rule and phase diagrams. Students will undertake an examination of ideal and real gases; equations of state and their applications to engineering; simple kinetic theory and the properties of fluids. In examining liquids emphasis will be placed on vapour pressure, shear behaviour, and fluid flow in pipelines. In addressing the behaviours of solids students will examine crystalline and non-crystalline structure, non-equilibrium solid phases, electrical and thermal conductivity, dislocations, stress and strain, creep and fracture in solids.

*Prerequisite:* Chemistry 30 or equivalent.

**CHEM 3311 – Analytical Chemistry: Quantitative Analysis (U of C CHEM 311)**

(3 credits – TG) 3 hours lecture, 4 hours lab

This course introduces students to the principles and practices of precision measurements in chemistry. Lecture topics will include the statistical treatment of data; acid-base and oxidation-reduction equilibria, and complexometric analysis. The laboratory component of the course will focus on the quantitative analysis of organic and inorganic materials.

*Prerequisite:* Chemistry 2201/2203 or 2209 and Mathematics 2251

*Pre- or Corequisite:* Chemistry 3351, 3353 or 3357.

**CHEM 3351 – Organic Chemistry I (U of C CHEM 351)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

This is a first in a two course sequence in introductory organic chemistry examining the topic from a mechanistic perspective. Lecture topics will include: structure and bonding, physical properties, nomenclature, stereochemistry and spectroscopy; substitution, elimination and addition reactions. Laboratories will focus on the application of lecture topics in an applied setting and the development and refinement of laboratory techniques.

*Prerequisite:* Chemistry 2201 and 2203 or U of C Chemistry 201 /203 with a grade of "C-" or better.

**Note:** Credit for both Chemistry 3351 and any of Chemistry 3341 or U of C CHEM 341 or 354 will not be allowed.



### **CHEM 3353 – Organic Chemistry II (U of C CHEM 353)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

This is a second course in a sequence of introductory organic courses. Lecture topics will include carbonyl chemistry, enolates, aromaticity, radical reactions, pericyclic reactions and polymers. The laboratory component of the course will involve experiments to illustrate characteristic functional group reactivity, the preparation of compounds and quantitative organic analysis.

*Prerequisite: Chemistry 3351 with a grade of "C-" or better.*

**Note:** Credit for both Chemistry 3353 and U of C CHEM 354 will not be allowed. Students planning to major in Chemistry at the U of C will be required to take U of C CHEM 003 before the start of their first semester in the Chemistry program.

### **CHEM 3357 – Industrial Organic Chemistry (U of C CHEM 357)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Topics discussed in this course include: the hybridization of the carbon atom; covalent bonding; reactions of alkanes, alkenes, alkynes and aromatic hydrocarbons; functional groups and their reactions; polymerization and industrial applications. Major projects will include cradle-to-grave analysis of an assigned organic compound and theoretical development of new recycling methods for organics.

*Prerequisite: Chemistry 2209 or equivalent.*

### **CHEM 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **CHILD AND YOUTH CARE COUNSELLOR (CYCC)**

### **CYCC 1110 – Fundamental Skills in Interviewing**

(3 credits) 3 hours lecture

This course emphasizes the acquisition of skills necessary to interview individuals on a one-to-one basis. Students' attitudes towards the helping relationship and strategies for facilitating relationships will also be explored. Students will learn basic communication skills and styles and be challenged to create goals related to their own communication style.

### **CYCC 1130 – Substance Abuse and Related Health Issues (formerly HLTH 1130)**

(3 credits) 3 hours lecture

This course is an overview of substance abuse and related health issues within individuals, families and society. It will address attitudes and values related to substance use, abuse and other addictive behaviours, pharmacology, models of addiction, assessment techniques, treatment models and health promotion.

### **CYCC 1132 – The Profession of Child and Youth Care**

(3 credits) 3 hours lecture

This course is the foundation for all subsequent Child and Youth Care Counsellor courses. Students are challenged to explore their belief and value systems, gain self-awareness and understand the personal impact when working with vulnerable children, youth and families. The history and scope of the CYC child and youth care profession are also examined.

**Note:** Child and Youth Care Counsellor 1132 is a prerequisite for all subsequent Child and Youth Care courses.

### **CYCC 1142 – Fieldwork**

(3 credits) 3 hours tutorial, 45 hours fieldwork

This course is an observation fieldwork experience which allows students the opportunity to observe a variety of child welfare, justice, community and educational programs. In seminar, students will explore their "professional presentation of self" through the development of a portfolio, journal writing, self care practices and discussions of ethical practice.

### **CYCC 1210 – Policies, Systems, and Issues Regarding Children and Youth**

(3 credits) 3 hours lecture

This course examines the political, systemic and legal issues regarding children and youth, including current provincial and federal legislation. Issues of delinquency, socialization, advocacy for vulnerable children and youth, and professional and ethical practice, are examined within the contexts of historical, ecological and environmental factors.

### **CYCC 1216 – Group Process and Counselling Theory**

(3 credits) 3 hours lecture

This course is designed to connect the theories of counselling to group process and facilitation. Students will acquire the skills necessary to counsel individuals in group situations and to facilitate groups effectively. The role of groups in the treatment of vulnerable children, youth and families is explored.

### **CYCC 1221 – Fundamental Skills in Counselling**

(3 credits) 3 hours lecture

This course emphasizes the acquisition of skills necessary to counsel individuals on a one-to-one basis. Students' attitudes toward professional relationships and issues in child and youth care counselling are explored.

### **CYCC 1226 – Assessment and Intervention**

(3 credits) 3 hours lecture

This course integrates theory and practice, providing students with the tools they will need to effectively assess, evaluate and provide intervention for vulnerable children, youth and families.

### **CYCC 1232 – Working with Vulnerable Children, Youth and Families**

(3 credits) 3 hours lecture

This course emphasizes attitudes, knowledge, skills, and proficiencies unique to the competent child and youth care counsellor. This course will explore interventions and strategies utilized when working with vulnerable children, youth and families within a variety of environments.

### **CYCC 1235 – Youth Care Practice with Families**

(3 credits) 3 hours lecture

This course examines diverse family types, focusing on assessing family needs and dynamics through systems theories. Students will learn intervention strategies for working with vulnerable children, youth and families.

### **CYCC 1241 – Practicum**

(6 credits) 2 hours tutorial, 210 hours fieldwork

Students complete a practicum in a residential setting, school or community agency to learn the specific skills required to work with vulnerable children, youth and families. They will have the opportunity to integrate theory and practice through seminars and supervised experiences.

### **CYCC 1242 – Practicum**

(6 credits) 2 hours tutorial, 210 hours fieldwork

This course is a continuation of Child and Youth Care Counsellor 1241.

### **CYCC 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **CHILD STUDIES (CHST)**

### **CHST 2010 – Directed Field Studies I**

(15 credits – TG) 16 weeks

Students in the Bachelor of Applied Child Studies program will complete directed field studies in a community agency that serves children and families, external to Mount Royal College. Students will work with professionals from related disciplines and gain experience from direct practice in a variety of professional roles.

*Prerequisite: Completion of Semesters 1-4 or consent of the department.*

**CHST 2201 – Social and Environmental Conditions**

(1.5 credits – TG) 1.5 hours lecture

This course examines environmental and social factors such as poverty, violence and abuse, family structure and dynamics and their potential impact on the developing child.

**CHST 2211 – Disabling Conditions**

(3 credits – TG) 3 hours lecture

This course examines disabling conditions that may be experienced by children and adults and may have an impact on development.

**CHST 2241 – Observing Children in Play-Based Settings**

(1.5 credits) 1.5 hours lecture

This course provides the foundation, knowledge, and skills in observing children and relating observations to knowledge of child development and factors that affect development. Students will utilize a variety of observation and assessment tools to guide their observations of children in different settings. The seminar will provide the opportunity for students to discuss their observations and link their observations to theoretical knowledge.

*Pre- or Corequisite: Child Studies 2201 and Psychology 3351.*

**CHST 2243 – Observing Child Studies Systems**

(1.5 credits – TG) 1.5 hours lecture

This course provides the foundation knowledge and skills for observing children, youth and adults and relates these observations to knowledge of factors that affect development. Students will utilize a variety of observations and assessment tools to guide their observations in different settings. The seminar will provide the opportunity for students to discuss their observations and link their observations to theoretical knowledge.

**CHST 2281 – Introduction to Child Focused Services**

(3 credits – TG) 3 hours lecture

This is an introductory course, which will provide an overview of interdisciplinary community practice with children in the contexts of their families and communities.

**CHST 2283 – Supporting Children Through Play**

(3 credits – TG) 3 hours lecture

This course will examine the importance of learning through play and planning play programs for children 0-12 in group care settings as well as after school care and school age programming. Issues regarding health, safety and nutrition and early prevention/intervention will be explored.

*Prerequisite: Child Studies 2281.*

**CHST 3010 – Directed Field Studies II**

(15 credits – TG)

Students in the Bachelor of Applied Child Studies program will complete directed field studies in a community agency that serves children and families, external to Mount Royal College. In addition to the provision of direct service, students will be involved in the development and evaluation of programs and in leadership and supervisory roles.

*Prerequisite: Completion of Child Studies 2010 and Semesters 1-6 or consent of the department.*

**CHST 3301 – Policies and Issues**

(3 credits – TG) 3 hours lecture

In this course students will examine the process by which social policy is developed in Canada, and understand the ways in which the process of policy development can be influenced. A review and analysis of social problems, policies and issues as they relate to the delivery and development of appropriate local, provincial and national services will occur.

**CHST 3303 – Working with Families**

(3 credits – TG) 3 hours lecture

This course will address the stresses involved in child rearing today, and provide students with the opportunity to learn how to assess families' needs, to learn a variety of strategies related to communicating effectively with family members, and to provide information, support or a structured intervention program to families as appropriate.

*Prerequisite: Sociology 2271 or equivalent.*

**CHST 3305 – Diversity Issues**

(3 credits – TG) 3 hours lecture

This course will provide knowledge, experiences, skills and an attitudinal orientation that will enable students to recognize and honour diversity in all aspects of their work with children, families and communities.

**CHST 3307 – Community Development**

(3 credits – TG) 3 hours lecture

In this course, students examine the theory and history of community development in Canada. They are taught ways to conduct capacity inventories and to find and mobilize various associations or volunteer groups.

**CHST 3309 – Interviewing Skills**

(3 credits – TG) 3 hours lecture

This course is designed to provide students with an understanding of the interview process, and its application to working with diverse populations of children, youth and adults. The course will provide students with the opportunity to practice interviewing skills, and learn about the ethical issues related to interviewing.

*Prerequisite: Social Work 1111 or equivalent.*

**CHST 3311 – Program Planning and Evaluation**

(3 credits – TG) 3 hours lecture

This course is designed to assist in preparing professionals to work effectively in human service organizations by increasing their knowledge and skills in the management area.

**CHST 3341 – Observing Services for Children and Youth with Disabilities**

(1.5 credits – TG) 1.5 hours lecture

In this course, students will observe a number of inclusive community agencies. The seminars will focus on the way in which each agency contributes to the well being of children, families and the community, and ensures that the service is inclusive.

*Prerequisite: Child Studies 2281 and 2283.*

**CHST 3343 – Networking Skills**

(1.5 credits – TG) 1.5 hours lecture

Networking is an important skill required to find employment and to work successfully in child focused services. This course will provide students with knowledge, skills, and strategies for effective networking, a step by step approach from preparing a resume to participating in a selection interview, to networking as an employee in a child focused agency. The hands on experience and practical assignments in this course will assist students in securing successful directed field studies, and networking within the agency and with community resources.

**CHST 3381 – Children and Youth at Risk**

(3 credits – TG) 3 hours lecture

This course will examine in-depth the many factors – social, economic, generational, environmental – which impact youth at-risk. Within this context, students will gain knowledge of existing programs, which meet the needs of youth at-risk and identify gaps that exist within the community.

**CHST 4401 – Working with Groups**

(3 credits – TG) 3 hours lecture

The purpose of this course is to develop and practice group facilitation and leadership skills as well as enhance the student's understanding of self within the group process. To achieve this aim, the students will both design and participate in a group.

**CHST 4403 – Community Based Research**

(3 credits – TG) 3 hours lecture

This course will enable students to develop the knowledge, skills and attitudes necessary to plan and conduct effective research. Students will also learn to critically evaluate the components of sound research design and the practical application of research in working with children, families and communities.

**CHST 4405 – Ethics and Ethical Issues**

(3 credits – TG) 3 hours lecture

This course will review the foundation of ethics and ethical decision making from an historical and philosophical perspective. Students will have the opportunity to examine some basic ethical issues and dilemmas.

### CHST 4407 – Management and Leadership

(3 credits – TG) 3 hours lecture

This course examines the basic theme of the central question “What do leaders do when they lead?” Students will explore the theory and practice of leadership, developing an understanding of how leaders lead and why leaders act the way they do and examine the unique role of leaders in human service programs.



### CHST 4441 – Observing Specialized Services for Children and Youth

(1.5 credits – TG) 1.5 hours lecture

In this course students will observe a number of specialized services and programs for children at risk and children with special needs. The seminars will focus on the way in which each service contributes to the well being of children, families and communities.

*Pre- or Corequisite:* Child Studies 2281, 2283 and 3381.

### CHST 4443 – Observing Community Collaboration

(1.5 credits – TG) 1.5 hours lecture

This course will assist students in understanding the dynamics, techniques and potential of successful collaboration. Students will observe collaboration in child focused services and analytical discussion will occur in seminars.

*Corequisite:* Child Studies 3307 or equivalent.

### CHST 4481 – Children’s Mental Health Interventions

(3 credits – TG) 3 hours lecture

In this course students will be introduced to a variety of assessment tools, programs (such as Head Start, Early Intervention, Early Literacy) will be reviewed and strategies such as music, art and drama therapy for children with specialized needs, as well as supported inclusion will be reviewed.

## CHINESE (CHIN)

### CHIN 1105 – Beginners’ Chinese I (formerly CHIN 2205) (U of C CHIN 205)

(3 credits – TG) 4 hours lecture, 1 hour lab

Basic concepts of the Chinese National Language. Reading and writing of characters, essentials of grammar, basic vocabulary, and oral drills on normal speech patterns.

*Prerequisite:* Consent of the department.

**Note:** This course is not open to students with a background in a Chinese dialect. All students seeking entry into Chinese courses for the first time must consult the department.

### CHIN 1107 – Beginners’ Chinese II (formerly CHIN 2207) (U of C CHIN 207)

(3 credits – TG) 4 hours lecture, 1 hour lab

Continuation of Chinese 1105.

*Prerequisite:* Chinese 1105 or consent of the department.

### CHIN 2217 – Chinese Civilization (formerly CHIN 3317) (U of C CHIN 317)

(3 credits – TG) 3 hours lecture

Discussion of the principal trends in the development of the Chinese civilization and its place in the Asian setting.

**Note:** This course is given in English and no knowledge of Chinese is required.

## CLASSICS (CLAS)

### CLAS 1111 – The Technical Terms of Medicine and the Life Sciences (formerly CLAS 2211) (U of C GRST 211)

(3 credits – TG) 3 hours lecture

The Greek and Latin elements of modern medical and life-sciences terminology.

## COMMUNICATIONS (COMM)

### COMM 1112 – Introduction to Radio Writing

(3 credits) 3 hours lecture

This course is reserved for Broadcasting students, and is designed to provide students with necessary skills required to write for radio. Students are introduced to the art of writing for sound through writing and producing commercial and public service announcements. In addition, students learn research techniques, interviewing, logging, programming as well as how to contact and work for advertising clients and prepare radio campaigns.

### COMM 1114 – Introduction to Broadcast Journalism (Radio)

(3 credits) 1 hour lecture, 1 hour tutorial, 2 hours lab

This course is reserved for Broadcasting students and is designed as an introduction to journalism for radio, with concentration on newsgathering and news presentation. While developing students’ radio news judgement, this course will also develop students’ general news judgement. Students will learn to write news for broadcast.

### COMM 1116 – Introduction to Radio Operations

(3 credits) 1 hour lecture, 2 hours tutorial

This course is reserved for Broadcasting students and emphasizes the operation of typical equipment used in most am and fm radio stations. Students will learn the techniques involved in the cueing and playing of CDs, cassettes and mini-discs. They are also taught editing, recording and dubbing, program mixing and microphone techniques. Students will also spend at least two hours each week on-air over the CMRC radio station. Areas covered include program preparation, production values, programming, music selection and on-air presentation.

### COMM 1144 – Digital Photography for Broadcast

(3 credits) 1 hour lecture, 2 hours tutorial

This is an introductory course designed to provide the second-year broadcasting students with basic knowledge of digital photography techniques and the use of Adobe Photoshop and its applications to the television medium. Topics include: digital camera operations, exposure control, lighting, composition, colour correction, file formats and the use of Adobe Photoshop to create backdrops for green screen use. Students should supply their own 5 MP or better digital camera.

### COMM 1201 – Advanced Radio Operations

(3 credits) 2 hours lecture, 2 hours lab

Students will receive advanced audio technical skills, specific to their course choice. All students will engage in a variety of live broadcast exercises that will allow them to demonstrate these advanced production skills. In addition, students will receive pre-production, and in-production lectures for all their live broadcasts. Each student will be required to work weekly shifts in all areas of CMRC’s operation.

*Prerequisite:* Communications 1112, 1114 and 1116.

### COMM 1202 – Radio Commercial Writing

(3 credits) 1 hour lecture, 3 hours tutorial

This course is designed to expand the fundamental radio writing skills of students through regular weekly copy-writing assignments for use on CMRC, editorial writing, research for talk show format, production of radio documentaries, and production of commercials and public service announcements. Students will also be working on a variety of presentation and promotional assignments, many in conjunction with Communications 1201.

*Prerequisite:* Communications 1112, 1114 and 1116.

### COMM 1203 – Radio News

(3 credits) 1 hour lecture, 3 hours tutorial

Through regular assignments for use on the CMRC radio station, students are trained to handle an increasing volume of work under pressure of deadlines and to apply broadcast journalism skills through reporting on meetings, panel discussions and press conferences. Students will complete a ten-minute radio current affairs documentary. In addition, students will be assigned a regular news beat and will report on their beat at regularly scheduled intervals throughout the semester. Students will also host various current affairs programs such as live election night specials, political convention coverage and live coverage of public meetings.

*Prerequisite:* Communications 1112, 1114 and 1116.

**COMM 1204 – Broadcast Journalism (Television)**

(3 credits) 1 hour lecture, 2 hours lab

Students are introduced to the television application of Broadcast Journalism. Through regular news assignments for CMRC-TV News Shows, using electronic newsgathering equipment and techniques, students will develop newsgathering, writing, reporting and presentation skills for television.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1205 – Radio Practicum**

(3 credits) 90 hours practicum over 3 weeks

This course provides a practical experience in radio broadcasting through one or more internships with local radio stations. Areas of emphasis will include commercial writing, foreground writing, research, radio news, traffic, music library and radio production.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1206 – Radio Performance**

(3 credits) 1 hour lecture, 2 hours tutorial

This course will focus on news reading and broadcast presentation skills. Emphasis is placed on interpretation and the ability to lift the word from the printed page with credibility. Students will also write and perform a commentary.

*Prerequisite: All previous Communications courses required for the Broadcasting program.*

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1209 – Television Operations**

(3 credits) 3 hours lecture, 7 hours tutorial over 3 weeks

This course provides an introduction to the operation of basic television equipment: television camera, audio board, television lights, microphones, video switcher and television graphics. This course will also include basic interviewing techniques for television.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1211 – Advanced Television Production**

(6 credits) 1 hour lecture, 2 hours tutorial, 6 hours lab

In this course, students will acquire sophisticated operational skills on television equipment through a practical approach to production techniques including commercial, program and news production and pre-production projects; principles of directing; and advanced operational skills including editing, shooting and lighting for both studio and on-location projects.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1213 – Extended Broadcast Studies**

(3 credits) 1 hour lecture, 2 hours tutorial

This course runs in tandem with Communications 1211. It is designed to provide second-year broadcasting students in the operations 'stream' with increased exposure to broadcast production techniques. Topics include: advanced audio recording and camerawork, nonlinear editing, specialized lighting and mobile productions.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1240 – Television Program Production and Television Operations**

(3 credits) 1 hour lecture, 2 hours tutorial, 3 hours lab

Students learn the techniques and disciplines of television production in this course. This course further develops skills in audio, lighting, VTR editing, camera, studio directing and switching. Students will be introduced to Electronic Field Production. Directing a television interview will form the basis of learning the basic principles of directing. Students also develop skills in on-air work.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1241 – Television Creative Writing/Producing**

(3 credits) 1 hour lecture, 2 hours tutorial, 3 hours lab

This course is designed to introduce students to the basics of television commercial writing and production. The theory of commercial writing will be discussed and sample commercials will be viewed and analyzed. Practical exercises in commercial writing and production will be carried out on a weekly basis, enabling students to produce commercials, promotional materials and presentations.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1242 – Advanced Television Creative Writing/Producing**

(6 credits) 1 hour lecture, 2 hours tutorial, 6 hours lab

This course is for students who wish to continue on a more advanced level towards qualifying for a writer/producer position in a commercial television station operation. More advanced writing and production techniques will be examined and carried out, along with a number of presentation and commercial projects.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1245 – Advertising for Broadcasters**

(3 credits) 1 hour lecture, 2 hours tutorial

This course covers the theory and practice of advertising. The specifics will include communication plans and focus group testing, both done in conjunction with Communications 1242 assignments. Students will learn the basics of print advertising, media campaigns, media buying, marketing and various advertising techniques currently used.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1246 – Broadcast Sales**

(3 credits) 1 hour lecture, 2 hours tutorial

This course covers is reserved for Broadcasting students and covers the disciplines and techniques used by radio and television salespersons. Media sales terminology, media buys, station ratings, types of rate cards and their use, sales presentations and marketing theory will form the basis for this course.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1247 – Television News Production**

(6 credits) 1 hour lecture, 2 hours tutorial, 6 hours lab

This course is for students who wish to specialize in television news. The focus of the course will be the theory and practice of news line-up, writing, reporting, presenting and producing.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1248 – Television News and Documentary Writing**

(3 credits) 3 hours lecture

This course is for students who wish to specialize in television news. It emphasizes advanced techniques for writing news for television, including the principles and practices of beat reporting, as well as reporting politics, business and social issues. Investigative reporting principles and practices will be introduced.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1281 – Television Practicum**

(3 credits) 90 hours practicum over 3 weeks

This course will be offered in the Spring Semester following the fourth semester in the Broadcasting program. Communications 1281 will provide a practical experience in television through one or more internships with television stations and production companies. Areas of emphasis will include commercial writing and producing, promotions, operations and news.

*Prerequisite: All previous required 1100-level and 1200-level Broadcasting courses.*

**COMM 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**COMPUTER SCIENCE (COMP)****COMP 0110 – Computer Information Processing**

(0 credits)

This is a credit free upgrading course; special fees apply.

This is an introductory computer course directed at novice students. It introduces the basic computer terminology and concepts to students while at the same time giving students a very clear and conceptual understanding of how the computer functions. Students will learn how to work in the Window 95 environment, concepts of Windows, Word Processing using Microsoft Word, Electronic Spreadsheet applications using Microsoft Excel. Some of the basic functions of the Internet in relation to sending and receiving e-mail, as well as some basic information searches.

**Note:** Students with credit in high school computer 10, 20, or 30 courses should not register in this course.



### **COMP 1171 – Introduction to Computer Systems and Applications**

(3 credits) 3 hours lecture, 2 hours lab

This course is intended for Computer Information Systems students, and covers introductory concepts in more depth than a course for non-majors. It introduces how Information Technology is typically used in organizations and how this technology can be applied to solve business problems. Students create non-trivial spreadsheet applications and design and develop a realistic business database application. They develop practical and conceptual skills in this software and gain an understanding of how it is used in a business environment.

### **COMP 1202 – Database Design and Development**

(3 credits) 2 hours lecture, 2 hours lab

This course is an introduction to data management for non-major students. It covers database design and development techniques for building reliable, effective and maintainable data management applications with microcomputer spreadsheet and database packages.

*Prerequisite:* Computer Science 2203 or pre- or corequisite Computer Science 1205 or consent of the department.

### **COMP 1205 – Introduction to Computing for Applied Communications**

(3 credits) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course is designed to develop the knowledge and skills required to be a proficient user of applications relevant to the communications field. It focuses on configuring a windows desktop environment, file management, effective use of the Internet and the word processing skills required by professional writers. Spreadsheets and presentation software are also introduced.

**Note:** Credit will be allowed for only one of Computer Science 1205, 1207, 1209, 1213 and 2203.

### **COMP 1207 – Introduction to Computing for Small Business and Entrepreneurship**

(3 credits – TG) 2 hours lecture, 2 hours lab

This course is an introduction to computers and to the use of presentation software, word processors and spreadsheets in small business applications. Students will be introduced to social and organizational issues arising from the use of information technology and to the use of the Internet and public databases for marketing research.

**Note:** Credit will be allowed for only one of Computer Science 1205, 1207, 1209, 1213 and 2203.

### **COMP 1209 – Introduction to Computing for Applied Degrees**

(3 credits – TG) 2 hours lecture, 2 hours lab

This course develops the knowledge and skills required to be a proficient user of fundamental computer applications. Students will learn how to effectively use some of the following computer applications: word processors, spreadsheets, databases, presentation programs and the Internet.

**Note:** Credit will be allowed for only one of Computer Science 1205, 1207, 1209, 1213 and 2203.

### **COMP 1213 – Computer Applications and Issues for Journalists I**

(3 credits) 2 hours lecture, 2 hours lab

This course will enable students to achieve the computer competency and literacy needed in the ever changing world of information technology and electronic media. The impacts of computer technology will be examined, from historical, technical and social perspectives. Students will have the opportunity to become effective users of computer applications important in the production of journalism: word processors, document manipulation software and digital imaging software.

**Note:** Credit will be allowed for only one of Computer Science 1205, 1207, 1209, 1213 and 2203

### **COMP 1215 – Computer Applications and Issues for Journalists II**

(3 credits) 2 hours lecture, 3 hours lab

Building on competencies and knowledge attained in prior courses, this course will provide the opportunity to study advanced concepts and issues relevant for journalists. The course will cover design principles and techniques for web publishing. The implications of technology on society will be examined, including issues such as privacy and ethics. Students will advance their skills in using desktop publishing software and applications for web site development, culminating in the production of the student's initial e-resume/portfolio with work samples produced in journalism courses.

*Prerequisite:* Computer Science 1213 or consent of the Department.

### **COMP 1230 – Intermediate Microcomputer Applications**

(3 credits – TG) 2 hours lecture, 2 hours lab

Students will develop skills in the use of applications from areas such as desktop publishing, presentation tools, web page creation, graphics and spreadsheets. A project approach is used and the course includes the study of a variety of techniques to enhance the creation, distribution and presentation of information.

### **COMP 1233 – Microcomputer Hardware and Operating Systems**

(3 credits) 3 hours lecture, 2 hours lab

This course covers microcomputer hardware, architecture and system software from a theoretical and practical systems-level perspective. In the hardware topics, emphasis is placed on operating principles at the component level and how components interact in a computer system. The course includes an introduction to operating systems, including both Windows and Linux. The lab work focuses on troubleshooting hardware and systems software problems.

*Prerequisite:* Computer Science 1273 or 1274.

### **COMP 1235 – Multimedia Development**

(3 credits) 2 hours lecture, 2 hours lab

This course will introduce students to a variety of multimedia applications including digital image processing, 3-D image rendering, sound editing, and animation sequencing. The skills derived from this course can be used for the creation of multimedia presentations as well as for web page development. The focus of the course is on practical development rather than theory.

*Prerequisite:* Any one of Computer Science 2203, 1205, 1207 or 1209 or consent of the department.

### **COMP 1270 – Networks I**

(3 credits – TG) 3 hours lecture, 1 hour lab

This course is an introduction to networks and data communications. The practical experiences involve the administrative tasks associated with managing a local area network. These are used as a basis upon which to build a functional understanding of the components of a network – system software, network directory objects, hardware, and communications protocols – and how they interact to control access to resources and to move data. The course includes an introduction to IP addressing and network security.

*Prerequisite:* Computer Science 1233.

### **COMP 1271 – Introduction to Programming I**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

This course provides an introduction to programming, with emphasis on the design of algorithms for solving problems using computers.

**Note:** Credit may not be obtained for both Computer Science 1271 and 2231.

### **COMP 1273 – Introduction to Programming II**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

This course continues the study of the art of programming. Students learn to design a modular solution, to develop and execute a test plan and to debug a large program in a systematic manner.

*Prerequisite:* Computer Science 1271.



**COMP 1274 – Building Internet Solutions**

(3 credits) 3 hours lecture, 2 hour lab

This course will provide the concepts and practice necessary for creating Internet/Intranet content. Course will introduce how the Internet and World Wide Web work, as well as cover HTML, Java Script and some form of server-side scripting.

*Prerequisite:* Computer Science 1171 and 1271.

**Note:** Credit will be allowed for only one of Computer Science 1274 and 1371.

**COMP 1276 – Database Management Systems I**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

This course emphasizes concepts necessary to design and implement databases. Students develop a thorough understanding of logical data modeling. Students are initially introduced to the database environment and they learn to effectively add, access, and process data stored in a computer database. SQL is covered in depth.

*Prerequisite:* Computer Science 1171 and 1273.

**COMP 1278 – Database Management Systems II**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

This course covers advanced concepts associated with the physical design of databases such as denormalization, query optimization, indexes, transaction processing and stored procedures and database triggers. Data warehousing, data mining and distributed database topics will be introduced. Security and administration issues will be examined.

*Prerequisite:* Computer Science 1276 and 1281.

**COMP 1281 – Systems Analysis**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Introduction to systems analysis as applied to business applications. Students apply the tools and techniques presented in class to case studies and prepare feasibility studies and project proposals. Topics include preliminary investigation, requirements definition, data and process modelling, decision analysis and cost/benefit analysis.

*Prerequisite:* Administration 1210 or Management 3210, and one of Computer Science 1273 or 1274.

**COMP 1370 – Introduction to Internet Development (formerly COMP 1371)**

(3 credits) 2 hours lecture, 2 hours lab

This course lays the groundwork for effective creation of Internet documents and sites. Students will acquire an in-depth understanding of HTML and an introduction to Cascading Style Sheets. Students will explore strategies for readability and interactivity.

**Note:** Credit will be allowed for only one of Computer Science 1274, 1370 or 1371.

**COMP 2011 – Directed Field Studies I for Computer Information Systems (formerly ENTR 2011)**

(15 credits)

The Directed Field Studies provides Computer Information Systems students with an opportunity to extend what they have learned in the classroom into a relevant work environment. It is also an opportunity to acquire new knowledge (both technical and business) through observation, practice and self-assessment. Directed Field Studies are highly individualized so that each student will gain something unique from the course. Normally this first Directed Field Studies will involve a single employer, and will be arranged through the College. It must allow an appropriate and effective learning opportunity. A significant amount of time is required from the student during the semester prior to the Directed Field Studies (e.g. attending workshops, interviewing, developing suitable learning objectives).

*Prerequisite:* All first and second year Computer Science courses in the Computer Information Systems and Business program, Entrepreneurship 2201, Administration 1120, 1210 and one of Administration 1130 or 1150.

**COMP 2203 – Introduction to Computers (U of C CPSC 203)**

(3 credits – TG) 3 hours lecture, 1 hour lab

This course provides a non-technical introduction to the use of computers and their impact on society. Major topics in the field will be explored, ranging from the workings of the microcomputer to the implications of the Internet. Students will use microcomputers for word processing, spreadsheet analysis, database management and communications.



**Note:** Credit will be allowed for only one of Computer Science 1205, 1207, 1209, 1213 and 2203. Students who have completed Computer Science 1171, cannot also receive credit for Computer Science 2203.

**COMP 2215 – Introduction to Programming (U of C CPSC 215)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Introduction to algorithm design and implementation using a structured programming language. Discussion of, and practice with, elementary programming techniques with emphasis on good style.

**COMP 2231 – Introduction to Computer Science I (U of C CPSC 231)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

Problem solving and programming in a structured programming language. Data representation, program control, basic file handling, the use of simple data structures and their implementation.

**Note:** This course is intended for prospective majors in Computer Science and for others with a sound mathematical background. Credit may not be obtained for both Computer Science 1271 and 2231.

**COMP 2233 – Introduction to Computer Science II (U of C CPSC 233)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

Continuation of Computer Science 2231. The implementation of abstract data structures using pointers and objects, with emphasis on modularity and software design.

*Prerequisite:* Computer Science 2231 with a minimum grade of "C-".

**COMP 2265 – Computer Architecture and Low-Level Programming (U of C CPSC 265)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Course topics include the organization and operation of the functional units in a stored program computer, internal data representation, programming at the architecture level and the relationship between high-level languages and machine operation.

*Prerequisite:* Computer Science 2231 with a minimum grade of "C-".

**COMP 3011 – Directed Field Studies II for Computer Information Systems (formerly ENTR 3011)**

(15 credits)

The Directed Field Studies provides Computer Information Systems students with an opportunity to extend what they have learned in the classroom into a relevant work environment. It is also an opportunity to acquire new knowledge (both technical and business) through observation, practice and self-assessment. Students will be expected to achieve higher levels of competencies than they did in the first Directed Field Studies course. They must demonstrate their entrepreneurial abilities by generating a suitable work experience, which must be approved prior to the start of the course. It must allow an appropriate and effective learning opportunity. A significant amount of time is required from the student during the semester(s) prior to the Directed Field Studies (e.g. attending work shops, self marketing, developing suitable learning objectives).

*Prerequisite:* Computer Science 2011 plus 22 courses of the Computer Information Systems and Business program, including 11 Computer Science courses and 6 Business courses.

### **COMP 3307 – Computing Applications in Small Business and Entrepreneurship**

(3 credits) 2 hours lecture, 2 hours tutorial

This course covers the design and implementation of databases to manage distribution and inventory for a business. It also includes the design and development of print and electronic promotional pieces using desktop publishing and web authoring software, and the exchange of data between applications. The goal of the course is to enable students to use computing resources to gain a competitive edge.

*Prerequisite:* Computer Science 1207 or equivalent.

### **COMP 3309 – Information Technology and Society**

(3 credits – TG) 3 hours lecture

A study of the implications of information technology for society. Historical perspectives, social context of computing, legal and ethical problems, economic issues, and philosophical frameworks for analysis will be covered.

### **COMP 3313 – Introduction to Computability (U of C CPSC 313)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

This course provides students with an opportunity to gain insight into the theoretical foundations of computing science. Topics include abstract machines (finite automata; push down automata and Turing machines), the hierarchy of formal languages (regular, context-free, and recursive) recognized by these machines, and applications of these languages.

*Prerequisite:* Computer Science 2233 and Mathematics 2271 with minimum grades of “C-”.

### **COMP 3321 – Introduction to Logic Circuit Design**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Boolean Algebra. Design of combinational circuits and their implementation using primitive logic gates. Design and implementation of synchronous and asynchronous sequential circuits.

*Prerequisite:* Computer Science 2233 and Mathematics 2271 with minimum grades of “C-”.

### **COMP 3325 – The Hardware/Software Interface (U of C CPSC 325)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

This course will cover hardware and system software topics, including Boolean algebra, combinational circuits, sequential logic, computer organization, data exchange, interrupts and asynchronous programming, real time programming, DMA, I/O ports, and software implementation of protocols.

*Prerequisites:* Philosophy 1179 and one of Computer Science 2265 or Computer Science 3355 with minimum grades of “C-”.

### **COMP 3331 – Information Structures I (U of C CPSC 331)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

Data structures important to computer science will be studied, including trees, graphs and hash tables. Searching and sorting techniques will be emphasized. Associated algorithms and their time and space efficiency will also be studied.

*Prerequisite:* Computer Science 2233 with a minimum grade of “C-”.

*Pre or Corequisite:* Mathematics 2271. A minimum grade of “C-” is required.

### **COMP 3333 – Foundations of Software Engineering (U of C CPSC 333)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

Introduction to software development problems and to the processes and methods used to address them. Software life cycles models. Software process improvement. Goals and methods for requirements analysis and specification, software design, implementation, integration and testing of software. An introduction to one or more informal methods (focusing on object-oriented approaches) currently in wide spread use.

*Prerequisite:* Computer Science 3331 with a minimum grade of “C-”.

### **COMP 3335 – Information Structures II (U of C CPSC 335)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

This course is a continuation of Computer Science 3331. Advanced data structure topics, including collision resolution in hash tables, search algorithms, tree structures, and strings will be covered. Advanced algorithmic tools for storing and manipulating information will be studied.

*Prerequisite:* Computer Science 3331 with a minimum grade of “C-”.

### **COMP 3349 – Programming Paradigms (U of C CPSC 349)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

This course will examine the basic principles of several major programming paradigms, with emphasis on declarative paradigms such as functional and logic programming. Data types, control expressions, loops, types of references, lazy evaluation, different interpretation principles and information hiding will be studied.

*Prerequisite:* Computer Science 3331 and Philosophy 1179 with minimum grades of “C-”.

### **COMP 3355 – Computer Architecture and Low Level Programming**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

The organization and operation of the functional units of a stored program computer, internal data representation, programming at the architectural level, and the relationship between high-level languages and machine operation.

*Prerequisite:* Computer Science 2233 with a minimum grade of “C-”.

*Pre- or Corequisite:* Mathematics 2271 with a minimum grade of “C-” is required.

### **COMP 3357 – The Software/Hardware Interface**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Low and intermediate level support software necessary to access I/O devices and interfaces, to manage information and to provide a software interface between a single-user microcomputer environment and its hardware will be studied. Emphasis will be placed on I/O, interrupt handling, file systems and systems programming concepts. Process interaction will be introduced.

*Prerequisite:* Computer Science 3331 and 3355 with minimum grades of “C-”.

### **COMP 3371 – Internet Development I**

(3 credits) 2 hours lecture, 2 hours lab

This course lays the groundwork for effective creation of Internet documents and sites. Students will acquire an in-depth understanding of HTML and explore strategies for readability and interactivity. Among other topics will be formatting tags, structure tags, tables, frames, forms, and site conceptualizing.

*Prerequisite:* Computer Science 2215 or consent of the department.

**Note:** Credit will be allowed for only one of Computer Science 1274, 1371 or 3371.

### **COMP 4401 – Quality Assurance and Testing**

(3 credits) 3 hours lecture, 1 hour lab

This course covers the issues involved in ensuring a high quality deployment of a new application. Topics include quality assurance, project management, integrating a new application with existing applications, quality control (testing) and deployment strategies.

*Prerequisite:* Computer Science 4403.

### **COMP 4403 – Object-Oriented Design and Development**

(3 credits) 3 hours lecture, 1 hour tutorial, 1 hour lab

This course covers the principles of software development methodologies: object-oriented analysis (OOA), design (OOD), implementation, and testing.

*Prerequisite:* Computer Science 1276 and 1281.

*Pre- or Corequisite:* Computer Science 1274.

### **COMP 4405 – Emerging Technologies and Their Evaluation**

(3 credits) 3 hours lecture, 1 hour lab

Students will use a selected emerging technology. Students will also learn methods and techniques for evaluating the business and information systems value of new information technologies.

*Prerequisite:* Computer Science 1270 and 4403.

### **COMP 4407 – Networks II**

(3 credits) 3 hours lecture, 1 hour lab

This course covers the design of networks and networked solutions. Topics include: how to design networks, how to diagnose network performance problems, performance implications of different network topologies and how to design and implement network security measures.

*Prerequisite:* Computer Science 1270.

**COMP 4409 – Advanced Internet Application Development**

(3 credits) 3 hours lecture, 1 hour lab

This course focuses on the design and development of complex Internet applications. Topics included in this course are: Internet application technology, patterns, frameworks and best practices in the design and development of Internet applications. The overall architecture of Internet applications will be examined. Students will use a current Internet development platform to create real-world Internet applications.

*Prerequisite:* Computer Science 4421.

Recommended Preparation: Computer Science 1278.

**COMP 4421 – Client-Side Application Development**

(3 credits) 3 hours lecture, 1 hour lab

This course focuses on the design and development of complex client-side applications. Major topics include input and output design, user interface design, event handling, graphics, and common data structures. In addition, current software engineering processes and paradigms, patterns and best practices for development of applications will be introduced. Students will use a current development platform to create realistic business applications.

*Prerequisite:* Computer Science 4403.

**COMP 4473 – Internet Development II (formerly COMP 1373)**

(3 credits) 2 hours lecture, 2 hours lab

This course builds upon the techniques, skills and insights acquired in Computer Science 1371 and Computer Science 2215. Students will acquire the ability to develop a highly interactive user experience and connect a browser application to a database on the server. This involves topics such as client-side scripting, applet development, server-side scripting, data security and dynamic connectivity.

*Prerequisite:* Computer Science 1371 and 2215.

**COMP 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**CREE (CREE)****CREE 0130 – Introductory Cree Language**

(0 credits)

This is a credit free upgrading course; special fees apply.

This is a basic introduction in both the written (using the Roman alphabet) and oral aspects of the Plains Cree (Y dialect) language. The course will focus on grammar, vocabulary, and oral skills.

**DIRECTED READINGS**

(1 to 4 credits)

Subject to the approval of the department chair.

In order to establish a more flexible approach by which students may pursue and receive credit in areas of study, which are of particular interest to them, a category of courses entitled *Directed Readings* has been established. The credit value may vary between 1 and 4 credits. The actual value will be determined by the instructor and the chair of the department concerned. However, no more than one course, not to exceed 4 credits, of directed readings can be used for graduation purposes. The objectives agreed upon will be filed in the Office of the Registrar and will be made available to any institution requesting them for evaluation purposes. Arrangements for directed readings must be completed within three weeks of the first day of classes.

**DISABILITY STUDIES (DAST)****DAST 1111 – Overview of Disability Studies: Services and Partnerships**

(3 credits) 3 hours lecture

This course will provide students with an overview of the range of models used in services for persons with disabilities. The relative strengths and weakness of these models will be explored and the philosophical basis for various models will be analysed.

**DAST 1113 – Assessment and Life Style Planning**

(3 credits) 3 hours lecture

Students will explore the theoretical premise of lifestyle planning and develop the necessary skills for writing a cohesive plan with disabled individuals. A variety of assessment tools and formats for documenting targets will be reviewed.

**DAST 1115 – Disabling Conditions**

(3 credits) 3 hours lecture

This course provides students with an understanding of the aetiology, diagnosis, treatment and prognosis for a variety of disabling conditions encountered in community rehabilitation practice. The relationships between various body systems and specific disabling conditions are explored.

**Note:** Credit will be allowed for only one of Disability Studies 1115 or Recreation Studies 1231.

**DAST 1123 – Supporting Clients with Difficult and Challenging Behaviours**

(3 credits) 3 hours lecture

This course will introduce students to approaches and techniques for managing difficult and challenging behaviours demonstrated by children with disabilities. Students will learn to select approaches appropriate to the age of the child and nature of the disability.

**DAST 1205 – Disability Work Management**

(3 credits) 3 hours lecture

This course comprises a variety of workshops, seminars and short course options. These course components will reflect changing community practice and student interests.

**DAST 1287 – Disability Studies Practicum I**

(6 credits) 3 hours tutorial biweekly, 357 hours practicum

This course involves supervised study and practice. Students spend three days a week in an agency or program supporting persons with disabilities. After an initial orientation students are expected to assume responsibility for staff roles in order to enhance their knowledge and skills in methods and practices used to support persons with disabilities. Practicum placement agencies and programs assist students to develop skills and competence in the delivery of service to clients and working as part of a team in meeting organizational purposes and goals.

*Prerequisite:* Disability Studies 1113, Disability Studies 1115

**DAST 1297 – Disability Studies Practicum II**

(6 credits) 3 hours tutorial biweekly, 357 hours practicum

This course involves supervised study and practice. Students spend three days a week in an agency or program supporting persons with disabilities. The purpose of this course is to give students the opportunity to practice and further develop the case management skills necessary for the support of persons with disabilities and their families. Practicum placement agencies and programs assist students to develop skills and competence in the delivery of service to clients and working as part of a team in meeting organizational purposes and goals.

*Prerequisite:* Disability Studies 1287

**DAST 3341 – Advocacy for Canadians with a Disability**

(3 credits) Internet Delivery

This course introduces students to social change movements in society led by / with marginalized groups, primarily advocacy group for/of people with disabilities in their quest for citizenship. The concept of advocacy is explored in terms of self, family, and groups, in terms of broad societal attitudes, services systems, laws and policies. A historical review of social change for Canadians with a disability is given, with specific examples of critical issues, campaigns and events. The lessons learned are analyzed to support current advocacy groups understanding of the broad societal context, both nationally and internationally in which they work. The course incorporates both technical planning exercises, with ethical discussions, and outcome analysis. It will be of interest to persons with disabilities, people working in service delivery in the social and health sectors, and others interested in social change.

**DAST 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## EARLY LEARNING AND CHILD CARE (ELCC)

### ELCC 1104 – Introduction to Early Learning and Child Care

(3 credits) 3 hours lecture

This initial course provides students with an overview of the field of early learning, child care and the profession. Students will begin to develop a personal philosophy of early childhood education as they gain knowledge and skills about quality care, professional roles and government regulations.

### ELCC 1107 – Diversity in Child Care Settings

(3 credits) 3 hours lecture

This course will explore various aspects of diversity and the implications of communicating in early child care settings.

### ELCC 1109 – Principles of Development I

(3 credits) 3 hours lecture

This course covers the theories and sequences of development from birth to eight-years.

### ELCC 1110 – Learning Through Play I

(3 credits) 3 hours lecture

This course will examine play as it affects children's total development. Topics to be discussed include: definitions and theories of play; values and types of play; and the role of the adult and the effect of the environment in the facilitation of play.

*Pre- or Corequisite:* Early Learning and Child Care 1104, 1109 – in diploma and certificate programs.

### ELCC 1120 – Learning Through Play II

(3 credits) 3 hours lecture

This course considers the foundations of a play-based learning environment. Students will explore the theory, methods and techniques of developmentally appropriate practices.

*Pre- or Corequisite:* Early Learning and Child Care 1104, 1109, and 1110 – in diploma and certificate programs.

### ELCC 1121 – Learning Through Play III

(3 credits) 3 hours lecture

This course covers the planning of play environments for children to age twelve with a focus on a variety of curriculum areas. Students will explore the theory, methods and techniques of developmentally appropriate practices.

*Pre- or Corequisite:* Early Learning and Child Care 1104, 1109, 1110 and 1120 – in diploma and certificate programs.

### ELCC 1180 – Fieldwork

(3 credits) 1 hour lecture, 100 hours fieldwork

Students will observe one day a week in a variety of self-selected and pre-selected environments. This course will focus on the practical application of the theories learned in Early Learning and Child Care 1104 and 1109.

*Pre- or Corequisite:* Early Learning and Child Care 1104 and 1109.

### ELCC 1209 – Principles of Development II

(3 credits) 3 hours lecture

This course covers the theories and sequence of development from birth to twelve years.

### ELCC 1211 – Child, Family and Community

(3 credits) 3 hours lecture

This course focuses on the family of the pre-school child. Issues concerning families are discussed in terms of the effect they have on all members of the family and on the development of the child. The role of the early childhood professional in understanding, accepting and supporting families is discussed. Various means of developing partnerships with parents will be explored.

### ELCC 1213 – Communicating with Parents and Professionals in Early Learning and Child Care Settings

(3 credits – TG) 3 hours lecture

This course will examine communication strategies necessary for early learning and child care professionals in their interactions with colleagues, parents and other professionals. This will include both verbal and written communications, problem solving and conflict resolution approaches applicable to the child care professional.

### ELCC 1215 – Young Children with Special Needs

(3 credits) 3 hours lecture

This course provides students with some information about young children with special needs. Along with learning about specific types of conditions and an introduction to the field of exceptional children and their families, this course will discuss some techniques to integrate children with special needs into preschool programs.

### ELCC 1217 – Professional Practices in Early Childhood Organizations

(3 credits) 3 hours lecture

This course discusses professional practices in relation to leadership and management organizational structure of child care programs.

*Pre- or Corequisite:* Early Learning and Child Care 1104.

### ELCC 1220 – Issues in Early Learning and Child Care

(3 credits) 3 hours lecture

This course will examine current trends and issues that pertain to the profession of early learning and child care.

### ELCC 1282 – Practicum I

(3 credits) 260 hours practicum

For two days per week, students will interact with young children in an early childhood setting under supervision. Students will be accepted into practica on the basis of academic performance, professional suitability, health and conduct. They will be required to withdraw for violation of professional ethics or behaviour.

*Prerequisite:* Early Learning and Child Care 1180.

*Pre- or Corequisite:* Early Learning and Child Care 1110 and 1120.

**Note:** Students must successfully complete Early Learning and Child Care 1282 to enrol in Early Learning and Child Care 1285.

### ELCC 1285 – Practicum II

(6 credits) 370 hours practicum

This course is a continuation of Early Learning and Child Care 1282. Students will spend three days per week in a child care setting under supervision. The theories and appropriate practices of early learning and child care will be reinforced and students' skills in these areas will be developed and assessed. Students will be accepted into practica on the basis of academic performance, professional suitability, health and conduct. They will be required to withdraw for violation of professional behaviour and ethics.

*Pre- or Corequisite:* Early Learning and Child Care 1121 and 1282.

**Note:** Students must successfully complete Early Learning and Child Care 1285 for Graduation.

### ELCC 1199, 1299 – Directed Readings

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## ECONOMICS (ECON)

### ECON 0130 – The Canadian Economy

(0 credits) 3 hours lecture

This is a credit-free upgrading course; special fees apply.

This course involves a survey of the institutions characteristic to the Canadian economy and contemporary problems in an historical perspective.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education diploma examinations and receive credit towards an Alberta high school diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

### ECON 0205 – Introduction to Business Economics (formerly ECON 1205)

(3 credits) 3 hours lecture

This course combines principles of micro- and macroeconomics for application in a business environment. Topics covered include demand, supply, price determination, price regulation, applications of elasticity, national income determination, inflation, unemployment, fiscal and monetary policies and international trade.

**Note:** This course is open only to selected Business Administration students.



**ECON 0260 – Issues in Consumer Economics (formerly ECON 1160)**

(3 credits – TG) 2 hours lecture, 1 hour tutorial

Issues facing contemporary Canadian consumers are discussed. This course focuses on key issue areas in the discipline including: the interplay between societal trends, consumer choices, and the environment; sustainable lifestyles; credit management, rights, responsibilities and ethics in interactions between government, business and consumers; factors affecting consumer choices in food, shelter and planning for the future; and collective issues such as transportation and health care.

**ECON 1101 – Principles of Microeconomics (formerly ECON 2201) (U of C ECON 201)**

(3 credits – TG) 3 hours lecture, 1 hour lab

Principles of consumption, production, exchange: market and firm equilibrium under different competitive conditions. These principles are applied to various contemporary problems in the Canadian economy, such as the changing structure of agriculture, foreign ownership and control, and pollution.

**Note:** Not open to students with credit in U of C ECON 206 or 300.

**ECON 1103 – Principles of Macroeconomics (formerly ECON 2203) (U of C ECON 203)**

(3 credits – TG) 3 hours lecture, 1 hour lab

National income determination, the monetary and banking system, and elementary fiscal and monetary policies. Contemporary problems of unemployment, inflation, economic growth, business cycles and the international economy.

*Pre- or Corequisite:* Economics 1101 or consent of the department.

**Note:** Not open to students with credit in U of C ECON 206 or 300.

**ECON 1109 – Engineering Economics (formerly ECON 2209) (U of C ECON 209)**

(3 credits – TG) 4 hours lecture

Engineering economics includes such topics as the time value of money, project evaluation, depreciation and taxation, inflation, replacement analysis, public sector projects and the analysis of uncertainty and risk. Various problem-solving techniques will be developed with an emphasis on engineering decision making.

**ECON 1143 – The Economics of Contemporary Issues (formerly ECON 2243)**

(3 credits – TG) 3 hours lecture

This course will apply principles of microeconomics and macroeconomics to current issues in society. By examining current issues from an economic perspective, students will learn how to assess contemporary issues in terms of the individual and overall winners and losers resulting from policies, regulations and systems. Specific issues to be covered in this course depend upon their currency and importance in relation to the time of the course offerings.

**ECON 2211 – Intermediate Economic Theory – Microeconomics I (formerly ECON 3301) (U of C ECON 301)**

(3 credits – TG) 3 hours lecture

Demand, production and costs in a market economy. Pricing in perfectly and imperfectly competitive markets.

*Prerequisite:* Economics 1101 and 1103 or consent of the department.

**ECON 2213 – Intermediate Economic Theory Macroeconomics I (formerly ECON 3303) (U of C ECON 303)**

(3 credits – TG) 3 hours lecture

Analysis of Canadian Social Accounts. Models of income and employment determination in closed and open economies. Introduction to inflation.

*Prerequisite:* Economics 1101 and 1103 or consent of the department.

**ECON 2221 – International Trade (formerly ECON 3321) (U of C ECON 321)**

(3 credits – TG) 3 hours lecture

This course examines international trade theory, policy and applications. Topics include a brief history of trade, absolute and comparative advantage basis for trade, the Heckscher-Ohlin theory, trade with economies of scale, tariffs, non-tariff trade barriers, political economy of non-tariff barriers, strategic trade policies, trade agreements, role of the World Trade Organization (WTO) and developing economies' trade policies. The course emphasizes current applications, policy development, as well as the institutional framework underlying the interaction between nations.

*Prerequisites:* Economics 1101 and 1103

**ECON 2223 – Gender Economics (formerly ECON 3323)**

(3 credits – TG) 3 hours lecture

This course examines how gender differences impact women in both the household and the marketplace. Basic economic theory provides the framework to explore such issues as marriage, fertility and child care as well as determine overall trends in the labour market.

*Prerequisite:* Economics 1101 or consent of the chair of the Applied Policy Studies department.

**ECON 2229 – International Money and Finance (formerly ECON 3329)**

(3 credits – TG) 3 hours lecture

This course examines international monetary theory, policy and applications. Topics include: balance of payments, the role of money and relative interest rates, exchange rate models/regimes and their effect on price levels and output, international investment and global capital markets, currency crises, the international financial architecture, including the role of the World Bank and the International Monetary Fund (IMF). This course emphasizes current applications, policy development, as well as the institutional framework underlying the interaction between nations.

*Prerequisites:* Economics 1101 and 1103

**ECON 2241 – Money and Banking (formerly ECON 3341) (U of C ECON 341)**

(3 credits – TG) 3 hours lecture

This course examines international monetary theory, policy and applications. Topics include: balance of payments, the role of money and relative interest rates, exchange rate models/regimes and their effect on price levels and output, international investment and global capital markets, currency crises, the international financial architecture, including the role of the World Bank and the International Monetary Fund (IMF). This course emphasizes current applications, policy development, as well as the institutional framework underlying the interaction between nations.

*Prerequisites:* Economics 1101 and 1103

**ECON 2244 – Managerial Economics (formerly ECON 3245)**

(3 credits – TG) 3 hours lecture

Managerial economics is concerned with resource-allocation, strategic decisions, and tactical decisions that are made by analysts, managers, and consultants in the private, public, and not-for-profit sectors of the economy. Managerial economic techniques seek to achieve the objectives of the organization in the most efficient manner, while considering both explicit and implicit constraints on achieving the objective(s).

*Prerequisite:* Economics 1101.

**ECON 2255 – Canadian Public Finance (formerly ECON 3355) (U of C ECON 355)**

(3 credits – TG) 3 hours lecture

Examination of the institutions behind, and economic rationale for, Canadian government policy relating to public expenditures and taxation. Topics include the history and present structure of government spending and taxation, tax expenditures, the budgetary process, interjurisdictional issues and program design.

*Prerequisite:* Economics 1101 and 1103 or consent of the department.



**ECON 2257 – Intermediate Economic Theory –  
Microeconomics II (formerly ECON 3357) (U of C ECON 357)**

(3 credits – TG) 3 hours lecture

Extensions of microeconomic topics such as factor markets, general equilibrium and welfare economics.

*Prerequisite: Economics 2211.*

**ECON 2259 – Intermediate Economic Theory –  
Macroeconomics II (formerly ECON 3359)  
(U of C ECON 359)**

(3 credits – TG) 3 hours lecture

Extensions of macroeconomic topics such as aggregate consumption and investment, interest rate theory, the demand for money, expectations in macro models and growth theory.

*Prerequisite: Economics 2213.*

**ECON 2267 – Agricultural Economics (formerly ECON 3367)  
(U of C ECON 367)**

(3 credits – TG) 3 hours lecture

Principles which determine the production and price of agricultural products, analysis of the problems in farming, such as costs, technological developments, demand and supply changes, resource combination, enterprise selection, scale of operation, seasonal, cyclical and secular changes in prices, underlying principles, concepts and factors that control efficient marketing and merchandising of agricultural products.

*Prerequisite: Economics 1101 and 1103 or consent of the department.*

**ECON 2295 – Introduction to Applied Econometrics  
(formerly ECON 3395) (U of C ECON 395)**

(3 credits – TG) 3 hours lecture

The course introduces techniques for quantifying economic relationships. Topics include estimation and testing of hypotheses, forecasting and construction of prediction intervals, use of appropriate functional forms, detection and correction of measurement problems, model specification, and use of statistical software programs for single equation regression analysis.

*Prerequisites: Economics 1101 and 1103 plus one of Administration 1263, 1264, Policy Studies 1109, Mathematics 1224; or consent of the department.*

**ECON 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**ECOTOURISM AND OUTDOOR LEADERSHIP  
(ETOL)**

**ETOL 2010 – Ecotourism and Outdoor Leadership Directed  
Field Studies**

(15 credits)

This work-term provides students with the opportunity to apply ecotourism and outdoor leadership theory in a private, public or not-for-profit environment. The work-term is designed to allow students to demonstrate proficiency at an introductory level in leadership applications in ecotourism and outdoor leadership environments. Students will be required to submit a work-term submission report for work-term advisor approval prior to embarking on the first work-term.

*Prerequisite: Ecotourism and Outdoor Leadership 2201, 2203, 3301, 3303 and 3307.*

**ETOL 2011 – Practicum I**

3 credit hours (250 hours of practicum)

This is a formal work experience with an assigned organization. Participants will be required to participate in the specified hours of practicum and to complete assignments. Students will be accepted into the practicum upon completion of the course pre-requisites and/or consent of the department chair. The course is limited to ETOL students enrolled in the Bachelor of Applied Ecotourism and Outdoor Leadership Degree Program who have successfully completed, or are concurrently enrolled in, the core courses.

*Pre-requisites for the Practicum include the following courses: Ecotourism 2201 (Foundations of Outdoor Leadership), Ecotourism 2203 (Foundations of Ecotourism), Ecotourism 3305 (Program Planning), Ecotourism 3307 (Administration of Outdoor Centres), Recreation Studies 1217 (Marketing for Sport and Recreation), and Recreation Studies (Theory and Practice in Leadership) with an overall grade point average of 2.0. Specific practicum assignments may require some students to hold current certification in Wilderness and Remote Emergency Response and CPR.*

**ETOL 2201 – Foundations of Outdoor Leadership**

(3 credits) 3 hours lecture (includes 22 hours fieldwork)

This course will survey the history, philosophy, rationale, benefits and recreational opportunities of outdoor leadership. Students will become familiar with the organization, governance and scope of outdoor leadership. Participation is required in one weekend of fieldwork.

**ETOL 2203 – Foundations of Ecotourism**

(3 credits – TG) 3 hours lecture

This course will study the development of the ecotourism industry. Students will examine the political, economic and management issues and trends related to ecotourism in Alberta, Canada and internationally. Students will initiate the development of a personal portfolio in this course.



**ETOL 2401 – Ecotourism Facilitation Skills**

(3 credits) 3 hours lecture

This course studies the knowledge and skills of leading groups in global ecotourism environments. Students will study teaching and learning methodologies, learning styles, interpretation, group facilitation, moderator techniques, needs assessment surveys and program assessment methods.

*Prerequisite: Ecotourism and Outdoor Leadership 2203, Applied Communications 2245 and Recreation Studies 1247.*

**ETOL 3010 – Ecotourism and Outdoor Leadership Directed  
Field Studies**

(15 credits)

This work-term provides students with a further opportunity to apply their ecotourism and outdoor leadership theories and skills studied during the previous semesters and to continue to build upon their experience from Ecotourism and Outdoor Leadership 2010. It is expected that students will diversify their work experience. Students will be required to submit a work-term submission report for work-term advisor approval prior to embarking on this work-term. Goals and strategies will be reviewed by a faculty member prior to the work-term.

*Prerequisite: Ecotourism and Outdoor Leadership 2010.*

**ETOL 3011 – Practicum II****9 credits (450 hours of practicum)**

This practicum experience provides students with a further opportunity to apply the Ecotourism and Outdoor Leadership theories and skills studied during the previous semesters and to continue to build upon their experience from Ecotourism and Outdoor Leadership 2011. It is expected that students will diversify their experience relative to the past experience. Students will be required to submit a practicum plan to the ETOL practicum coordinator prior to embarking on the practicum placement. Goals and strategies will be reviewed by a Faculty Advisor prior to the work-term. Students will be accepted into the practicum upon completion of the course pre-requisites and/or consent of the department chair.

*Prerequisites: Ecotourism and Outdoor Leadership 2011.*

**ETOL 3303 – Expedition****(3 credits – TG) 1 hour lecture, 96 hours fieldwork**

This course is designed to familiarize students with a variety of outdoor activities, such as cycle touring, canoeing and kayaking, backpacking, caving, rock climbing and mountaineering. The emphasis will be on experiential methods of learning and practical application of leadership skills. Participation is required in a 10-day expedition.

*Prerequisite: Ecotourism and Outdoor Leadership 2201, Physical Education 1173, 1250, 1251, 1253 and 1254, or equivalent outdoor experience and consent of the department. Additionally, students must provide proof of valid Emergency Wilderness Response Certification at the time of the Expedition.*

**Note:** Students will be responsible for payment of personal subsistence costs associated with the fieldwork. Ecotourism and Outdoor Leadership 3303 will commence prior to the start of the Fall Semester with a 10-day expedition in late August.

**ETOL 3305 – Program Planning****(3 credits) 3 hours lecture**

This course involves the study of the theory, method and techniques of program planning in ecotourism and outdoor leadership. Students will plan, develop and implement a program.

*Prerequisite: Ecotourism and Outdoor Leadership 2201 and 2203.*

**ETOL 3307 – Administration of Outdoor Centres****(3 credits) 3 hours lecture**

This course provides a study of the organization and administration of outdoor centres. The student will study and report on outdoor centre organization; administrative systems; training programs; facilities and standards.

**ETOL 3309 – Individual Projects****(3 credits) 3 hours lecture**

Students will complete individual project assignments negotiated with the course instructor.

*Prerequisite: Ecotourism and Outdoor Leadership 2201, 2203 and 3305.*

**ETOL 4405 – Issues in Ecotourism****(3 credits – TG) 3 hours lecture**

This course addresses the evolving nature of the field of ecotourism and tourism locally, nationally and internationally. Students will study the issues related to standards, advocacy groups, private industry, certification, leadership and future trends.

**ETOL 4409 – Applied Leadership****(3 credits – TG) 3 hours lecture**

Students will plan, develop, market, implement and report on an ecotourism outdoor leadership event.

*Prerequisite: Ecotourism and Outdoor Leadership 3305 and 2401.*

**ETOL 5010 – e-Portfolio****(3 credits) 3 hours lecture**

In order to make the transition between the Ecotourism and Outdoor Leadership Applied Degree (ETOL) program and full-time career opportunity, several steps have been put in place to create a meaningful representation of the educational experiences successfully completed at Mount Royal College. This course is designed to encapsulate, in electronic portfolio format, those experiences and will include such diverse elements as: ETOL courses completed, certifications gained, practicum-based work experience undertaken, significant outdoor trips and expeditions accomplished, etc. This is a capstone course for the program that will aim to tie all learning experiences together into one format.

**EDUCATION (EDUC)****EDUC 2209 – Elementary School Art Education I****(3 credits – TG) 3 hours lecture, 2 hours lab**

Studio-based experiences and development of teaching strategies for children's visual education.

**EDUC 2231 – Introduction to Teaching I: Theory****(3 credits – TG) 3 hours lecture, 1 hour tutorial**

Theoretical analysis of the teaching-learning process in terms of relevant social, philosophical, psychological, and political patterns in contemporary society; the development of the educational enterprise viewed through an historical perspective with attention to possible future developments. Experience in local schools will be scheduled in addition to class times.

**EDUC 2233 – Introduction to Teaching II: Application****(3 credits – TG) 4 hours lecture**

Observation and analysis of the teaching-learning process in laboratory school settings. Experience in local schools will be scheduled in addition to class times.

*Prerequisite: Education 2231.*

**EDUC 3307 – Elementary School Art Education II****(U of C ART 307)****(3 credits – TG) 3 hours lecture, 2 hours lab**

This course provides a continuation of the study of children's visual art education through studio-based experiences and teaching strategies.

*Prerequisite: Education 2209.*

**EDUC 3312 – Elementary School Music Education I****(3 credits – TG) 3 hours lecture**

This course focuses on the development of musical skills, musical concepts, and instructional methodologies that are important for teaching music to elementary school children.

**EDUC 3321 – Education and Individual Development****(U of C EDTS 321)****(3 credits – TG) 3 hours lecture, 1 hour tutorial**

Psychological, social and educational determinants of child development.

*Prerequisite: Education 2231 and 2233.*

**EDUC 3323 – Classroom Assessment****(3 credits) 3 hours lecture**

This course is designed for pre-professional teachers to develop an understanding of important concepts and issues in the evaluation of a learner's knowledge and skills and to develop competence in constructing instruments and processes to evaluate learner performance.

*Prerequisites: Education 2231 and 2233*

**EDUC 3325 – Introduction to Computers in Education****(U of C EDTS 325)****(3 credits – TG) 3 hours lecture, 2 hours lab**

An introduction to the theoretical and practical components of computers in education with particular reference to their academic, social and cultural implications. The practical component exposes students to two different computing environments and several software packages.

*Prerequisite: Education 2231 and 2233.*

**EDUC 3341 – Multicultural Education****(3 credits – TG) 3 hours lecture**

This course explores key concepts and processes designed to assist those interested in teaching to work effectively in a diverse classroom and overall school setting. For example, topics such as stereotyping, prejudice, discrimination, racism, classism, sexism, the change process, and the construction of the concept of difference will be considered as they impact education in our multicultural society.

*Prerequisites: Education 2231 and 2233.*

### **EDUC 3351 – Aboriginal Education: Cultural Dimensions and Classroom Applications**

(3 credits) 3 hours lecture

This course is designed to prepare and sensitize prospective teachers regarding Aboriginal perspectives, values, and methods as they relate to the learning context. Various related topics will be discussed including an in-depth examination of traditional Aboriginal education.

*Prerequisites:* Education 2231 and 2233

### **EDUC 3361 – Exceptional Students, Special Needs, and Inclusive Schooling**

(3 credits) 3 hour lecture

This course focuses on examining the relevant characteristics of students exhibiting a range of mild, moderate, and severe disabilities, as well as those students exhibiting various exceptional educational gifts and talents. The major focus is on adapting regular classroom instruction and management to the diversity of individual needs.

*Prerequisite:* Education 2231 and Education 2233

### **EDUC 3371 – Language Development and Literacy in Schools**

(3 credits – TG) 3 hours lecture

This course focuses on the development of language and its relationship to the ongoing development of literacy, within the individual and in the classroom setting as a whole. Specific topics of discussion include culture and language, the relationship of language to thought, critical thinking, assessment techniques, teaching methods, and possible intervention strategies designed for enhancing individual literacy.

*Prerequisites:* Education 2231 and 2233.

### **EDUC 3491 – Community-Based Art Experience (U of C ART 491)**

(3 credits – TG) 3 hours lecture, 2 hours lab

This course introduces prospective art teachers to all facets of planning and implementing meaningful art experiences for young people in a non-school setting.

*Prerequisite:* Education 2209 or 3307.

### **EDUC 4321 – Developing a Philosophy of Education**

(3 credits – TG) 3 hours lecture

A critical examination of some basic beliefs about what are the sensible, right and good things to do in promoting human learning, using the tools of philosophical reflection.

*Prerequisite:* Education 2231 and 2233.

### **EDUC 4325 – Social Issues in Education**

(3 credits – TG) 3 hours lecture

An examination of such factors as the economy, the state, social class, gender, ethnicity, sub-cultural membership, ideology and the home environment in relation to schooling.

*Prerequisite:* Education 2231 and 2233.

### **EDUC 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **ENGINEERING (ENGR)**

### **ENGR 1205 – Mechanics I (U of C ENGG 205)**

(3 credits – TG) 3 hours lecture, 1.5 hours tutorial

Presents the basic principles of Statics and Particle Dynamics. Emphasizes the concept of equilibrium (two and three dimensional) in application to particles, rigid bodies and simple structures. Introduces the dynamics (kinematics and kinetics) of particles.

*Pre- or Corequisite:* Mathematics 2221.

### **ENGR 1215 – Electricity and Magnetism**

(3 credits – TG) 3 hours lecture, 1.5 hours tutorial, 1.5 hours lab

This course provides students with an introduction to electrostatics; electric charges and fields; potential and capacitance; magnetic fields; energy considerations; electromotive force, inductance; time-varying electric and magnetic fields. Elements of atomic structure; electric current flow; Ohm's law. Kirchhoff's laws and the electromagnetic properties of materials are also studied. A vector approach will be employed throughout.

*Prerequisites:* Engineering 1205 or equivalent with "C-" or better.

*Pre or Corequisite:* Mathematics 1219 or equivalent.

### **ENGR 1233 – Computing for Engineers I (U of C ENGG 233)**

(3 credits – TG) 3 hours lecture, 2 hours lab

Topics covered in this course include: overview of computer systems; basic software systems, assemblers, compilers, high level languages; structured analysis and design, including data flow diagrams, structure charts; top down design, bottom up implementation; testing strategy; documentation; introduction to object-based programming; use of class libraries and construction of simple classes using C++ language; computer networks; computer system utilization.

### **ENGR 1251 – Engineering Design and Communications I (U of C ENGG 251)**

(3 credits – TG) 1 hour lecture, 1.5 hours tutorial, 3 hours lab

The principles of engineering design, engineering graphics and technical writing will be experienced within an open ended, project-based environment for engineering students. Topics covered include: workplace safety, working in a team, process of engineering design, graphical communication, information for manufacturing; technical writing for engineers. Learning will occur within the context of real-life, team-based design projects.

### **ENGR 1253 – Engineering Design and Communications II (U of C ENGG 253)**

(3 credits – TG) 1 hour lecture, 1.5 hours tutorial, 3 hours lab

This course is a continuation of Engineering 1251. This course will focus on the integration of engineering and mathematical knowledge and skills through the consideration of more complex team-based design projects. More advanced topics in design will be introduced, including: project management, design for the environment, sustainable development, design for safety, and information technology. An introduction to the roles and responsibilities in the practice of engineering will also be presented.

*Prerequisite:* Engineering 1251 with a "C-" or better.

### **ENGR 1303 – Electric Circuits and Machines**

(3 credits) 3 hours lecture, 1 hour tutorial, 3 hours lab

Elements of linear networks and their characteristics, network theorems, analysis of RLC circuits, phasor representation and ac steady state analysis. Power in electrical circuits; three-phase circuits. Principles of electromechanical energy conversion, electromagnetic circuits, induction. Basic principles of transformers and rotating dc and ac machines.

*Prerequisite:* Engineering 1215.

### **ENGR 1313 – Engineering Drawing and Computer Graphics**

(3 credits – TG) 2 hours lecture, 3 hours lab

Engineering drawing; theory of projection and multiview representation, auxiliary and sectional views, dimensioning, technical sketching, descriptive geometry, pictorial sketching, information for manufacturing. Computer graphics in 2D and 3D using AUTOCAD on personal computers will be introduced.

**ENGR 3309 – Heat and Mass Transport**

(3 credits) 3 hours lecture, 3 hours lab

Energy flows and material flows are crucial to the study of industrial systems. This course introduces concepts necessary to the study of conservation and transport of energy, momentum, and mass. Topics will include: aspects of fluid-flow, thermodynamics, conduction/diffusion transport, convective transport, and radiative transport. Applications of interest to industrial ecology which involve fluid-flow, heat transfer, and mass transfer will be studied.

*Prerequisite:* "C-" or better in Chemistry 2209 and 2210; "C-" or better in Mathematics 3307.

*Pre- or Corequisite:* Mathematics 3361.

**ENGR 3319 – Statistics for Engineering  
(U of C ENGG 319)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course involves: the presentation and description of data; introduction to probability theory; Bayes Theorem; discrete and continuous probability distributions; estimation; sampling distributions; tests of hypotheses on means; variances and proportions and simple linear regression and correlation. Applications are chosen from engineering practice.

*Prerequisite:* Mathematics 1219 with a "C-" or better.

**ENGR 3335 – Computing for Engineers II  
(U of C ENGG 335)**

(3 credits – TG) 3 hours lecture, 2 hours lab

Provides the students with the skills necessary to solve more complex problems on the computer using C++ language. Further knowledge of the C++ syntax includes dynamic memory allocation, linked lists, pointers, references, recursion techniques and other advanced procedures. Specific design topics include: abstract data types and object-oriented design methodologies, the study of object and class design, information hiding, inheritance and polymorphism.

*Prerequisite:* Engineering 1233 with a "C-" or better.

**ENGR 3349 – Mechanics II (formerly ENGR 1214)  
(U of C ENGG 349)**

(3 credits – TG) 3 hours lecture, 1.5 hours tutorial

Extends the study of Statics to distributed forces and composite bodies. Principles of Dynamics are studied. Topics include: kinematics and kinetics of rigid bodies, rectilinear and curvilinear translation, general plane motion, rotation, relative motion, force, mass, acceleration, friction, impulse, momentum and conservation of linear and angular momenta.

*Prerequisite:* Engineering 1205 with a "C-" or better and Mathematics 1217 with a "C-" or better.

*Corequisite:* Mathematics 1219.

**ENGR 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**ENGLISH (ENGL)**

The following restrictions on junior English course sequences and limits apply to University of Calgary transfer students:

Mount Royal College English 1113 and 1114 transfer to the University of Calgary as English 240. The University of Calgary degree requirements stipulate that no other junior English courses will be allowed for credit once these courses have been started. However, a maximum of two other junior English courses (ENGL 1131, 1135, and/or 1137) may be completed prior to registration in English 1113 or 1114.

Please note the above restrictions do not apply to MRC English 1101, 1143, and 1144. In order to receive credit for English 240, students must present both English 1113 and 1114. Students who take only one of English 1113 or 1114 will receive unspecified credit at U of C.

**ENGL 0115 – Writing and Communication Skills  
(0 credits)**

This is a credit free upgrading course; special fees apply.

This course provides students with opportunities to improve their English language communication skills. Students will be prepared for the next level writing courses including English 0130 and/or English 0212. Instruction will emphasize development of grammar, spelling, vocabulary and punctuation. Literature will provide the basis for writing, speaking, listening and reading improvement.

**ENGL 0130 – Literature and Composition**

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course prepares students to meet the University of Calgary entrance requirements in the area of English language and literature. Students write paragraphs and essays of various lengths based upon ideas derived from the study of literary works and from other sources.

*Recommended Preparation:* English Language Arts 20-1 or English Language Arts 30-2 or equivalents.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed mature under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

**ENGL 0212 – Introductory Composition  
(formerly ENGL 1112)**

(3 credits – TG) 4 hours lecture

This course is designed for students whose understanding of the elements of English grammar and the mechanics of good writing needs reinforcing. Introductory Composition will provide a review of grammar and the mechanics; as well, it will focus on the structures of sentences, paragraphs and essays. Along with written assignments offering practice in composition, the course will emphasize discussion and analysis of readings. Instruction in research methods will also be provided as preparation for a research paper.

**Note:** Students must have passed English Language Arts 30-1, English Language Arts 30-2 or English 0115 to qualify for this course.

**ENGL 1101 – Critical Writing and Reading  
(formerly ENGL 2201) / GNED 1401**

(3 credits – TG) 4 hours lecture

This foundational composition course offered by the department of English focuses on effective writing styles for academic and wider social contexts. Students will respond to texts pertaining to a variety of disciplines and develop critical reading and thinking skills. Students will also refine their understanding and practice of the structures of writing.

*Prerequisite:* English Language Arts 30-1 or equivalent with a grade of 60% or higher, or English 0212 with a grade of "C" or higher.

**ENGL 1113 – English Literature to the Eighteenth Century  
(formerly ENGL 2210)**

(3 credits – TG) 3 hours lecture

This course surveys English literature from its earliest beginnings to the Restoration (1660), but with an emphasis on Chaucer, Shakespeare, and Milton. Students will learn how to read a variety of texts closely and critically, and will examine the ways in which these texts relate to their socio-political, religious and cultural environments (the Dark Ages, the Middle Ages, and the Renaissance).

*Prerequisite:* English Language Arts 30-1 or equivalent.

*Recommended Preparation:* English 0212 or 1101.

**ENGL 1114 – English Literature from the Eighteenth  
Century to the Present (formerly ENGL 2211)**

(3 credits – TG) 3 hours lecture

This course surveys English literature from the Restoration (1660) through the Enlightenment, Romanticism, and Victorianism, up to and including the Twentieth Century. Like English 1113, this course focuses on both close reading and socio-political issues. Studying literature within the context of on-going revolution – aesthetic, scientific, religious, political, and industrial – will challenge students to think critically about the forces that have contributed to literary expression in England.

*Prerequisite:* English Language Arts 30-1 or equivalent.

*Recommended Preparation:* English 0212 or 1101.





### **ENGL 1117 – Introduction to Writing Poetry (formerly ENGL 2217)**

(3 credits) 3 hours lecture

Through writing practice and workshops, students will learn how to evaluate and critique their own and other's poetry. Students will also receive instruction in poetic tropes, techniques, and forms.

*Prerequisite:* English Language Arts 30-1 or equivalent.

Recommended Preparation: English 0212 or 1101

### **ENGL 1118 – Introduction to Writing Fiction (formerly ENGL 2218)**

(3 credits – TG) 3 hours lecture

Through writing practice and workshops, students will learn how to evaluate and critique their own and other's fiction. Students will also receive instruction in narrative techniques, creation of character and dialogue, description, and fictional forms.

*Prerequisite:* English Language Arts 30-1 or equivalent.

Recommended Preparation: English 0212 or 1101.

### **ENGL 1129 – Special Topics in Language and Literature (formerly ENGL 2229)**

(3 credits – TG) 3 hours lecture

This course provides an examination of a different literary topic each semester. Written assignments will provide opportunities for the student to develop critical writing skills.

*Prerequisite:* English Language Arts 30-1 or equivalent.

### **ENGL 1131 – Introduction to Fiction (formerly ENGL 2231) (U of C English 231)**

(3 credits – TG) 3 hours lecture

In this course selected novels and short stories are studied, with instruction in the writing of critical essays.

*Prerequisite:* English Language Arts 30-1 or equivalent.



### **ENGL 1135 – Introduction to Poetry (formerly ENGL 2235) (U of C ENGL 235)**

(3 credits – TG) 3 hours lecture

A study of selected poetry written in English, with instruction in the writing of critical essays.

*Prerequisite:* English Language Arts 30-1 or equivalent.



### **ENGL 1137 – Introduction to Dramatic Literature (formerly ENGL 2237)**

(3 credits – TG) 3 hours lecture

A study of six to eight plays, with instruction in the writing of critical essays.

*Prerequisite:* English Language Arts 30-1 or equivalent.



### **ENGL 1141 – Literature for Young Children (formerly ENGL 2241)**

(3 credits – TG) 3 hours lecture

This course offers a critical study of literature for young children (ages two-eight). By providing a survey of the various genres of children's literature, this course introduces students to the range of work available for preschool and primary school children. Students will also be given opportunities to develop their skills for oral presentation and written composition.

**Note:** Students cannot receive credit for both English 1241 and 1141.

### **ENGL 1143 – Introduction to the Study of Film (formerly ENGL 2243)**

(3 credits – TG) 3 hours lecture, 2 hours lab

This course surveys the history of narrative film from its beginnings to the present. Students will view and discuss, historically and aesthetically, approximately 10 major films, paying particular attention to their "film language". The influence of technology, film theories and criticism will, where appropriate, be considered. Written assignments will offer students practice in film analysis.

*Prerequisite:* English Language Arts 30-1 or equivalent.

Recommended Preparation: English 0212 or 1101.



### **ENGL 1144 – Film II: Contemporary Film and Theory (formerly ENGL 2244)**

(3 credits – TG) 3 hours lecture, 2 hours lab

This course continues the survey of film, developing further the influence of technology, film theories and criticism on contemporary cinematic works. Film selections will reflect the global scope of cinema and assignments will offer students practice in comparative film criticism and appreciation.

*Prerequisites:* English 0130 or English Language Arts 30-1 or equivalent.

Recommended Preparation: English 1143, and one of English 0212 or 1101.

### **ENGL 2202 – Introduction to Contemporary Theoretical Practices (formerly ENGL 3302)**

(3 credits – TG) 3 hours lecture

An introduction to various ways that contemporary readers approach literary texts, including but not restricted to the following: formalism and new criticism, reader theory, feminism, psychoanalytic criticism, and Marxism. Students will gain practice in applying these theories (orally and in writing) to short fiction and poems.

*Prerequisite:* Any two of English 1113, 1114, 1131, 1135 or 1137 (or the equivalent)

### **ENGL 2203 – Advanced Contemporary Theoretical Practices (formerly ENGL 3303)**

(3 credits – TG) 3 hours lecture

This course continues the work of English 2202. It addresses a range of theories loosely defined as "post-structuralist", including but not restricted to the following: semiotics, deconstruction, psycho-linguistics, gender theory, queer theory, new historicism, race theory, and post-colonialism. Students will learn how to apply complex theories in a sophisticated, trans-disciplinary practice as demonstrated in the recent challenge to English Studies posed by the introduction of Cultural Studies.

*Prerequisite:* English 2202 or consent of the department.

**Note:** English 2203 = Athabasca University ENGL 423. Credit will be allowed for only one of English 2203 and ENGL A423.

### **ENGL 2207 – Advanced Writing (formerly ENGL 3307)**

(3 credits – TG) 4 hours lecture

A course in which students study rhetorical theory and apply it to the examination of their own writing and that of selected texts.

*Prerequisite:* English 1101 or consent of the department.



**Note:** Credit will be allowed for only one of Applied Communications 2263, English 2207 or Freelance Writing 1301. English 2207 = Athabasca University ENGL 353. Credit will be allowed for only one of English 2207 and ENGL A353.

### **ENGL 2212 – Shakespeare I (formerly ENGL 3312)**

(3 credits – TG) 3 hours lecture

A consideration of the development and variety of Shakespeare's dramatic art.

*Prerequisite:* Six 1000-level English credits.

**Note:** English 2212/2213 = U of C ENGL 312. English 2212 = Athabasca University ENGL 324. Credit will be allowed for only one of English 2212 and ENGL A324.

### **ENGL 2213 – Shakespeare II (formerly ENGL 3313)**

(3 credits – TG) 3 hours lecture

A continuation of English 2212. Further consideration of the development and variety of Shakespeare's dramatic art.

*Prerequisite:* Six 1000-level English credits.

**Note:** English 2212/2213 = U of C ENGL 312. English 2213 = Athabasca University ENGL 325. Credit will be allowed for only one of English 2213 and ENGL A325.



**ENGL 2216 – Women's Literary Tradition I (formerly ENGL 3318)**

(3 credits – TG) 3 hours lecture

As we examine a variety of literary texts – past and present – we will explore a women's literary tradition which until recently, has been overshadowed by the 'master' pieces of a male literary tradition. Readings from both literary and critical works will assist us, as we examine the question of "tradition" itself and women's place within and outside that tradition. At the same time, we will ask some difficult and challenging questions about gender, the self, and society.

*Prerequisite: Six junior English credits.*

**Note:** English 2216/2219 = U of C ENGL 318. English 2216 = Athabasca University ENGL 307. Credit will be allowed for only one of English 2216 and ENGL A307.

**ENGL 2219 – Women's Literary Tradition II (formerly ENGL 3319)**

(3 credits – TG) 3 hours lecture

A continuation of English 2216, this course will examine the ways in which contemporary women authors transform their private experience of the world into a public expression of female culture.

*Prerequisite: Six 1000-level English credits.*

**Note:** English 2216/2219 = U of C ENGL 318.

**ENGL 2228 – Intermediate Special Topics (formerly ENGL 3329)**

(3 credits – TG) 3 hours lecture

This course provides an examination of selected literary topics. The offerings vary depending on student and faculty interests. As this is a variable content course, the specific topic will be announced and advertised each time the course is offered. Students may not receive credit for this course more than once.

*Prerequisite: Six 1000-level English credits.***ENGL 2245 – Film Theory**

(3 Credit) 3 lecture, 2 tutorial

This course examines diverse analytical and theoretical models of film critique. The survey ranges from classical film theories such as formalism, realism, and semiology to contemporary perspectives including poststructuralist, postcolonial, feminist, queer, and cultural studies approaches.

*Prerequisite: English 1143 or 1144 and English 1101/General Education 1401.***ENGL 2246 – Film Genres**

(3 Credit) 3 lecture, 2 tutorial

This intermediate course surveys a number of film genres, ranging from westerns, noir, romance, comedy, gangster, adventure, horror, sci-fi/fantasy, and epics to zombie/slasher, and various cult forms. Experimental, non-genre, and cross-genre films will also be considered as the course overall moves to questions of genre history, precedents, and development.

*Prerequisite: English 1143 or 1144 and English 1101/General Education 1401.***ENGL 2248 – American Literature I (formerly ENGL 3348)**

(3 credits – TG) 3 hours lecture

This course surveys American literary developments of the later nineteenth and early twentieth century, including the Harlem Renaissance and the rise of modernism. A culturally diverse selection of authors will be studied both in and outside the realist and naturalist traditions.

*Prerequisite: Six 1000-level English credits.*

**Note:** For students enrolled in the AU@MRC collaborative B.A. degree, English 2248 = English A348. For all other students, English 2248 = AU English 3xx.

**ENGL 2249 – American Literature II (formerly ENGL 3349)**

(3 credits – TG) 3 hours lecture

This course continues the survey of modern American literature from World War II to the present, with emphasis on the prose and poetry of a culturally diverse array of writers, the advent of postmodernism, and 'America' as a geographical and cultural category.

*Prerequisite: Six 1000-level English credits.*

**Note:** For students enrolled in the AU@MRC collaborative B.A. degree, English 2249 = English A349. For all other students, English 2249 = AU English 3xx.

**ENGL 2254 – Poetry: Reading and Analysis I (formerly ENGL 3354)**

(3 credits – TG) 3 hours lecture

This course develops the skills students need to read poetry closely and analytically. It introduces students to the major forms, modes, and techniques of poetry written in English, paying detailed attention to tropes and figures, form, tone, diction, implication, and point of view.

*Prerequisite: Six 1000-level English credits.*

Recommended Preparation: English 1113 and 1114

**Note:** English 2254/2255 = U of C ENGL 354. English 2254 = Athabasca University ENGL 362. Credit will be allowed for only one of English 2254 and ENGL A362.

**ENGL 2255 – Poetry: Reading and Analysis II (formerly ENGL 3355)**

(3 credits – TG) 3 hours lecture

A continuation of English 2254. English 2255 concentrates on developing skills of close reading and textual analysis. The poem as part of an extended sequence or book-length collection will be of special interest.

*Prerequisite: English 2254.*

Recommended Preparation: English 1113 and 1114.

**Note:** English 2254/2255 = U of C ENGL 354.

**ENGL 2256 – Drama I (formerly ENGL 3356)**

(3 credits – TG) 3 hours lecture

This course will focus on the development of dramatic forms through Medieval, Renaissance and Restoration theatre. There will be an emphasis on the textual, contextual and performative questions raised by dramatic literature.

*Prerequisite: Six 1000-level English credits.***ENGL 2257 – Drama II (formerly ENGL 3357)**

(3 credits – TG) 3 hours lecture

This course will focus on the development of dramatic forms from the beginnings of realism in the nineteenth century, through the evolving forms of twentieth century theatre, and up to the present. There will be emphasis on the textual, contextual and performative questions raised by dramatic literature.

*Prerequisite: Six 1000-level English credits.***ENGL 2258 – Fiction I (formerly ENGL 3358)**

(3 credits – TG) 3 hours lecture

This course will focus on the development of prose fictional forms, including the novel and short story, from the eighteenth century to the present and will be organized with a view to making evident the relationships—historical, artistic, political—between selected literary texts. Students taking English 2258 can expect to acquire skills in reading prose fiction of all kinds and from all periods, skills which will provide a solid foundation for the study of other areas of literature.

*Prerequisite: Six 1000-level English credits.*

**Note:** English 2258/2259 = U of C ENGL 358. English 2258/2259 = Athabasca University ENGL 395. Credit will be allowed for only one of English 2258/2259 and ENGL A395.

**ENGL 2259 – Fiction II (formerly ENGL 3359)**

(3 credits – TG) 3 hours lecture

This course furthers the study of developments in prose fictional forms from the eighteenth century to the present and is designed to explore the kinds of exchanges being fashioned between traditional narrative forms and their contemporary versions. To this end, texts may be read in pairs, and not only as aesthetic works but as political documents.

*Prerequisite: Six 1000-level English credits.*

**Note:** English 2258/2259 = U of C ENGL 358. English 2258/2259 = Athabasca University ENGL 395. Credit will be allowed for only one of English 2258/2259 and ENGL A395.

### **ENGL 2263 – Technical Writing (formerly ENGL 3363) (U of C COMS 363)**

(3 credits – TG) 3 hours lecture

Principles and techniques of technical writing. Through analysis of selected technical prose and directed writing practice, students will develop competence in the presentation of technical information for a variety of audiences.



Recommended Preparation: English 0212 or 1101.

**Note:** English 2263 may not be used to satisfy the senior-level arts and science graduation requirements for applied degree programs. Credit will be allowed for only one of Applied Communications 2261, English 2263 and Freelance Writing 1311.

### **ENGL 2264 – Intermediate Creative Writing, Poetry 1: Contemporary Practice (formerly ENGL 3364)**

(3 credits – TG) 4 hours lecture

This course blends creative writing with writerly readings and analysis of published contemporary poetry. Students will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and the implicit examples found in literature. Students will also take part in online workshops using course-specific software.

*Prerequisite:* Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 12 poems) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1117.

### **ENGL 2265 – Intermediate Creative Writing, Poetry 2: Poetic Precedents (formerly ENGL 3365)**

(3 credits – TG) 4 hours lecture

Building on English 2264, this course blends creative writing with writerly readings and analysis of a selection of poetic precedents chosen for their historical or literary value. Student will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and implicit examples found in literature. Students will also take part in online workshops using course-specific software.

*Prerequisite:* Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 12 poems) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1117.

### **ENGL 2266 – Intermediate Creative Writing, Fiction 1: Contemporary Practice (formerly ENGL 3366)**

(3 credits – TG) 4 hours lecture

This course blends creative writing with writerly readings and analysis of contemporary prose fiction. Students will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and the implicit examples of literature. Students will also take part in online lab work using course-specific software.

*Prerequisite:* Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 20 typed, double-spaced pages of prose) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1117.

**Note:** English 2266 = Athabasca University ENGL 381. Credit will be allowed for only one of English 2266 and ENGL A381.

### **ENGL 2267 – Intermediate Creative Writing, Fiction 2: Precedents (formerly ENGL 3367)**

(3 credits – TG) 4 hours lecture

Building on English 2266, this course blends creative writing with writerly readings and analysis of a selection of precedents in fiction chosen for their historical or literary value. Students will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and the implicit examples of literature. Students will also take part in online workshops using course-specific software.

*Prerequisite:* Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 20 typed, double-spaced pages of prose) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1117.

### **ENGL 2270 – Canadian Literature I (formerly ENGL 3370)**

(3 credits – TG) 3 hours lecture

This course surveys Canadian literature in English from its beginnings to the early twentieth century, and explores topics such as the development of a colonial literature; the literary articulation of Canadian subjects and themes; the adaptation of literary forms to Canadian experience; and the role of the literary institution in the development of Canadian nationalism. Students will examine the literature of exploration, travel and settlement; narrative, dramatic, and lyric poetry; and prose fiction.

*Prerequisite:* Six 1000-level English credits.

**Note:** English 2270/2271 = U of C ENGL 370. English 2270/2271 = Athabasca University ENGL 302. Credit will be allowed for only one of English 2270/2271 and ENGL A302.

### **ENGL 2271 – Canadian Literature II (formerly ENGL 3371)**

(3 credits – TG) 3 hours lecture

A continuation of English 2270, this course focuses on the development of modernism and post-modernism in twentieth century Canadian writing.

*Prerequisite:* Six 1000-level English credits.

**Note:** English 2270/2271 = U of C ENGL 370. English 2270/2271 = Athabasca University ENGL 302. Credit will be allowed for only one of English 2270/2271 and ENGL A302.

### **ENGL 2273 – Reading the Popular (formerly ENGL 3373)**

(3 credits – TG) 3 hours lecture

This course examines the historical development of popular literary forms, including but not limited to persistent characters, themes, and narrative structures. These forms will be studied especially in genre fiction constructed for a trans-Atlantic mass readership in the twentieth century such as mystery, romance, horror, etc. and in related non-print media as well.

*Prerequisite:* Six 1000-level English credits.

### **ENGL 2291 – International English Literature I (formerly ENGL 3391)**

(3 credits – TG) 3 hours lecture

This introductory course in international literature presents texts written in English outside England and the United States, encompassing works from several areas such as Africa, Australasia, Canada, the Caribbean, Ireland, Scotland, Wales and the Indian subcontinent.

*Prerequisite:* Six 1000-level English credits.

**Note:** English 2291/2292 = U of C ENGL 392. English 2291/2292 = Athabasca University ENGL 433. Credit will be allowed for only one of English 2291/2292 and ENGL A433.



**ENGL 2292 – International English Literature II (formerly ENGL 3392)**

(3 credits – TG) 3 hours lecture

This course further explores postcolonial issues in texts written in English outside England and the United States.

*Prerequisite:* Six 1000-level English credits. English 2291, *International English Literature I*, is NOT a prerequisite for English 2292.

**Note:** This course will not duplicate texts assigned in International English Literature I. English 2291/2292 = U of C ENGL 392. English 2291/2292 = Athabasca University ENGL 433. Credit will be allowed for only one of English 2291/2292 and ENGL A433.

**ENGL 2293 – Speculative Fiction I: Science Fiction (formerly ENGL 3393) (U of C ENGL 393)**

(3 credits – TG) 3 hours lecture

An examination of representative works of science fiction with attention to the tradition, its leading themes and modern developments.

*Recommended Preparation:* English 0212 or 1101.

**ENGL 2295 – Speculative Fiction II: Fantasy (formerly ENGL 3395) (U of C ENGL 395)**

(3 credits – TG) 3 hours lecture

A study of the historical roots, literary applications and theoretical context of fantastic elements in fiction. Texts may include representative examples of dream vision, allegory, romance, surrealism, and magic realism, with a particular emphasis on modern fantasy fiction.

*Recommended Preparation:* English 0212 or 1101.

**ENGL 2298 – Children's Literature to 1900 (formerly ENGL 3398)**

(3 credits – TG) 3 hours lecture

Offering opportunities for advanced critical study, this course chronicles the history of children's literature from its origins in folklore to the achievements of the Golden Age at the end of the nineteenth century. Through an examination of texts within their cultural context, this course explores various attitudes toward childhood that inform works written in times past. Written assignments will provide students with opportunities to develop their awareness of the critical issues and theoretical perspectives that dominate the field.

*Prerequisite:* Six 1000-level English credits

**Note:** English 2298/2299 = U of C 398.

**ENGL 2299 – Children's Literature from 1900 to the Present (formerly ENGL 3399)**

(3 credits – TG) 3 hours lecture

A continuation of ENGL 2298, this advanced course surveys the development of children's literature from the beginning of the twentieth century to the present day. Focusing on classic and contemporary texts that ask readers to think about who they are and what kind of world they inhabit, this course explores the literary, social and educational values that inform works written for children and adolescents. Written assignments will provide students with opportunities to develop their critical and theoretical understanding of the field.

*Prerequisite:* Six 1000-level English credits

**Note:** English 2298/2299 = U of C 398.

**ENGL 3330 – Restoration and Eighteenth Century Literature I (formerly ENGL 4430)**

(3 credits – TG) 3 hours lecture

A study of the works of such writers as Dryden, Swift, Pope, Addison, Steele, Gay, Thomson, Gray, Boswell, Johnson, Cowper, Crabbe and Burns, and the social and literary backgrounds that forged a new and lively literature of the Enlightenment.

*Prerequisite:* English 2202, 2203 and one other 2000-level English course.

*Recommended Preparation:* English 1113.

**ENGL 3331 – Restoration and Eighteenth Century Literature II (formerly ENGL 4431)**

(3 credits – TG) 3 hours lecture

Continuation of English 3330.

*Prerequisite:* English 2202, 2203 and one other 2000-level English course.

*Recommended Preparation:* English 3330.

**ENGL 3340 – Romantic Literature I (formerly ENGL 4440)**

(3 credits – TG) 3 hours lecture

This course examines British literature in the context of the various political and socio-economic changes from 1760 to 1815 and will familiarize students with key aspects of British Romanticism. Writers may include, among others, Wollstonecraft, Blake, Dorothy and William Wordsworth, Coleridge, and Austen.

*Prerequisite:* English 2202, 2203 and one other 2000-level English course.

**ENGL 3341 – Romantic Literature II (formerly ENGL 4441)**

(3 credits – TG) 3 hours lecture

A continuation of English 3340, this course examines British Romantic writers from 1815 to mid-century. Among others, writers studied may include Byron, Mary Shelley, Percy Shelley, Hemans, and Keats.

*Prerequisite:* English 2202, 2203 and one other 2000-level English course.

**ENGL 3344 – Victorian Literature I (formerly ENGL 4444)**

(3 credits – TG) 3 hours lecture

This course examines British literature during a period of considerable social reform (approximately 1830-1860). Writers studied will include, among others, Carlyle, Tennyson, Barrett-Browning, Charlotte Bronte, and Dickens.

*Prerequisite:* English 2202, 2203 and one other 2000-level English course.

**ENGL 3345 – Victorian Literature II (formerly ENGL 4445)**

(3 credits – TG) 3 hours lecture

This course examines British literature during a period that displays paradoxical self-congratulation and self-criticism, social realism and amoral aestheticism (approximately 1850-1900). Writers studied will include, among others, Tennyson, Arnold, Eliot, several pre-Raphaelite poets, and Hardy.

*Prerequisite:* English 2202, 2203 and one other 2000-level English course.

**ENGL 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**ENTREPRENEURSHIP (ENTR)****ENTR 1232 – Entrepreneurship Studies**

(3 credits – TG) 3 hours lecture

This course introduces students from non-business programs to the key elements of starting up and operating a small business. Students will gain applied skills by preparing a business plan for a new enterprise. This business plan will enable students to market their own professional skills to prospective customers. Lectures will expose students to the entrepreneurial environment, marketing principles, legal issues, funding sources for a small business, and personnel issues.

**ENTR 2010 – Directed Field Studies I**

(15 credits)

The work term provides students with an opportunity to apply entrepreneurial theory in a small business environment. Students in the Small Business Stream are required to either start a new business or work in their family business(es). Students in the International Stream are required to obtain a placement with a company that provides them with significant exposure to international business or start a new venture. Students starting a new venture may use the business plan created in Entrepreneurship 3333 as a basis for their Directed Field Study. Students, through journals, reports, discussions and faculty mentoring, will become skillful at both personal and situational analysis. The Directed Field Study is designed to allow individual work-experience and will require students to demonstrate proficiency in multi-disciplined business applications. Students will be required to submit a Directed Field Study submission report for Directed Field Study coordinator approval prior to embarking on the work-term.

*Prerequisite:* Entrepreneurship 3333 and Computer Science 1207.

**ENTR 2015 – Directed Field Studies I for Sport and Recreation**

(15 credits)

This work-term provides students with the opportunity to apply business, entrepreneurship, sport and recreation theory in a private, public or not-for-profit environment. The work-term is designed to allow students to demonstrate proficiency at an introductory level in the field. Students will be required to submit a work-term submission report for work-term advisor approval prior to embarking on the first work-term.

*Prerequisites:* Administration 1150, Entrepreneurship 2201, Physical Education 1203, 1216 and Recreation Studies 1203.

### **ENTR 2201 – Introduction to Entrepreneurship**

(3 credits – TG) 3 hours lecture

This course develops an awareness of the state of entrepreneurship in Canada. Students are introduced to elements of successful entrepreneurship, opportunity identification and assessment, economic development potential of small business in Canada, alternative forms of work arrangements in the new economy balancing an entrepreneurial lifestyle, determining what success means to each student, goal setting and visioning.

### **ENTR 2237 – Human Resources for Small Business**

(3 credits – TG) 3 hours lecture

This course will introduce students to the various elements of Human Resources management. In addition to the functional areas within HR, students will focus on the legal, ethical, and strategic HR management issues. Contemporary HR issues will also be discussed.

### **ENTR 3015 – Directed Field Studies II for Sport and Recreation**

(15 credits)

This work-term provides students with a further opportunity to apply theory learned in the first three years of study in the Bachelor of Applied Business and Entrepreneurship – Sport and Recreation program. Students will continue to build upon their experience from ENTR 2015. It is expected that students will diversify their work experience. Students will be required to submit a work-term submission report for work-term advisor approval prior to embarking on this work-term. Goals and strategies will be reviewed by a faculty member prior to the work-term.

*Prerequisite: Entrepreneurship 2015.*

### **ENTR 3251 – Marketing Research for Small Business (formerly ENTR 2251)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course is designed to provide the entrepreneurship students with a practical guide to the marketing research process. They will learn how they can utilize marketing research to assist them in effective marketing decision making, what types of research are the most cost- and time-effective for an entrepreneur, and how to apply the principles in researching their own small business.

*Prerequisite: Entrepreneurship 2201, Marketing 2150 or Administration 1150, and Management 2262 or Administration 1262.*

### **ENTR 3331 – Law for Small Business**

(3 credits – TG) 3 hours lecture

This course requires students to recognize and analyze legal principles and processes in contemporary business environments. The primary topics are: the legal system – courts, civil litigation, and Constitutional issues; applicable tort and contract principles and cases; real property law; business and nonprofit entities, forms, organization and liabilities; insurance and risk management; leases and employment law. Additional topics may include intellectual property; marketplace legislation; commercial law; negotiable instruments; purchase and sale of a business; and trust law.

### **ENTR 3333 – New Venture Feasibility**

(3 credits) 3 hours lecture

This course introduces students to the key skills required to succeed as an entrepreneur. Students will gain applied skills by researching and preparing a business plan for a new enterprise. Lectures will expose students to critical new venture marketing and funding issues, and will use local case material and guest speakers to provide insight into the entrepreneurial environment.

*Prerequisite: Bachelor of Applied Business and Entrepreneurship small business & international stream students: Entrepreneurship 2201, and 3320 or 2221. Students in all other business programs: Marketing 2150 or Administration 1150, and Accounting 3220 or Administration 1220.*

### **ENTR 4431 – Leadership Development**

(3 credits – TG) 3 hours lecture

The course offers a balanced integration of theory and practice of skills generally accepted as necessary to leaders of small enterprises and other organizations. The course is designed to help guide individuals in developing specific personal management competencies. Topics include problem solving, decision-making, team building, initiating and managing change, organization, and managing conflict.

*Prerequisite: Human Resources 2170 or Administration 1170 or Entrepreneurship 2237.*

### **ENTR 4433 – Business Plan Development**

(3 credits) 3 hours lecture

Students will be able to prepare and present a solid business plan for a new or existing information systems enterprise. Areas covered will include identifying and assessing opportunities, developing a winning strategy, identifying resource requirements and selling the plan to financing sources.

*Prerequisite: Management 2130 or Administration 1130 or Entrepreneurship 2201 and 2221, Marketing 2150 or ADMN 1150.*

### **ENTR 4434 – Small Business Practicum**

(3 credits – TG) 2 hours lecture, 2 hours tutorial

This course is designed to help students acquire the ability to rationally analyse the real life issues and problems of a currently operating small business. Teams of two students will work as consultants to an existing small business. This course provides the opportunity to integrate problems and apply knowledge by identifying, examining, and creating a recommended solution within a holistic framework.

*Prerequisite: Entrepreneurship 2010, 4427 and 4431.*

### **ENTR 4435 – Small Business Strategy**

(3 credits) 4 hours lecture

Students will develop a comprehensive framework for the strategic management processes used in small business. Integrated cases will incorporate and expand upon concepts and analytical techniques introduced in previous courses. Strategic concepts will be applied through a term-long business decisions laboratory using an interactive medium.

*Prerequisite: Entrepreneurship 2010.*

### **ENTR 4445 – Managing the Family Enterprise**

(3 credits) 3 hours lecture

Each year thousands of new family businesses are created. Approximately 30% of family businesses survive the first generation; failure is often attributed to family conflict and lack of succession planning. This course addresses critical issues in family business including: inter-generations transfers, managing conflict, introducing professional manager and the decision to join the family firm.

*Prerequisite: Entrepreneurship 3333.*

### **ENTR 4451 – Applied Internet Marketing**

(3 credits) 2 hours lecture, 1 hour tutorial

Students will develop proficiency in e-commerce systems development by working on a large e-commerce project. The formal course material reinforces the project work by covering topics such as security, project management, marketing and effectively scaling server resources. Course will be co-taught by entrepreneur and computer instructors.

*Prerequisite: Marketing 2150 or Administration 1150, and Computer Science 1401.*

### **ENTR 4461 – The Entrepreneurial Manager**

(3 credits) 3 hours lecture

This course contains experiential learning aspects and it addresses the issues addressed by owners/managers who attempt to create viable organizations out of identified opportunities in order to create value. It will empower students to develop their own unique approaches, systems, skills and methodologies to deal with unstructured situations in preparation to become entrepreneurial managers.

*Prerequisite: Entrepreneurship 2201.*

## **ENVIRONMENTAL SCIENCE (ENVS)**

### **ENVS 2010 – Directed Field Studies I (formerly IDEC 3000)**

(15 credits)

Students will be assisted in finding a work-term placement. This normally will be in a business, industry or a research laboratory that deals with environmentally related problems. Completion of non-credit safety courses prior to the work placement will be required. Students will be mentored by a faculty member during the work-term. An oral and a written report, completed by the student, in addition to an evaluation carried out by the employer will be required following the work-term.

*Prerequisite: Successful completion of Semesters 1 to 4 of the Biogeochemical Process stream or the Physical Process stream courses or equivalents or consent of the department.*





**ENVS 2201 – Introduction to Industrial Ecology**

(3 credits) 3 hours lecture

The major ideas and tools of industrial ecology will be introduced. Industrial ecology “focuses on the potential role of industry in reducing environmental burdens throughout the product life cycle, from the extraction of raw materials, to the production of goods, to the use of those goods and to the management of the resulting wastes” (Journal of Industrial Ecology). Topics covered will include: environmental concerns, risk assessment, global budgets and cycles, industrial processes, life-cycle assessment, design for environment, pollution prevention and zero emission strategies.

**ENVS 2205 – Data Processing and Statistics**

(3 credits – TG) 2 hours lecture, 2 hours lab

The organization, processing, and presentation of quantitative data. Fundamental statistical ideas, descriptive statistics, inferential statistics (including Analysis of Variance, regression and correlation), statistical quality control and time-series analysis will be covered. Laboratories will include the analysis of data using statistical software packages.

*Prerequisite: Pure Mathematics 30.*

**ENVS 2211 – Professional Development: Health and Safety for the Environment Industry**

(1 credit) 3 hours lab

This course will prepare students for work experience (Directed Field Studies) through Professional Development activities. Recent developments, trends and opportunities in the environmental industry and the field of Industrial Ecology will be covered by representatives from industry and government. The Professional Development component will prepare students to search for work experience opportunities in the environmental field. As the labour market increasingly expects that employees practice due diligence in their adherence to mandated occupational health & safety legislation and regulations, students will be introduced to the general workplace health, safety and career development issues as they relate to the Canadian environmental industry. Within this context, students must demonstrate certifiable proficiencies in H2S-Alive, First Aid with CPR, Transportation of Dangerous Goods (TDG), Workplace Hazardous Materials Information System (WHMIS) and other strategies as required by industry.

**ENVS 3010 – Directed Field Studies II (formerly IDEC 4000)**

(15 credits)

Students will be assisted in finding a work-term placement. This normally will be in a business, industry or a research laboratory that deals with environmentally related problems. Students will be mentored by a faculty member during the work-term. An oral and a written report, completed by the student, in addition to an evaluation carried out by the employer will be required following the work-term.

*Prerequisite: Successful completion of Semesters 1, 2, 3, 4 and 5 of the Biogeochemical Stream or Physical Processes Stream or equivalents or consent of the department.*

**ENVS 3303 – Life-Cycle Assessment**

(3 credits) 3 hours lecture, 3 hours lab

Life-cycle assessment (LCA) compiles and analyzes comprehensive information on the overall consumption of resources and the production of wastes during the whole life-cycle of a product or service. For example, in the case of a product, this includes the extraction of the raw materials, the energy used during manufacture and the wastes produced, the energy used to transport the finished product to market, and the ultimate fate of the discarded product. The analysis indicates the potential environmental impact of the product or service, and allows comparisons to be made of alternate products or services. Case studies of a wide variety of industries and industrial processes will be discussed. Laboratories will consist of field studies and simulations using a number of different software packages and databases that are available.

*Prerequisite: Environmental Science 2201.*

**ENVS 3307 – Air Pollution Monitoring**

(3 credits) 3 hours lecture, 3 hours lab

This course will examine the methods used to monitor pollutants emitted to the atmosphere, the precision and accuracy of these methods and the audit procedures used to determine compliance, emission credits and documenting improvement to industrial processes.

*Prerequisite: Chemistry 2209, 2210, Mathematics 1217 or equivalents or consent of the department.*

**ENVS 3315 – Applied Instrumentation**

(3 credits) 2 hours lecture, 3 hours lab

This course is aimed at offering a fundamental understanding of field screening techniques and practices of instrumental measurements for the qualitative determination of substances. The main analysis methods dealt in this course are Atomic Absorption and Emission Spectroscopy, Infra red Spectroscopy, Ion Chromatography, High Pressure Liquid Chromatography, Gas Chromatography. Students are also introduced to the scientific way of expressing results and also error analysis. The lab component gives the students hands-on experience with the above-mentioned analytical techniques.

*Prerequisite: Chemistry 2209.*

**ENVS 3321 – Water Pollution and Surface Water Analysis**

(3 credits) 2 hours lecture, 3 hours lab

A study of the sources, transport, effects and fates of chemicals in surface waters. Topics include: industrial effluents, the nature and composition of surface waters, the principles of water pollution control, aquatic environmental chemistry. Emphasis will be placed upon water quality analysis: pH, acidity, alkalinity, hardness, residual chlorine, chloride, sulphate, dissolved oxygen, BOD, field sample preservation. Field trips will be arranged involving sampling procedures and field recording of data for chemical and physical water quality parameters.

*Prerequisite: Chemistry 2209, 3357 or equivalents or consent of the department.*

**ENVS 3323 – Watershed Management**

(3 credits) 2 hours lecture, 3 hours lab

Ensuring a safe and adequate supply of water is a global concern. This course is designed to provide an understanding of watershed practice and an approach to managing watershed systems in a sustainable fashion.

*Prerequisite: Environmental Science 3321 or 3333 or consent of the department.*

**ENVS 3333 – Ground Water Contamination**

(3 credits) 3 hours lecture, 3 hours lab

This course will provide a basic understanding in applied hydrogeology with emphasis being on the fate and behaviour of industrial chemicals in the groundwater, the impact of industrial activities on groundwater quality, control, monitoring and remediation of contaminated groundwater systems.

*Prerequisite: Chemistry 2209 and 3357 or equivalents or consent of the department.*

**ENVS 3335 – Issues in Environmental Assessment**

(3 credits) 3 hours lecture

This course will review and analyze provincial, national and international environmental assessment issues. Important representative case studies will be reviewed. Guest speakers will be drawn from appropriate organizations. Current methodologies in environmental impact assessment will be covered, including overviews of Risk Assessment, Cumulative Effects Assessment and Strategic Environmental Assessment. The advantages of moving towards Comprehensive Risk Assessment and Comprehensive Policy Support Assessment will be critically discussed. These integrated decision methodologies will be necessary to support industrial ecology infrastructure and be crucial to making progress towards economic and environmental efficiency at all system levels.

*Prerequisite: Successful completion of Semesters 1, 2, and 3 of the Biogeochemical Stream or equivalents or consent of the department.*

**ENVS 4401 – Environmental Systems Modelling**

(3 credits) 2 hours lecture, 3 hours lab

This course covers foundations and techniques of mathematical modelling in environmental science. The course will focus on dynamic modelling coupled with the use of appropriate and current software. Topics covered include basic concepts in environmental systems modelling, Applied Systems Thinking in environmental problem solving and strategies for analyzing and using environmental systems models. Emphasis will be given to practical applications of dynamic modelling to specific eco-industrial problems.

**ENVS 4405 – Air Quality**

(3 credits) 2 hours lecture, 3 hours lab

This course will examine the composition, evolution, and future of the earth's atmosphere. It will include human impact, mitigating initiatives and will examine the predictive methods and databases currently in use to predict future scenarios. It will examine the atmosphere as part of the biogeochemical cycling of its constituents.

*Prerequisite: Chemistry 2209, 3357, Computer Science 1209, Environmental Science 2205, 3315 or equivalents or consent of the department.*



**ENVS 4407 – Pollution Prevention: Toward Zero Emissions**

(3 credits) 3 hours lecture

This course is a study of the principles of recovery, reuse and recycling ("3R's") of pollutants and contaminants. Examples will be drawn from the 176 currently listed in the National Pollutant Release Inventory (NPRI). Measures taken to reduce the release, allow tracking of transfers, and achieving reductions will be analyzed. Measures to control and reduce emission of carbon dioxide, methane, and other greenhouse gases will be discussed. The technologies and techniques as well as the voluntary and legislative measures will be compared. The petroleum industry will be analyzed in detail with an examination of wellsite and facility technologies.

*Prerequisite: Successful completion of Semesters 1, 2, 3, 4, and 5 of the Biogeochemical stream and the Physical Processes stream courses or equivalents or consent of the department.*

**ENVS 4411 – Industrial Sanitation**

(2 credits) 2 hours lecture

This course provides an integration of the principles of soil conservation, reclamation and land management practices of industrial and protected areas.

*Prerequisite: Successful completion of Semesters 1, 2, 3 and 4 of the Biogeochemical Stream or equivalents or consent of the department.*

**ENVS 4413 – Principles of Eco-Industrial Development**

(2 Credits) 2 hours lecture.

Students will be introduced to the process of initiating, planning, designing, marketing, financing and operating eco-industrial parks and eco-industrial networks. An examination of case studies on existing eco-industrial parks and the application of key concepts through the completion of a term project with a network of local companies will be involved.

*Prerequisites: Successful completion of Semesters 1, 2, 3, 4, and 5 courses or equivalent or consent of the department.*

**ENVS 4415 – Industrial Ecology Project**

(2 credits) 1 hour tutorial, 3 hours lab

Students will undertake an applied project in an area of industrial ecology under the supervision of a faculty member. Each student will be required to present the results of their project as a seminar.

*Prerequisite: Successful completion of Semesters 1, 2, 3, 4 and 5 of the Biogeochemical Stream courses or the Physical Processes Stream courses or equivalents or consent of the department.*

**ENVS 4417 – Design for the Environment**

(3 credits) 2 hours lecture, 3 hours lab

This course develops concepts and procedures to integrate and implement the vision of industrial ecology into business decisions. It will examine how leading-edge industrial ecology precepts can be implemented in the real world. The course will explore a systematic approach to support business decisions within the industrial ecology framework. Students will develop skills in incorporating environmental objectives and constraints into process and product design, materials and technology choices. Case studies will highlight DFE success stories. Project work will provide hands-on experience in the DFE field. The course will examine local, regional and global issues related to the design and redesign of industrial systems in order to make them more sustainable.

*Prerequisite: Successful completion of Semesters 1, 2, 3, 4, 5, 6 and 7 of the Biogeochemical Stream courses or Physical Processes Stream courses or equivalents or consent of the department.*

**ENVS 4419 – Regulatory Management**

(1 credit) 3 hours lab

Students will be introduced to the processes associated with Regulatory Management through case studies of relevant local, regional, national, and international laws, regulations, and treaties governing the environment. The understanding of the origins, current status, and future impacts of these studies will provide insight into the effects of environmental initiatives on the region, the province, Canada and in the international arena.

**ENVS 4423 – Market Based Initiatives**

(3 credits) 3 hours lecture

This course will examine the initiatives being taken by local, regional, and national governments, and the United Nations to encourage organizations to improve their environmental outcomes for economic reasons. Emission trading, the evolution of environmental law and its role in regulatory management, and the elements of ISO-14000 will be reviewed.

*Prerequisite: Mathematics 2285, Industrial Ecology 2205 or equivalents or consent of the department.*

**ENVS 4431 – Management of Residuals**

(3 credits) 3 hours lecture

This course is designed to provide the students an understanding of the principles and concepts of waste management. Topics include: environmental chemistry of hazardous wastes, principles of industrial metabolism, waste disposal, health risks, regulatory aspects of residuals management, principles of industrial metabolism, optimization of materials.

*Prerequisite: Successful completion of Semester 1, 2, 3, 4 and 5 of the Biogeochemical Stream courses or equivalents or consent of the department.*

**ENVS 4433 – Quality Assurance/Quality Control**

(3 credits) 3 hours lecture, 3 hours lab

This course will examine the use of QA/QC procedures to the management of the quality aspects of data collection, generation and use. It will provide an overview of the legal framework within which the data collection, generation and use must operate. It will examine the relationship between QA/QC and legal concepts such as due diligence and strict liability.

*Prerequisite: Computer Science 1209, Environmental Science 2205 or equivalents or consent of the department.*

**ENVS 4441 – Site System Remediation Design**

(3 credits) 3 hours lecture, 3 hours lab

This course will provide an in-depth technical and practical evaluation of remediation systems for contaminated sites.

*Prerequisite: Successful completion of Semesters 1, 2, 3, 4 and 5 of the Biogeochemical Stream courses or equivalents or consent of the department.*

**ENVS 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**FINANCE (FNCE)****FNCE 2010 – Directed Field Studies I (formerly FNSR 2010)**

(15 credits)

This Directed Field Studies course requires students to work for an employer in a financial services position. The employer and placement must be approved by the work experience coordinator. The work placement will normally be completed over a four month period. Any deviation from this pattern must be approved by the work experience coordinator and the Faculty Advisor. Under no circumstances will a work-term consist of less than 450 hours of work. Students are typically employed by banks or financial service firms. Students must complete a series of research projects to relate their practical experience with their academic studies.

*Prerequisites: Finance 3201 or Financial Services 2201, Finance 3203 or Financial Services 2203, Finance 3205 or Financial Services 2205, Finance 3207 or Financial Services 2207, Finance 3301 or Financial Services 3301, and Finance 3303 or Financial Services 3303. Successful completion of work experience PD sessions.*

**FNCE 2132 – Introduction to the Stock Market (formerly ADMN 1132)**

(3 credits) 3 hours lecture

This course focuses on key principles of fundamental and technical analysis necessary to make successful investment decisions. Examined are key factors which influence various financial markets such as stocks, bonds and gold. Students will participate in a group stock market game by applying stock selection principles to construct a portfolio.



**FNCE 3010 – Directed Field Studies II (formerly FNSR 3010)**  
(15 credits)

This Directed Field Studies course requires students to work for an employer in a financial services position. The employer and placement must be approved by the work experience coordinator. The work placement will normally be completed over a four month period. Any deviation from this pattern must be approved by the work experience coordinator and the Faculty Advisor. Under no circumstances will a work-term consist of less than 450 hours of work. Students are typically employed by banks or financial service firms. Students must complete a series of research projects to relate their practical experience with their academic studies.

*Prerequisites:* Finance 2010 or Financial Services 2010, and successful completion of work experience PD sessions.

**FNCE 3201 – Retirement Planning (formerly FNSR 2201)**

(3 credits) 4 hours lecture

This course provides a detailed look at how individuals plan for, and make financial decisions related to, retirement. It is designed to prepare the financial planner to provide guidance to clients on the retirement planning process, the various private and government pension plans, investment products for retirement, income tax implications, and the numerous strategies available to them. The course begins with an overview of retirement planning through case studies, followed by a detailed look at pensions. The characteristics of registered retirement plans will be examined to illustrate how they are used in accumulating funds for retirement. The taxation of retirement income will be examined, along with the tax planning opportunities that are available.

**FNCE 3203 – Income Tax Planning (formerly FNSR 2203)**

(3 credits) 4 hours lecture

This course is designed to help financial planners build the knowledge and judgement necessary to guide clients in managing their business and financial assets. The course examines how various business forms (including proprietorships, partnerships, and corporations) are structured and taxed, and how they can be used to generate wealth for the owner/manager or the passive investor. It reviews the taxation of employment income and benefits, with an emphasis on ways to increase an individual's compensation without necessarily increasing his/her taxable income. This course also explores the taxation of investment income, including property income, interest, dividends and capital gains, and reviews the main deductions available for various income sources. This is followed by a discussion of how an individual can make use of the different tax strategies available to maximize his or her wealth accumulation.

**FNCE 3205 – Strategic Investment Planning (formerly FNSR 2205)**

(3 credits) 4 hours lecture

This course examines the theory and various strategies underlying decisions in the area of strategic investment planning. Among the instruments described are guaranteed, interest-producing investments; bonds and debentures; mutual funds and financial derivatives. Methods of fundamental and technical analysis of potential investments are discussed, as well as real estate and tax shelters.

**FNCE 3207 – Risk Management and Estate Planning (formerly FNSR 2207)**

(3 credits) 4 hours lecture

This course provides a detailed look at the risk management process and the insurance products that are available to manage risk. It examines the risks of disability, death, and property and liability losses. Students will study the legal requirements of insurance policies and the application of the risk management process. This course also covers the estate planning process. It addresses the tools of estate planning, including property interests, family law, intestacy, probate, wills, powers of attorney, taxation upon death, trust and estate freezes. It then examines special considerations in estate planning such as non-traditional families or household units.

**FNCE 3227 – Introduction to Finance (formerly ADMN 1227)**

(3 credits - TG) 4 hours lecture

This course provides an introduction to the theory, methods, and issues of finance. The main topics include the following: 1) time value of money and capital budgeting techniques; 2) uncertainty and the trade-off between risk and return; 3) security market efficiency; 4) optimal capital structure; 5) dividend policy decisions; 6) financial planning and working capital management; and 7) long term financing considerations including leasing.

*Prerequisites:* Accounting 2121 or Administration 1121 or Accounting 3220 or Administration 1220 or Accounting 3320 or Entrepreneurship 3320 or Administration 1229, and Management 2262 or Administration 1262 or Entrepreneurship 2261.

**FNCE 3301 – Canadian Securities Course I (formerly FNSR 3301)**

(3 credits) 3 hours lecture

This is part one of two courses intended to prepare students for the Canadian Securities Institute Exam. Topics are determined by the Canadian Securities Course™. Topics include financial statements, formulae for evaluating investments, common and preferred stocks, bonds, mutual funds, derivatives, and RRSPs.

*Pre or corequisites:* Finance 2132 or Administration 1132, and Finance 3201 or Financial Services 2201.

**FNCE 3303 – Canadian Securities Course II (formerly FNSR 3303)**

(3 credits) 3 hours lecture

This is part two of two courses intended to prepare students for the Canadian Securities Institute Exam. This course is intended to prepare students to effectively work in financial services. Building on material from the first course, students will examine portfolio building and financial planning and management. Students will write the Institute's Canadian Securities Course™ exam as part of completion for this course. As part of this course, students will be required to develop a comprehensive financial plan.

*Prerequisite:* Finance 3301 or Financial Services 3301.

*Pre or corequisites:* Finance 3203 or Financial Services 2203, and Finance 3205 or Financial Services 2205.

**FNCE 4407 – Investment Principles (formerly ACCT 4407)**

(3 credits) 3 hours lecture

The principles and techniques of investing in securities are discussed with emphasis on stocks and bonds. Topics include portfolio selection and performance measurement, valuation of bonds and stocks, and the application of financial theory to investment decisions. Security analysis includes fundamental approaches with an emphasis on financial statement analysis.

*Prerequisite:* Accounting 2121 or Administration 1121 or Accounting 3220 or Administration 1220 or Accounting 3320 or Entrepreneurship 3320 or Administration 1229, and Finance 3227 or Administration 1227, and Management 2263 or Administration 1263 or Administration 1264.

**FNCE 4427 – Entrepreneurial Finance (formerly ENTR 4427)**

(3 credits) 3 hours lecture

This course addresses financial issues facing entrepreneurs. This course will build upon material introduced in Entrepreneurship 3333. Students will examine more complex financing alternatives such as public share offerings and venture capital vehicles. Additional topics such as capital structure decisions, leasing, international financial management and business valuation will be examined. Whenever possible guest lecturers will be invited to come and share their experiences with financing new ventures.

*Prerequisite:* Finance 3227 or Administration 1227.

## FORENSIC STUDIES (FORE)

### FORE 4401 – Forensic History, Risk Populations and Issues

(3 credits – TG) Distance Delivery – Internet

This course focuses on prevailing social/ethical forensic issues where health care overlaps with the law. Roles of the forensic subspecialties are outlined, together with the target forensic populations they serve. Historical roots, principles and professional practices of emerging subspecialties are examined, while current and future career opportunities are explored. A larger systems overview of criminal justice and health care is used to examine the broad scope of societal influences and the increasing impact of legal dimensions on forensic practice. Risk populations, issues and relevant laws and acts (local and international) are examined in relation to victims of physical and/or psychological trauma/abuse/neglect as well as perpetrators. Issues relevant to families of both victims and perpetrators are also explored.

### FORE 4403 – Forensic Psychiatric and Correctional Populations

(3 credits – TG) Distance Delivery – Internet

This multidisciplinary web course addresses the roles of various professionals in forensic psychiatric and correctional areas. The focus of this course is on the perpetrators of violence. Assessment, intervention and prevention are addressed for various forensic concepts and at risk populations in these settings. Relevant ethical/legal practice issues in the correctional and forensic psychiatric setting are debated with the opportunity to access international forensic resources on the web.

### FORE 4405 – Victims of Violence

(3 credits – TG) Distance Delivery – Internet

This multidisciplinary web course focuses on recognition, assessment and intervention with victims of violence. Topics include: victim behaviours, patterns of injury, evidence collection, forensic photography, fact testimony; risk reduction, prevention of violence and follow up. Specific sections discuss domestic violence, sexual assault, child abuse/neglect, elder abuse and violence against professionals. Course content is designed for nurses and physicians and is also valuable for other professionals (e.g. police, social workers, paramedics) who interact with health care professionals or victims of violence.

### FORE 4407 – Forensic Science

(3 credits – TG) Distance Delivery – Internet

This multidisciplinary web course focuses on forensic lab analyses in criminal investigations. Specific laboratory techniques, limitations and implications of findings are discussed including microscopy, gas chromatography, DNA analysis, toxicology, fingerprinting, trace evidence and blood spatter analysis. We briefly introduce hypothesis development, event reconstruction, death investigation and analysis of remains.

### FORE 4409 – Expert Witness Testimony

(3 credits – TG) Distance Delivery – Internet

This course is designed to increase professionals' understanding of the issues and preparation required to give expert witness testimony. Issues include criteria and qualifications for expert witnesses, role in court, fields of expertise, locating experts, ethical considerations and the future of expert witnesses.

### FORE 4411 – Crime Scene Investigation and Evidence

(3 credits – TG) Distance Delivery – Internet

This course centers around a functional analysis of undertaking investigations with a focus on the crime scene. The course presents basic information on conducting investigations applicable to both law enforcement and other forensic professionals who may be at the scene. It also provides an assessment of the various investigative techniques that are applied to specific types of crimes against persons and property. The types of physical evidence expected during a crime analysis and criminal profiling are explored. In particular, information will be covered on the legal responsibilities in conducting an investigation, rules of evidence, evidence collection, working with victims and suspects, courts testimony as a fact witness, case presentation requirements and the important role of evidence documentation and preservation.

### FORE 4413 – Sexual Assault Examination and Intervention Theory

(3 credits) Distance Delivery – Internet

This is the first part of a two course offering (Forensic Studies 4413 and 4415) designed for nurses or physicians to prepare them to examine, collect evidence and support victims of recent sexual assault as well as to provide testimony related to this evaluation. The theory course is offered completely through online web-based delivery. Course content includes: risk factors for assault, standards of practice, consequences of assault, forensic and non-forensic examination, evidence collection, documentation, and interventions for prophylaxis as well as discharge follow up. Also included are sections on testimony, consent and quality assurance.

Professionals admitted to the Forensic program who are not nurses or physicians may take this theory course, although a background in anatomy and physiology is strongly recommended. They are not eligible, however, to take the clinical course (Forensic Studies 4415) associated with this course.

### FORE 4415 – Sexual Assault Examination and Intervention Practicum

(1.5 credit) Distance Delivery – Internet

This course is the second part of a two course series in Sexual Assault Examination and Intervention. It is designed for nurses with approximately two years of recent clinical experience or for physicians. The focus is on the clinical examination of sexual assault victims. This is a 36 hour preceptored experience in the student's region. Prior to registering in this course, students will be required to submit a clinical information form (available from the Forensic Studies program office). Successful completion of both courses (Forensic Studies 4413 and 4415) is generally required as preparation for the sexual assault examiner role. Prior learning credit may be considered for relevant experience.

*Prerequisite: Forensic Studies 4413 or consent of the chair of the department of Advanced Specialty Health Studies.*

## FRENCH (FREN)

**Note:** Students who register for a French course in the Department of Languages and Cultures must ensure that they register in a course appropriate to their level of language skills.

In general, students who have completed French 30 should register in either French 1113 or French 1115. Students who have completed FLA 30 should register in French 2235. Students who are unsure of their level should contact the department to take a short placement test. Francophone students are also advised to take the placement test.

All placement tests should be written as early as possible. For further information, please contact the Secretary of the Department of Languages and Cultures 403-440-6528.

### FREN 1109 – Beginners' French I (formerly FREN 2209) (U of C FREN 209)

(3 credits – TG) 4 hours lecture, 1 hour lab

Basic elements of the French language, including training in comprehension, speaking, reading and writing of French.

**Note:** Not open to students with credit in French 20, 30, 31 or equivalent.

### FREN 1111 – Beginners' French II (formerly FREN 2211) (U of C FREN 211)

(3 credits – TG) 4 hours lecture, 1 hour lab

A continuation of French 1109.

*Prerequisite: French 20, 2209 or consent of the department.*

**Note:** Not open to students with credit in French 30, 31 or equivalent.

### FREN 1113 – Beginners' French III (formerly FREN 2213) (U of C FREN 213)

(3 credits – TG) 4 hours lecture, 1 hour lab

A continuation of French 1111.

*Prerequisite: French 1111 or consent of the department.*

**FREN 1115 – Francophonie: Language and Culture (formerly FREN 2215)**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course provides a study of French language and culture in French-speaking countries, including France, Canada, and other parts of the world. Students develop their ability in spoken and written French, building upon a knowledge of basic grammar.

*Prerequisite:* French 30, 31 or equivalent, 1113 or consent of the chair of the department.

**FREN 1117 – Francophonie: Language and Culture (formerly FREN 2217)**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course is a continuation of French 1115, with additional grammatical structures and vocabulary.

*Prerequisite:* French 1115 or consent of the chair of the department.

**FREN 2235 – Second-Year University French I (formerly FREN 3315) (U of C FREN 315)**

(3 credits – TG) 4 hours lecture

Advanced training in grammar, vocabulary, reading and writing.

*Prerequisite:* French Language Arts 30, French 1117, or consent of the department.

**FREN 2237 – Second-Year University French II (formerly FREN 3317) (U of C FREN 317)**

(3 credits – TG) 4 hours lecture

A continuation of French 2235.

*Prerequisite:* French 2235 or consent of the department.

**FREN 3343 – Francophone Cinema for Oral and Aural Mastery**

(3 credits – TG) 3 hours lecture

An intermediate course in French using French films as a vehicle to promote conversational fluency.

*Prerequisite:* French 1117, or consent of the department.

**FREN 3349 – French Phonetics (U of C FREN 349)**

(3 credits – TG) 3 hours lecture

This course provides an introduction to French phonology, including comparative and contrastive differences between French and English. It is a practical course emphasizing phonetic correction.

*Prerequisite:* French 1117 or consent of the chair of the department.

**FREN 1199 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**GENERAL EDUCATION (GNED)****GNED 1101 – Scientific and Mathematical Literacy for the Modern World**

(3 credits ) 3 hours lecture

Students will expand their understanding of the intersections of mathematics, science and technology with daily life. The course will develop and apply critical thinking and scientific reasoning skills through the examination of issues drawn from the real world and current events.

**GNED 1102 – Controversies in Science**

(3 credits ) 3 hours lecture

This course provides an introduction to scientific knowledge, its role in society, and the relationship between scientific inquiry and mathematics. Students will learn about the scientific method, the role of mathematics and statistics as reasoning tools, and how to research, evaluate, and write about science. Science controversies will be used as case studies.

**GNED 1202 – Ideas that Matter; Special Topic: The Good Life**

(3 credits) 3 hours lecture

"Ideas that Matter" is a course that explores how specific ideas shape attitudes, belief systems, and values through the perspectives of various disciplines. Students will learn about the nature, origins and relevance of one or more complex concepts, such as beauty, mind, identity, modernity, or the good life.

**GNED 1301 – Globalization**

(3 credits) 3 hours lecture

Students will gain an understanding of the impact and opportunities of globalization, as well as the barriers. A thorough discussion of the pros and cons of globalization will be included. The international environment will be introduced through a holistic analysis of political, economic, and cultural differences. International institutions and trading blocs will be discussed, and the factors contributing to cross-cultural effectiveness will be introduced.

**GNED 1304 – Communities and Societies**

(3 credits) 3 hours lecture

Students will be guided to develop a richer awareness of the various communities and societies in which they live and participate. This interdisciplinary course will progressively examine family, communities of belonging, post-secondary education, the city, the province, the state, and global economic, political and cultural concentric systems.

**GNED 1401/ENGL 1101 – Critical Writing and Reading**

(3 credits) 4 hours lecture

This foundational composition course offered by the department of English focuses on effective writing styles for academic and wider social contexts. Students will respond to texts pertaining to a variety of disciplines and develop critical reading and thinking skills. Students will also refine their understanding and practice of the structures of writing.



*Prerequisite:* English Language Arts 30-1 or equivalent with a grade of 60% or higher, or English 0212 with a grade of "C" or higher.

**GNED 1402 – Writing for the Professions**

(3 credits ) 3 hours lecture

This course presents the principles and techniques of writing for the professions. The course provides students with an opportunity to develop skills in written and oral communication and to critically analyse documents and genres commonly used in various professions. Practice in a variety of writing situations encountered by professionals such as correspondence, proposals, documented research reports, abstracts, definitions, product and process descriptions is provided.



*Prerequisite:* English 30 or the equivalent

**Note:** Writing for the Professions is open to students with credit in English 30 or its equivalent, with a grade of 60% or higher, or English 0212 with a grade of "C" or higher.

**GNED 2102 – Wonders of Geometry**

(3 credits) 3 hours lecture

Wonders of Geometry is a foundational course intended for a general audience interested in geometry in every day life. This will be a popular course dealing with euclidean geometry in two or three dimensions, analytic geometry and algebra.

**GNED 2104 – Everyday Physics – A Conceptual Introduction**

(3 credits) 3 hours lecture, 1 hour tutorial

Physics is the study of the rules behind the working of the physical universe. This course makes the fun and excitement of doing physics accessible to non-science majors. Basic Concepts of physics will be introduced using the examples of everyday phenomena with reduced math content.

**GNED 3104 – How Things Work: The Physics of Everyday Technology**

(3 credits) 3 hours lecture, 1 hour tutorial

Students will use the technology they use every day to learn a broad range of concepts in physics. The operation of devices including light bulbs, air conditioners, automobiles, motors, microwaves, LEDs, DVDs, cameras and iPods will be used to illustrate topics such as heat, thermodynamics, electricity, and light. Some modern applications such as medical imaging and nanotechnology will also be covered



*Prerequisite:* General Education 2104.



## **GEOGRAPHY (GEOG)**

### **GEOG 2211 – The Physical Environment (formerly GEOG 2201) (U of C GEOG 211)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Introduction to the physical elements of the environment such as weather, climate, hydrology, landforms, soils, vegetation, and the processes producing variations of these elements on the surface of the earth. Examples of environmental inter-relationships and problems that affect humanity are emphasized.



### **GEOG 2213 – World Regional Geography (U of C GEOG 213)**

(3 credits – TG) 3 hours lecture

Introduction to the major cultural regions of the world. Emphasis on cultural characteristics, including population, political situation, economy, language, and religion, and the physical environment, including landforms and climate, that make regions distinctive. Historical developments provide context for understanding regional features. Background for understanding current world affairs.



### **GEOG 2231 – Introduction to Mapping, GIS and Remote Sensing (U of C GEOG 231)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course covers three key areas of geographical techniques: 1) an introduction to map projection, topographic and thematic maps and map design and layout; 2) the use of geographic information systems to manipulate and visualize data; and 3) an introduction to digital imagery and remote sensing. This course utilizes descriptive spatial statistics and includes a hands-on applied computer component. Prerequisite: A previous course in Geography or Geology or consent of the department.

### **GEOG 2251 – The Human Environment (formerly GEOG 2203) (U of C GEOG 251)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

The study of societies and cultures, their economies, technologies and political systems as these influence human use of physical and natural environments. The course concentrates on human/environment interrelationships and the manner in which humans attempt to impose order upon the surface of the earth. Some emphasis will be placed on student projects in the laboratories.



### **GEOG 3305 – Weather and Climate (U of C GEOG 305)**

(3 credits – TG) 3 hours lecture, 2 hours lab

Physical principles of meteorology and climatology. Weather development in relation to different scales of atmospheric circulation. Elements of synoptic and dynamic climatology as determinants of characteristics and the distribution of climates. Laboratory work emphasizes North American examples.

*Prerequisite: Geography 2211 or consent of the department.*

### **GEOG 3307 – Landform Processes and Morphology (U of C GEOG 307)**

(3 credits – TG) 3 hours lecture, 2 hours lab

This course involves a systematic study of the origin, nature and distribution of landforms. Laboratory work will include geomorphic interpretation of maps and air photographs. Weekend field trips are possible in this course.

*Prerequisite: Geography 2211 or Geology 2201, 2203 or 2209.*

### **GEOG 3313 – Soil Characteristics and Formation (U of C GEOG 413)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course includes a study of the physical, chemical and biological characteristics of soils, and the processes and factors of soil formation. Laboratory work will include the analysis of soil samples gathered during weekend field trips.

*Prerequisite: Geography 2211 or Geology 2201 or 2209 or consent of the department.*

### **GEOG 3321 – Environmental Problems and Resource Management (U of C GEOG 321)**

(3 credits – TG) 3 hours lecture

Environmental and resource issues with emphasis on topics such as ethics, sustainability; policy and decision-making; and management strategies. Case examples highlight issues on resource sectors such as freshwater, oceans, parks and wildlife, forests and energy.

*Recommended Preparation: Geography 2211 or 2251.*



### **GEOG 3327 – Tourism and Recreation Geography**

(3 credits – TG) 3 hours lecture

Dimensions of tourism and recreation; scales and impacts of human activities on recreational resources and environments; planning for sustainable tourism; cultural and heritage tourism; nature-based and ecotourism; development and management issues.

*Recommended Preparation: Geography 2211 or 2251.*



### **GEOG 3333 – Introduction to Remote Sensing (U of C GEOG 333)**

(3 credits – TG) 3 hours lecture, 3 hours lab

Students will be provided a basic overview and instruction in the use and interpretation of aerial photographs and remotely-sensed images. Both physical and cultural landscape features will be identified and interpreted.

*Prerequisite: A previous course in Geography or Geology or consent of the department.*

### **GEOG 3341 – Economic Geography**

(3 credits – TG) 3 hours lecture

A survey of basic elements of economic geography. A study of the environmental, economic, social and technological influences on the distribution of economic activities. Special reference to economic development, multinational corporations and newly industrializing economies.

*Recommended Preparation: Geography 2251.*



**Note:** This course transfers as a senior Geography course to the University of Calgary and to other post-secondary institutions.

### **GEOG 3351 – Introduction to Urban Geography (U of C GEOG 351)**

(3 credits – TG) 2 hours lecture, 1 hour tutorial

This course introduces the topic of cities, focusing on the history of the urban environment and culture, and urban issues and sustainability from a geographical point of view. Major cities of the world and local examples will be studied.

*Prerequisite: Geography 2251 or consent of the department.*



### **GEOG 3357 – Geographic Information Systems (U of C GEOG 357)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course includes the technical and theoretical foundations of Geographical Information Systems (GIS). Explorations of data types and structures (raster, vector, object based), data input and manipulations and analytical and visualization techniques will be emphasized. Case studies focusing on geographical and earth science examples will form the basis of lecture and laboratory assignments.

*Prerequisite: Geography 2231.*

### **GEOG 3365 – Political Geography (U of C GEOG 365)**

(3 credits – TG) 3 hours lecture

Students will be instructed in the influence of physical and cultural landscapes on politics, and the influence of politics on the landscape. Topics of study include globalization, regionalism, terrorism, war and disputed territory. Also covered in this course is a discussion of the political response to global environmental issues and the politics of poverty and development.

*Prerequisite: A previous Geography course or consent of the department.*





**GEOG 3381 – Regional Geography of Canada (U of C GEOG 381)**

(3 credits – TG) 3 hours lecture

A regional geography of Canada. The physical framework of Canada and its significance in Canada's historical development. The concept of Geographic Regions, the patterns and characteristics of these regions with selected detailed studies.



**Note:** A previous course in Geography is recommended.

**GEOG 3392 – Overseas Field Study in Physical Geography (U of C GEOG 392)**

(3 credits – TG) 3-week field school

This course introduces the concepts of field research and reconnaissance survey techniques in Physical Geography, as applied to regions outside of North America. Group travel-study is combined with formal instruction during the course. Pre-Field School classes are also included.

**Note:** Students will be responsible for paying all costs, including travel associated with the international field school experience.

**GEOG 3393 – Advanced Overseas Field Study in Physical Geography (U of C GEOG 393)**

(3 credits – TG) 3 week field school

This course continues with concepts of field research and reconnaissance survey techniques in Physical Geography, as applied to regions outside of North America. Group travel-study is combined with formal instruction during the course. Pre-Field School classes are also included.

*Prerequisite:* Geography 3392.

**Note:** Students will be responsible for paying all costs, including travel associated with the international field school experience.

**GEOG 3394 – Overseas Field Study in Human Geography (U of C GEOG 394)**

(3 credits – TG) 3-week field school

This course introduces the concepts of field research and reconnaissance survey techniques in Human Geography, as applied to regions outside of North America. Group travel-study is combined with formal instruction during the course. Pre-Field School classes are also included.

**Note:** Students will be responsible for paying all costs, including travel associated with the international field school experience.

**GEOG 3395 – Advanced Overseas Field Study in Human Geography (U of C GEOG 395)**

(3 credits – TG) 3 week field school

This course continues with concepts of field research and reconnaissance survey techniques in Human Geography, as applied to regions outside of North America. Group travel-study is combined with formal instruction during the course. Pre-Field School classes are also included.

*Prerequisite:* Geography 3394.

**Note:** Students will be responsible for paying all costs, including travel associated with the international field school experience.

**GEOG 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**GEOLOGY (GEOL)****GEOL 1120 – Physical Geology**

(3 credits – TG) 3 hours lecture, 3 hours lab

An introduction to the basic principles of physical geology. Topics include: minerals and rocks; processes at work upon and within the earth such as streams, glaciers and earthquakes; the interpretation of common physiographic features; and man and his environment including geologic hazards. Intended for engineering students.

**GEOL 1124 – Introduction to the Petroleum Industry**

(3 credits – TG) 3 hours lecture

An overview of the history, operations and technical aspects of the petroleum industry. The course content will emphasize the geologic occurrence of petroleum. Topics include: origin, migration and occurrence of petroleum; methods of exploration; and production and uses of petroleum.



**Note:** A non-science background is assumed.

**GEOL 2201 – Physical Geology (U of C GLGY 201)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course provides a study of the principles of physical geology. Topics include: the classification and identification of rocks and minerals; processes in the earth's interior; plate tectonics and mountain building; surface processes and geologic hazards; and geologic resources.



**Note:** Credit can only be obtained for one of Geology 1120, 2201, 2209 or U of C GLGY 201, 209 or 271.

**GEOL 2203 – Historical Geology (U of C GLGY 203)**

(3 credits – TG) 3 hours lecture, 3 hours lab

A study of the earth's geologic history as interpreted from sedimentary rocks. Emphasis will be on rock types and fossils, and their stratigraphic and environmental significance, as they relate to the physical and organic evolution of North America, from Precambrian to Recent times.



*Prerequisite:* Geology 2201 with a grade of "C-" or above.

**GEOL 2209 – Introduction to Geology (U of C GLGY 209)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Basic concepts regarding the major features of the earth: its rock and mineral composition; processes controlling erosion, deposition and surface structures; formation of the landscape; the history of the earth; plate tectonics and geologic hazards and how it all relates to you.



**Note:** Designed primarily for non-science students.

**GEOL 3303 – Environmental Geology and Earth Resources**

(3 credits – TG) 3 hours lecture

This course in applied geology examines the link between humans and the geological environment. Main topics will include the development and use of soils, water resources and pollution, mineral resources, energy utilization and waste products as resources. An emphasis is placed on Alberta examples.



*Prerequisite:* Geology 2201, 2209 or equivalent or consent of the department.

**Note:** This course transfers as a senior Geology course to the University of Calgary and other post-secondary institutions but is not acceptable for credit towards a major or minor in Geology or Applied and Environmental Geology at the University of Calgary.

**GEOL 3305 – Natural Hazards and Disasters**

(3 credits – TG) 3 hours lecture, 1 hour lab

This course in applied geology provides study in hazard development and disasters. Main topics include volcanic hazards, earthquakes, floods, tsunamis, mass movement including landslides and coastal problems. Field trips will comprise the lab portion of the course.



*Prerequisite:* Geology 2201 or 2209 or equivalent or consent of the department.

**Note:** This course transfers as a senior Geology course to the University of Calgary and other post-secondary institutions but is not acceptable for credit towards a major or minor in Geology or Applied and Environmental Geology at the University of Calgary.

**GEOL 3307 – Geological History of Life (U of C GLGY 307)**

(3 credits – TG) 3 hours lecture

The history of life from the earliest records to the present. Fossils, geological time, extinction, evolution. The rise and development of various animals and plants including trilobites, ammonites, dinosaurs, and horses.



Recommended Preparation: Geology 2209.

**GEOL 3311 – Minerals and Rocks (U of C GLGY 311)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course introduces students to the detailed description, identification and genesis of common rocks and minerals. Basic aspects of mineralogy are covered and the petrographic microscope is used for the study of thin sections.

*Prerequisite:* Chemistry 2201 and Geology 2203 with a minimum grade of C- (or departmental approval).

### **GEOL 3313 – Crystallography and Optical Mineralogy (U of C GLGY 313)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course covers external and internal mineral symmetry, mineral chemistry and mineral structure. Students will apply this information, using both orthoscopic and conoscopic light towards refined petrographic techniques.

*Prerequisite:* Geology 3311 with a minimum grade of C- (or departmental approval).

### **GEOL 3323 – Geochemical Processes (U of C GLGY 323)**

(3 credits – TG) 3 hours lecture, 3 hours lab

A study of the chemical processes taking place in geologic settings with emphasis on the abundance relationships of the elements in the Earth's crust. Also included is a study of the laws governing the migration and distribution of elements of the Earth and the application of geochemistry in the search for mineral deposits.

*Prerequisites:* Chemistry 2203 and Geology 3311 with a minimum grade of C- or departmental approval.

### **GEOL 3337 – Introduction to Geologic Field Methods (U of C GLGY 337)**

(3 credits – TG) 12-day field school

This course introduces the concepts of mapping geology and reviews rock descriptions and mineral identification. Students will complete detailed geological maps, stratigraphic sections, related calculations and field reports. The field work will concentrate on sedimentary rocks and basic structural geology. Field exercises will normally be conducted off campus for about 12 days prior to the Labour Day weekend.

*Prerequisite:* Geology 2203 with a minimum grade of C- and consent of the Department.

**Note:** This course occurs in rugged field conditions and varying weather, for which participants must be prepared and equipped. Students may be required to cover food and accommodation costs.

### **GEOL 3341 – Structural Geology (U of C GLGY 341)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course will introduce orthographic and stereographic techniques used to examine tectonic structures. Students will also study the classification of tectonic structures, geological maps and cross sections, the mechanical principles involved in the deformation of rocks and the manipulation of structural data.

*Prerequisite:* Geology 2203 with a minimum grade of C- (or departmental approval) and Pure Math 30 or equivalent.

**Note:** There will be a weekend field trip during the course. Students will be required to cover food and accommodation costs.

### **GEOL 3373 – Geomorphology (U of C GLGY 373)**

(3 credits – TG) 3 hours lecture, 3 hours lab

Geomorphic concepts and processes. Laboratory: map and air photo analysis and field trips.

*Prerequisite:* Geology 2201 and 2203.

### **GEOL 3381 – Stratigraphy and Sedimentation (U of C GLGY 381)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course provides an introduction to modern and traditional concepts of stratigraphy. Sedimentary rocks are studied in detail including hand sample description, classification and interpretation of sedimentary processes and environments of deposition.

*Prerequisite:* Geology 2203 with a minimum grade of C- (or departmental approval).

### **GEOL 3391 – Palaeontology (U of C GLGY 391)**

(3 credits – TG) 3 hours lecture, 3 hours lab

Invertebrate fossils are investigated with emphasis on their morphology, classification, and evolutionary history, and on their paleoecologic and biostratigraphic utility for solving geologic problems.

*Prerequisite:* Geology 2203 with a minimum grade of C- (or departmental approval).

### **GEOL 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **GEOPHYSICS (GEOP)**

### **GEOP 3355 – Exploration Geophysics (U of C GOPH 355)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course is an introduction to seismic, gravity and magnetic methods as used in the exploration for hydrocarbons and other geologic resources, and their use in engineering studies.

*Prerequisite:* Geology 2201, Mathematics 2249 or 2251 and Physics 2207 or 2233.

## **GERMAN (GERM)**

### **GERM 1105 – Beginners' German I (formerly GERM 2205)**

(3 credits – TG) 3 hours lecture, 1 hour lab

Imparts on the introductory level, an active, practical skill in the use of the spoken and written word, using material from everyday situations.

**Note:** May not normally be taken for credit by students with German 30 or 31.

### **GERM 1107 – Beginners' German II (formerly GERM 2207)**

(3 credits – TG) 3 hours lecture, 1 hour lab

A continuation of German 1105.

*Prerequisite:* German 1105.

**Note:** May not normally be taken for credit by students with German 30 or 31.

### **GERM 1125 – First-Year University German I (formerly GERM 2225)**

(3 credits – TG) 3 hours lecture, 1 hour lab

Develops the student's ability in speaking, reading and writing German, using modern texts. For students with high school German.

*Prerequisite:* German 30 or 1107.

### **GERM 1127 – First-Year University German II (formerly GERM 2227)**

(3 credits – TG) 3 hours lecture, 1 hour lab

A continuation of German 1125.

**Note:** A student cannot receive credit for both German 1125/1127 and U of C GERM 301/303.

### **GERM 1199 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **GERONTOLOGY (GERO)**

Courses in the interdisciplinary certificate program are offered through distance delivery in the Fall and Winter Semesters.

### **GERO 4401 – Perspectives in Gerontology**

(3 credits – TG) Distance Delivery

This course provides an understanding of the field of gerontology. It examines the changing demographics and aging from a Canadian and global perspective. Ageism, theories of aging and research are examined with a view to understanding the current status of our knowledge of aging and societal responses to old age. Course content explores the diversity of individuals and groups within Canada's aging population and analyses current and future challenges for governments, institutions, agencies, and businesses in providing programs, services and products to such a diverse population. This course will be of interest to students from a broad range of programs.



### **GERO 4403 – Health and Aging**

(3 credits – TG) Distance Delivery

Examines effects of aging in the context of normal, healthy, and successful aging processes. Lifestyle factors such as nutrition, sexuality, exercise, leisure and health issues are considered. Integrative aspects of healthy aging such as housing, transportation, economics, family and community supports are examined. Death is discussed as the final outcome of life. Consideration of and planning for one's own aging is encouraged. Health promotion strategies related to these factors are addressed. Personally, this course would be of interest to all individuals, and from a professional perspective, to those students who will be encountering older adult clients in their work environment.



**GERO 4405 – Aging and Mental Health**

(3 credits – TG) Distance Delivery

This is an overview of current concepts in mental health in relation to older adults. Common mental health concerns of the older adult are presented and approaches to assessment and treatment are addressed, with an emphasis on cognitive and behavioural strategies.

*Pre- or Corequisite: Gerontology 4401 and Gerontology 4403 or consent of the department.*

**GERO 4407 – Aging and Physical Health**

(3 credits – TG) Distance Delivery

This course examines common physical problems associated with the aging process. Approaches to assisting the older adult through treatment, modification of activities of daily life, and ways to maintain and enhance function are emphasized.

*Pre- or Corequisite: Gerontology 4401 and Gerontology 4403 or consent of the department.*

**GERO 4409 – Nursing Practice with Older Adults**

(3 credits – TG) Distance Delivery

This course focuses on methods of assessment of health care needs of older adults. It stresses problem-solving in the development, implementation and evaluation of interventions across the continuum of health care contexts.

*Pre- or Corequisite: Gerontology 4401 and Gerontology 4403 or consent of the department.*

**Note:** Open to registered nurses only.

**GERO 4413 –Aging Families**

(3 credits – TG) Distance Delivery

This course provides an overview of family relationships in later life and examines frameworks for understanding the family system. Concepts of interviewing, assessing and intervening with older adults in the context of the family are introduced.

*Pre- or Corequisite: Gerontology 4401 and Gerontology 4403 or consent of the department.*

**GERO 4417 – Interdisciplinary Teamwork in Gerontology**

(3 credits – TG) Distance Delivery

This course prepares the student to function within the context of interdisciplinary care of older adults. Across the continuum of health care contexts, aspects of the team approach are examined; the team members, organizational setting, team functioning and activities (including multi-dimensional assessment), small group communication and team evaluation. Particular emphasis is placed on the role of the older adult client as a team member. Additionally, students will have an opportunity to learn about resources available to older adults; types used and concepts.

*Pre- or Corequisite: Gerontology 4401 and Gerontology 4403 or consent of the department chair.*

**GERO 4481 – Clinical Practice**

(6 credits – TG) 210 hours clinical practice

This is a clinical experience course involving the development, planning and implementation of a specific program/focus for older clients. The student will be responsible for designing the clinical experience objectives and selection of the learning strategies. A portfolio of learning achievements will be required. This clinical experience allows the student to demonstrate content/concepts learned within the program.

*Prerequisite: Students must have completed four other Gerontology courses with a minimum Grade Point Average of 2.00 in these courses and have the approval of the department.*

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**HEALTH STUDIES (HLTH)****HLTH 1112 – General Health Care**

(3 credits) 2 hours lecture, 1 hour tutorial

This course provides the student with information about health care needs and rights of clients in rehabilitation settings. Students have scheduled opportunities to learn skills necessary for assessment and management of health care of disabled clients. Topics will include basic needs such as safety, hygiene, activity, nutrition, elimination and respiration. Variables influencing health such as stress, common health problems, sexuality, loss and death are also considered.

**HLTH 1113 – Professional Communication Skills for Nurses**

(3 credits) 3 hours lecture

This course is designed to improve the communication skills of internationally-educated nurses in preparation for further nursing education. The course will focus on effective initiation of a professional relationship, trust-building and responding therapeutically to patients and their family. Assertive communication with other health team members will be discussed. This course will emphasize the importance of reading, listening, oral communication, written documentation and effective presentation skills.

*Co-requisites: Health 1114, Health 1115, Health 1116 or permission from the Coordinator of the Bridge to Canadian Nursing Program.*

**HLTH 1114 – Professional Terminology for Nurses**

(3 credits) 3 hours lecture

This course introduces internationally-educated nurses to nursing/medical terminology as well as the abbreviations commonly used in Canadian nursing. The course is designed to complement Health 1115 and will provide students with vocabulary building skills, oral pronunciation skills, writing skills, and practice opportunities for speaking and listening.

*Co-requisites: Health 1113, Health 1115, Health 1116 or permission from the Coordinator of the Bridge to Canadian Nursing Program.*

**HLTH 1115 – Human Responses in Health and Illness**

(3 credits) 3 hours lecture

This course is designed to enhance professional nursing language skills for internationally-educated nurses related to application of human anatomy and physiology and basic pathology processes. The course is designed to complement Health 1114 and enhance reading, listening and speaking skills using nursing language.

*Co-requisites: Health 1113, Health 1114, Health 1116 or permission from the Coordinator of the Bridge to Canadian Nursing Program.*

**HLTH 1116 – Clinical Judgment Skills in Nursing**

(3 credits) 3 hours lecture

This course will introduce internationally-educated nurses to health, health promotion, the use of critical thinking skills and the nursing process in assessing and planning care for patients. This course will include review of basic care measures and analysis of case scenarios. This course is designed to complement Health 1115 and will enhance reading, writing and speaking skills using nursing language.

*Co-requisites: Health 1113, Health 1114, Health 1115 or permission from the Coordinator of the Bridge to Canadian Nursing Program.*

**HLTH 1213 – Health, Safety and Nutrition**

(3 credits) 3 hours lecture

This course is designed to provide the student with basic knowledge and skills in the health maintenance of the child up to six years of age. Concepts inherent in health maintenance include the nutritional, physical and emotional needs and problems of the developing child. Principles of child safety and the impact of hospitalization are also included.

**HLTH 1290 – Mental Health Nursing Theory Review**

(1 credit) 1 hour lecture

This course provides a holistic approach and review of the concepts of mental health, mental illness and nursing roles when caring for clients with mental health needs.

**HLTH 1292 – Child Health Nursing Theory Review**

(1 credit) 1 hour lecture

This course provides a family-centred approach and review of child growth and development, health and illness patterns and nursing roles when caring for children and their families.

**HLTH 1294 – Maternal Newborn Health Nursing Theory Review**

(1 credit) 1 hour lecture

This course provides a family-centred approach and review of the health needs and nursing care for childbearing families during prenatal, labour and delivery and post partum stages for the mother and infant.

### HLTH 2240 – Fundamentals of Interpersonal Communication

(3 credits) 3 hours lecture

This course provides an introduction and overview to aspects of interpersonal communication. Utilizing a mix of theory and application, the course provides students with opportunities to gain an understanding of the elements of interpersonal communication and demonstrate a foundational level of knowledge of the application of interpersonal communication for use in a variety of settings.



### HLTH 2250 – Research for Practice in Health and Community Studies

(3 credits) 3 hours lecture

In an interdisciplinary environment, students will have an opportunity to broaden their spirit of professional inquiry. Learners will be able to describe knowledge and ways of knowing, how knowledge is generated, sources of evidence, methods of appraisal, and how this evidence informs one's professional practice. Using a combination of classroom discussion, small group and project work, students across disciplines will study research designed to illuminate areas of collaborative health and community practice.

### HLTH 2310 – Professional Nursing in Canada

(3 credits) 3 hours lecture, 1 hour lab

Nurse-person relationship; professional practice including roles/responsibilities of nurses in Canada, nursing competencies, standards of practice, family nursing; cultural diversity; nursing practice: health and wellness concepts and psychomotor skills development and introduction to health care technology.

### HLTH 2320 – Nursing Theory Review I

(3 credits) 3 hours lecture, 1 hour lab

Pharmacology, health assessment, pathophysiology review, common health problems of Canadians, and general medical-surgical nursing theory review, critical thinking and clinical judgment in nursing practice.

### HLTH 2330 – Nursing Theory Review II

(3 credits) 3 hours lecture, 1 hour lab

Pharmacology, health assessment, pathophysiology review, common health problems of Canadians, and general medical-surgical nursing theory review, critical thinking and clinical judgment in nursing practice. Includes a brief review of nursing specialties: mental health, child health and family newborn health.

### HLTH 2403 – Nursing Clinical Review

(3 credits) 160 hours clinical experience

Opportunity for supervised clinical practice experience is offered in general medical-surgical settings throughout the city of Calgary. The focus is on practical application of previously-learned knowledge and skills and the successful transition to the roles and responsibilities of nurses working in the Canadian health care system.

*Pre-requisite: Health Studies 2310, Health Studies 2320 and Health Studies 2330*

### HLTH 4001 – The Nature of Adult Mental Health Nursing Practice

(3 credits) Distance Delivery

This course provides current frameworks and models to guide the scope of the licensed practical nurse role within the mental health care system. It will include an exploration of the trends, issues, and legislation that influence mental health nursing practice.



### HLTH 4003 – Competencies for Mental Health Nursing Practice

(3 credits) Distance Delivery

This course enhances licensed practical nurse competencies for mental health nursing practice. Particular emphasis is placed upon concepts such as risk assessment, crisis response, client education, relational communication, and ethical practice.

*Prerequisite: Consent of the Department Chair.*



### HLTH 4005 – Mental Health Concerns, Disorders and Interventions

(3 credits) Distance Delivery

This course focuses on the client's unique experience in living with mental health concerns/disorders. The role of the licensed practical nurse in client-centered, supportive interventions and treatment modalities, including medications will be explored.

*Prerequisite: Consent of the Department Chair.*



### HLTH 4462 – Integrative Healing Practices in Nursing

(3 credits) 3 hours lecture

This course explores a variety of healing paradigms using an interactive, participative and experiential design. The student will have frequent opportunities to discuss reactions, raise questions and critically analyze current integrative health practices. Students will integrate and apply research-based practice when examining integrative healing practices related to bodywork, mind-body practices, energy therapies, biological, orthomolecular and herbal therapies.

*Prerequisite: Any introductory level Health course.*



**Notes:** This course meets the requirements for the senior level nursing option (NURS A4XX).

The course is normally limited to students currently enrolled in the Bachelor of Nursing: Athabasca at Mount Royal College program.

### HLTH 1399 – Directed Readings

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## HISTORY (HIST)

### HIST 1101 – An Introduction to History: Europe to 1500 (formerly HIST 2201) (U of C HTST 201)

(3 credits – TG) 3 hours lecture, 1 hour tutorial

An introduction to the Middle Ages, to historical methods, and to varieties of historical explanation. Topics may include: the changing nature of the Church, heresy and dissent, and the relationship of art and architecture to social, intellectual and political ideals.



### HIST 1103 – An Introduction to History: Europe since 1500 (formerly HIST 2203)

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Major issues in modern European history, emphasizing the relationship between ideas and events. Sample themes: revolution and social change; the scientific outlook and democratic ideals; liberalism and industrialization; theory and practice in socialism and Soviet communism.



### HIST 1111 – South Asia and the Indian Ocean: 2500 BCE – Present (formerly HIST 2211)

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course is an introduction to the history of South Asia from approximately 2500 BCE to the creation of the independent states of India and Pakistan in the mid-twentieth century. Topics to be examined include state formation, social and religious developments, trading world of the Indian Ocean, the impact of Islamic and European states and economies, modes of reaction to colonial rule, the construction of communal identity, and the course of nationalism.



### HIST 1117 – The United States, 1607 – 1865 (formerly HIST 2217)

(3 credits – TG) 4 hours lecture

A historical survey of the United States from colonial settlement to the end of the American Civil War.

### HIST 1119 – The United States, 1865 to the Present (formerly HIST 2219)

(3 credits – TG) 4 hours lecture

A historical survey of the American people from the Civil War to the present.

**Note:** History 1119 = Athabasca University HIST 380. Credit will be allowed for only one of History 1119 and HIST A380.



### **HIST 1131 – An Introduction to History: Canada, Origins to 1867 (formerly HIST 2231)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

An introduction to the dynamic themes in early Canadian history. Special attention will be devoted to social, economic, and political development, White-Indian relations and the opening of the Canadian West.



### **HIST 1133 – An Introduction to History: Modern Canada, 1867 – 1967 (formerly HIST 2233)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Themes in the development of the Canadian Nation from Confederation to the present, with particular attention to federal-provincial relations, economic development, social movement and western political protest.



### **HIST 2202 – The Historian's Craft (formerly HIST 3301)**

(3 credits – TG) 3 hours lecture

The Historian's Craft is an introduction to history as a distinct field of study. It aims to help students understand what history is, what it means to be a historian, and how to write history. The course is intended primarily but not exclusively for history majors in order to prepare them for the advanced study of history in upper-division courses.

*Prerequisites:* Any 1000-level History course.

### **HIST 2205 – Health, Disease and Medicine in Western Society, 1492 to the Present (formerly HIST 3305)**

(3 credits – TG) 3 hours lecture

A survey of the new social history of medicine with primary emphasis on the medical revolution of the nineteenth century in Great Britain and the United States.



*Recommended Preparation:* Any 1000-level History course.

### **HIST 2207 – Histories of Western Sexualities (formerly HIST 3307)**

(3 credits – TG) 3 hours lecture

Histories of Western Sexualities aims to help students understand that, contrary to our intuitive understanding, sexuality – both our sexual practices and our attitudes towards sexuality – have varied enormously over time and between cultures – that is, our sexuality is "historically contingent" and "socially constructed". Given the enormity of the subject, the course will focus on sexuality in Western cultural experience and the topics covered will vary from semester to semester.

### **HIST 2218 – Women in Industrial Europe, 1750 to the Present (formerly HIST 3317)**

(3 credits – TG) 2 hours lecture, 1 hour tutorial

A senior course designed as an introduction to European women's history focussing on women's experience in Britain, France and Germany since 1750. Some of the central themes which will be examined include: women and work; the family; sexuality and motherhood; ideology and the state; feminism and political action; and women, war and revolution.



*Recommended Preparation:* Any 1000-level History course.

### **HIST 2228 – Alberta: Past and Present (formerly HIST 3328)**

(3 credits – TG) 3 hours lecture

This course provides a study of Alberta's past and present with emphasis on urbanization, agriculture and industry, political developments, outstanding personalities and cultural growth.



*Recommended Preparation:* Any 1000-level history course.

**Note:** Students who take both History 2228 and 2247 can obtain credit for Athabasca University HIST A338. Students may not, however, count History 2228 more than once.

### **HIST 2229 – Early Modern Europe, 1453-1789**

(3 credits) 3 hours lecture

This course explores the social, political, and cultural history of Europe from the Renaissance to the eve of the French Revolution. Social and cultural changes are considered within the contexts of religious innovation and conflict, the development of capitalism, the rise of the modern state, and the impacts of global exploration and colonialism.

### **HIST 2232 – Canadian Social Development (formerly HIST 3331)**

(3 credits – TG) 3 hours lecture

A study of the growth of Canadian society from colonial times to the present. Emphasis on European and American backgrounds of Canadian social institutions and their development in various regional settings. Consideration will be given to the role of immigrants, social and ethnic groups, health, crime and punishment, education, religion, the arts and recreation.



*Recommended Preparation:* Any junior-level history course.

**Note:** Students who take both Canadian Studies 1131 and History 2232 can obtain credit for Athabasca University HIST 329. Students may not, however, count History 3331 more than once.

### **HIST 2237 – Modern European Intellectual History (formerly HIST 3337)**

(3 credits – TG) 3 hours lecture

This historical survey covers the ideas and thinkers of the period 1800-1930 that shaped the modern twentieth century world-view.



*Recommended Preparation:* Any 1000-level History course.

### **HIST 2239 – European Nationalism in the Age of the Nation-State (formerly HIST 3339)**

(3 credits – TG) 3 hours lecture

This course examines the history of nationalism in Europe between 1780 and 1990. Two separate but related themes will be pursued: how the nation-state emerged as the dominant form of geo-political organization in Europe, and how nationalism confronted and was adapted to circumstances and rival ideologies. Topics may include popular sovereignty and nationalism in revolutionary and Napoleonic Europe; liberal nationalism; the Vienna settlement and the revolutions of 1848; the unification of Italy and Germany; the decay of Europe's multi-national empires; racism, anti-Semitism, and national identity; nationalism and totalitarianism; communism and the nationality question; internationalism since 1945.



### **HIST 2241 – Britain in the Nineteenth Century (formerly HIST 3341)**

(3 credits – TG) 3 hours lecture

This course will examine the history of Great Britain in the nineteenth century. Beginning with the struggles against Revolutionary and Napoleonic France, and ending with the death of Queen Victoria in 1901, the course will examine Britain's development as the world's leading industrial and imperial power, and the political, social and cultural changes associated with Victorianism. The central themes of the course may include reform and repression in British political life; responses to industrialization; Victorian thought and culture; and the changing face of imperial development.



### **HIST 2243 – Europe in the Nineteenth and Twentieth Centuries**

(3 credits) 3 hours lecture

This course examines the history of Europe between 1789 and 1989. This period is distinguished by transformations in virtually every area of human life; the creation and destruction of a European-dominated world order; the rise, spread and collapse of communism; increasingly destructive spasms of organized violence; and ongoing efforts at collective identity formation.

### **HIST 2247 – Western Canada (formerly HIST 3347) (U of C HTST 347)**

(3 credits – TG) 3 hours lecture

An historical approach to the study of Western Canada. Topics include: native peoples, European exploration and settlement, rural and urban society, social and political reform, the New West, and gender and culture.



*Recommended Preparation:* History 1131 and/or 1133.

**Note:** Students who take both History 2228 and 2247 can obtain credit for Athabasca University HIST 338. Students may not, however, count History 2247 more than once.

### **HIST 2255 – Migration and Multiculturalism in the United States (formerly HIST 3355)**

(3 credits – TG) 3 hours lecture

This course addresses issues of migration, settlement, and multiculturalism in the United States. Themes may include European colonization and Native-White relations, the African slave trade and immigration.

### **HIST 2263 – Conflict and Society in Twentieth Century (formerly HIST 3363)**

(3 credits – TG) 3 hours lecture

This course examines the role of conflict in society during the twentieth century. It will focus on the ideas that produced social and political upheaval and the impact of this upheaval on its people. Specific themes and topics to be addressed include: the Great War; democracy, fascism and communism in the interwar period; Nazism and the "Final Solution"; the Cold War; competing nationalisms, genocide and contemporary civil wars.



### **HIST 2291 – Film and History (formerly HIST 3391)**

(3 credits – TG) 3 hours lecture

This course examines film as a historical document. Films are a valuable source of social, cultural and intellectual history, as well as historical continuity and change. Themes addressed may include: collective memory; documentary films versus fictional films; war and film; issues of gender; race, ethnicity and representation of minority groups; class; sexuality; and film as a source of propaganda.

Recommended preparation: Any one of History 1101, 1103, 1131 or 1133.



### **HIST 3333 – The Renaissance**

(3 credits – TG) 3 hours lecture

This course explores the intellectual and cultural developments known as "the Renaissance" within the social, economic and political contexts of Europe in fourteenth and fifteenth-century. Students will study a wide range of contemporary sources to examine the values and beliefs of people who created or reacted to humanism and the reshaping of their societies by the emergence of modern capitalism, the discovery of new worlds, and the advent of a revolutionary information technology: printing. The work of modern historians will be used to illuminate and contextualize the developments in this period, as well as to demonstrate the range of critical perspectives that have been applied to it.

**Note:** History 3333 = Athabasca University HIST 373. Credit will be allowed for only one of History 3333 and HIST A373.

### **HIST 3335 – Northern Renaissance and the Reformation**

(3 credits – TG) 3 hours lecture

This course examines social, political and religious trends in European history from the mid-fifteenth to early seventeenth century. It focuses in particular on the changes that occurred in European religious life in this period, collectively referred to as the Reformation.

**Note:** History 3335 = Athabasca University HIST 374. Credit will be allowed for only one of History 3335 and HIST A374.

### **HIST 3345 – First Nations in Canada: Co-operation, Coercion and Confrontation (U of C HTST 345)**

(3 credits – TG) 3 hours lecture

Survey of the diverse histories of the various First Nations groups in what is now Canada. Emphasis will be placed upon the relationship between Native peoples and the French, British and Canadian governments.

Recommended Preparation: Any junior-level history course.

**Note:** History 3345 = Athabasca University INST 369. Credit will be allowed for only one of History 3345 and INST A369.

### **HIST 3357 – Topics in American Culture**

(3 credits – TG) 3 hours lecture

This course provides an introduction to themes in American cultural history. Each semester a different topic will be chosen for study. For instance, the history of public amusement, history of sexuality and African American culture.

### **HIST 3365 – World War II**

(3 credits – TG) 3 hours lecture

This course examines the origins, conduct and consequences of the Second World War. It focuses particularly on the experience of ordinary participants, including front-line soldiers, civilians on the home front, prisoners of war, members of resistance movements and collaborators in occupied Europe. In addition to explaining the events of the war itself, the course will examine how the conflict is remembered in North American popular culture.



**Note:** History 3365 = Athabasca University HIST 367. Credit will only be allowed for one of History 3365 and HIST A367.

### **HIST 3373 – World War I**

(3 credits – TG) 3 hours lecture

This course examines the origin, conduct and consequences of the First World War. The focus of study will include the nature of warfare at the beginning of the 20th century as well as the social, economic and political changes affected by the war. In addition to examining the events of the war, the way that war has been represented culturally and intellectually will be addressed.

Recommended preparation: History 1103.



### **HIST 3385 – Religion, War, and Society in Europe, 1558-1714**

(3 credits – TG) 3 hours lecture

This course takes a comparative approach to the study of the political and social development of France and Britain in the later Sixteenth and Seventeenth Centuries. It considers how the development of the state and society were shaped by fierce religious conflicts and profound economic and cultural change. The course encompasses various key subjects in this period including the reign of Elizabeth I, the French Wars of Religion, the British Civil Wars, the Frondes, Oliver Cromwell and the English republican experiment, Louis XIV and the expansion of the French state, and the beginnings of a British constitutional monarchy in the Revolution of 1688-89.

### **HIST 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **HUMAN RESOURCES (HRES)**

### **HRES 2170 – Introduction to Human Resources (formerly ADMN 1170)**

(3 credits – TG) 3 hours lecture

This course will introduce students to the various elements of Human Resources management. In addition to the functional areas within HR, students will focus on the legal, ethical, and strategic HR management issues. Contemporary HR issues will also be discussed.

### **HRES 3274 – Recruitment & Selection (formerly ADMN 1274)**

(3 credits – TG) 3 hours lecture

This course provides students with the knowledge and skills to design and implement strategic recruitment and selection initiatives. Topics include: analyzing and developing job requirements, legal considerations, identifying sources of applicants, screening mechanisms, testing methods, and effective interviewing techniques. Students will take part in interview simulations in order to enhance their skills in this area.

### **HRES 3275 – Compensation & Benefits (formerly ADMN 1275)**

(3 credits – TG) 3 hours lecture

This course provides students with an overview of direct and indirect compensation theory and practices within the Canadian business environment. Students will explore the design, implementation, and management of compensation and benefits systems, and how these align with an organization's overall vision. Current practices that link total rewards and employee attraction, retention, and motivation will also be discussed.

*Prerequisite:* Human Resources 2170 or Administration 1170, or Entrepreneurship 2237.

### **HRES 3277 – Training & Development (formerly ADMN 1277)** (3 credits – TG) 3 hours lecture

This course provides students with the theory and practical approaches to strategically develop and deliver training initiatives. Topics include: learning organizations, learning styles and theories, needs assessment and goal setting, transfer of training, training evaluation, and facilitation skills. Students will learn how to develop, design, and deliver an effective lesson plan. Current influences on training and development will be discussed, and students will be challenged to tie these modern business issues into relevant training initiatives.

### **HRES 4273 – Labour Relations (formerly ADMN 1273)** (3 credits – TG) 3 hours lecture

This course examines the current state of industrial and labour relations within Canada. Applicable legislation will be discussed, and students will review the terms and conditions contained within collective agreements. The roles and impacts of unions, both within organizations, and within Canadian society will be explored. Students will take part in a bargaining simulation in order to develop their knowledge and skills in this area.

*Prerequisite:* Human Resources 2170 or Entrepreneurship 2237 or Administration 1170.

### **HRES 4407 – Transition Management** (3 credits) 3 hours lecture

This course provides students with an understanding of how HR professionals effectively identify, guide, and implement changes within an organization. Topics include: change agents, barriers to change, and employee communication strategies during times of transition. Students will explore the concept of coaching employees through transitions, and effectively aligning change to an organization's strategic intent.

*Prerequisite:* Management 3276 or Administration 1276

### **HRES 5101 – Strategic Human Resources Management** (3 credits) 3 hours lecture

This course is an examination of the overall role and functions of human resource management in relation to an organization's strategic planning process. Students will explore how to manage human resources effectively in the dynamic legal, social, and economic environment currently challenging organizations. The emphasis will be on the methods in which typical HR activities, e.g. recruitment & selection, and compensation & benefits align with the organization's goals and objectives.

*Prerequisites:* Human Resources 3274 or Administration 1274, Human Resources 3275 or Administration 1275, or consent of the Department.

## **HUMANITIES (HUMN)**

Humanities is the integration of facts, ideas, and interpretations of several disciplines to a common theme. Individual course content will be based on a single specific theme to which various disciplines can relate and share a common focal point. The current list of Humanities courses consists of those which in the past have been identified as general education courses. They may be used to satisfy the Arts and Science Requirement for graduation as indicated.

### **HUMN 1101 – Outstanding Lives (formerly HUMN 2201)** (3 credits – TG) 3 hours lecture

This course provides an interdisciplinary study of the original works of significant thinkers from the areas of the arts, fine arts, science and politics.



### **HUMN 1103 – Symbols (formerly HUMN 2203)** (3 credits – TG) 3 hours lecture

This course provides an exploration of the meaning of symbolism in human experience. Theoretical approaches may include psychology (Jung, Lacan), hermeneutics (Cassirer, Ricoeur), educational theory (Steiner), etc. Specific themes that may be examined in-depth include the nature of the Symbolic religious symbolism; metaphors and images of life and death; and symbols of technical power and control.



### **HUMN 1109 – Western Culture I: Before the Reformation (formerly HUMN 2209)** (3 credits – TG) 3 hours lecture

This course surveys the development of Western cultural experience from its origins in Ancient Greece (circa 800 BCE – 323 BCE) to the end of the Middle Ages (circa 1500 AD). Although the course employs an historical framework, its overall approach is interdisciplinary, drawing on the findings of archaeologists, classical scholars, philosophers, art historians, literary critics as well as historians of the Ancient World and the Medieval World.

### **HUMN 1111 – Western Culture II: Since the Reformation (formerly HUMN 2211)** (3 credits – TG) 3 hours lecture

This course surveys the development of the Western cultural experience from the Reformation (circa 1500 AD) to the present. Although the course employs an historical framework, its overall approach is interdisciplinary, drawing on the insights of artists, poets, novelists, musicians, philosophers, and scientists, as well as historians of the Early Modern and Modern periods of Western culture.

### **HUMN 2219 – Ancient Greece (800 BCE – 323 BCE) (formerly HUMN 3309)** (3 credits – TG) 3 hours lecture

This course provides a comprehensive introduction to the history and culture of Ancient Greece (circa 800 BCE – 323 BCE). The course employs an interdisciplinary approach, examining the mythology, religion, history, politics, philosophy, science, art and literature of this ancient culture that has often been seen as the cradle of Western civilization.

Recommended Preparation: History 1101.

**Note:** Humanities 2219 = Athabasca University HUMN 309. Credit will be allowed for only one of Humanities 2219 and HUMN A309.

### **HUMN 2221 – Science and Religion in Early Modern Europe (formerly HUMN 3321)** (3 credits – TG) 3 hours lecture

This course explores the tremendous changes that occurred in science and religion between 1450 and 1700. In particular, it looks at the reasons that religion and natural science split apart into separate institutions during the Renaissance and the Scientific Revolution. Topics such as authority and belief, the earthly and heavenly realms, the extent of human knowledge, and the relation between humans and nature will be discussed.



Recommended Preparation: One or more of Humanities 1105, 1109, 1111, History 1101, 1103, 3333, 3357, Philosophy 1101, 2215, 2263, 2267, Religious Studies 1101, 2207.

### **HUMN 2297 – Issues in Science and Religion (formerly HUMN 3397) (U of C RELS 397)** (3 credits – TG) 3 hours lecture

This course examines issues of mutual concern for science and religion such as evolution and creation, value and meaning of humanity, exploitation and/or stewardship of life, of the world.



*Prerequisite:* Any Religious Studies course, any course meeting the Area 6 (Natural Sciences) Arts and Science requirements, or consent of the chair of the department.

### **HUMN 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **INSURANCE (INSR)**

### **INSR 2140 – Principles and Practice of Insurance (formerly ADMN 1140)** (3 credits) 3 hours lecture

The basic concepts and language of insurance are discussed including: the legal context of insurance; the insurance contract and document process; risk; ratemaking and underwriting; the participants in the industry and their relationship to each other; claims process and adjusters; and reinsurance.

**INSR 2141 – Insurance on Property (formerly ADMN 1141)**

(3 credits) 3 hours lecture

This course provides an introduction to property insurance; basic fire insurance, extended coverage endorsement; Insurance Act Provisions: discussion of perils, and clauses and limitations relating to the most common personal lines policies.

*Prerequisite: Insurance 2140 or Administration 1140.*

**INSR 2143 – Automobile Insurance (formerly ADMN 1143)**

(3 credits) 3 hours lecture

This course provides an introduction to and development of automobile insurance including: legislation related to automobile insurance, policies and regulations with a concentration on personal coverages; claims; industry programs for insurance availability; insurance rating; and specifics of policy coverage in each province.

**INSR 2144 – Loss Adjusting (formerly ADMN 1144)**

(3 credits) 3 hours lecture

This course provides basic knowledge of insurance and professional conduct within the claims domain: management of relationships relative to the claims handling process; the fundamentals of investigation, evaluation, negotiation and settlement within the claims process.

*Prerequisite: Insurance 2140 or Administration 1140*

**INSR 2145 – Insurance Agency (formerly ADMN 1145)**

(3 credits) 3 hours lecture

An overview of the insurance business from an agency perspective including: recognition of the needs of personal lines clients and small commercial risks; the progress of a risk assessment from initial client contact through the evaluation and application process, to binding and policy documents; review of major product lines and common policy transactions.

*Prerequisite: Insurance 2140 or Administration 1140*

**INSR 3247 – Underwriting Essentials (formerly ADMN 1247)**

(3 credits) 3 hours lecture

This course provides an overview of how an underwriter accepts or rejects for the insurer within parameters set by the insurer and imposed by external environmental conditions and includes the study of the characteristics required by an underwriter in the analysis of individual property, liability, and automobile risks.

*Prerequisite: Insurance 2140 or Administration 1140.*

**INSR 3249 – Liability Insurance (formerly ADMN 1249)**

(3 credits) 3 hours lecture

This course provides a review of the Canadian legal system and those legal principles that affect liability insurance. The Commercial General Liability Policy is studied in-depth, including discussion of miscellaneous liability coverage relating to other business liability exposures and underwriting liability exposures.

*Prerequisite: Insurance 2140 or Administration 1140.*

**INTERIOR DESIGN (INDS)****INDS 2010 – Directed Field Studies I**

(15 credits)

This course will foster an understanding of the business culture unique to the interior design profession. Students will participate in paid work experiences within businesses associated with the design and construction of interior environments. In addition to applying academic skills and theory acquired in Semesters 1 – 4, students will develop personal and professional acumen for working effectively within the interior design profession.

**INDS 2211 – Design I**

(3 credits) 2 hours lecture, 3 hours lab

This course explores the role of design as a human activity and the relationship of design to human behaviour and well-being. Students will develop awareness of human history in the context of design and invention, an understanding of design as effective problem analysis and exploration, and a context and vocabulary for design critique.

**INDS 2213 – Design Communication I**

(2 credits) 1 hour lecture, 2 hours lab

Design Communication I introduces drawing as a means of communication. Focus is on the development of freehand drawing skills with various media, including but not limited to, graphite, conte, charcoal, pen and brush with ink. Students will gain sensitivity and expertise with line, play of light, colour, proportion and perspective drawing.

*Prerequisite: Admission to the Bachelor of Applied Interior Design program.*

**INDS 2221 – Design II**

(4 credits – TG) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 2211, and examines design through the application of the elements and principles of visual design in two-dimensional and three-dimensional problems. Project and assignment solutions will be derived through application of problem-solving processes.

*Prerequisite: Interior Design 2211 or consent of the department.*

**INDS 2223 – Design Communication II**

(2 credits – TG) 1 hour lecture, 3 hours lab

Skills introduced in Design Communication I will be further developed, practised and refined, with particular emphasis on freehand and technical perspective drawing of interior spaces and principle of layout and composition.

*Prerequisite: Interior Design 2213 or consent of the department.*

**INDS 2225 – Construction I**

(4 credits – TG) 2 hours lecture, 6 hours lab

This course introduces the student to theoretical and practical exercises related to technical problems in architectural and design drawing. Students will establish confidence and familiarity with conventions, methods and applications of orthographic drawing.

*Prerequisite: Successful completion of all first-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 2229 – Lighting**

(1 credit) 1 hour lecture

This course provides a foundation of light theory for the students, as well as techniques to research and specify light sources and fixtures. Students explore and develop an understanding of the impact of light on environmental issues and on the health and safety of individuals.

*Prerequisite: Successful completion of all second-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 2231 – Colour and Light**

(2 credits) 2 hours lecture

This course provides an introduction to the theories of colour and light. It will also look at the relationship of colour and to the materials used in design. Through discussions, exercises and field trips, students will develop awareness of the importance of colour and light in the successful resolution of functional problems of interior spaces.

*Prerequisite: Admission to the Bachelor of Applied Interior Design program.*

**INDS 2233 – Materials**

(1 credit) 1 hour lecture

This course investigates the properties of basic construction and finishing materials used in the interior environment. Students will learn how to select appropriate materials to satisfy given criteria by implementing a prescribed problem solving process.

*Prerequisite: Successful completion of all first-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 2235 – Universal Design**

(1 credit) 1 hour lecture

Students will develop an understanding of universal design and will be exposed to the physiological, psychological, and social impact that universal design has on diverse populations.

*Prerequisite: Successful completion of all first-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*



**INDS 3010 – Directed Field Studies II**

(15 credits)

This second semester of paid work experience will provide students with practical experience in areas which pertain to their specific interests and skills. Although employment will be coordinated through the Career Services office, students will be encouraged to find their own employment opportunities.

**INDS 3301 – Design III**

(4 credits – TG) 2 hours lecture, 6 hours lab

This course builds on core skills and understandings developed during the foundation Interior Design courses. Students are provided with opportunities to learn the theory of residential design and to apply that theory, using a prescribed problem process, to the resolution of both theoretical and practical projects. These projects consider the needs of diverse populations and range from the simple to the complex.

*Prerequisite: Successful completion of all second-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3305 – Construction II**

(4 credits) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 2225. This course emphasizes skill development in the design and construction of architectural woodwork and the preparation of related construction drawings.

*Prerequisite: Successful completion of all second-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3309 – History of Interiors**

(3 credits – TG) 3 hours lecture

This course explores the development of interior environments and the impact on style of social, cultural, economic and political issues. Students will study the design and development of the historical decorative arts from ancient Egypt to the architecture, interiors and furniture of the twenty-first century.

**INDS 3311 – Design IV**

(4 credits – TG) 2 hours lecture, 6 hours lab

Design IV is a continuation of Interior Design 3301. Students will solve a complex design project with specific programming and design requirements. The students are introduced to commercial design theories, applying them to specific design situations to experience and develop an understanding of the designer's role in creating public spaces. Consideration will be given to populations of diverse age, culture, income, physical abilities, etc.

*Prerequisite: Successful completion of all third-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3313 – Design Communication III**

(2 credits) 1 hour lecture, 3 hours lab

Students will gain practice in using freehand perspective drawing techniques as a thinking and problem-solving tool, and to enhance their drawing skills for visually communicating finished design solutions.

*Prerequisite: Successful completion of all second-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3315 – Construction III**

(4 credits) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 3305, and focuses on construction materials and methods utilized in the fabrication of both residential and commercial environments, as well as the conventional drawing methods used to convey construction intent.

*Prerequisite: Successful completion of all third-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3317 – Interior Design Business I**

(2 credits) 2 hours lecture

This course provides an overview of the interior design profession with an emphasis on the associated business principles and practices. Topics include the history of the profession, scope of services, and the allied professions and consultants that support the practice and provides an overview of interior design office operation, its practices and the standard business documents utilized. The emphasis is on ethics and professionalism, responsibilities of the interior designer, communication skills, research development, time management, and employment and entrepreneurial opportunities.

*Prerequisite: Successful completion of all first-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3323 – Design Communication IV**

(2 credits) 1 hour lecture, 2 hours lab

This course further develops competency in freehand representation of design ideas. Students will enhance their personal styles for visually communicating interior design solutions.

*Prerequisite: Successful completion of all third-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3327 – Interior Design Business II**

(1 credit) 1 hour lecture

Interior Design Business II is a continuation of Interior Design 3317. Students continue to refine their communication skills, research and information gathering techniques. A major emphasis in this course will be on professional attitude and presentation, marketing and interview skills are addressed such that students are adequately prepared for their first directed field studies.

*Prerequisite: Successful completion of all third-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3331 – Computer Drafting**

(2 credits) 1 hour lecture, 3 hours lab

This course teaches the basic concepts required for competency in drafting with AutoCAD software. The first portion of the course concentrates on learning the tools for drawing 2-dimensional representations; the final portion focuses on reinforcing these skills and building drawing efficiency.

*Prerequisite: Successful completion of all third-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 3333 – Case Studies in Design**

(1 credit) 1 hour lecture

In this course students will select and research a variety of centres of design excellence in North America and Europe. Research will include historical sites, contemporary design installations, and significant architects and designers who have contributed to the quality of the centre. Students will select one of the researched centres for an optional field study tour. The cost of the tour will be borne by the student.

**INDS 3335 – Building Code and Systems I**

(1 credit) 1 hour lecture

This course provides an introductory overview of the National Building Code (NBC) and the Alberta Building Code (ABC), with a focus on those sections that apply specifically to the design and development of interior spaces. The course will also provide an overview of the systems that govern the design and support the efficacy of the built environment – structure, HVAC, power and communication, plumbing, acoustic, lighting and fire safety systems.

*Prerequisite: Successful completion of all first year Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 4401 – Design V**

(4 credits – TG) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 3311. Commercial design theory and the factors that affect the function, efficiency and aesthetics of the office environment are addressed. The unique requirements of retail or hospitality design will be explored and the factors affecting the design for diverse populations.

*Prerequisite: Successful completion of all fifth-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

**INDS 4405 – Construction IV**

(4 credits) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 3315, addressing the construction and specification of elements in typical commercial interior environments. Students gain practice in the use of AutoCAD software by producing computer generated construction details related to their design projects.

*Prerequisite: Successful completion of all fifth-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

### **INDS 4407 – Interior Design Business III**

(3 credits) 3 hours lecture

This course, which is a continuation of Interior Design 3317 and 3327, will present the sequence of business activities expedited on a typical design project. Emphasis is on the organizational procedures, information management and supportive documentation required in the design process. Additional topics addressed are ethics, professionalism and communication skills.

*Prerequisite: Successful completion of all fifth-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

### **INDS 4411 – Design VI**

(3 credits) 1 hour lecture, 6 hours lab

This course requires students to independently investigate and research an adaptive re-use project of their own choice. The project provides an opportunity for self-expression, and synthesizes the theory and skills acquired throughout the program.

*Prerequisite: Successful completion of all seventh-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

### **INDS 4413 – Design Communication V**

(2 credits) 1 hour lecture, 2 hours lab

This course provides instruction in the use of digital media in combination with freehand drawing to represent design ideas.

*Prerequisite: Successful completion of all fifth-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

### **INDS 4415 – Construction V**

(2 credits) 1 hour lecture, 3 hours lab

This course builds on knowledge and skills acquired in Interior Design 4405 and addresses current trends in construction methods and materials in the creation of interior environments. Students will explore alternative methods for presenting construction assemblies based on project work in Interior Design 4411.

*Prerequisite: Successful completion of all seventh-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

### **INDS 4421 – Design Issues**

(2 credits) 2 hours lecture

Design Issues provides the students with exposure to a broad range of ideas and current issues related to the built environment. It also provides an opportunity for in-depth exploration of a topic of personal interest, and a forum within which to share ideas and research. An excellent opportunity is provided for syntheses of a number of approaches to a design problem.

*Prerequisite: Successful completion of all seventh-semester Bachelor of Applied Interior Design program core requirements or consent of the department.*

### **INDS 4435 – Building Code and Systems II**

(1 credit) 1 hour lecture

This course will provide a continuation and expansion on the material covered in Interior Design 3335.

*Prerequisite: Successful completion of all third year Bachelor of Applied Interior Design program core requirements or consent of the department.*

### **INDS 4437 – Design Theory**

(2 credit) 2 hours lecture

This course will look at the ideas impacting the design and interpretation of interior environments. In particular, students will study the social, cultural, technological, and political issues which have influenced, and continue to inform, the design of interior spaces. Students will analyze and respond to the ideas of influential designers, theorists, and architects from the modern period to the present. Starting with the Industrial Revolution, topics such as mass production, craft, ornamentation, spatial organization, taste, style, gender, domestic space and work cultures will be examined.

*Prerequisite: Interior Design 3309.*

### **INDS 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **INTERNATIONAL BUSINESS (INBU)**

### **INBU 3301 – Global Business Environment**

(3 credits) 3 hours lecture

Learn how to adapt and assess your marketing strategies to opportunities offered by the global economy. Upon completion of Global Entrepreneurship, you will be able to implement your own international business plan. Topics include international buying and selling, export and import processes, the international institutional framework, international marketing, trade financing and negotiating abroad.



### **INBU 3302 – International Marketing**

(3 credits – TG) 3 hours lecture

There are ways to succeed in international marketing and they include understanding who your customers are, what they want and how you can best provide it. International Marketing prepares you to master the challenges of international markets. Topics include domestic versus international marketing, principles of marketing, market research techniques, promotional strategies, pricing, missions and trade fairs and international marketing management.



**Note:** Students cannot get credit for both INBU 3302 and ADMN 1250.

### **INBU 3303 – International Finance**

(3 credits) 3 hours lecture

Financing plays an essential role in international trade – and your international finance training must be practical, hands-on and adaptable to your business environment. Topics in International Finance include the role of financing in international trade, risk analysis, exchange rates, export costing, official sources of trade financing and cash flow planning.

### **INBU 3304 – Global Supply Chain Management**

(3 credits) 3 hours lecture

Logistics involve the steps taken to get your products to market. Logistics can be a source of competitive advantage; both speed and efficiency of delivery are key elements affecting marketing and financing. In International Trade Logistics, you will learn ways to deliver your product better, cheaper and faster than your competitors. Topics include commercial documentation, government documents, regulatory compliance, health and environment issues, transportation and customs clearance.

### **INBU 3305 – International Market Entry Strategies**

(3 credits) 3 hours lecture

Success in international trade means that your product must get into the hands of prospective customers in the most efficient, safe and cost-effective manner possible. Topics in International Market Entry include distribution channels, partnering, barriers to entry, market entry strategies, managing a joint venture, investment-based strategies and exit strategies.

### **INBU 3306 – International Trade Research**

(3 credits) 3 hours lecture

Effectiveness in international trade depends greatly upon developing an in-depth understanding of your target markets. International Trade Research will help you discover how to evaluate import and export opportunities, source market information, analyse data and define research objectives. Topics include Management Information Systems for international trade, using databases, applications of trade research and competitor intelligence.

### **INBU 3307 – International Trade Law**

(3 credits) 3 hours lecture

Gain a clear understanding of international laws and regulations and examine key legal issues that may have implications for your expansion into the global marketplace. Topics in International Trade Law include international business agreements, Canadian contract law, public trade law, international sale of goods and product liability and insurance.

**INBU 4408 – International Trade Management**

(3 credits) 3 hours lecture

The emergence of a global economy has challenged traditional assumptions about management. For small companies seeking to penetrate worldwide markets, the skills learned in International Trade Management could mean the difference between success and failure. Topics include international business planning, risk management, benchmarking the competition, managing cultural diversity, building an international workforce, operating a trade office and managing international assets.

*Prerequisite:* International Business 3301, 3302, and 3306 or consent of the department.

**ITALIAN (ITAL)****ITAL 1101 – Beginners' Italian (formerly ITAL 2201)  
(U of C ITAL 201)**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course is designed for students with no previous knowledge of the language, and provides training in the comprehension, speaking, reading and writing of Italian. Upon successful completion of the course, students will be able to carry on an elementary conversation and read basic texts in Italian. Elements of Italian culture will also figure prominently in the teaching of the language.

**ITAL 1103 – Beginners' Italian II (formerly ITAL 2203)  
(U of C ITAL 203)**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course will provide students with the opportunity to further develop their oral, reading and writing skills. It also allows them to gain a more in-depth understanding of Italian culture.

*Prerequisite:* Italian 1101 or equivalent.

**JAPANESE (JPNS)****JPNS 1105 – Beginners' Japanese I (formerly JPNS 2205)  
(U of C JPNS 205)**

(3 credits – TG) 4 hours lecture, 1 hour lab

Basic concepts of modern Japanese. Reading and writing of characters, essentials of grammar, basic vocabulary, and oral drills on normal speech patterns.

**JPNS 1107 – Beginners' Japanese II (formerly JPNS 2207)  
(U of C JPNS 207)**

(3 credits – TG) 4 hours lecture, 1 hour lab

Continuation of Japanese 1105.

*Prerequisite:* Japanese 1105 or consent of the department.

**JPNS 2209 – Japanese Culture**

(3 credits) 3 hours lectures

This course will provide a comprehensive introduction to the geography, nature, history and social life of Japan. Students will explore the modern and traditional aspects of Japan through family, society and the arts. Classroom activity will be augmented by cultural activities.

**Note:** This course is taught in English; no knowledge of Japanese and no prerequisites are expected.

**LANGUAGES (LANG)****LANG 2231 – Languages of Canada (formerly LANG 3331)**

(3 credits – TG) 3 hours lecture

This course is an introduction to the socio-linguistic picture of modern Canadian society. It is based on the analysis of history and contemporary life of various Canadian linguistic communities using different languages to develop and build their cultures as well as to communicate.

**LATIN AMERICAN CULTURES (LAST)****LAST 1101 – Introduction to Contemporary Latin American Cultures**

(3 credits) 3 hours lecture

This course provides an overview of Latin American regional similarities and cultural differences through the study of contemporary indigenous peoples, the Iberian heritage and contemporary national cultures. Students will explore many forms of artistic expression, including literature, architecture and popular culture. The aim is the development of cultural understanding of the various societies in Hispanic America.

**LINGUISTICS (LING)****LING 1111 – The Nature of Language I  
(formerly LING 2211)**

(3 credits – TG) 3 hours lecture

This course provides a survey of the field of theoretical linguistics: its content, techniques, and objectives through the solution of problems from selected languages. Topics include articulatory phonetics and phonology; words and their meaning; and the formation of sentences.

**LING 1113 – The Nature of Language II  
(formerly LING 2213)**

(3 credits – TG) 3 hours lecture

This course provides a survey of the field of applied linguistics; its content, techniques, and objectives. Topics include language in historical and social context; language change and variation; language families; writing systems; language acquisition; and psycholinguistics.

*Prerequisite:* Linguistics 1111.

**LING 2207 – Second Language Acquisition  
(formerly LING 3311)**

(3 credits) 3 hours lecture

This course offers an overview of linguistic perspectives on second language acquisition and their implications for second language teaching. Topics will include: the nature of language proficiency; language and the mind; and the roles of first language and universal grammar in learning a second language.

*Prerequisite:* Linguistics 1113.

**LING 2221 – Modern English Grammar  
(formerly LING 3321)**

(3 credits – TG) 3 hours lecture

A comprehensive exploration of contemporary English. The course is based on modern linguistic analysis, but also includes traditional grammatical terminology, as well as language change, attitudes to language varieties and problems in usage.

**LING 2231 – First Language Acquisition  
(formerly LING 3331)**

(3 credits – TG) 3 hours lecture

An overview of major issues and developmental patterns in child language acquisition.

*Prerequisite:* Linguistics 1111, 1113 (may be corequisite) or Psychology 1105 or equivalent.

**LING 3371 – Introduction to Psycholinguistics**

(3 credits – TG) 3 hours lecture

An introduction to the field of Psycholinguistics; its findings, research orientations and methodologies.

*Prerequisite:* Linguistics 1111 or 1113.

**LING 1199 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**LOGISTICS AND SUPPLY CHAIN  
MANAGEMENT (LSCM)****LSCM 2010 – Directed Field Studies I**

(15 credits)

This Directed Field Studies course requires students to be employed in a logistics or supply chain management position. The employer and placement must be approved by the work experience coordinator and the position must consist of at least 450 hours of work. Students will typically work in a supply chain function for an organization or in a company specializing in transportation, distribution, or logistics. Under the supervision of a faculty advisor, students must complete a series of applied research projects to relate their practical experience with their academic studies.

*Prerequisites:* Accounting 2121 or Administration 1121, Logistics and Supply Chain Management 2201 or 1201, Logistics and Supply Chain Management 3203 or 2203, Logistics and Supply Chain Management 3303, 3305 and 3307. Successful completion of work experience professional development sessions.

### **LSCM 2201 – Introduction to Logistics and Supply Chain Management (formerly LSCM 1201)**

(3 credits) 3 hours lecture

This course provides an overview of the importance of logistics and the supply chain process in determining the competitive success of an organization. Students will be introduced to the various components of the supply chain and their logistical requirements. Topics to be surveyed in this course include value process management, transportation management, purchasing, inventory management, demand forecasting, materials and warehouse management, enterprise resource planning (ERP), supply chain information systems, production and operations management, e-commerce, customer and supplier relations, quality assurance, outsourcing, third-party logistics and global productions.

### **LSCM 3010 – Directed Field Studies II**

(15 credits)

This Directed Field Studies course requires students to be employed in a logistics or supply chain management position. The employer and placement must be approved by the work experience coordinator and the position must consist of at least 450 hours of work. Students will typically work in a supply chain function for an organization or in a company specializing in transportation, distribution, or logistics. Under the supervision of a faculty advisor, students must complete a series of applied research projects to relate their practical experience with their academic studies.

*Prerequisites: Logistics and Supply Chain Management 2010, 4402 or 4401 and 4405, and 4403 or consent of the department. Successful completion of work experience professional development sessions.*

### **LSCM 3203 – Principles of Quality Management (formerly LSCM 2203)**

(3 credits) 3 hours lecture

This course provides an introduction to basic concepts, processes, and issues in quality management practices with respect to services, goods and information. Topics include planning, organizing and controlling for quality; the human aspects of quality; quality assurance and purchasing; ISO standards; and, continuous improvement and reengineering.

*Prerequisite: Management 2262 or Administration 1262 or 1264, and Marketing 2150 or Administration 1150, or consent of the department.*

### **LSCM 3301 – Introduction to Physical Distribution**

(3 credits) 3 hours lecture

The challenge of logistics is ensuring that the right products reach the right destination in the right condition, and at the right time. This course provides an overview of the various transportation modes and procedures in Canada. Topics include modes of transportation and intermodalism, intermediate agencies, and distribution methods such as warehousing, materials handling and unitization.

### **LSCM 3303 – Fundamentals of Purchasing**

(3 credits) 3 hours lecture

Organizations are recognizing the value of purchasing beyond the basic transactional level. This course introduces students to the principles of purchasing, while addressing the impacts of technology, supply chain management and business strategy on purchasing in today's business environment. Other topics include procurement planning and procedures and supplier relations.

### **LSCM 3305 – Physical Distribution and Logistics**

(3 credits) 3 hours lecture

Logistics and transportation are critical links in today's supply chain. Building on the fundamentals addressed in LSCM 3301, this course explores the concepts of physical distribution and logistics, as well as addressing the specific areas of contracts, loss and damage, dangerous goods, marine insurance, Canada Customs, international trade and the transportation regulatory environment.

*Prerequisite: Logistics and Supply Chain Management 3301.*

### **LSCM 3307 – Introduction to E-Business**

(3 credits) 3 hours lecture

This course examines the impact technological changes have made on the face of business. This course encompasses Internet technology, the nature of e-business competition, and underlying economics of e-business to provide a comprehensive look at how businesses survive and thrive on the Internet. Topics include web and Internet fundamentals, e-business models, customer interface, and marketing and e-business strategy.

*Prerequisite: Marketing 2150 or Administration 1150 or consent of the department.*

### **LSCM 4402 – Inventory and Warehouse Management**

(3 credits) 3 hours lecture

Through the application of sound materials management principles, students will be equipped to develop and implement strategic inventory and warehousing plans. The course is broken into two components; inventory management and warehouse management. Inventory management topics include inventory functions, demand forecasting, aggregate and production planning, master production and materials requirements planning, and lean or JIT inventory management. Warehouse management topics include facility layout, retrieval technologies, performance benchmarking, safety, security, and risk management.

*Prerequisites: Marketing 2150 or Administration 1150, Management 2263 or Administration 1263 or 1264, and Logistics and Supply Chain Management 3303, or consent of the department.*

### **LSCM 4403 – Operations Management**

(3 credits) 3 hours lecture

This course is a survey of the decision processes in production and operations management, and the relationship to other business areas. Topics covered include forecasting, product and service design, capacity planning, waiting line models, facility location and layout, process selection, design of work systems, linear optimization, quality inspection and control, life cycle management, inventory management, aggregate planning, material requirements planning, project operations management, and operations scheduling.

*Prerequisite: Management 2263 or Administration 1263 or Administration 1264.*

### **LSCM 4407 – Business Negotiations/Project Management**

(3 credits) 3 hours lecture

This course provides an overview of the basic principles of interest-based bargaining and project management. The first part of the course will focus on the basics of interest-based bargaining and how those skills can be applied to supply chain management in a global environment. The second part of the course focuses on the input/output tools and techniques necessary to take a project from inception to completion. The students will also learn how to operate project management software for budgeting and scheduling purposes.

*Prerequisite: Management 3230 or Administration 1230, and Management 3276 or Administration 1276, or consent of the department.*

### **LSCM 4409 – Supply Chain Decision-Making**

(3 credits) 3 hours lecture

Participants in this course will solve various applied business problems in logistics and supply chain management. Emphasis will be on the application of critical evaluation and judgment, together with skills from the foundation disciplines in prerequisite courses, to formulate innovative business solutions for integrated case study scenarios.

*Prerequisites: Accounting 2121 or Administration 1121, Marketing 2150 or Administration 1150, Finance 3227 or Administration 1227, Management 3276 or Administration 1276, Logistics and Supply Chain Management 4402 or Logistics and Supply Chain Management 4401 and 4405, and Logistics and Supply Chain Management 4403 or consent of the department.*

### **LSCM 4411 – Integrated Business Solutions**

(3 credits) 3 hours lecture

This course demonstrates how to apply selected information technologies for supply chain management. Emphasis will be upon identifying, assessing and using the best available software to enable enhanced performance within an overall enterprise based systems environment. Participants will be exposed to a menu of commonly used software applications including Enterprise Resource Planning tools, transactional e-commerce packages, inventory management systems, materials supply and purchasing tools, planning and scheduling packages, demand forecasting and collaborative supply chain applications.

*Prerequisite: Logistics and Supply Chain Management 3305, 3307, and 4402 (formerly Logistics and Supply Chain Management 4401 and 4405) or consent of the department.*



## MANAGEMENT (MGMT)

### MGMT 2130 – Management Principles and Practices (formerly ADMN 1130)

(3 credits – TG) 3 hours lecture

This course is a comprehensive and practical study of the major functions that comprise management processes, and the constraints within which the manager must operate. The focus (through the use of case studies and experiential exercises) is on how to perform these functions in an ethical and socially responsible manner to maximize productivity within the constraints of the organizational environment. A strong emphasis is put on understanding and identifying ethical dilemmas in the business world.

### MGMT 2131 – Introduction to Business Administration (formerly ADMN 1131)

(3 credits – TG) 3 hours lecture

This course introduces the functional areas of business and the integration of these areas for effective and efficient operation of organizations in a variety of sectors. Emphasis is placed on effective team work skills, research skills, and decision-making skills.



### MGMT 2262 – Business Statistics I (formerly ADMN 1262)

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course introduces descriptive and inferential statistical analysis while emphasizing thinking skills and computer literacy. Topics include descriptive statistics, probability theory, simple random samples, discrete and continuous random variables, the central limit theorem, confidence intervals, and hypothesis testing. This course will emphasize the application of statistical analysis to business situations, the understanding of which will be further enhanced through exposure to current statistical computer software.

### MGMT 2263 – Business Statistics II (formerly ADMN 1263)

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This is the second course in applied statistical analysis as offered in the Bissett School of Business. This course examines inferential statistical analysis while emphasizing thinking skills and computer literacy. Topics include parametric and nonparametric hypothesis testing procedures. Simple and multiple regression analysis will also be examined and applied to business situations. The understanding of the course material will be further enhanced through exposure to both manual and computerized methods using current statistical computer software.

*Prerequisite:* Management 2262 or Administration 1262.

### MGMT 2275 – Creativity in the Workplace

(3 credits) 3 hours lecture

In this course, students will gain an understanding of the concept of creativity—its nature, complexity, and relationship to major components present in any environment. They will analyze their own creative strengths and weaknesses, and will learn and practice tools to improve their creative competence. Through various learning activities, learners will develop an appreciation for why we need to learn about, and practice, creativity.



### MGMT 3210 – Business Communication Theory and Practice (formerly ADMN 1210)

(3 credits – TG) 3 hours lecture

Strategic internal and external communication issues, documents, and planning will be highlighted throughout this course using case studies and psychological type awareness as supporting learning tools. Students will develop their capacity for writing business letters, memoranda, resumes, reports, and for hosting formal oral presentations. The 7Cs of business writing will be stressed: clarity, completeness, conciseness, concreteness, correctness, courtesy, and consideration.

*Prerequisite:* English 0212, 2201 or any 2200-level English or higher or consent of the department.



### MGMT 3230 – Business Law (formerly ADMN 1230)

(3 credits – TG) 3 hours lecture

This course requires students to recognize and analyze legal principles and processes in contemporary business environments. The primary topics are: the legal system – courts, civil litigation, and Constitutional issues; applicable tort and contract principles and cases; real property law; business and nonprofit entities, forms, organization and liabilities; insurance and risk management; and employment law. Additional topics may include intellectual property; marketplace legislation; commercial law; negotiable instruments; purchase and sale of a business; and trust law.



### MGMT 3265 – Management Information Systems (formerly ADMN 1265)

(3 credits – TG) 3 hours lecture

This course focuses on the role of information technology in an organization and its application to business problems. Techniques for designing, implementing and managing information systems are presented. Topics covered include hardware and software, file management, database organization, networking and telecommunications, systems development and design, flowcharting, system security, backup and recovery, and artificial intelligence.

*Prerequisite:* Accounting 2120 or Administration 1120, or Accounting 2121 or Administration 1121.

### MGMT 3269 – Project Management (formerly ADMN 1269)

(3 credits) 3 hours lecture

This course introduces students to project management. Content includes concepts, principles, and the inputs, outputs, tools and techniques necessary to take the project from inception to completion. Students will learn, using PMBoK (Project Management Body of Knowledge), how to initiate a project, plan for its completion, monitor and control the project during implementation, and closing the completed project. Projects will be developed that are industry specific and will be used to allow students to take a project from inception to completion.

### MGMT 3276 – Organizational Behaviour (formerly ADMN 1276)

(3 credits – TG) 3 hours lecture

This course provides an examination of the behaviour of people in organizations. Emphasis will be placed on the application of theory through group interaction and case studies. Topics include: individual behaviour, group behaviour, leadership, motivation, conflict resolution, and organizational culture.



### MGMT 4407 – Governance and Ethical Issues in Organizations

(3 credits) 3 hours lecture

This course will focus on the decisions faced by strategic leaders in the organization, and their impact on the actions taken by managers and employees of the organization. Emphasis will be placed on assessing the competing interests between social and personal values. Additional topics will include workplace practitioners and pressures, the natural environment, and the broader well-being of the society in which the organization exists. Cases in governance and ethical issues will be used to support the learning activities of this course.



### MGMT 5333 – Strategic Management (formerly ADMN 1333)

(3 credits – TG) 3 hours lecture

This is a comprehensive capstone course integrating all the functional areas of the enterprise. Various theories of strategic management will be discussed with the objective of applying theoretical frameworks to business problem solving. This course will take an entrepreneurial and innovative approach to developing competitive strategies and conducting competitor analysis. Topics covered will include: business, corporate, and international strategies; opportunity identification, internal resource analysis, and implementation strategies. The focus of this course will be the small to medium sized organization.

*Prerequisites:* Management 2130 or Administration 1130, Marketing 2150 or Administration 1150, Human Resources 2170 or Administration 1170, Accounting 2121 or Administration 1121, or consent of the Department.

## MARKETING (MKTG)

### **MKTG 2150 – Introduction to Marketing (formerly ADMN 1150)**

(3 credits – TG) 3 hours lecture

This course provides an introduction to the fundamental concepts and principles of marketing including an introduction to the 4 P's or marketing mix – product, price, place and promotion. Upon successful completion of this course, the student will have the ability to: understand how trends in the environment impact marketing plans; conduct, analyze and interpret primary and secondary research relevant to marketing strategy; develop a comprehensive integrated marketing plan for a product or service; and create and deliver an effective written and oral presentation. This course serves as the foundation for subsequent marketing courses.



### **MKTG 2154 – Professional Selling (formerly ADMN 1154)**

(3 credits – TG) 3 hours lecture

This course provides an in-depth study of the sales process: prospecting, presenting, meeting objections and closing. Emphasis is placed on understanding the sales process and developing the skills necessary for successful selling. Using information access and retrieval skills, a complete sales presentation is developed and presented to the class.

### **MKTG 3253 – Retail Management (formerly ADMN 1253)**

(3 credits – TG) 3 hours lecture

This course provides an introduction to the nature, scope, problems and challenges of retail management. The strategy and decision-making involved in location analysis, retail organization, merchandising and managing the retail mix is examined.

*Prerequisite: Marketing 2150 or Administration 1150.*

### **MKTG 3254 – Sales Management (formerly ADMN 1254)**

(3 credits – TG) 3 hours lecture

This course provides an examination of the techniques of marketing and promotion, the direction and organization of sales personnel and the control of marketing costs. Students will discuss many of the business problems faced by an actual sales manager.

*Prerequisite: Marketing 2150 or Administration 1150, and Marketing 2154 or Administration 1154.*

### **MKTG 3255 – Services Marketing (formerly ADMN 1255)**

(3 credits) 3 hours lecture

This course provides students with knowledge and understanding of the important differences between services organizations and manufacturing businesses, and focuses on the development and implementation of distinctive and innovative marketing strategies for services firms in the light of these differences.

*Prerequisite: Marketing 2150 or Administration 1150.*

### **MKTG 3256 – Advertising and Sales Promotion (formerly ADMN 1256)**

(3 credits – TG) 3 hours lecture

Upon successful completion of this course, the student will be able to: understand the issues involved in planning integrated communication campaigns at a strategic and operational level; understand how to appraise the suitability of elements of the marketing communications mix for specified objectives; plan media effectively for a specified target audience; and evaluate the success of communication campaigns. The student will have the ability to prepare an effective fully integrated communications plan for a specified product or service.

*Prerequisite: Marketing 2150 or Administration 1150.*

### **MKTG 3257 – Business to Business Marketing (formerly ADMN 1257)**

(3 credits – TG) 3 hours lecture

This course provides an examination of marketing in the business to business environment. Topics covered include organizational buying behaviour, evaluation of business markets and development of business to business marketing strategy. Students will have the opportunity to develop a trade show concept and exhibit the project to the class. Information access and retrieval skills are further developed in completing the project. The information must then be synthesized in order to draw conclusions, make decisions, solve problems and generate new ideas.

*Prerequisite: Marketing 2150 or Administration 1150.*

### **MKTG 3258 – Marketing Research (formerly ADMN 1258)**

(3 credits – TG) 3 hours lecture

A study of the theory and application of marketing research is undertaken, including why marketing research is done and how it is used. The components of effective marketing research including proposals, research design, questionnaire design, collection of data, analysis and interpretation of results are introduced and applied in real-life situations. Students learn to use and evaluate various online sources of business information such as the Internet, Strategis, Statscan, Dialog and trade publications.

*Prerequisite: Marketing 2150 or Administration 1150.*

*Pre- or co-requisite: Management 2262 or Administration 1262.*

### **MKTG 4259 – Marketing Decision Making (formerly MKTG 3259 or ADMN 1259)**

(3 credits – TG) 3 hours lecture

This course uses a problem-solving approach to marketing concepts through case analysis and a business simulation. The course provides an in-depth examination of the decision-making necessary for marketing strategy formulation, product positioning, pricing, channel, marketing research, and promotion, and marketing for nonprofit organizations. The development of thinking skills is encouraged through activities such as distinguishing fact from opinion, challenging assumptions and recognising bias in yourself and others. Communication of ideas both verbally and in writing is required.

*Prerequisite: Marketing 2150 or Administration 1150.*

### **MKTG 4150 – Buyer Behaviour**

(3 credits) 3 hours lecture

Buyer behaviour is a discipline that looks at why people buy the things they do. This marketing discipline applies knowledge from areas such as psychology, sociology, anthropology, and economics to describe and understand how buyers are likely to behave. This course examines the complex behavioural processes which determine buyer behaviour and customer relationship management. A variety of situations will be analyzed with special reference to individual and group influences. Database planning, design and creation will be covered, with a focus on the role of the database in a firm's marketing strategy emphasizing customer relationship building and servicing.

*Prerequisite: Marketing 2150 or Administration 1150.*

## MATERNAL INFANT CHILD HEALTHCARE (MICH)

### **MICH 4401 – Development and Homeostasis**

(3 credits – TG) Distance Delivery

This course serves as an introductory course for the Maternal Infant Child Healthcare (MICH) Post-Basic Certificate program. As such, it is a prerequisite or corequisite for all other Maternal Infant Child Healthcare courses. The intent of this course is to investigate elements that must be in balance to move along a trajectory toward optimal health and development. Students will focus on one of two populations: perinatal or neonatal

**MICH 4403 – Assessment**

(3 credits – TG) Distance Delivery

This course focuses on the knowledge and skills required to perform physiological and behavioral assessments. Students will focus on one of two populations: perinatal pediatric patients.

*Pre- or Corequisite: Maternal Infant Child Healthcare 4401 or approval of department chair.*

**MICH 4405 – Issues in Maternal Infant Child Nursing**

(3 credits – TG) Distance Delivery

Practice, legal and ethical issues of perinatal or neonatal nursing are explored within the context of the patient, family and community. Areas of discussion include parental responses and caring practices, vulnerability and outcomes, legal principles, ethical dilemmas and decision making.

*Pre- or Corequisite: Maternal Infant Child Healthcare 4403 or approval of department chair.*

**MICH 4407 – Critical Moments**

(6 credits – TG) Distance Delivery

This course uses an adaptation-development framework to examine selected critical moments that may occur in the perinatal, neonatal populations. A critical moment is defined as the culmination of events that influences the patient to diverge from a trajectory toward health. For example, childbirth and the recovery phase are considered as critical moments in the perinatal period. Students will focus on one of the two patient populations. Students in the neonatal stream will also focus on the therapeutic modalities that promote the neonate's return to homeostasis.

*Pre- or Corequisite: Maternal Infant Child Healthcare 4401, 4403, 4405 or approval of department chair.*

**MICH 4411 – Advanced Decision-Making in Neonatal Intensive Care**

(3 credits – TG) Distance Delivery

This course focuses on professional development and nursing practice in the Neonatal Intensive Care Unit. Theory related to advanced assessment, problem identification and intervention will be examined with particular emphasis on newborn resuscitation and stabilization.

*Prerequisite: Maternal Infant Child Healthcare 4401, 4403, 4405, 4407 and 4491 or approval of department chair. The student must have maintained a focus on the neonatal population throughout their studies in the Maternal Infant Child Healthcare program.*

**Note:** Students may register for this course only, providing they successfully complete a pretest and submit evidence of prior learning.

**MICH 4491 – Neonatal Clinical Experience**

(6 credits – TG) 210 hours clinical practice

Students will be provided with the opportunity to integrate and apply knowledge of assessment, homeostasis, and adaptation to the neonate in a variety of clinical settings including Special Care Nursery, Level 3 Intensive Care and the community. With the approval and assistance of the program faculty, students will select a clinical experience that best meets their program objectives.

*Pre- or Corequisite: Maternal Infant Child Healthcare 4401, 4403, 4405 and 4407 and approval of the department. Respiratory Therapists must substitute Maternal Infant Child Healthcare 4409 for 4405.*

**Note:** This is an instructor-guided preceptored experience.

**MICH 4493 – Perinatal Nursing Clinical Experience**

(6 credits – TG) 210 hours clinical practice

Students will be provided with the opportunity to integrate and apply knowledge of homeostasis and adaptation to the antenatal, labour and delivery, and postpartum/newborn periods. Students will select a clinical experience in either supportive care during labour and birth or supportive care for breast-feeding and postpartum families.

*Pre- or Corequisite: Maternal Infant Child Healthcare 4401, 4403, 4405 and 4407 and approval of the department.*

**Note:** This is an instructor-guided preceptored experience.

**MATHEMATICS (MATH)****MATH 0109 – College Preparation Math Refresher**

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course is a math refresher geared for students who have been away from school and who need to revisit prealgebra concepts such as dealing with fractions, exponents and simple geometry.

**MATH 0115 – Algebra Foundations**

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course comprehensively covers the essential topics of algebra and the basic principles of geometry to an intermediate level. The course is designed to meet the needs of students who have minimal background in algebra or whose proficiency may have declined during years away from formal education. Successful completion of this course prepares students for MATH 0130, where algebraic skills are utilized to study more advanced topics.

**MATH 0130 – Algebra and Trigonometry**

(0 credits)

This is a credit-free upgrading course; special fees apply.

Relations and functions, inequalities, polynomial functions, rational functions, quadratic relations, exponential and logarithmic functions, trigonometric functions, sequences and series.

Recommended Preparation: Mathematics 0115.

**Note:** Not recommended for students with credit in Pure Mathematics 30.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed mature under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

**MATH 0131 – Calculus and Matrices**

(0 credits)

This is a credit-free upgrading course; special fees apply. Part 1: Calculus – Limits, differentiation of sums, products and quotients (excluding exponential, logarithmic and trigonometric functions), the Chain Rule, application to curve sketching, maximum and minimum problems, motion, simple integration, area under a curve and area between curves. Part 2: Matrices – Systems of linear equations, operations with matrices, special matrices, the determinant function, inverses of matrices.

**Note:** Not recommended for students with credit in Mathematics 31.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed mature under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

**MATH 1205 – The Beauty of Mathematics**

(U of C MATH 205)

(3 credits – TG) 5 hours lecture

This course introduces the student to the skills of problem solving and critical thinking. Students are also exposed to some of the history, philosophy, ideas, and people in mathematics. An emphasis is placed on applications of mathematics to everyday life.



### **MATH 1211 – Concepts of Mathematical Statistics (U of C STAT 211)**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course involves descriptive statistics and a brief introduction to probability theory. A systematic treatment of inferential statistics is undertaken in this course. Topics include the inferences of one population and two population means and proportions, regression and correlation, and chi-square test. Statistical software is used in this course.



*Prerequisite:* A grade of 65% or higher in Pure Mathematics 30 or equivalent; or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285 or consent of department.

**Note:** Credit for both Mathematics 1211 and 1224 will not be allowed.

### **MATH 1217 – Calculus for Engineers and Scientists I (U of C AMAT 217)**

(3 credits – TG) 3 hours lecture, 1.5 hours tutorial

Functions, limits, continuity, derivatives, mean value theorem, integrals, fundamental theorem of calculus, applications in the physical sciences.

*Prerequisite:* A grade of 65% or higher in Pure Mathematics 30 or a grade of "C" or better in Mathematics 0130 or equivalent. A grade of 65% or higher in Mathematics 31 or equivalent or a grade of "C" or better in Mathematics 0131.

**Note:** Credit for more than one of Mathematics 1217, 2249, 2251 and 2285 will not be allowed.

### **MATH 1219 – Multivariable Calculus for Engineers (U of C AMAT 219)**

(3 credits – TG) 3 hours lecture, 1.5 hours tutorial

Techniques of integration, double and triple integrals, partial derivatives, applications.

*Prerequisite:* Mathematics 1217 with a grade of "C-" or better.

**Note:** Credit for both Mathematics 1219 and 2253 will not be allowed.

### **MATH 1224 – Introduction to Statistics**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course involves descriptive statistics and some basic theory of probability including Bayes' Rule, expectation, probability distribution (binomial, Poisson, normal) and sampling distributions. Confidence interval and hypothesis testing are introduced. Statistical computer software is used in this course.



*Prerequisite:* A grade of 65% or higher in Pure Mathematics 30 or equivalent; or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285 or consent of department.

**Note:** Credit for both Mathematics 1211 and 1224 will not be allowed.

### **MATH 1225 – Statistical Inference**

(3 credits – TG) 5 hours lecture

This course involves inferences concerning means, proportion and variance. Analysis of variance (one and two ways), regression and correlation analysis are also discussed as well as nonparametric statistics. Application of these statistics to problems in business, biology and social sciences is studied.

*Prerequisite:* Mathematics 1224 or consent of department.

### **MATH 1281 – Precalculus I**

(3 credits – TG) 5 hours lecture

A course which covers precalculus topics such as introduction to sets, mathematical systems, the basics of algebra, linear and quadratic equations, systems of equations and problem solving techniques.

### **MATH 1283 – Precalculus II**

(3 credits – TG) 5 hours lecture

A course which covers precalculus topics such as systems of inequalities, introduction to linear programming with applications, functions and relations, graphs of polynomials and rational functions, coordinate geometry (straight line and circle), plane geometry and measurement in two or three dimensions.

*Prerequisite:* Pure Mathematics 30 or equivalent, or Mathematics 1281.

### **MATH 1285 – Precalculus III**

(3 credits – TG) 5 hours lecture

A course which covers precalculus material such as trigonometric, exponential and logarithmic functions, inverse trigonometric functions, analytic geometry, sequences and series, the binomial theorem, mathematical induction.

*Prerequisite:* Pure Mathematics 30 or equivalent, or Mathematics 1283.

### **MATH 2160 – Higher Arithmetic**

(3 credits – TG) 3 hours lecture

This course explores elementary number theory, numeration systems, operations on integers and rational number and elementary combinatorics using both inductive and deductive methods. Emphasis will be put on the development of clarity and understanding of mathematical processes and ideas, the application of these ideas to problem solving and the communication of these ideas to other people.

*Prerequisites:* Pure Mathematics 30 or the permission of the department.

### **MATH 2211 – Linear Methods I (U of C MATH 211)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course introduces students to linear algebra and its applications. Topics covered will include vectors and vector algebra, matrices and systems of linear equations, determinants, elements of coordinate geometry and complex numbers. Applications and proofs will provide students with the opportunity to develop their critical thinking and problem solving skills.



*Prerequisite:* A grade of 65% or higher in Pure Mathematics 30 or equivalent; or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285.

**Note:** Credit for both Mathematics 2211 and 2221 will not be allowed.

### **MATH 2221 – Linear Algebra for Scientists and Engineers (U of C MATH 221)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Systems of equations and matrix algebra, matrix transformations, determinants, vectors, eigenvalues, polar coordinates and complex numbers. Applications in the physical sciences.

*Prerequisite:* A grade of 65% or higher in Pure Mathematics 30 or equivalent; or a grade of 50% or higher in Mathematics 31; or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285; or a grade of "D" or better in Mathematics 0131.

**Note:** Credit for both Mathematics 2211 and 2221 will not be allowed.

### **MATH 2249 – Introductory Calculus (U of C MATH 249)**

(3 credits – TG) 4 hours lecture, 1 hour tutorial

This course provides an introduction to calculus with some exposure to applications in the sciences and business. Topics covered will include algebraic operations, functions and graphs, transcendental functions, limits, derivatives, integrals and the fundamental theorem of calculus. Studying calculus will expose students to a variety of important mathematical ideas and help students develop their calculation, critical thinking and problem solving skills.



*Prerequisite:* A grade of 65% or higher in Pure Mathematics 30, or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285.

**Note:** Not open to students with credit in Mathematics 31, except with special departmental permission.

### **MATH 2251 – Calculus I (U of C MATH 251)**

(3 credits – TG) 4 hours lecture

This course is designed for students with some previous exposure to calculus. Topics including functions and graphs, transcendental functions, limits, derivatives, integrals and the fundamental theorem of calculus with emphasis on why the theorems and formulae are true and how they can be applied. By studying calculus, students will improve their critical thinking and problem solving skills and gain insight into the discipline of mathematics.



*Prerequisite:* A grade of 65% or higher in Pure Mathematics 30 or equivalent; or a grade of "B-" or higher in any of Mathematics 0130, 1283 or 1285; and a grade of 50% or higher in Mathematics 31, or a grade of "D" or higher in Mathematics 0131.

**Note:** Credit for more than one of Mathematics 1217, 2249 and 2251 will not be allowed.



**MATH 2253 – Calculus II (U of C MATH 253)**

(3 credits – TG) 4 hours lecture

This course continues where the first calculus course leaves off in the development of important calculus concepts. Topics including L'Hopital's Rule; improper integrals, exponential and trigonometric functions and their inverses, hyperbolic functions, methods of integration, separable differential equations and first and second order linear differential equations are discussed along with various applications. This second course in calculus will allow students to further develop their critical thinking and problem solving skills and will give them greater insight into this important branch of mathematics.

*Prerequisite:* Mathematics 2249 or 2251 with a grade of "C-" or above.

**Note:** Credit for both Mathematics 1219 and 2253 will not be allowed. This course is a prerequisite for many University of Calgary 300-level courses in pure mathematics, applied mathematics and statistics.

**MATH 2271 – Discrete Mathematics (U of C MATH 271)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course introduces students to symbolic logic and techniques of proof. Topics such as counting and mathematical induction, sets, relations, functions, sets of integers and rational numbers, graphs and trees are carefully and logically developed. The careful development of topics and a discussion of their applications to computer science and other disciplines will help students develop their mathematical and critical reasoning skills and will help them acquire a foundational understanding of discrete mathematics and mathematical rigour.

*Prerequisite:* Mathematics 2211 or 2221 with a minimum grade of "C-"

**MATH 2285 – Calculus with Applications**

(3 credits – TG) 3 hours lecture, 2 hours lab

This course provides an introduction to calculus with an emphasis on applications in the environmental sciences and beyond. Further topics will include fundamentals of mathematical modelling and optimization techniques. There is a tangible computational component to the course using the current mathematical software.

*Prerequisite:* A grade of 60% or better in Pure Mathematics 30 or equivalent.

**Note:** Credit for more than one of Mathematics 1217, 2249, 2251 and 2285 will not be allowed.

**MATH 2333 – Statistics for Life Sciences (U of C STAT 333) (formerly MATH 3333)**

(3 credits – TG) 3 hours lecture, 1 hours lab

Descriptive statistics, exploratory data analysis, probability, random variables, life tables, statistical inference, randomization, cause and effect, statistical software, application of statistical methods to medical and biological problems.

*Prerequisite:* Pure Mathematics 30 or equivalent, or department approval.

**MATH 3307 – Differential Equations (U of C AMAT 307)**

(3 credits – TG) 3 hours lecture, 1.5 hours tutorial

Classification of ordinary differential equations, first order equations with applications, second order equations with applications, series solutions about regular and singular points, special functions. Laplace transforms, linear systems of differential equations.

*Prerequisite:* Mathematics 1219 with a grade of "C-" or better.

**MATH 3309 – Mathematics for Engineers IV (U of C AMAT 309)**

(3 credits – TG) 3 hours lecture, 1.5 hours tutorial

Functions of several variables, partial derivatives, Chain Rule and differentials. Vector calculus, with line and surface integrals; Green's, Gauss' and Stokes' Theorems.

*Prerequisite:* Mathematics 1219 with a grade of "C-" or better.

**MATH 3311 – Linear Methods II (U of C MATH 311)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This course is a senior linear algebra course. Topics studied include vector spaces and matrix analysis. Applications to computer graphics are further explored as are applications to population modelling and statistics. Further topics include eigenvalue and eigenvector analysis, orthogonalization and quadratic forms. This course is a university transfer course.

*Prerequisite:* Mathematics 2211 or 2221 with a minimum grade of "C-".

**MATH 3315 – Abstract algebra**

(3 credits) 3 hours lecture, 1 hour tutorial

This course is an introduction to the foundational concepts and methodologies in abstract algebra. Properties of integers, groups, subgroups, symmetric and alternating groups, rings and congruences are studied. Applications to cryptography will also be investigated.

*Prerequisite:* Mathematics 2211-Linear Methods or 2221-Linear Algebra for Scientists and Engineers with a minimum grade of "C-".

**MATH 3321 – Mathematical Probability (U of C MATH 321)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Sample spaces, Discrete probability. Discrete and continuous random variables. Standard distributions. Mathematical expectation. Generating functions. Sums of random variables. Central limit theorem.

*Prerequisite:* Mathematics 2253.

**MATH 3323 – Introduction to Mathematical Statistics (U of C MATH 323)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Central limit theorem. Sampling distributions. F and t distributions. Estimation. Hypothesis tests (proportions, means, variance, chi-square). Method of moments. Maximum likelihood estimators. Concept of minimum variance unbiased estimators. Neyman-Pearson lemma. Likelihood ratio tests. Elementary regression and correlation.

*Prerequisite:* Mathematics 3321.

*Corequisite:* Mathematics 3353.

**MATH 3325 – Theory of Interest**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Measurement of interest, elementary annuities, general annuities, amortization schedules and sinking funds, bonds and other securities.

*Prerequisite:* Mathematics 2253 with a grade of "C-" or higher.

**Note:** Credit will be given for only one of Engineering 1319, Management 1262/1263, Mathematics 1211, 1224, 1225, 3333; the University of Calgary Anthropology 307, Educational Psychology 511/513, Engineering 319, Political Science 399, Psychology 312, Sociology 311, 312, Statistics 201/211, 213/217, 333, 343/347, 357.

**MATH 3349 – Calculus III (U of C MATH 349)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Taylor polynomials, infinite sequences and series. Polar coordinates, parametric equations, arc length and surface area. Vector geometry, differentiation of vector-valued functions.

*Prerequisite:* Mathematics 2211 or 2221 and 2253, each with a minimum grade of "C-" or higher.

**MATH 3353 – Calculus IV (U of C MATH 353)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Partial differentiation, multiple integrals, and vector calculus including Stokes' Theorem in three dimensions.

*Prerequisite:* Mathematics 3349 with a minimum grade of "C-".

**MATH 3361 – Numerical Analysis**

(3 credits – TG) 3 hours lecture, 2 hours lab

In this course, the theory and practice of numerical computational procedures to solve practical problems will be studied. Methods for solutions of nonlinear equations, solutions of simultaneous linear equations, curve fitting, solution of the eigenvalue problem, interpolation and approximation, numerical differentiation and integration, solution of ordinary and partial differential equations are included. The laboratory includes the application to elementary problems and the computer solution of comprehensive problems.

*Prerequisite:* Mathematics 3307 or equivalent or consent of the department.

**MATH 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## MICROBIOLOGY (MIBI)

### MIBI 1211 – Microbiology for the Health Care Professional

(3 credits) 3 hours lecture, 1 hour lab

This course will examine the structure/function relationships in microorganisms and how these relationships are expressed in host-parasite interactions. Microbial diseases of specific organ systems will be examined as will host response mechanisms.

Recommended Preparation: Biology 30, Chemistry 30 or equivalent, or consent of the department.

### MIBI 1217 – Environmental Microbiology

(3 credits) 2 hours lecture, 3 hours lab

This course provides an introduction to microbial structure and function, the role of microbes in the environment, and the use of microbes in bioremediation and the production of biofuels. The laboratory component of the course provides the student with hands-on training in microbiological techniques.

### MIBI 3343 – The Life of Bacteria (U of C CMMB 343)

(3 credits – TG) 3 hours lecture, 3 hours lab

This course provides an introduction to the systemics, physiology, metabolism, molecular biology, and pathogenesis of the major groups of prokaryotes. The laboratory component of the course emphasizes the development of the requisite analytical and aseptic techniques needed to function in a modern microbiology laboratory.

*Prerequisite:* Biology 2231 and 2233, and Chemistry 3351, with a grade of "C-" or better.

*Corequisite:* One of Biochemistry 3341 or 3393, and Chemistry 3353 or consent of the department.

## MUSIC (MUSC)

MUSA – .5 Hour Private Instruction\*

MUSB – 1 Hour Private Instruction\*

MUSC – Lecture and Performance Courses

MUSD – 1.5 Hours Private Instruction (restricted to Music Diploma students)

All music courses must be chosen in consultation with the Mount Royal College Conservatory.

\* Most music courses may be arranged on a private lesson basis. In the event of low enrolment in certain courses, an hourly rate as established by the Mount Royal College Conservatory will apply.

### MUSC 1104 – Chamber Ensemble I

(2 credits – TG) 2 hours lecture

This course involves the playing of chamber music (quartets and trios) appropriate to the student's instrument and coaching by a faculty member.

### MUSC 1108 – Repertoire/Literature I

(2 credits – TG) 2 hours lecture

This course provides a study of solo literature for the student's principal instrument. This will be done in small classes grouped according to instrument families (strings, woodwinds, brass, piano, voice). Literature may be played by the students in class and augmented by recordings where necessary.

### MUSC 1109 – Theory of Music I

(3 credits – TG) 2 hours lecture, 2 hours lab

This course explores the theoretical fundamentals of music. Harmony, melody, and rhythmic elements will be explored in detail. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on melodic materials from the modal and tonal styles.

*Prerequisite:* Consent of the department.

### MUSC 1110 – Music Exploration I

(3 credits – TG) 3 hours lecture

Exploration of the art of music and its materials is undertaken in this course. The emphasis is on the development of listening skills beginning with obvious features and moving to more specific aspects of particular styles and types of music. Examples will be drawn from a variety of styles – classical and popular, past and present – and will coordinate with musical events in Calgary during the current semester.

### MUSC 1115 – Choir I

(1 credit – TG) 3 hours practicum

This choir performs a variety of literature from different periods and styles. Some vocal instruction is given in the context of the rehearsal, but the primary purpose is to present the singers with a broad selection of music and prepare it for public concerts.

*Prerequisite:* Permission of the Conductor. Audition required.

### MUSC 1119 – Orchestra I

(1 credit – TG) 3 hours practicum

Emphasis is placed on playing together as a group. Instruction in good ensemble playing will be given. Students supply their own instruments except those not commonly owned privately.

*Prerequisite:* A playing level of Grade VIII from any recognized conservatory. Audition required.

### MUSC 1120 – Chamber Ensemble II

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1104.

### MUSC 1121 – Repertoire/Literature II

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1108.

### MUSC 1123 – Theory of Music II

(3 credits – TG) 2 hours lecture, 2 hours lab

This course is a continuation of Music 1109. It will develop skills in Harmonic Analysis with focus on Western Classical Music. Melodic development and principles of counterpoint, classical, and contemporary forms will also be introduced. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on harmonic materials from the tonal styles. Multi-meter and cross rhythms will be introduced.

*Prerequisite:* Music 1109 or consent of the department.

### MUSC 1214 – Choir II

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1115.

*Prerequisite:* Music 1115.

### MUSC 1215 – Choir III

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1214.

### MUSC 1216 – Choir IV

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1215.

### MUSC 1219 – Orchestra II

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1119.

### MUSC 1220 – Orchestra III

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1219.

### MUSC 1221 – Orchestra IV

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1220.

### MUSC 1230 – Chamber Ensemble III

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1120.

### MUSC 1231 – Repertoire/Literature III

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1121.

**MUSC 1234 – Jazz History I**

(3 credits – TG) 3 hours lecture

This course familiarizes the student with the history of Jazz, from its early beginnings to current jazz practices, in the context of the prevailing social and economic conditions of the day. The principle exponents and various styles including BeBop, Cool Jazz, 3rd Stream Music, Hard Bop, Free Jazz, Jazz Fusion/Jazz Rock will be examined in terms of their contributions to the development of Jazz and Popular music, with a view to fostering an appreciation and understanding of its role, value, influence on today's musical world and establishment of trends for the future.

*Prerequisite: Consent of the department.*

**MUSC 1240 – Chamber Ensemble IV**

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1230.

**MUSC 1241 – Repertoire/Literature IV**

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1231.

**MUSC 2109 – Theory of Music III**

(3 credits) 2 hours lecture, 2 hours lab

This course focuses on theoretical fundamentals required for the study of Harmonic, Melodic and Form Analysis in Common Practice. Chromaticism, including advanced modulation and extended chords will be introduced. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on harmonic materials and melodic from the modal and extended tonal styles.

*Prerequisite: Music 1123 or consent of the department.*

**MUSC 2123 – Theory of Music IV**

(3 credits) 2 hours lecture, 2 hours lab

This course will focus on skill development in detailed structural analysis of repertoire from the entire Common Practice style period. Principles of form, harmony, melody and rhythm from other styles will also be introduced. Focus will be placed on the development of advanced aural, sight-singing and rhythmic skills with an emphasis on chromatic melodic materials and extended harmonies.

*Prerequisite: Music 2109 or consent of the department.*

**MUSC 2201 – Introduction to Music History**

(3 credits – TG) 3 hours lecture

This course is an overview of the history of western art music, by means of listening and analysis, from its beginnings in Medieval Europe to the present day. It includes units on the music of the Medieval, Renaissance, Baroque, Classical, Romantic and 20th Century eras (including the significant pop/jazz developments).

**MUSC 2241 – History of Musical Style I**

(3 credits – TG) 3 hours lecture

This course examines the history of western art music from its beginnings in Medieval Europe through the Renaissance.

*Prerequisite: Music 2201.*

**MUSC 2251 – Jazz Theory I**

(3 credits – TG) 2 hours lecture, 2 hours lab

This course introduces the student to the fundamentals of Jazz Theory and Composition which, combined with the development of supportive musical skills, will improve the student's ability to master jazz improvisation and to perform the different styles and concepts inherent in Jazz and Popular music. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on melodic materials from the modal and tonal styles.

*Prerequisite: Music 1123 or consent of the department.*

**MUSC 2253 – Jazz Theory II**

(3 credits – TG) 2 hours lecture, 2 hours lab

This course is a continuation of Music 2251. It will continue to develop an understanding of the fundamentals of Jazz Theory and Composition, combined with the development of supportive skills, to further improve the student's ability to master Jazz improvisation and to perform with greater success the different styles and concepts inherent in Jazz and Popular music. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on harmonic materials from the tonal styles. Multi-meter and cross rhythms will be introduced.

*Prerequisite: Music 2251 or consent of the department.*

**MUSC 2261 – Jazz Composition and Arranging I**

(2 credits) 2 hours lecture

This course will cover practical arranging concepts and build a more extensive understanding of the application of jazz theory in arranging. Topics such as chord voicings, voice leading, voicing and transposition for horns, a linear approach to harmonization, arranging techniques for small jazz ensembles and writing for the rhythm section will be discussed.

*Prerequisite: Music 1237 or equivalent.*

**MUSC 2263 – Jazz Composition and Arranging II**

(2 credits) 2 hours lecture

Further development and application of arranging concepts. Weekly orchestrations based on existing instrumentation and use a variety of techniques to create and perform personalized arrangements of different pieces.

*Prerequisite: Music 2261.*

**MUSC 2281 – Jazz Improvisation I**

(3 credits) 3 hours lecture

Theory and techniques of jazz improvisation with an emphasis on functional harmony, melodic form, scales, tune studies, ear training, and development of style.

*Prerequisite: Music 1237 or equivalent.*

**MUSC 2283 – Jazz Improvisation II**

(3 credits) 3 hours lecture

The application theory in jazz improvisation. Functional harmony, melodic concepts, transcription form, ear training and the development of style all consistent in depth. Weekly assignments utilizing a variety of techniques will lend the student to improved soloing and understanding.

*Prerequisite: Music 2281.*

**MUSC 3343 – History of Musical Style II**

(3 credits – TG) 3 hours lecture

This course examines the history of western art music from the Baroque era through Beethoven. Emphasis is on the evolution of musical style.

*Prerequisite: Music 2241.*

**MUSC 3345 – History of Musical Style III**

(3 credits – TG) 3 hours lecture

This course examines the history of western art music from the Romantic period to the present day. Emphasis is on the evolution of musical style.

*Prerequisite: Music 3343.*

**MUSC 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## MUSIC-PRIVATE LESSONS

Private lessons are available through the Mount Royal College Conservatory. Arrangements for instruction can be made through The Conservatory Office, Room W302, Telephone 403-440-6821.

Due to the specialized nature of instruction, fees for these courses are billed at a higher rate than other College courses. Fees for the courses listed below and other private lessons may be obtained directly from The Conservatory Office.

See section entitled *Special Fees* under *Fees and Deposits*.

Lessons are offered in the areas listed below. A variety of instruction to meet individual needs can be arranged through The Conservatory Office.

Principal and Secondary Instruments or Voice:

### MUSA – .5 Hour Private Instruction

(1 credit – TG) lecture

### MUSB – 1 Hour Private Instruction

(2 credits – TG) lecture

### MUSD 1100 Level – Principal Instrument or Voice I

(3 credits) 1.5 hrs/wk Private Instruction

The intent of this course is to focus on personal performance abilities. Through weekly one and a half hour lessons the qualified instructor will help each student master the elements of music through an in depth study of technical material and relevant musical literature. The student is expected to complete all assignments put forth by the instructor as well as an end of term performance and where applicable an end of year jury. Practice and attendance is necessary for success in this course.

**Note:** Restricted to Music Diploma students

### MUSD 1200 Level – Principal Instrument or Voice II

(3 credits) 1.5 hrs/wk Private Instruction

The intent of this course is to focus on personal performance abilities. Through weekly one and a half hour lessons the qualified instructor will help each student master the elements of music through an in depth study of technical material and relevant musical literature. The student is expected to complete all assignments put forth by the instructor as well as an end of term performance and where applicable an end of year jury. Practice and attendance is necessary for success in this course.

**Note:** Restricted to Music Diploma students

### MUSD 1300 Level – Principal Instrument or Voice III

(3 credits) 1.5 hrs/wk Private Instruction

The intent of this course is to focus on personal performance abilities. Through weekly one and a half hour lessons the qualified instructor will help each student master the elements of music through an in depth study of technical material and relevant musical literature. The student is expected to complete all assignments put forth by the instructor as well as an end of term performance and where applicable an end of year jury. Practice and attendance is necessary for success in this course.

**Note:** Restricted to Music Diploma students

## MUSD 1400 Level – Principal Instrument or Voice IV

(3 credits) 1.5 hrs/wk Private Instruction

The intent of this course is to focus on personal performance abilities. Through weekly one and a half hour lessons the qualified instructor will help each student master the elements of music through an in depth study of technical material and relevant musical literature. The student is expected to complete all assignments put forth by the instructor as well as an end of term performance and where applicable an end of year jury. Practice and attendance is necessary for success in this course.

**Note:** Restricted to Music Diploma students

Instrument	Semester			
	1	2	3	4
Keyboard				
• Piano	1131	1231	1331	1431
Vocal				
• Voice	1141	1241	1341	1441
Strings				
• Violin	1151	1251	1351	1451
• Viola	1152	1252	1352	1452
• Cello	1153	1253	1353	1453
• Bass	1154	1254	1354	1454
• Harp	1155	1255	1355	1455
• Guitar	1156	1256	1356	1456
Winds				
• Oboe	1161	1261	1361	1461
• Clarinet	1162	1262	1362	1462
• Flute	1163	1263	1363	1463
• Bassoon	1164	1264	1364	1464
• Saxophone	1165	1265	1365	1465
Brass				
• Trumpet	1171	1271	1371	1471
• Trombone	1172	1272	1372	1472
• French Horn	1173	1273	1373	1473
• Tuba	1174	1274	1374	1474
Percussion				
• Percussion	1191	1291	1391	1491



## NATIVE STUDIES (NTST)

### NTST 0130 – Introduction to Native Studies

(0 credits)

This course will provide an overview of Aboriginal world views and belief systems. Students will gain an awareness of similarities and differences among First Nations in the area of social organizations, spiritual beliefs and cultural practices.

## NATURAL SCIENCE (NTSC)

### NTSC 1112 – An Introduction to Current Environmental Issues

(3 credits – TG) 3 hours lecture

This course involves a current, comprehensive and holistic overview of critical environmental issues for non-science majors. The environmental issues explored in this course from various points of view will serve as a valuable and solid foundation for students, who will be making decisions that shape the future of their society.



### NTSC 1115 – Forensic Science

(3 credits) 3 hours lecture, 3 hours lab

This course is designed to acquaint the prospective law enforcement officer and those in related fields with a wide variety of enforcement, detection and preventative devices and methods being employed and developed. Demonstrations, lectures and discussion groups will be utilized and, where feasible, specialists in the numerous forensic fields will be asked to speak.



**Note:** Restricted to Criminology students or consent of the instructor.

### NTSC 1201 – The Chemistry of Life and Death

(3 credits) 3 hours lecture, 1 hour tutorial

The student will be introduced to fundamental chemical principles, the importance of water to life, the bases of organic chemistry and biochemistry. Chemical changes that occur before and after death will be examined and the effects of thanatochemistry introduced.

*Prerequisite: Biology 30, Chemistry 30 or equivalents, or consent of the department.*

### NTSC 1272 – Health in Today's World

(3 credits) 2 hours lecture, 1 hour tutorial

This course examines human health behaviour as a lifetime process of response and adaptation to the demands of an internal and external environment. The multi-disciplinary approach is designed to assist students as individuals and family members to acquire the knowledge to make healthy choices that will affect the quality of their lifestyle.

### NTSC 2201 – Environmentally Sustainable and Healthy Societies

(3 credits – TG) 3 hours lecture

Every human being, every institution and every organization can make a difference in the quest for a sustainable and healthy future for humankind. This course will examine current practices that result in unhealthy societies and unsustainable environmental impacts and the changes that must be made in order to establish a sustainable and healthy future planet. Our future depends on managing our planet in ways that create sustainable relationships with our ecosystems.



### NTSC 3301 – Environmental Health

(3 credits) 3 hours lecture

Many aspects of human health are affected by the environment, and many diseases can be initiated, promoted, sustained or stimulated by environmental factors. For that reason the interactions of people with their environment are an important component of public health. This course introduces students to the complexity of environmental health issues facing society today.



*Prerequisite: Natural Science 2201 or Biology 2231 or Chemistry 3357 or Nursing 2279 or 3375 or consent of the department.*

## NONPROFIT STUDIES (NPRO)

### NPRO 2010 – Directed Field Studies I

(15 credits)

The Directed Field Studies course requires students to work for an employer in a nonprofit capacity. This on-the-job experience combined with faculty mentoring will enable students to become skillful at both personal and situational analysis and to demonstrate proficiency in multi-discipline and business applications. Students must complete a series of research projects to relate their practical experience with their academic studies. Students may, with prior approval, engage in a new nonprofit organizational startup.

*Prerequisites: Nonprofit Studies 2201, 2247, and 3305, or consent of the department. A minimum grade of "C" must have been achieved in each course.*

### NPRO 2201 – Canada's Nonprofit Sector – Foundations

(3 credits) 3 hours lecture

This foundation course introduces the history of the nonprofit sector, its role in service delivery, and its composition. It will introduce basic concepts and vocabulary unique to Canada's nonprofit sector. Recent trends in the nonprofit sector will also be discussed.



### NPRO 2247 – Introduction to Volunteer Management

(3 credits) 3 hours lecture

This course discusses the role of the volunteer in the community and within a nonprofit organization. Course material will include a brief history of voluntarism, the recruitment and training of volunteers, and the role of volunteers in the planning and delivery of community programs. Special attention will be paid to the unique aspects of managing volunteers, including risk management, retention, recognition, and incentives.

### NPRO 3010 – Directed Field Studies II

(15 credits)

This course requires students to work for an employer in the nonprofit sector of the economy. Students will typically be employed in a nonprofit organization, in government, or in industry. This on-the-job experience combined with faculty mentoring will enable students to become skillful at both personal and situational analysis and to demonstrate proficiency in multi-discipline nonprofit and business applications. Students may, with prior approval, engage in a new nonprofit organizational startup. Students will build upon the experiences gained from their first work term and demonstrate a higher level of competency in the nonprofit sector.

*Prerequisites: Nonprofit Studies 2010 and Management 4407 or consent of the department. A minimum grade of "C" must have been achieved in each course.*

### NPRO 3305 – Program Planning and Assessment for the Nonprofit Sector

(3 credits) 3 hours lecture

This course addresses program planning and assessment principles currently used in the nonprofit sector. It will equip students with the knowledge and skills necessary to create new programs and initiatives.

### NPRO 4405 – Strategic Management for the Nonprofit Sector

(3 credits) 3 hours lecture

This course introduces the fundamentals of strategic planning and strategic management for the nonprofit sector. A variety of perspectives, models, and approaches to strategic planning are presented. Factors such as organizational leadership, culture, complexity, and dynamic issues external to the organization are covered.

*Prerequisite: Nonprofit Studies 2010, or consent of the department.*

## **NURSING (NURS)**

### **NURS 1111 – Theoretical Foundations of Nursing I**

(3 credits) 3 hours lecture, 12 hours – field study

This course introduces the curriculum framework concepts of person, nursing, health and environment and the Bachelor of Nursing program goals. Emphasis will be placed on the history and evolution of the concepts of health and nursing as a basis for understanding the profession of nursing and knowledge based practice. Students will participate in a field experience observing nurses in a variety of roles.

*Pre or Co-requisite: Health 2240, Biology 1220.*

*Co-requisite: Nursing 1112.*

### **NURS 1112 – Health Promotion with Individuals I**

(3 credits) 2 hours lecture, 2 hours lab

The focus of this course will be on the individual's holistic experience of health within the context of family and health promotion. Students will integrate theory and practice of health assessment related to determinants and patterns of health, foundational nursing care principles and intervention strategies.

*Pre or Co-requisite: Health 2240, Biology 1220.*

*Co-requisite: Nursing 1111.*

### **NURS 1213 – Health Promotion with Individuals II**

(3 credits) 2 hours lecture, 2 hours lab

This course is a continuation of Health Promotion for Individuals I. Additional focus will be placed on understanding the family and the individual's holistic experience of health and health promotion. Students will further integrate theory and practice of health assessment related to determinants and patterns of health, nursing care, teaching principles and intervention strategies.

*Pre-requisite: Nursing 1111, Nursing 1112, Health 2240, Biology 1220.*

*Pre or Co-requisite: Biology 1221.*

*Co-requisite: Nursing 1214.*

### **NURS 1214 – Professional Practice I**

(3 credits) 105 hours practice experience

The primary focus is on supporting/promoting health in providing safe, focused and knowledgeable nursing care to individuals experiencing episodic illness. Students will apply their understanding of patterns of health in the context of the determinants of health, and primary health care principles using a variety of guided learning experiences.

*Pre-requisite: Nursing 1111, 1112, Health 2240, Biology 1220.*

*Pre or Co-requisite: Biology 1221.*

*Co-requisite: Nursing 1213.*

### **NURS 2111 – Theoretical Foundations of Nursing II**

(3 credits) 3 hours lecture

This course continues exploration of the concepts of person, nursing, health and environment, with emphasis on holistic understanding of the individual's experience of illness in the context of the determinants of health, professional practice and primary health care. Students will also gain understanding of the local and national environments in which nurses practice.

*Pre-requisite: Nursing 1111, 1112, 1213, 1214, Biology 1220, 1221, Health 2240, Mathematics 2333 or Anthropology 3307, General Education 1101 or 1102 and General Education 1401 or 1402.*

*Co-requisite: Nursing 2112, 2113, 2114.*

### **NURS 2112 – Alterations in Health: Nursing Knowledge and Therapeutics I**

4 credits (4 hours lecture, 2 hours tutorial, 2 hours lab alternating weeks) x first half of semester)

This course helps students to understand nursing care for diverse individuals experiencing alterations in health, using health promotion approaches and resources. Students integrate the principles of pharmacology, pathophysiology and related nursing practice knowledge, critical thinking and clinical judgment.

*Pre-requisite: Nursing 1111, 1112, 1213, 1214, Biology 1220, 1221, Health 2240, Mathematics 2333 or Anthropology 3307, General Education 1101 or 1102 and General Education 1401 or 1402.*

*Co-requisite: Nursing 2111, 2114.*

### **NURS 2113 – Alterations in Health: Nursing Knowledge and Therapeutics II**

3 credits (3 hours lecture, 2 hours tutorial, 2 hours lab alternating weeks) x second half of semester.

This course occurs over the second half of a semester and is a continuation of Alterations in Health: Nursing Knowledge and Therapeutics I and helps students to understand nursing care for diverse individuals experiencing alterations in health, using health promotion approaches and resources. Students integrate the principles of pharmacology, pathophysiology and related nursing practice knowledge, critical thinking and clinical judgment.

*Pre-requisite: Nursing 1111, 1112, 1213, 1214, 2112, Biology 1220, 1221, Health 2240, Mathematics 2333 or Anthropology 3307, General Education 1101 or 1102 and General Education 1401 or 1402.*

*Co-requisite: Nursing 2111, 2114.*

### **NURS 2114 – Professional Practice II**

(6 credits) 210 hours practice experience

This course focuses on promoting the health of diverse individuals within the context of family and community from a holistic, interdisciplinary and collaborative partnership approach to care, considering primary health care principles. Students will apply pharmacology, pathophysiology, nursing practice knowledge, critical thinking and clinical judgment to care of adults experiencing illness in hospital settings. Students will integrate previous and current theoretical and practical knowledge.

*Pre-requisite: Nursing 1111, 1112, 1213, 1214, Biology 1220, 1221, Health 2240, Mathematics 2333 or Anthropology 3307, General Education 1101 or 1102 and General Education 1401 or 1402.*

*Co-requisite: Nursing 2111, 2112 or 2113.*

### **NURS 2215 – Health Promotion with Populations, Communities and Families**

(3 credits) 3 hours lecture

This course focuses on the principles of population health, primary health care, health promotion and the determinants of health as a means of understanding populations, families, and communities and the larger social, political, cultural and economic factors that impact health. Students will interpret theoretical knowledge in order to make recommendations for nursing practice.

*Pre-requisite: Nursing 1111, 1112, 1213, 1214, 2111, 2112, 2113, 2114, Biology 1220, 1221, Health 2240, or Anthropology 3307. General Education 1101 or 1102 and General Education 1401 or 1402.*

*Co-requisite or Pre-requisite: Health 2250, General Education 1201 or General Education 1202 and General Education 1301 or General Education 1302.*

*Co-requisite: Nursing 2216.*

### **NURS 2216 – Professional Practice III**

(4 credits) – 145 hours practice experience

This course will provide opportunities for students to use a population health promotion model while working with diverse high-needs population groups across the lifespan. Students complete a population/aggregate assessment and develop a planned intervention considering the principles of primary health care and population health within a community setting. Students will integrate previous and current theoretical and practical knowledge.

*Pre-requisite: Nursing 1111, 1112, 1213, 1214, 2111, 2112, 2113, 2114, Biology 1220, 1221, Health 2240, or Anthropology 3307, General Education 1101 or 1102 and General Education 1401 or 1402.*

*Co-requisite or Pre-requisite: Health 2250, General Education 1201 or General Education 1202 and General Education 1301 or General Education 1302.*

*Co-requisite: Nursing 2215.*

**NURS 3102 – Adult Health**

(3 credits) 3 hours lecture

In this course students will use primary health care, considering population groups and influences, as a framework for promoting health, and providing holistic care for diverse adults and families experiencing complex acute and chronic illness. Students will examine effective collaborative relationships and inter-professional partnerships, advocacy, capacity building, critical thinking and clinical judgment in a variety of contexts.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, Health 2240, 2250, General Education 1101 or 1102, General Education 1201 or General Education 1202 and General Education 1301 or GNED 1302 and General Education 1401 and 1402.*

*Co-requisite: Nursing 3104.*

**NURS 3104 – Professional Practice in Adult Health**

(4 credits) 144 hours clinical experience

In this course students will integrate primary health care and population health strategies promoting health and providing holistic care for a diversity of adults and families experiencing complex acute and chronic illness in a variety of hospital settings and contexts. Students will demonstrate evidence based, ethical, safe, and effective nursing care reflecting critical thinking, clinical judgment and collaboration while integrating previous and current theoretical and practical knowledge.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3102.*

**NURS 3112 – Family Newborn Health**

(3 credits) 3 hours lecture

In this course students will use primary health care, considering population groups and influences, as a framework for promoting health, understanding and caring for the unique needs of child bearing individuals and families. Students will examine effective community and family centered approaches to care considering collaborative relationships and inter-professional partnerships, advocacy, capacity building, critical thinking and clinical judgment in a variety of contexts.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3114.*

**NURS 3114 – Professional Practice in Family Newborn Health**

(4 credits) 144 hours clinical experience

In this course students integrate primary health care and population health strategies promoting health and providing holistic care for child bearing individuals and families in a variety of settings and contexts. Students will demonstrate evidence based, ethical, safe, and effective nursing care reflecting critical thinking, clinical judgment and collaboration while incorporating community and family centered approaches. Students will integrate previous and current theoretical and practical knowledge.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3112.*

**NURS 3122 – Child Health**

(3 credits) 3 hours lecture

In this course students will use primary health care, considering population groups and influences, as a framework for promoting health, and providing holistic care for a diversity of children and families considering their unique needs. Students will examine effective community and family centered approaches to care, considering collaborative relationships and inter-professional partnerships, advocacy, capacity building, critical thinking and clinical judgment in a variety of contexts.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3124.*

**NURS 3124 – Professional Practice in Child Health**

(4 credits) 144 hours clinical practice experience

In this course students integrate primary health care and population health strategies promoting health and providing holistic care for a diversity of children and families in a variety of settings and contexts. Students will demonstrate evidence based, ethical, safe, and effective nursing care reflecting critical thinking, clinical judgment and collaboration while incorporating community and family centered approaches. Students will integrate previous and current theoretical and practical knowledge.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3122.*

**NURS 3132 – Mental Health**

(3 credits) 3 hours lecture

In this course students will use primary health care, considering population groups and influences, as a framework for promoting health, and providing holistic care for a diversity of adults and families experiencing acute and chronic mental illness. Students will examine effective collaborative relationships and inter-professional partnerships, advocacy, capacity building, critical thinking and clinical judgment in a variety of contexts.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3134.*

**NURS 3134 – Professional Practice in Mental Health**

(4 credits) 144 hours clinical experience

In this course students integrate primary health care and population health strategies promoting health and providing care for a diversity of adults and families experiencing acute and chronic mental illness in a variety of settings and contexts. Students will demonstrate evidence based, ethical, safe, and effective nursing care reflecting critical thinking, clinical judgment and collaboration while integrating previous and current theoretical and practical knowledge.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3132.*

**NURS 3142 – Seniors' Health**

(3 credits) 3 hours lecture

In this course students will use primary health care, considering population groups and influences, as a framework for promoting health, providing holistic care and understanding the unique needs of a diversity of older adults and their families. Students will examine effective community and family centered approaches to care, considering collaborative relationships and inter-professional partnerships, advocacy, capacity building, critical thinking and clinical judgment in a variety of contexts.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3144.*

**NURS 3144 – Professional Practice in Seniors' Health**

(4 credits) 144 hours clinical experience

In this course students integrate primary health care and population health strategies promoting health and providing holistic care for a diversity of older adults and families in a variety of settings and contexts. Students will demonstrate evidence based, ethical, safe, and effective nursing care reflecting critical thinking, clinical judgment and collaboration while incorporating community and family centered approaches. Students will integrate previous and current theoretical and practical knowledge.

*Pre-requisite: all previous Nursing 1100, 1200, 2100, and 2200 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 3142.*

### **NURS 3301 – Theoretical Foundations of Professional Nursing**

(4 credits) 4 hours lecture

Students will explore the theoretical foundations of nursing, including person, health, environment and the relationships among these. This course focuses on historical development of the profession, its roles and its position in the health care system, the development of nursing knowledge and theory, and the ethical and legal responsibilities of professional nurses.

*Prerequisite: Biology 1220 and 1221 or Athabasca University Biology 235, Nursing 2201, 2203 and Athabasca University Nursing 326 or consent of the faculty.*

### **NURS 3303 – Professional Nursing Practice II**

(6 credits) 210 hours clinical experience

This course focuses on managing care from an holistic and interdisciplinary perspective with individuals experiencing acute and chronic illness. The primary focus is on adults with a curative, restorative and rehabilitative emphasis in a variety of tertiary care settings.

*Prerequisite: Nursing 2201, 2203, and Athabasca University NURS 326.*

*Pre- or Corequisite: Nursing 3301, 3305 and 3307.*

### **NURS 3305 – Pathophysiology**

(4 credits) 4 hours lecture

This course provides an opportunity to critically examine select pathologies at the cellular, organ and systems level. The development, manifestations and effects of these pathologies on human physiological functioning are explored.

*Prerequisite: Biology 1220 and 1221 or Athabasca University Biology 235 or consent of the chair of the department of Undergraduate Nursing Studies.*

### **NURS 3307 – Nursing Therapeutics and Pharmacology**

(3 credits) 3 hours lecture

This course examines concepts/principles of pharmacology and nursing therapeutics in wellness and illness. Complementary therapies are introduced.

*Prerequisite: Biology 1220 and 1221, Nursing 2201 and 2203.*

*Pre- or Corequisite: Nursing 3305.*

### **NURS 4111 – Leadership, Trends and Issues in Nursing**

(4 credits) 4 hours lecture

In this course students will examine concepts of leadership and critically appraise the changing social, geo-political and health care environments that influence the nursing profession, nursing practice and health. Students will develop appropriate strategies that will strengthen their capacities to influence and respond to current trends and issues.

*Pre-requisite: All previous Nursing 1100, 1200, 2100, 2200 and 3100 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 4112, Nursing 4XXX.*

### **NURS 4112 – Integrated Professional Practice**

(3 credits) 120 hours clinical experience (full time over 3-4 weeks)

This course is a consolidation experience in which students use health promotion and primary health care approaches to provide holistic care to a diversity of adults and families experiencing illness in acute hospital settings. Students will exemplify evidence based, ethical, safe and effective nursing care, and demonstrate critical thinking, caring inquiry, reflection and collaborative practice, while integrating previous and current theoretical and practical knowledge. The course prepares students for the transition to autonomous practice in NURS 5114.

*Pre-requisite: All previous Nursing 1100, 1200, 2100, 2200, and 3100 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 4111, Nursing 4XXX.*

### **NURS 4113 – Advanced Theoretical Perspectives in Professional Practice**

(3 credits) 3 hours lecture

This course provides students the opportunity to explore the theoretical perspectives of various nursing specialties, unique populations and healthcare settings. Selected topics in this course vary from semester to semester. Check with an academic advisor for details.

*Pre-requisite: All previous Nursing 1100, 1200, 2100, 2200 and 3100 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.*

*Co-requisite: Nursing 4111, 4112.*

### **NURS 4401 – Adult Health and Illness**

(3 credits) 3 hours lecture

The focus of this course is on expanding the theoretical understanding of the adult experiencing complex acute and chronic illness. This course is designed to further the student's understanding of professional nursing practice and the relationships between human health experiences, nursing caring inquiry and caring practices which support the best possible environment for health and healing in the context of acute and chronic illness.

*Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.*

*Corequisite: Nursing 4403. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.*

### **NURS 4403 – Professional Practice in Adult Health**

(4 credits) 144 hours clinical experience

The focus on this course is on managing care from a holistic and interdisciplinary perspective for more acutely and chronically ill patients with a primary focus on the adult in acute medical/surgical setting.

*Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University Nursing 326.*

*Corequisite: Nursing 4401. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.*

### **NURS 4411 – Family Newborn Health**

(3 credits) 3 hours lecture

Opportunities will be provided to gain theory related to health needs of individuals within childbearing families using a nursing perspective. Previous experience and knowledge of family concepts from Nursing 2201 will provide the foundation for family assessment and intervention.

*Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.*

*Corequisite: Nursing 4413. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.*

### **NURS 4413 – Professional Practice in Family Newborn Health**

(4 credits) 144 hours clinical experience

This course provides practice opportunities to work with individuals and their families in the childbearing years in a variety of practice settings.

*Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University Nursing 326.*

*Pre- or Corequisite: Nursing 4411. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.*

### **NURS 4421 – Child Health**

(3 credits) 3 hours lecture

This course focuses on concepts, theories and empirical knowledge related to health needs of children using a nursing perspective and a family-centered approach. Students are expected to utilize information retrieval skills, develop further computer proficiency and demonstrate self-directed learning.

*Prerequisite: Nursing 2201, 2203, 2265, 3301, 3303, 3305, 3307 and Athabasca University NURS 326.*

*Corequisite: Nursing 4423. This is a corequisite unless permission is granted by the Chair of the Department of Undergraduate Nursing Studies.*

### **NURS 4423 – Professional Practice in Child Health**

(4 credits) 144 hours clinical experience

This course provides practice opportunities to work with infants and children and their families in a variety of settings. Students are expected to use information retrieval skills and participate in online learning activities.

*Prerequisite: Nursing 2201, 2203, 2265, 3301, 3303, 3305, 3307 and Athabasca University Nursing 326.*

*Corequisite: Nursing 4421. This is a co-requisite unless permission is granted by the Chair of the Department of Undergraduate Nursing Studies.*



**NURS 4431 – Mental Health**

(3 credits) 3 hours lecture

This course provides an holistic approach to understanding the concepts of health, patterns of health and nursing roles in working with clients in a variety of mental health settings.

*Prerequisite:* All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

*Corequisite:* Nursing 4433. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.

**NURS 4433 – Professional Practice in Mental Health**

(4 credits) 144 hours clinical experience

This course offers an holistic approach to the application of nursing knowledge and skills in providing care in a variety of mental health settings to individuals experiencing mental health and illness across the lifespan.

*Prerequisite:* Nursing 2201, 2203, 2265, 3301, 3303, 3305, 3307 and Athabasca University Nursing 326.

*Corequisite:* Nursing 4431. This is a corequisite unless permission is granted by the chair of the department of Undergraduate Nursing Studies.

**NURS 4441 – Senior's Health**

(3 credits) 3 hours lecture

This course offers an holistic approach to understanding the diversity of older adults with a focus on patterns of health and opportunities for nurses to have a positive impact on health in a variety of settings.

*Prerequisite:* All previous 2200- and 3300-level Nursing courses and Athabasca University Nursing 326.

*Corequisite:* Nursing 4443. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.

**NURS 4443 – Professional Practice in Senior's Health**

(4 credits) 144 hours clinical experience

This course offers an holistic approach to the application of nursing knowledge and skills providing care to older adults experiencing healthy aging and/or health concerns.

*Prerequisite:* All previous 2200- and 3300-level Nursing courses and Athabasca University Nursing 326.

*Corequisite:* Nursing 4441. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.

**NURS 4445 – Consolidated Clinical Experience**

(8 credits) 280 hours clinical experience

This course offers an holistic approach to the application and integration of nursing knowledge and skills in providing care to older adults experiencing healthy aging and/or health concerns. The course also provides a consolidation experience in an acute care setting for students electing to exit the program with a diploma. Students exiting with a diploma must complete this course in lieu of Nursing 4443 and must ensure it is scheduled as their last clinical experience. The course will be restricted to those exiting the program with a diploma.

*Prerequisite:* Nursing 2201, 2203, 2265, 3301, 3303, 3305, 3307 and Athabasca University Nursing 326.

*Pre- or Corequisite:* Athabasca University Nursing 328.

*Corequisite:* Nursing 4441 or Athabasca University Nursing 442. This is a corequisite unless special permission is granted by the instructor or chair in extenuating circumstances.

**NURS 4461 – Advanced Theoretical Perspectives in Professional Practice**

(3 credits) 3 hours lecture

This course provides students the opportunity to explore the theoretical perspectives of various nursing specialties, unique populations and healthcare settings. **Selected topics in this course vary from semester to semester. Check with an academic advisor for details.**

*Prerequisite:* All previous 4400-level Nursing courses, Athabasca University HLST 320 and NURS 328.

*Pre- or Corequisite:* Athabasca University NURS 432, 434, 438.

**NURS 4463 – Transcultural Dimensions of Health**

(3 credits – TG) 3 hours lecture - Internet delivery

This course will explore the application of concepts, models and theories related to transcultural nursing. Students will gain an introduction to perspectives of nursing and health care issues pertaining to culture. Students will also be prepared to practice in a culturally competent manner. This course is appropriate for students who are:

- wanting to enhance their practice as culturally competent nurses in a local context. **or**
- planning an international practicum as part of their degree. **or**
- planning an international work experience in the future.

*Prerequisites:* Students must have completed all courses in the BN: AU at MRC program (i.e., MRC and AU nursing and non-nursing courses and Arts and Science Requirements), except for Nursing 5583 (Independent Professional Practice). Registration without these pre-requisites may be granted with permission of the faculty.

**Notes:** This course meets the requirements for the senior level nursing option (NURS A4XX).

The course is normally limited to students currently enrolled in the Bachelor of Nursing: Athabasca University at Mount Royal College program.

**NURS 4465 – Supportive Environments For Mental Health**

(3 credits) 3 hours lecture - Internet delivery

This course focuses on developing supportive environments that contribute to mental health of individuals and local and global communities. This course intends to meet a need for awareness and understanding of these broad connections. In this course, theoretical concepts set the stage for mental health practice explorations. The notion of supportive environments provides a conceptual shift from problem solving to facilitating empowerment, from protection to liberation, and from exclusion to inclusion.

*Prerequisites:* All previous Nursing 1100, 1200 and 2100 level courses or consent of the department.

**NURS 5114 – Transition to Independent Professional Practice**

(10 credits) 370 hours clinical experience

This precepted experience provides opportunity for students to demonstrate a full scope of professional nursing practice. Students will care for selected persons (individual, family, community, population) in a variety of nursing practice settings, using health promotion, primary health care and population health strategies. Students will exemplify evidence based, ethical, safe and effective nursing care, and demonstrate critical thinking, caring inquiry, reflection, autonomy and collaborative practice in preparation for graduation. It is expected that the student will integrate all previous theoretical and practical knowledge.

*Pre-requisite:* all previous Nursing 1100, 1200, 2100, 2200, 3100, and 4100 level courses, GNED 1101 or 1102, GNED 1201 or GNED 1202 and GNED 1301 or GNED 1302.

**NURS 5583 – Independent Professional Practice Specialty Focus**

(10 credits) 370 hours clinical experience

This course provides opportunity for professional development in the application, integration and synthesis of knowledge, skills and attitudes in a nursing practice setting. Emphasis is on complexity of nursing care with clients (individuals, families and/or aggregates).

*Prerequisite:* Prior to enrolling in N5583, students must have completed all courses (i.e. MRC and AU nursing and non-nursing courses and Arts and Science Requirements).

**PHILOSOPHY (PHIL)****PHIL 1101 – Problems of Philosophy (formerly PHIL 2201) (U of C PHIL 201)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Provides an introduction to philosophy through the discussion of selected topics such as: skepticism, perception, personal identity, free will and determinism and God.

**PHIL 1149 – Ethics (formerly PHIL 2249) (U of C PHIL 249)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

A first enquiry into the nature and justification of moral standards.



**PHIL 1175 – Introductory Logic (formerly PHIL 2275)  
(U of C PHIL 275)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

An introduction to deductive and inductive techniques used in appraising arguments. The course may contain some elementary formal logic, but its main focus will be on analyzing arguments as they occur in everyday life and ordinary language.

**Note:** Not open to students with credit in Philosophy 1179 or 2277.

**PHIL 1179 – Logic I (formerly PHIL 2279) (U of C PHIL 279)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Sentential and first-order logic from both deductive and semantic points of view. Some elementary metatheorems.

Recommended Preparation: Philosophy 1175.

**Note:** Not open to students with credit in Philosophy 2277.

**PHIL 2211 – The Classical Period (formerly PHIL 3301)  
(U of C PHIL 301)**

(3 credits – TG) 3 hours lecture

An introduction to philosophy through the study of a period in its history. A selection of philosophers from the Pre-Socratics, through Plato and Aristotle, to the Hellenistic and Roman philosophers will be discussed.

Recommended Preparation: Philosophy 1101 or 1149.

**PHIL 2215 – The Seventeenth and Eighteenth Centuries  
(formerly PHIL 3305) (U of C PHIL 305)**

(3 credits – TG) 3 hours lecture

An introduction to philosophy through the study of a period in its history. A selection of philosophers from Descartes through Kant will be discussed.

Recommended Preparation: Philosophy 1101 or 1149.

**PHIL 2217 – Analytic Philosophy (formerly PHIL 3307)  
(U of C PHIL 307)**

(3 credits – TG)

A study of the motivations and positions of Analytical Philosophy, a movement that formed the basis of twentieth century English-language philosophy. The course will examine some of the central concepts of Analytic Philosophy and their historical roots.

**PHIL 2219 – Philosophy of Law (formerly PHIL 3319)  
(U of C PHIL 319)**

(3 credits – TG) 3 hours lecture

An investigation of philosophical accounts of the nature of law and legal systems. Acquaints the students with central positions in jurisprudence, such as the nature of law, the relationship of law to morality, punishment, rights, and justice.

Recommended Preparation: Philosophy 1149.

**PHIL 2221 – Metaphysics (formerly PHIL 3321)  
(U of C PHIL 321)**

(3 credits – TG) 3 hours lecture

An examination of such topics as categories, existence, persons, space, time, necessity.

Recommended Preparation: Philosophy 1101.

**PHIL 2223 – Bio Ethics (formerly PHIL 3313)  
(U of C PHIL 313)**

(3 credits – TG) 3 hours lecture

A critical and analytical examination of ethical and legal problems arising in and about health care. Issues to be considered may include: euthanasia, abortion, the conditions for the withdrawal of treatment, the physician-patient relationship, research on human subjects, and genetic engineering. The practical applications of ethical and legal theory are emphasized.

**PHIL 2229 – Business Ethics (formerly PHIL 3329)  
(U of C PHIL 329)**

(3 credits – TG) 3 hours lecture

A critical and analytical examination of some central moral problems that arise in and for business. Emphasis throughout the course will be placed not only on the details of the particular problems studied but also on the conceptual and other tools needed to understand and resolve or solve such problems. Topics to be discussed will include: the moral responsibilities and rights of corporations and their officers, codes of business ethics, and conflicts of responsibilities and rights.

**PHIL 2233 – Philosophy of Art (formerly PHIL 3333)  
(U of C PHIL 333)**

(3 credits – TG) 3 hours lecture

An examination of the criteria and concepts employed in aesthetic evaluation. Aesthetics deals primarily with the concepts of art and beauty and with our evaluative judgements about them.

Recommended Preparation: Philosophy 1101 or 1149.

**PHIL 2237 – Feminist Philosophy (formerly PHIL 3337)  
(U of C PHIL 337)**

(3 credits – TG) 3 hours lecture

Issues in feminist philosophy and methodology. Topics may include feminist theories of knowledge and science, ethics, metaphysics, political theory and feminist methodology.

Recommended Preparation: Philosophy 1101 or 1149.

**PHIL 2245 – Topics in Moral Theory (formerly PHIL 3345)  
(3 credits – TG) 3 hours lecture**

An investigation of selected central theories in moral philosophy. In any given term, the course may focus on general theories or concepts, for example contemporary metaethics, utilitarianism, or theories of rights. Sometimes it may focus on a particular set of problems, such as moral personhood, free will, or moral responsibility.

Recommended Preparation: Philosophy 1149.

**PHIL 2253 – Social and Political Philosophy  
(formerly PHIL 3353)**

(3 credits – TG) 3 hours lecture

In this course some of the fundamental issues in social and political thought are studied. Issues to be studied may include rights, justice, authority, equality, freedom, democracy, property, liberalism, the family and communitarianism.

**PHIL 2263 – Theory of Knowledge  
(formerly PHIL 3363) (U of C PHIL 363)**

(3 credits – TG) 3 hours lecture

A study of some of the central problems in epistemology, including the following: knowledge and belief, empirical (perceptual and inductive) knowledge, a priori knowledge, appearance and reality, truth, and skepticism.

Recommended Preparation: Philosophy 1101.

**PHIL 2267 – Philosophy of Science (formerly PHIL 3367)  
(U of C PHIL 367))**

(3 credits – TG) 3 hours lecture

For students in any discipline who would like to understand some of the fundamental principles of scientific enquiry and the place of scientific discoveries in human knowledge. Topics will include: scientific explanation, theory, prediction, confirmation, and, when feasible, other material relating to the interests of the students in the course.

Recommended Preparation: Philosophy 1101, 1175 or 1179.

**PHIL 2277 – Elementary Formal Logic (formerly PHIL 3377)  
(U of C PHIL 377)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

Sentential and first-order logic with identity and descriptions, from both the deductive and semantic points of view. Completeness, compactness, decidability for sentential logic.

Recommended Preparation: Philosophy 1175.

**Note:** Not open to students with credit in either Philosophy 1179 or U of C PHIL 279.

**PHIL 2281 – Philosophy of Mind (formerly PHIL 3381)  
(U of C PHIL 381)****(3 credits – TG) 3 hours lecture**

A study of topics such as: thought, emotions, action and the will, mind-body identity, personal identity, and theories about the nature of mind.

Recommended Preparation: Philosophy 1101.

**PHIL 2291 – Philosophy and the Environment  
(formerly PHIL 3391)****(3 credits – TG) 3 hours lecture**

Traditional and contemporary philosophical theories and methods will be brought to bear on issues raised by the relationship between human beings and their environment. Moral and other philosophical aspects of some major issues, such as pollution, population growth, and use of natural resources, will be considered.

**PHIL 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**PHYSICAL EDUCATION (PHED)****PHED 1145 – Introduction to Strength Training****(1.5 credits – TG) 3 hours lecture for 7 weeks**

This is a practical course in strength training with emphasis on skill and safety and the design of basic personal strength training programs.

**PHED 1171 – Introduction to Outdoor Pursuits****(3 credits – TG) 38 hours lecture and 22 hours fieldwork**

This course will survey the history, principles, philosophy, rationale and vocational opportunities of outdoor pursuits. Students will become familiar with fundamental camping and navigation techniques as the cornerstones of outdoor living. Participation is required in one weekend of fieldwork.

**PHED 1173 – Wilderness Survival Techniques****(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork**

This course prepares students to handle emergency situations in the Canadian climate. Participation is required in one weekend of fieldwork.

**PHED 1201 – Foundations of Sport and Recreation****(3 credits) 3 hours lecture**

This course provides an introduction to the history and philosophy of sport/physical activity and its relationship to culture. The focus will be the significance of the body and the human movement phenomenon. The emphasis is to provide a foundation for further research in physical activity and sport.

**PHED 1203 – Organization and Administration of Sport and Recreation****(3 credits – TG) 3 hours lecture**

This course is a study of the principles and practices of administration and management of sport and recreation. Students will learn administrative (management) process and its relationship to other organizational functions such as communication, leadership, governance, evaluation and human resource management. Various organizational designs and structures available to sport and recreation administrators will be explored. Other topics include risk management, finances of sport and recreation organizations and running efficient meetings.

**PHED 1215 – Lifetime Leisure Activities****(3 credits – TG) 3 hours lecture**

This course provides an exposure to a variety of lifetime physical and leisure skills. It includes a variety of individual, dual and team, physical activities; cultural and social recreational activities; managing and planning leisure time; and an introduction to personal health associated with lifetime leisure pursuits.

**Note:** An additional lab fee of \$40 will be charged for this course.

**PHED 1216 – Program Planning for Physical Activity and Sport****(3 credits – TG) 3 hours lecture or 6 hours lecture for 7 weeks**

An in-depth study of the theory, methods, techniques, and skills used in planning physical activity and sport programs. Topics include principles of program planning; identification of program needs; program planning in specific settings; and program evaluation.

**PHED 1218 – Fitness Assessment****(3 credits – TG) 3 hours lecture**

This is a theoretical and practical course covering all aspects of fitness assessment. Topics include: testing protocols, counselling techniques and exercise prescription. Students will have the opportunity to become Certified Fitness Consultants through the Fitness Appraisal Certification and Accreditation (FACA) Program, assuming they have the FACA prerequisites (see the department for details).

*Prerequisite:* Physical Education 2203 or consent of the department.

**PHED 1219 – Recruiting and Training Volunteers in Physical Activity and Sport****(3 credits – TG) 6 hours lecture per week for 7 weeks**

A study of the role of the volunteer in physical activity and sport. The focus will be on the principles and strategies of recruiting and training volunteers for physical activity and sport programs.

**PHED 1222 – Physical Activity and Sport – Promotion and Sales****(3 credits – TG) 3 hours lecture**

An examination of the promotion component of marketing. Concepts and strategies of promotion will be studied, these include; advertising, publicity, personal selling, and sales presentation as applied to physical activity and sport programs, products and services.

**PHED 1224 – Human Anatomy****(3 credits – TG) 3 hours lecture, 3 hours lab**

This course provides a systematic survey of the structure of the human body. Topics include: cells and tissues of the body; the anatomy of the skeletal, articular, muscular, digestive, respiratory, urinary, reproductive, circulatory, nervous, integumentary and endocrine systems. Labs are designed to provide practical demonstrations that parallel the material discussed in the lectures.

**Note:** To obtain transfer credit at the University of Calgary, Physical Education 1224 must be completed with a grade of "C-" or above before enrolling in Physical Education 2263. This course is the same as Biology 1214.

**PHED 1225 – Organization and Administration of Sport****(3 credits – TG) 3 hours lecture**

This course provides an examination of the role, function and relationships of the administrator of athletic programs, their responsibilities to the athlete, coach, spectators, sponsor and the program. It is designed to give a philosophical overview as well as practical administrative skills to the sports and athletic program administrator.

**PHED 1229 – Introductory Golf****(1.5 credits – TG) 3 hours lecture for 7 weeks**

This is an introductory course in golf with the emphasis on skills, rules, safety, etiquette, the care and selection of equipment and the organization of recreational activities.

**PHED 1235 – Basketball****(1.5 credits – TG) 3 hours lecture for 7 weeks**

This is a comprehensive course in basic basketball skills, knowledge, teaching methods and team strategy. Students will be expected to prepare a comprehensive scouting report. Students will practice specific basketball skills apart from class time. The Level I Technical Course for the National Coaching Certification Program may be included.

**PHED 1237 – Volleyball****(1.5 credits – TG) 3 hours lecture for 7 weeks**

This is a comprehensive course in basic volleyball skills, knowledge, teaching methods and team strategy. Students will learn how to organize and administrate volleyball tournaments and league play as well as prepare a comprehensive scouting report. Students will practice specific volleyball skills apart from class time. The Level I Technical Course for the National Coaching Certification Program may be included.

**PHED 1239 – Introductory Badminton****(1.5 credits – TG) 3 hours lecture for 7 weeks**

This is an introductory course in badminton with the emphasis on skills, teaching and coaching strategies as well as the organization of clinics and tournaments.

**PHED 1241 – Cardiovascular Training**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This course is designed to both improve the cardiovascular fitness of the student and, at the same time, familiarize him or her with theoretical knowledge and training regimens.

**PHED 1242 – Flexibility and Relaxation**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This is an introductory course, which will focus on developing a conceptual framework for utilizing flexibility and relaxation, in relation to overall fitness and personal well-being. A variety of relaxation techniques will be explored and incorporated in practical ways.

**PHED 1245 – Advanced Strength Training**

(3 credits – TG) 3 hours lecture

This is an advanced course in the theory and practice of strength training. Emphasis will be on the utilization of free weight equipment for participants requiring additional or advanced strength training.

*Prerequisite: Physical Education 1145.*

**PHED 1249 – Introductory Tennis**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This is an introductory course in tennis with the emphasis on skills, teaching and coaching strategies and the organization of clinics.

**PHED 1250 – Introductory Canoeing**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This is an introductory course in canoeing with the emphasis on basic techniques, equipment, safety precautions, group dynamics and leadership skills. Students may be involved in moving water situations.

*Prerequisite: Students must be able to swim 100 metres.*

**PHED 1251 – Introductory Kayaking**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This is an introductory course in kayaking with the emphasis on basic techniques, equipment, safety precautions, group dynamics and leadership skills. Students may be involved in moving water situations.

*Prerequisite: Students must be able to swim 100 metres.*

**PHED 1252 – Backpacking**

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This course is an exposure to the skills, knowledge and attitudes necessary for trail hiking, off trail rambling and below treeline camping in the backcountry. Harmonious and minimal impact living and walking in the natural environment is a major priority. Participation is required in one weekend of fieldwork.

**PHED 1253 – Introductory Rock Climbing**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This is an introductory course in rock climbing with the emphasis on the skills necessary for easy lead climbing. Use will be made of indoor and outdoor facilities.

**PHED 1254 – Introductory Mountaineering**

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This is an introductory course in mountaineering, which includes alpine and glacier techniques. Emphasis will be placed on safety and sound judgement. A peak ascent, within the Rocky Mountains, will be attempted. Participation is required in one weekend of fieldwork.

**PHED 1255 – Mountain Bike Trekking**

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This course is designed to provide students with the ability to demonstrate basic skills regarding safety, mountain bike maintenance and repair, riding technique and planning for back country touring. Participation is required in one weekend of fieldwork.

**PHED 1258 – Back Country Skiing**

(1.5 credits) 1 hour lecture, 22 hours fieldwork

This course is an introduction to the basic skills and knowledge of back country skiing. Participation is required in one weekend of fieldwork.

**PHED 1259 – Fundraising in Physical Activity and Sport**

(1.5 credits – TG) 3 hours lecture for 7 weeks

An insight into the ways and means by which support (financial and otherwise) may be obtained and sustained for physical activity and sport programs. The emphasis will be on strategies, planning methods and the implementation techniques associated with fundraising efforts.

**PHED 1261 – Organizing Special Events**

(1.5 credits – TG) 3 hours lecture for 7 weeks

The presentation of strategies for organizing and managing special events. This course will provide a viable and totally practical how-to approach to organizing events in physical activity and sport.

**PHED 1269 – Introductory Power Skating and Hockey Coaching**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This is a theoretical and practical course on power skating techniques and ice hockey skills. The student will learn how to teach skating and organize hockey sessions for skill development. Topics include: proper use of biomechanical principles in skating; proper use of edges; drills to develop skating skills and techniques to develop necessary strength and power both on and off the ice. The student will be shown the proper execution of all basic hockey skills – shooting, passing, stickhandling and checking – and will be taught proven teaching progressions for each. Level I Technical of the National Coaching Certification Program may be included.

**PHED 1271 – Outdoor/Indoor Soccer**

(1.5 credits – TG) 3 hours lecture for 7 weeks

This is a comprehensive course in basic soccer skills, knowledge, officiating and team strategy. Indoor and outdoor play will be covered. Lecture time will be spent on organizing tournaments, teaching methods and officiating the game of soccer.

**PHED 1285 – Practicum for Physical Activity and Sport**

(3 credits – TG) 250 hours practicum

This is formal work experience with an assigned agency. Participants will be required to participate in specified hours of practicum and to complete the assignments. Students will be accepted into the practicum on the basis of professional suitability and conduct as determined by a faculty committee.

*Prerequisite for Physical Activity and Sport Administration: Physical Education 1216, 1219, 1222, 1259, 1261 and 2211 with an overall Grade Point Average of 2.00 in these courses. Specific practicum assignments may require some students to hold current certification in First Aid, CPR, Fitness Leadership, Fitness Appraisal or Coaching.*

**Note:** This course is limited to Physical Education students enrolled in the Outdoor Pursuits and the Physical Activity and Sport Administration patterns who have successfully completed or are currently enrolled in the core courses.

**PHED 1290 – Introductory Swimming**

(3 credits – TG) 3 hours lecture

Students will perfect swimming strokes, water entries and basic self-rescue skills. Students will also complete the requirements for two levels of the Canadian Red Cross Aquasquest Program.

*Prerequisite: Students enrolling in the course must be comfortable in deep water and be able to swim 100 metres continuously.*

**Note:** Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.

**PHED 1293 – Introductory Aquatic Lifesaving**

(3 credits – TG) 3 hours lecture

Students will learn techniques of first aid, artificial respiration and other emergency care procedures required to assist a victim of an aquatic emergency. Students will also learn and perfect life saving skills related to water rescue. The Lifesaving Society Bronze Medallion and Bronze Cross Awards will be available to students who successfully meet all evaluation criteria.

*Prerequisite: Students must be comfortable in deep water and be able to swim 200 metres continuously.*

**Note:** Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.



**PHED 1295 – Water Safety Instructor**

(3 credits – TG) 3 hours lecture

This course includes a comprehensive study of the techniques of teaching swimming, water safety and life saving. Other aquatic activities such as aqua aerobics, diving, competitive swimming and snorkelling will be introduced. Students must demonstrate competent swimming, rescue and artificial respiration skills and meet the requirements of the Canadian Red Cross Water Safety Instructor Award. Ten hours of student teaching must be completed during this course.

*Prerequisite:* Current Lifesaving Society Bronze Medallion or higher award or consent of the department.

**Note:** Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.

**PHED 1296 – Advanced Aquatic Life Saving**

(3 credits – TG) 4 hours lecture

Lifeguarding techniques for pools, basic first aid techniques and various emergency situations in aquatics will be studied. Students must meet the requirements for the Lifesaving Society National Lifeguard Service and Aquatic Emergency Care Awards and the Canadian Red Cross Standard First Aid and Basic Cardiopulmonary Resuscitation Awards.

*Prerequisite:* Current Lifesaving Society Bronze Cross Award.

**Note:** Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.

**PHED 1297 – Basic SCUBA**

(3 credits – TG) 3 hours lecture

This is a comprehensive course designed to prepare students for SCUBA diving certification. It includes diving physics and medicine as well as optional open water dives.

*Prerequisite:* Medical certificate, Bronze Medallion or consent of the department.

**Note:** Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee. An additional lab fee of \$50 will be charged for this course.

**PHED 2201 – The Essence and Experience of Physical Activity (U of C KNES 201)**

(3 credits – TG) 1 hour lecture, 3 hours tutorial

This course investigates the fundamental factors, which influence the physical activities we choose, and the kinaesthetic principles governing how we move. Active participation in a variety of movement experiences (novel and familiar) will be an essential component of this course. This course will establish the fundamental kinaesthetic, physical and management parameters of physical activity.

**PHED 2203 – Fundamental Fitness and Measurement (U of C KNES 203)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

This is a foundation course in physical fitness incorporating the basic theory, testing and application of physical fitness, nutrition and weight control knowledge. It involves a lecture/tutorial presentation in which students will design personal fitness programs, apply the programs, test their progress and evaluate the results.

**PHED 2211 – Leadership and Communication in Physical Education (U of C KNES 211)**

(3 credits – TG) 3 hours lecture for 13 weeks or 6 hours lecture for 7 weeks

This course presents the theory and application of leadership and interpersonal communication skills as they apply to large and small groups in the field of physical activity and sport.

**PHED 2213 – Communication: Critical Thinking and the Analytical Approach in Physical Education (U of C KNES 213)**

(3 credits – TG) 3 hours lecture

A study of the use of the analytical approach to communication with emphasis on information gathering, problem solving, search processes, describing and analysing data and applying critical thinking to the field of physical education and kinesiology.

**PHED 2237 – Introductory Nutrition (U of C KNES 237)**

(3 credits – TG) 3 hours lecture

This course will provide the student with a basic understanding of the role of nutrition in health and fitness. By surveying the basics of human nutrition, and considering practical applications, the student will be prepared to apply nutrition guidelines to their individual nutrition needs and those of specialized populations.

*Prerequisite:* Biology 2231.

**PHED 2243 – The Body in Socio-Cultural Studies I (U of C KNES 243)**

(3 credits – TG) 3 hours lecture

An examination of the cultural meanings of sport, leisure, and physical education; and the place of the body in our culture both historically and in the present.

**PHED 2245 – The Body in Socio-Cultural Studies II (U of C KNES 245)**

(3 credits – TG) 2 hours lecture, 1 hour tutorial

An examination of current methodologies in the study of cultural meaning of sport, leisure and physical education.

**PHED 2253 – Mind Sciences II (U of C KNES 253)**

(3 credits – TG) 3 hours lecture

This course provides an introduction to the psychosocial concepts underlying an understanding of human behaviour in physical activity, sport and health. This course is divided into two equal components. The first examines the perspective of Exercise and Health Psychology, while the second uses the perspective of Personality and Social Psychology.

**PHED 2255 – Elementary School Physical Education I**

(3 credits – TG) 3 hours lecture

A comprehensive course involving aspects of the modern elementary school physical education program with a particular emphasis on movement experiences in games. Off campus travel is required for some field-work observation.

**PHED 2257 – Elementary School Physical Education II**

(3 credits – TG) 3 hours lecture

A comprehensive course involving aspects of the modern elementary school physical education program with particular emphasis on movement experiences in dance and gymnastics. Some off campus travel is required for practical experience.

**PHED 2263 – Biomechanics (U of C KNES 263)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

Muscular and mechanical analysis of human movement.

*Prerequisite:* Pure Mathematics 30 or equivalent, and Physical Education 1224.

**Note:** To obtain transfer credit at the University of Calgary, Physical Education 2201 and Physical Education 1224 must be completed with a grade of "C-" or above before enrolling in Physical Education 2263.

**PHED 3301 – Musculoskeletal Assessment – Spinal**

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course involves the study of athletic injuries that fall into the category of complex injuries, repetitive trauma; injuries common to athletics will be approached from the perspective of differential diagnosis. Assessment techniques utilized by Certified Athletic Therapists will be taught. Practical experience will emphasize the assessment of injured athletes as well as the utilization of appropriate intervention skills. Specific joints to be covered are: Cervical, Thoracic, Lumbar, Pelvis and Hip.

*Prerequisite:* Admission to the Advanced Certificate in Athletic Therapy.

**PHED 3303 – Musculoskeletal Assessment – Peripheral**

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course involves the study of athletic injuries that fall into the category of complex injuries, repetitive trauma; injuries common to athletics will be approached from the perspective of differential diagnosis. Assessment techniques utilized by Certified Athletic Therapists will be taught. Practical experience will emphasize the assessment of injured athletes as well as the utilization of appropriate intervention skills. This course will deal with the following joints: finger, wrist, hand, forearm, elbow, shoulder, knee, lower leg and foot.

*Prerequisite:* Admission to the Advanced Certificate in Athletic Therapy.

### **PHED 3305 – Therapeutic Modalities in Athletic Therapy**

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course will provide theoretical and practical in-depth knowledge of the safe and effective use of clinical modalities. Some of the topics include a review of the injury process, the transmission of energy, use of thermal agents, use of electrical agents and use of mechanical agents. These modalities are those typically used by Certified Athletic Therapists in Canada.

*Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.*

### **PHED 3307 – Rehabilitation Techniques in Athletic Therapy**

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course will provide theoretical and practical in-depth knowledge of the safe and effective use of rehabilitation to enhance the recovery of injury. The techniques are those typically used by Certified Athletic Therapists in Canada.

*Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.*

### **PHED 3311 – Advanced Rehabilitation Techniques in Athletic Therapy**

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab for 13 weeks or 8 hours lecture, 4 hours tutorial, 4 hours lab for 7 weeks

This course will build on the concepts learned in Physical Education 3301, 3303, 3305 and 3307. This course will integrate the assessment and rehabilitation of the body as a whole, viewing assessment and rehabilitation as a kinetic chain. Rehabilitation will be studied from the acute stage through to the chronic stages of an injury. This course will address the typical situations a Certified Athletic Therapist in Canada is confronted within a clinical setting.

*Prerequisite: Physical Education 3301, 3303, 3305, 3307 and 3350.*

### **PHED 3313 – Issues in Sports Medicine**

(3 credits – TG) 3 hours lecture for 16 weeks or 6 hours lecture for 7 weeks

This course will include the study and investigation of topics of sports medicine that have a direct affect on Certified Athletic Therapists in Canada. Some of the topics include the role of the sports medicine physician, the role of pathology in sports medicine, diagnostic tools available, the role of athletic therapists and the role of other paramedical professionals in the care of athletes. Other topics will arise within the context of the course work.

*Prerequisite: Physical Education 3301, 3303, 3305, 3307 and 3350.*

### **PHED 3315 – Practical Clinical Management and Administration in Athletic Therapy**

(3 credits – TG) 3 hours lecture for 13 weeks or 6 hours lecture for 7 weeks

This course will cover the theoretical and practical skills needed to operate an athletic therapy clinic or practice privately, with an athletic team or in conjunction with other paramedical professionals. Topics such as business plan writing, budgetary issues, marketing issues, personnel hiring and evaluation, physical planning of a clinic and operating, licensing, and codes will be covered.

*Prerequisite: Physical Education 3301, 3303, 3305, 3307 and 3350.*

### **PHED 3331 – Introductory and Intermediate Coaching (U of C KNES 331)**

(3 credits – TG) 3 hours lecture

This course provides exposure to motor learning, growth and development, philosophy, psychology, audio-visual, public relations, administration and training methods as it pertains to coaching. Students will be introduced to the material included in the National Coaching Certification Program Part A and Part B of the Competitive Coach Stream.

### **PHED 3350 – Field Practicum I**

(3 credits – TG) 2 hours lab, 175 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required.

*Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.*

**Note:** This course is limited to students enrolled in the Advanced Certificate in Athletic Therapy who have successfully completed or are currently enrolled in the core course requirements.

### **PHED 3352 – Field Practicum II**

(3 credits – TG) 2 hours lecture, 175 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required. Typical assignments are log book recordings of activities and case study analysis of situations specific to fieldwork of a trainer or Certified Athletic Therapist in Canada. This course will allow students to continue with an agency for seasonal sports that coincide with the academic year such as hockey, basketball, volleyball or badminton. This course will also allow the student to join another agency for sports that only last one semester. An example of such a sport is indoor soccer.

*Prerequisite: Physical Education 3350.*

**Note:** This course will be delivered in a block placement format. This course is limited to students enrolled in the Advanced Certificate in Athletic Therapy who have successfully completed or are concurrently enrolled in the core course requirements.

### **PHED 3354 – Clinical Practicum I**

(3 credits – TG) 2 hours lecture, 175 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required. Typical assignments are log book recordings of activities and case study analysis of situations specific to fieldwork of a Certified Athletic Therapist in Canada. This work experience is specific and under the supervision of a paramedical professional such as a Certified Athletic Therapist, physiotherapist, sports medicine physician, chiropractor or sports massage therapist. Please note that the code of ethics for each of those professionals must be investigated and adhered to.

*Prerequisite: Physical Education 3350.*

**Note:** This course will be delivered in a block placement format. This course is limited to students enrolled in the Advanced Certificate in Athletic Therapy who have successfully completed or are concurrently enrolled in the core course requirements.

### **PHED 3356 – Advanced Clinical and Field Practicum**

(6 credits) 275 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required. Typical assignments are logbook recordings of activities and case study analyses of situations specific to field and clinical work of a Certified Athletic Therapist in Canada. This work experience is specific and under the supervision of a paramedical professional such as a Certified Athletic Therapist, physiotherapist, sports medicine physician, chiropractor or sports massage therapist.

*Prerequisite: Physical Education 3352 and 3354.*

### **PHED 3367 – Adapted Physical Activity (U of C KNES 367)**

(3 credits – TG) 3 hours lecture

An examination of specific problems within the psychomotor domain and the related delivery systems for their identification and amelioration. This is an applied course that focuses on the issues and challenges of providing physical activity experiences for a person with a disability.

*Prerequisite: Physical Education 1224.*

### **PHED 3371 – Scientific Basis of Prevention and Care of Athletic Injuries (U of C KNES 371)**

(3 credits – TG) 3 hours lecture, 2 hours tutorial

This course provides a study of the responsibilities of physical educators toward the basic principles of athletic therapy and their role in the prevention and treatment (first aid) of athletic injuries.

*Prerequisite: Physical Education 1224.*

**Note:** To obtain transfer credit at the University of Calgary, Physical Education 1224 must be completed with a grade of "C-" or above before enrolling in Physical Education 3371.

### **PHED 3385 – Physical Activity and the Older Adult**

(3 credits – TG) 3 hours lecture

This course will focus on the issues and challenges of providing physical activity experiences for the older adult with an emphasis on applied exercise leadership. Recommended Preparation: Physical Education 2203 and 1224.

### PHED 4267 – Issues and Trends in Sport and Recreation (formerly PHED 1267)

(3 credits) 3 hours lecture

This course addresses the constantly evolving nature of the field of sport and recreation. Students will research, study and discuss the issues and trends that impact the profession. To successfully meet the requirements of this course, students must demonstrate an ability to review and critique examples of research related to the field.

*Prerequisites: Entrepreneurship 2015 and 3015.*

### PHED 4431 – Advanced Coaching

(3 credits – TG) 3 hours lecture

This course provides exposure to selecting sport specific training programs, evaluating fitness, organizing and selecting training programs, detecting and correcting errors in skill techniques, advising on nutritional programs, developing mental strategies, pre-competition strategies, competition strategies, problem solving and motivational techniques for long term training programs. This course includes the National Coaching Certification Program Theory Level III.

*Prerequisite: Physical Education 3331 or the National Coaching Certification Program Part A and B of the Competitive Coach Stream.*

### PHED 1199, 1299 – Directed Readings

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## PHYSICS (PHYS)

### PHYS 0130 – Introductory Physics

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course involves the study of electricity and mechanics of solids. These topics are considered with a minimum requirement of mathematics and the use of experiments. Not recommended for students having Physics 30.

*Prerequisite: Pure Mathematics 20 or equivalent.*

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

### PHYS 1110 – Microelectronics in Business and Manufacturing

(3 credits) 3 hours lecture, 3 hours lab

This course will survey the applications of microelectronics in business and industry. It will examine the current and future impact of information technology on commercial and manufacturing activities and will review the associated social and economic implications. The basic concepts of digital technology will be introduced and applied to an examination of the uses of computers, telecommunications, robotics, computer-aided manufacturing and process control. The course is designed for non-science majors.

### PHYS 1130 – Physics of Hi-Fi

(3 credits) 3 hours lecture, 3 hours lab

This course provides a non-mathematical approach to the concepts of physics and Hi-Fi consumerism. Topics include: vectors; kinematics; rotational dynamics; oscillations; acoustics; D.C. and A.C. circuitry; transistor and I.C. Technology and Fourier analysis; and magnetism. Electromagnetic wave theory will be taught using examples taken from modern Hi-Fi equipment.

Recommended Preparation: Pure Mathematics 20 or equivalent.

### PHYS 1243 – Basic Physics for Aviation

(3 credits) 3 hours lecture, 1 hour tutorial, 3 hours lab

This is an algebra-based physics course mainly designed to suit aviation students. This course will introduce students to relevant topics in mechanics and electricity. The topics include: motion in one and two dimensions, the laws of motion, work and energy, circular motion, impulse, linear momentum and collisions, kinematics and dynamics of a rigid body, current and resistance, D.C. circuits, basics of aerostatics and aerodynamics.

*Prerequisite: Pure Mathematics 30 or equivalent.*

The department offers the following first-year university transfer courses:

- (a) Physics 2205 – Classical Physics I/2207 – Classical Physics II/2209 – Elementary Modern Physics. This sequence is intended for students whose program requires only two one-semester courses (one full-course equivalent) in Physics giving a broad survey of Physics. Physics 2205/2207/2209 do not use calculus.
- (b) Physics 2231 – Physics I/2233 – Physics II. This sequence is intended for (i) students whose programs have either physics, astrophysics, geophysics, geology, chemistry, chemical physics or applied mathematics as a major field or whose programs have either physics, astrophysics or geophysics as a minor field; (ii) students whose programs require more than one full-course equivalent in physics; or (iii) students who want a rigorous introduction to physics concentrating on mechanics rather than providing a broad survey. Physics 30 and Pure Mathematics 30 are prerequisites to Physics 2231. It is recommended that Mathematics 2221 be taken concurrently with Physics 2231, unless taken earlier. In some cases, Mathematics 2211 may be used instead of Mathematics 2221. Physics 2233 uses calculus and requires Mathematics 2249 or 2251 as a prerequisite. Further, it is strongly recommended that Mathematics 2253 be taken concurrently, unless completed earlier.
- (c) Engineering 1215 and Physics 2269. These are service courses for Engineering students.

**Note:** After completing the first half-course of either sequence (a) or (b) above, students may transfer to the second half-course of the other sequence. A transfer from Physics 2205 to 2233 requires the consent of the department. Students will have to do some preparatory work before beginning Physics 2233 to make up for the difference in coverage between Physics 2205 and 2231. Such students should consult the department at least one month before beginning Physics 2233. They should also note the mathematics prerequisite for Physics 2233 and other mathematics courses recommended in conjunction with Physics 2231 and 2233.

### PHYS 2205 – Classical Physics I

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab  
Mechanics and fluid flow.

*Prerequisite: Pure Mathematics 30 or equivalent.*

### PHYS 2207 – Classical Physics II

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab  
Oscillations and waves, electricity; magnetism and optics.

*Prerequisite: Physics 2205 or 2231.*



### **PHYS 2209 – Elementary Modern Physics**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab

Thermal physics, quantum physics, and relativity.

*Prerequisite:* Physics 2205 or 2231.

### **PHYS 2130 – Optics, Oscillations and Waves**

(3 credits) 3 hours lecture, 1.5 hours tutorial

This course offers a calculus-level introduction to oscillations and wave motion, with applications to mechanics, optics and acoustics. The topics covered include the harmonic oscillator, travelling and standing waves, and geometrical and wave optics. This course is designed primarily for engineering students intending to transfer to the University of Alberta (engineering students intending to transfer to the University of Calgary should take Physics 3369). However, this course is also suitable for students whose programme requires a first-year course in physics.

*Prerequisites:* Mathematics 31 or Mathematics 2249 or Mathematics 2251 and Physics 30 or Physics 2205.

### **PHYS 2231 – Physics I**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

A discussion of fundamental concepts, emphasizing rigorous reasoning based on definitions and physical laws. Special relativity, vectors, kinematics, statics, Newton's laws, force fields, work and energy, conservation laws and subatomic particles.

*Prerequisite:* Pure Mathematics 30 and Physics 30 or equivalent.

Recommended Preparation: Mathematics 2211 or 2221, and Mathematics 2249 or 2251 to be taken concurrently with Physics 2231.

### **PHYS 2233 – Physics II**

(3 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

A discussion of mechanical systems using calculus. Newton's laws and applications. Systems of particles. Work and energy with variable forces. Dynamics of rigid body motion. Fluid mechanics, Electrostatics and DC Circuits.

*Prerequisite:* Mathematics 2249 or 2251 and Physics 2231.

Recommended Preparation: Mathematics 2253 to be taken previously or concurrently.

### **PHYS 3369 – Acoustics, Optics and Radiation**

(U of C PHYS 369)

(3 credits – TG) 3 hours lecture, 1 hour tutorial

For students in Engineering. Wave motion as applied to acoustics, geometric and physical optics, and radiant energy transfer. Traditional and modern applications.

*Prerequisite:* Mathematics 1217, 1219 and Engineering 1215.

### **PHYS 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **POLICY STUDIES (POST)**

### **POST 2010 – Directed Field Studies I (formerly APST 2010)**

(15 credits)

This course will foster an understanding of the culture and professional practices of the administration and development of public policy. Students will participate in paid work experiences in a government agency or in a company, research institute or non-governmental organization. The initial directed field studies provides an opportunity to apply academic knowledge and analytical skills in a workplace, observe organizational behaviour, and develop methods of self-assessment. A significant time commitment will be needed to complete the orientation program offered by Career Services in the semester prior to placement.

*Prerequisite:* Completion of the following courses with a minimum grade of "C", Policy Studies 2209, 2201, 3305 and Economics 1101, 1103, Political Science 1101, 2231, 2259 and either Economics 2255 or 2213 and Political Science 2229 or Policy Studies 3303. Completion of the Introduction to Work Experience (or approved equivalent) workshop through Career Services.

### **POST 2201 – Introduction to Public Policy (formerly APST 3301)**

(3 credits – TG) 3 hours lecture

This course is designed to advance the degree student's knowledge of public (government) policy development, initiation, and implementation. This course introduces students to various theories, models and approaches utilized by scholars and professional evaluators in the field of policy studies. This course also prepares students for the intellectual demands and skill-based practicalities needed in their future careers in the policy field.

*Prerequisite:* Economics 2255, Political Science 1101 and 2231, or permission from the department.

### **POST 2209 – Methodology and Statistics**

(formerly APST 2209)

(3 credits – TG) 4 hours lecture

Credible and competent policy decisions – regardless of whether they originate in the private, public, or not-for-profit sectors of an economy – are based on statistical and strategic thinking. In this course statistical thinking abilities (identifying appropriate statistical techniques, computing required statistics, and interpreting the results) are balanced with well-developed strategic thinking skills (game theory and rational choice). Within this general framework, students will study the theoretical foundations of methodology and statistics and learn the applied techniques, though the use of Microsoft Excel and other computer software, employed by policy-makers in all sectors of the economy.



### **POST 3010 – Directed Field Studies II (formerly APST 3010)**

(15 credits)

This course will foster an understanding of the culture and professional practices within administrative fields, and enhance understanding of public policy development. Students will be involved in a paid work experience in a government agency, a company, a research institute or a non-governmental organization. The senior Directed Field Studies provides an opportunity to refine and hone the academic knowledge and analytical skills acquired and applied in the previous Directed Field Studies.

*Prerequisite:* Completion of a minimum of 20 courses in the core of the Applied Policy Studies program including: Policy Studies 2010, 2201, 2209, 3303, 3305, 4431 and Economics 2255, Political Science 2229, 2298 and English 2263 with no final grade less than "C". Attendance at all Career Services workshops required to prepare students for Directed Field Studies II.

### **POST 3303 – Federalism (formerly APST 3303)**

(3 credits – TG) 3 hours lecture

This course is designed for the Policy Studies degree student, but is of interest to anyone who wishes to advance their understanding of key constitutional matters, government-level decision making, and policy development. This course will focus primarily on the Canadian federation. However, it will also explore other federal systems in a comparative setting, particularly the United States and Mexico, our continental partners in trade. With this course, students will acquire advanced knowledge of an essential aspect of Canadian constitutional, economic, and political life.

*Prerequisite:* Economics 1103, Political Science 1101 and 2231.

### **POST 3305 – Interest Groups and Group Behaviour (formerly APST 3305)**

(3 credits – TG) 3 hours lecture

This course is a third year core requirement for students in the Policy Studies degree program. The course develops practical understanding and a working knowledge of the role of interest groups and their influence in policy formation, policy implementation and policy administration in a complex federal system with overlapping jurisdictions.

*Prerequisite:* Policy Studies 2201, 3303 and Economics 2255.

### **POST 4421 – International Economic Policy (formerly APST 4421)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

This is a senior course normally taken in the sixth semester of the Policy Studies degree program. Students will acquire basic competency in accessing, processing, and interpreting data relevant to international economics issues. The focus is on the theory and policy of international trade, monetary, and financial issues. Topics include restrictive trade practices and tariff policy, exchange rate regimes and their effects on prices and output, the political economy relating to the laws, the structure and actors influencing Canadian trade and monetary policy on the international flows of production, and capital/financial investment. Upon completion, students will have algebraic, graphical and data manipulation skills to evaluate, analyze and compose thoughtful written proposals on issues related to international economic policy.

*Prerequisites:* Policy Studies 2201, and 2209, Economics 2213 and 2255, and Political Science 2287.





### **POST 4431 – Managing and Implementing Public Policy (formerly APST 4431)**

(3 credits – TG) 3 hours lecture

This course is a senior-year core requirement for students in the Bachelor of Policy Studies. The course develops practical understanding and a working knowledge of the instruments and techniques of policy implementation. Topics include, understanding public policy formation, defining government's role, choosing policy instruments for policy outcomes, designing an implementation process and managing the implementation process.

*Prerequisite:* Policy Studies 2010, 2201, 2209, and 3303.

### **POST 4443 – Survey of Public and Private Law Principles (formerly APST 4443)**

(3 credits – TG) 3 hours lecture

This is a senior survey designed to familiarize Bachelor of Policy Studies students with the principles of Canadian law in general and the particular distinctions between public and private forms of law.

*Prerequisite:* Policy Studies 2201, 3303 and Political Science 1101 and 2231.

### **POST 5010 – Selected Topics in Policy Studies (formerly APST 4401)**

(3 credits) 3 hours lecture

This capstone course is designed for the student enrolled in the final academic year of the Policy Studies degree program. The course relates theoretical frameworks to real-world policy issues which are both current and topical. It will address different topics in a seminar-style format, with discussion being led by faculty with particular expertise in the policy areas under examination.

*Prerequisite:* Policy Studies 2201, 2209, 3303, and 3305.

### **POST 5020 – Integrative Professional Practice (formerly APST 4433)**

(3 credits) 3 hours lecture

This capstone course is a senior-year core requirement for students in the Policy Studies degree program. The course develops a practical understanding and a working knowledge of the organisational relationships and professional conduct in institutions and agencies that formulate and implement public policy. The emphasis is on strengthening competency and familiarity with accepted professional conduct, ethical and legal environments and intra-group and inter-institutional techniques for effective problem solving and communication. Topics include personal responsibilities, civil rights and labour law, Conflict of Interest Guidelines, collaborative partnerships, motivation and performance, and public communication.

*Prerequisite:* Policy Studies 2201, 2010, 4431.

## **POLITICAL SCIENCE (PLSC)**

### **PLSC 1101 – Introduction to Government and Politics (formerly PLSC 2201) (U of C POLI 201)**

(3 credits – TG) 3 hours lecture, 1 hour tutorial

A systematic introduction to the basic concepts and institutions of the process of politics.



### **PLSC 1123 – Conflict and Unity: Canadian Issues (formerly PLSC 2223)**

(3 credits – TG) 3 hours lecture

Themes of Canadian politics, such as federalism and regionalism, the place of Quebec in Confederation, the Charter of Rights, class conflict and citizenship.



### **PLSC 1183 – Issues and Trends in World Politics (formerly PLSC 2283) (U of C POLI 283)**

(3 credits – TG) 3 hours lecture

Major trends and issues in world politics, such as international tensions, migration, ethnic conflicts, human rights and sustainable development.



### **PLSC 1185 – Model United Nations (formerly PLSC 2285)**

(1 credit) 1 hour lecture

This course allows students to participate in an inter-collegiate Model UN. Over the course of a weekend, a simulated Model UN involving students from numerous other colleges and universities will take place. Prior to the conference, students will work in groups (delegations) to research both their country and selected foreign policy issues (Terrorism, drug trade, disarmament, UN Reform, etc.) At the conference, students will present foreign policy speeches, draft resolutions, and negotiate (caucus) with other delegations to try to pass or defeat resolutions.

*Pre- or Corequisite:* Political Science 1183.

**Note:** Students may be responsible for personal travel and subsistence costs associated with enrolment in Political Science 1185. If these costs are a concern to you, check with your instructor prior to registration.

### **PLSC 2210 – History of Political Thought I (formerly PLSC 3310)**

(3 credits – TG) 3 hours lecture

This course focuses on the quest for the Good Regime in the West. The criteria for the Good Regime will be enunciated and applied to the Classical (Platonic, Aristotelian and Roman) and the Medieval (Augustinian and Thomistic) conception of the Good Regime.

*Prerequisite:* Political Science 1101.

**Note:** Political Science 2210/2211 = U of C POLI 310.

### **PLSC 2211 – History of Political Thought II (formerly PLSC 3311)**

(3 credits – TG) 3 hours lecture

This course is a continuation of Political Science 2210. It focuses on the Machiavellian, Liberal, Marxian and Utopian conceptions of the Good Regime.

*Prerequisite:* Political Science 2210.

**Note:** Political Science 2210/2211 = U of C POLI 310.

### **PLSC 2227 – Women and Politics (formerly PLSC 3327) (U of C POLI 327)**

(3 credits – TG) 3 hours lecture

Examination of political participation by women, women's issues and public policy and feminist political theories.

*Prerequisite:* Political Science 1101 or consent of the department.



### **PLSC 2229 – Alberta and Provincial Politics (formerly PLSC 3329) (U of C POLI 329)**

(3 credits – TG) 3 hours lecture

Source of conflict and consensus; policy making; inter-governmental affairs; and the management of the Provincial Political Economy.

*Prerequisite:* Any junior (1100-level) Political Science course.



### **PLSC 2231 – The Canadian State (formerly PLSC 3321) (U of C POLI 321)**

(3 credits – TG) 3 hours lecture

The formal institutions of the Canadian state, including Parliament, the executive, federalism, the Constitution, and the courts. Emphasis on the way that political processes are shaped by these and other institutions.

*Prerequisite:* Any junior (1100-level) Political Science course or consent of the department.



### **PLSC 2237 – Perspectives on Political Economy (formerly PLSC 3335)**

(3 credits – TG) 3 hours lecture

This course is an introduction to Political Economy concepts and perspectives. These are then applied to the analysis of interconnected political and economic issues, both historic and current. It will utilize a case approach with a Canadian emphasis.

*Prerequisites:* Economics 1101 or 1103, and Political Science 1101 or 1123.

**PLSC 2243 – Law, Politics and the Judicial Process  
(formerly PLSC 3343) (U of C POLI 343)**

(6 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab

The judicial system as a branch of government and as a part of the political process. Focus on the Canadian judiciary within a comparative context.

*Prerequisite:* Any one of *Political Science 1101*, *Political Science 1123* or *Applied Justice Studies 2201*, *2209*, *2211*, *2213* or *2215*.

**PLSC 2259 – Comparative Government and Politics  
(formerly PLSC 3359) (U of C POLI 359)**

(3 credits – TG) 3 hours lecture

An introduction to the analytical concepts of the comparative approach to political analysis.

*Prerequisite:* *Political Science 1101*.



**PLSC 2287 – Introduction to International Relations  
(formerly PLSC 3381) (U of C POLI 381)**

(3 credits – TG) 3 hours lecture

The structures and processes of international relations and foreign policy.

*Prerequisite:* *Political Science 1101* or *1183*.

**PLSC 2298 – Politics and the Media (formerly PLSC 3398)**

(3 credits – TG) 3 hours lecture

This course will consider how politics is portrayed in the coverage given it by the mass media, with special emphasis on the cognitive psychology involved in framing issues and the coverage of political events by television and the new media of the Internet. Canadian and American experience will be stressed.



**PLSC 3411 – Modern Political Thought (U of C POLI 411)**

(3 credits – TG) 3 hour lecture

PLSC 3411 continues the study of recurrent themes in political thought as were introduced in PLSC 2210 and 2211, particularly on the evolution of modern ideas about human nature, political institutions, political behaviour, and political obligation. Areas covered include the various forms of liberalism, conservatism, postmodernism, communitarianism, feminism, and socialism.

*Prerequisites:* *Political Science 2210* and *2211* (*Political Science 3411* may be taken concurrently with *2211*).

**PLSC 3485 – The Politics of the International Economic Order (U of C POLI 485)**

(3 credits – TG) 3 hours lecture

Analysis of the political management of international economic relations. Topics include the politics of trade and money relations, energy, multinational corporations and the New International Economic Order.

*Prerequisite:* *Political Science 2287*.



**PLSC 3489 – Foreign Policies of the Major Powers  
(U of C POLI 489)**

(3 credits – TG) 3 hours lecture

This course provides an analysis of the foreign policies of selected major powers like the United States, Russia, China, the United Kingdom, and Canada. Topics include: understanding foreign politics, theories of foreign policy, determinance of foreign policy, balances of power and decision-making models.

*Prerequisite:* *Political Science 2287*.

**PLSC 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**PSYCHOLOGY (PSYC)**

**PSYC 0212 – The Psychology of Adjustment  
(formerly PSYC 1112)**

(3 credits – TG) 3 hours lecture

This course provides an introduction to the psychology of personal growth and adjustment: its principles and methods of study. It will deal with the application of psychological concepts to such selected issues as identity and growth; relationships and communication; sex roles and sexuality; and emotions and stress. The aim of the course is to help students increase their awareness of themselves and others.

**PSYC 1101 – Principles of Psychology I**

(3 credits) 3 hours lecture

This course provides a survey of the current psychological knowledge in a range of topics that will include developmental psychology, personality, psychological disorders, therapy, stress, social psychology, assessment, motivation and emotion.

**PSYC 1102 – Principles of Psychology II**

(3 credits) 3 hours lecture

This course introduces the history, methods, and current state of knowledge in selected areas of modern psychological research. A range of content areas will be surveyed, including biological psychology, sensation and perception, learning, memory, cognition, and consciousness.

**PSYC 1105 – Introduction to Psychology  
(formerly PSYC 2205) (U of C PSYC 205)**

(3 credits – TG) 3 hours lecture

This course introduces the history, methods, and current state of knowledge in modern psychological research. A wide range of content areas will be surveyed, including biological psychology, learning, memory, perception, personality, psychological disorders, therapy, stress, social psychology, psychological development in children, and the ethics of research. Additional topics may be included at the discretion of the instructor. This course is a prerequisite for most senior psychology courses.



**PSYC 1121 – Interpersonal Communications I  
(formerly PSYC 1221)**

(3 credits – TG) 3 hours lecture

This course provides an opportunity to explore some important aspects of interpersonal communication, to develop a greater understanding of interpersonal effectiveness, and on the basis of this understanding to practice behaviours, that increase interpersonal effectiveness.

**PSYC 1127 – Problem Solving and Decision Making  
(formerly PSYC 2227)**

(3 credits – TG) 3 hours lecture

When people solve problems and make decisions, what steps and processes are involved? What is creative thinking, what is critical thinking, and how does each contribute to effective problem solving and decision making? What strategies are used by highly successful problem solvers and decision makers? What are the common obstacles to effective problem solving and decision making and how can these be overcome? How can we become more adept at solving problems and making decisions in academic, work, interpersonal, and everyday settings? This course will address these issues by reviewing relevant theories and research findings from the field of cognitive psychology.

**PSYC 2212 – Behavioural Statistics I (formerly PSYC 3312)**

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 2 hours lab

This course provides an introduction to descriptive and inferential statistical techniques as applied to behavioural research. Tabulation, graphic representation and reduction of data, correlation, chi square, probability, t-distribution and one-way analysis of variance are all examined.

*Prerequisite:* *Pure Mathematics 30* or equivalent.

**Note:** Psychology 2212/2213 = U of C PSYC 312

**PSYC 2213 – Research Methods I (formerly PSYC 3313)**

(3 credits – TG) 3 hours lecture, 3 hours lab

This course is an introduction to basic research methods in psychology. Students will examine both the theory and application of a variety of research techniques including observation, surveys/questionnaires, and experimentation. The lab component of the course involves practical experience in defining and understanding key aspects of these techniques and applying these techniques to address a variety of psychological research questions.

*Prerequisite:* *Psychology 1105* and *2212*.

**Note:** Psychology 2212/2213 = U of C PSYC 312. Psychology 2213 = Athabasca University PSYC 304. Credit will be allowed for only one of Psychology 2213 and PSYC A304.

**PSYC 2223 – Interpersonal Communications II: Teamwork, Diversity, and Conflict Resolution**

(3 credits – TG) 3 hours lecture

Students will explore teamwork, diversity, and conflict resolution as three key aspects of work communication. Students will be assisted in developing conceptual understandings of these topics through illustrative case studies which consider a variety of work situations, through role plays, and through selected readings. Facilitated teamwork in seminars, in projects, and in presentations, as well as journal activities, will assist students in making their learning relevant to their current and anticipated work settings.

**PSYC 2235 – Life-Span Development (formerly PSYC 3325)**

(3 credits – TG) 3 hours lecture

This course provides an overview of the major developmental stages from birth to death. Development will be studied from a variety of theoretical perspectives and the application of theory to practical situations will be examined.



*Prerequisite:* Psychology 1105 or consent of the department.

**PSYC 2245 – Social Psychology (formerly PSYC 3345) (U of C PSYC 345)**

(3 credits – TG) 3 hours lecture

Students will examine social psychological approaches to understanding social influence, social perception and cognition, attitudes and group dynamics.



*Prerequisite:* Psychology 1105 or equivalent.

**Note:** Psychology 2245 = Athabasca University PSYC 379. Credit will be allowed for only one of Psychology 2245 and PSYC A379.

**PSYC 2265 – Cognitive Psychology (formerly PSYC 3365) (U of C PSYC 365)**

(3 credits – TG) 3 hours lecture

This course provides a survey of the major areas of research and theory in cognitive psychology. Topics may include the origins of cognitive psychology in traditional learning theories, as well as contemporary views of neurocognition, attention, perception, language, memory, problem solving, creativity and intelligence.



*Prerequisite:* Psychology 1105 or consent of the department.

**Note:** Psychology 2265 = Athabasca University PSYC 355. Credit will be allowed for only one of Psychology 2265 and PSYC A355.

**PSYC 2283 – Personality (formerly PSYC 3383) (U of C PSYC 383)**

(3 credits – TG) 3 hours lecture

This course emphasizes a scientific approach to the study of personality formation. It examines theories and research related to the structure and dynamics of personality. Five main theoretical views are covered: psychodynamic, learning, humanistic, existential, and trait. Representative theories are presented for each perspective along these lines: main concepts and hypotheses, empirical work (e.g., measurement of individual differences), and/or psychotherapeutic applications. The course establishes links of divergence, convergence, and similitude between the different theories of personality.



*Prerequisite:* Psychology 1105 or equivalent.

**Note:** Psychology 2283 = Athabasca University PSYC 356. Credit will be allowed for only one of Psychology 2283 and PSYC A356.

**PSYC 2285 – Introduction to the Psychology of Abnormal Behaviour (formerly PSYC 3385)**

(3 credits – TG) 3 hours lecture

This senior-level course is a survey of the symptoms, causes and treatment of psychological disorders as they occur across the lifespan. Through lecture, videos and in-class applied exercises, students will consider the experience of psychological abnormality and study contemporary methods used in clinical diagnosis and intervention.



*Prerequisite:* Psychology 1105 or consent of the chair of the department.

**Note:** Psychology 2285 = Athabasca University PSYC 435. Credit will be allowed for only one of Psychology 2285 and PSYC A435.

**PSYC 3305 – History of Psychological Thought (U of C PSYC 305)**

(3 credits – TG) 3 hours lecture

In this course, students will examine the societal, philosophical, and scientific trends that, beginning in ancient Greece, ultimately gave rise to modern psychology. In addition, students will learn how the topics of psychology were investigated prior to the formation of psychology as a distinct scientific discipline.

*Prerequisite:* Psychology 1105.

**PSYC 3319 – Psychology of Death and Dying**

(3 credits – TG) 3 hours lecture

The course examines social and psychological aspects of death and dying, such as: historical and cross cultural variability in death attitudes, spirituality, the dying process, ethical issues such as euthanasia and suicide, bereavement, burial practices and death perceptions across the life-span.



*Prerequisite:* Psychology 1105.

**PSYC 3327 – Psychology of Sexuality**

(3 credits – TG) 3 hours lecture

This course emphasizes psychological theory and research concerning human sexuality. It reviews methods and methodological problems in research on sexual behaviour. It covers basic information about sexual physiology and function, sexual development and differentiation, sexual behaviour, attraction, intimacy, sexual orientation and sexual dysfunction.

*Prerequisite:* Psychology 1105 or consent of the chair of the department.

**PSYC 3347 – Psychology of Gender**

(3 credits – TG) 3 hours lecture

This course takes a psychological approach to the study of gender stereotypes, the empirical evidence for female-male differences and similarities in behaviour and experience, and the implications of gender roles for interpersonal relationships and social roles. Biologically-based and socially-based explanations will be evaluated.



*Prerequisite:* Psychology 1105 or consent of the department.

**PSYC 3351 – Topics in Child Development (U of C PSYC 351)**

(3 credits – TG) 3 hours lecture

This course focuses on psychological development from conception through childhood and adolescence, examining such topics as the development of cognition, emotion, identity, moral thinking, and psychosocial abilities.



*Prerequisite:* Psychology 1105 or equivalent or consent of the department.

**Note:** Psychology 3351 = Athabasca University PSYC 323. Credit will be allowed for only one of Psychology 3351 and PSYC A323.

**PSYC 3353 – Topics in the Psychology of Aging (U of C PSYC 353)**

(3 credits – TG) 3 hours lecture

This course examines the nature, causes and implications of developmental changes across the middle and later adult years. Following a basic overview of theoretical perspectives and research methods used in the area, the course will look at age-related changes in physiological, psychological, and social functioning. Diversity in later adulthood is also discussed, as it is reflected in gender and in cultural, lifestyle and individual variability.



*Prerequisite:* Psychology 2205.

**Note:** Psychology 3353 = Athabasca University PSYC 381. Credit will be allowed for only one of Psychology 3353 and PSYC A381.

**PSYC 3355 – Topics in Adolescence**

(3 credits – TG) 3 hours lecture

This course investigates the impact of various factors (environment, peers, family, school, work and media) on developmental processes that occur during adolescence. Theories and research are put into a meaningful framework to emphasize the diversity of this decade of development.



*Prerequisite:* Psychology 1105 or equivalent or consent of the department.

**Note:** Psychology 3355 = Athabasca University PSYC 350. Credit will be allowed for only one of Psychology 3355 and PSYC A350.

### **PSYC 3369 – Sensation and Perception**

(3 credits) 3 hours lecture

The course will provide students with an understanding of how the brain receives and processes information about the world around us. This will include the basic anatomy and physiology of the primary sensory systems, the scientific methods used to measure sensory function, and how information is represented in neural processing. The course will also look at traditional and cutting edge approaches to object perception, theories of depth perception, color perception, pattern recognition, motion, attention and at the processes of bottom-up and top-down processing and how they interact.

*Prerequisite: Psychology 1105 or Psychology 1102*

### **PSYC 3375 – Brain and Behaviour (U of C PSYC 375)**

(3 credits – TG) 3 hours lecture

This course encourages students to adapt a biological perspective towards psychological questions and issues. From a basic overview of brain anatomy and neuron physiology, the course looks at a varied selection of topics such as vision, brain damage and recovery. Alzheimer's disease, sleep and dreaming, drug addiction, learning, aggression and schizophrenia. All these topics are of interest to psychologists and all can be reduced to, and understood in terms of, the operations of the nervous system.

*Prerequisite: Psychology 1105 or equivalent.*

**Note:** Psychology 3375 = Athabasca University PSYC 402. Credit will be allowed for only one of Psychology 3375 and PSYC A402.

### **PSYC 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **RECREATION STUDIES (RECR)**

### **RECR 1132 – Twentieth Century Arts and Crafts: An Introduction**

(3 credits – TG) 3 hours lecture

This course is an experiential exploration of arts and crafts incorporating various media.

### **RECR 1147 – Introduction to Voluntarism**

(3 credits – TG) 3 hours lecture

This course provides a study of the volunteer in the community. Discussion will include a brief history of voluntarism, the recruitment and training of volunteers and the role of volunteers in the planning and delivery of community programs. The focus of the course is on the principles of volunteer management in a wide variety of community service environments.

### **RECR 1175 – Introduction to Tourism**

(3 credits – TG) 3 hours lecture

This course provides a survey of the history, principles, organization, planning, regional attitudes, behaviour, patterns and vocational opportunities in tourism.

### **RECR 1203 – Recreation and Community Development**

(3 credits) 3 hours lecture

This course examines the model of community development and how it is used to empower individuals and communities. The recreation practitioner as a facilitator of community action will be the focus.

### **RECR 1207 – Commercial Recreation**

(3 credits) 3 hours lecture

This course is an investigation of the many providers of commercial recreation services.

### **RECR 1211 – Administration and Governance for Community Recreation**

(3 credits – TG) 3 hours lecture

This course is a study of the principles and practices of administration and governance for community recreation.

### **RECR 1217 – Marketing for Sport and Recreation**

(3 credits – TG) 3 hours lecture

This course is an investigation of principles and practices of marketing in sport and recreation studies.

### **RECR 1247 – Theory and Practice in Leadership**

(3 credits – TG) 3 hours lecture

This course studies leadership theory and introduces leadership skills that apply the theory in personal, community and work settings. Students are introduced to leadership skills inventories that allow them to analyze and evaluate their leadership skills. Students will reflect on their leadership experiences and develop strategies to plan personal learning opportunities to maximize their leadership skills.

## **RELIGIOUS STUDIES (RELS)**

### **RELS 1101 – World Religions: Western (formerly RELS 2201) (U of C RELS 201)**

(3 credits – TG) 4 hours lecture

Introduction to Western religions including: Judaism, Christianity and Islam.



### **RELS 1103 – World Religions: Eastern (formerly RELS 2203) (U of C RELS 203)**

(3 credits – TG) 4 hours lecture

Introduction to Eastern religions such as Jainism, Hinduism, Buddhism, Confucianism and Taoism.



### **RELS 1105 – The Nature of Religion (formerly RELS 2205) (U of C RELS 205)**

(3 credits – TG) 4 hours lecture

An introduction to the study of religion which relates religious traditions to contemporary thought and culture.



### **RELS 2207 – The Religion of the Hebrew Bible/Old Testament (formerly RELS 3301) (U of C RELS 301)**

(3 credits – TG) 3 hours lecture

An introduction to the critical study and reading of the books of the Hebrew Bible/Old Testament in English translation. The course focuses on the religious beliefs and institutions of ancient Israel.

### **RELS 2209 – The Nature and Function of Religious Experience (formerly RELS 3309) (U of C RELS 309)**

(3 credits – TG) 3 hours lecture

A study of ancient views and some contemporary psychological analyses of the nature and function of religious experience. Such religious phenomena as the genesis and development of religious behaviour, conversion and mysticism will be examined.

*Prerequisite: One of Religious Studies 1101, 1103, 1105 or a university-level course in Psychology.*



### **RELS 2211 – The Classical Hindu Tradition (formerly RELS 3311)**

(3 credits – TG) 3 hours lecture

The background, basic literature, thought and practices of classical Hinduism.

*Prerequisite: Religious Studies 1103.*



### **RELS 2215 – World Christianity (formerly RELS 3315)**

(3 credits – TG) 3 hours lecture

This course examines Christianity as a global phenomenon, considering important issues and movements around the world. Topics include types of Christianity, Mission, Ecumenism, Pentecostalism, Fundamentalism, social justice issues, roles and status of women, globalization, secularization, and relations between Christianity and other religious traditions.



### **RELS 2243 – Religion and Social Morality (formerly RELS 3343) (U of C RELS 343)**

(3 credits – TG) 3 hours lecture

The examination of religious views on the moral issues involved in human society, and on the moral implications of key social, economic, political and cultural elements in the modern world.

*Prerequisite: Religious Studies 1105 or Philosophy 1149 or consent of the department.*





**RELS 2251 – Sikhism (formerly RELS 3351)**

(3 credits – TG) 3 hours lecture

The central theme is the construction of Sikh identity. Particular attention will be given to the historical context from which Sikhism arose, the worldviews and goals it articulates, the development and content of its authoritative literature, and its religious practices. Sikhism outside of the Indian context may also be discussed.

*Prerequisite: Religious Studies 1103.*

**RELS 2279 – The Buddhist Tradition (formerly RELS 3379)**

(3 credits – TG) 3 hours lecture

A study of the doctrinal development, and practices of the Buddhist tradition, including treatment of topics such as early Buddhism, Mahayana, and Tibetan Vajrayana.

*Prerequisite: Religious Studies 1103.*

**RELS 2281 – Women and Religion (formerly RELS 3381) (U of C RELS 381)**

(3 credits – TG) 3 hours lecture

An examination of the origins, content and influence of the view of women contained in the religious traditions and expressed in the religious practices of West and East.

*Prerequisite: One of Religious Studies 1101, 1103, 1105 or any Women's Studies course.*

**RELS 2283 – The Beginnings of Christianity (formerly RELS 3383) (U of C RELS 383)**

(3 credits – TG) 3 hours lecture

The history, literature and religion of the early Christians.

*Prerequisite: Religious Studies 1101 or consent of the department.*

**RELS 3317 – Medieval Hinduism: Sects and Saints**

(3 credits – TG) 3 hours lecture

This course examines the important religious thinkers and movements in Hinduism from roughly eighth to the eighteenth century. Primary emphasis will be placed on the devotional (bhakti) trends in Hinduism during this period. Topics to be discussed may include: the nature of bhakti, sectarian philosophy, iconography and forms of worship, mythology, pilgrimage, sacred time and sacred space.

*Prerequisite: Religious Studies 1103 or consent of the department.*

**RELS 3321 – Religion in Modern India**

(3 credits – TG) 3 hours lecture

This course examines the important religious thinkers and movements in India during the nineteenth and twentieth centuries. While the focus will be on Hinduism, it may also consider developments associated with Islam, Sikhism, Buddhism, and Christianity.

*Prerequisite: Religious Studies 1103 or consent of the department.*

**RELS 3331 – Religious Perspectives on Suffering (U of C RELS 331)**

(3 credits – TG) 3 hours lecture

The course will examine and critique positions that traditional philosophers of religion have taken in response to the fact of suffering, as well as those positions taken by a variety of non-western religious traditions.

*Prerequisite: One of Religious Studies 1101, 1103, 05 or consent of the department.*

**RELS 3333 – Religion, Death and Mortality (U of C RELS 333)**

(3 credits – TG) 3 hours lecture

This course consists of an examination of various religious perspectives on death, mortality and the afterlife, as well as the death rituals of different religions.

*Prerequisite: Religious Studies 1105 or consent of the department.*

**RELS 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**ROMANCE STUDIES (ROST)****ROST 1101 – Topics in Romance Culture (formerly ROST 2299)**

(3 credits – TG) 3 hours lecture

This interdisciplinary course will provide an introduction to social life, art and architecture, and the economic and political systems of three of the four following cultures of the Mediterranean: Arabic, French, Italian and Spanish. Classroom activity will be augmented by cultural activities.

**ROST 4401 – Mediterranean Cultural Discovery**

(3 credits – TG) 3 hours lecture

This interdisciplinary course will provide a cultural opportunity to students and an experiential knowledge of social life, art, architecture, economic and political systems of different Mediterranean regions: France, Spain, Italy and other European, North African or Middle Eastern cultures.



*Prerequisite: Any four 1000, 2000 or 3000 Humanities (HUMN) courses or consent of the Department.*

*Recommended Preparation: Romance Studies 1101.*

**SCIENCE (SCIE)****SCIE 0110 – Introduction to Science**

(0 credits)

This is a credit-free upgrading course; special fees apply.

Topics include zoology, botany, microbiology, biochemistry, chemistry, Newtonian and post-Newtonian physics.

**Note:** This course is the equivalent of Science 10. Not intended for science majors.

**SCIE 0120 – Science, Technology and Society**

(0 credits)

This is a credit-free upgrading course; special fees apply.

Topics include telecommunications, computers, nuclear, hydroelectric and other power sources, extinction and environmental issues, cancer and treatment, vaccines, AIDS, genetic engineering and careers involving new technologies.

**Note:** This course is the equivalent of Science 20. Not intended for science majors.

**SOCIAL SCIENCE (SOSC)****SOSC 0130 – Contemporary History and Government**

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course involves a study of contemporary political, economic and social problems including international conflict and co-operation.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed mature under Alberta Education criteria may challenge the Alberta Education diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Education for formal confirmation.

**SOCIAL WORK (SLWK)****SLWK 1111 – Interpersonal Communication**

(3 credits – TG) 3 hours lecture

This course examines the principles and practice of effective interpersonal communication for people in the helping professions. Students will develop an understanding of the interactive forces of self-awareness, self-esteem, and perception of communication processes, and develop knowledge and skills in listening, verbal and nonverbal communication.

### **SLWK 1114 – Introduction to Social Work Practice**

(3 credits) 3 hours lecture

This course provides an introduction to all aspects of Social Work practice from a generalist perspective. Social Work principles, ethics, theories and models of practice are discussed, while an understanding of oppression and social justice are emphasized.

### **SLWK 1187 – Social Welfare Policies and Issues**

(3 credits) 3 hours lecture

This course examines the evolution of the Welfare State and how social welfare policy is developed. The course will review and analyze contemporary social problems, policies and issues relevant to Social Work practice in the context of social justice and advocacy for change.

### **SLWK 1215 – Social Work Methods**

(3 credits) 3 hours lecture

This methods course provides students with an opportunity to develop the knowledge, skills and attitudes to assess client needs and to implement a social work model of intervention.

*Prerequisite:* Social Work 1114.

### **SLWK 1216 – Counselling Skills**

(3 credits) 3 hours lecture

This course concentrates on the development of social work interviewing and counselling skills, emphasizing strengths-based practice. It is experiential, and students will be required to participate in simulated counselling interviews.

*Prerequisite:* Social Work 1111 and 1114.

### **SLWK 1217 – Administration in Social Work Organizations**

(3 credits) 3 hours lecture

This course involves studies of detailed aspects of social service administration.

*Prerequisite:* Social Work 1287.

Recommended: Social Work 1221

### **SLWK 1218 – Social Work with Groups**

(3 credits) 3 hours lecture

This course is designed to develop social work skills for working with groups through a combination of lectures, observation, and experiential learning. The stages of group development, group roles and norms, theoretical frameworks, intervention, group design, implementation and evaluation will be addressed.

*Prerequisite:* Social Work 1111 and 1216.

### **SLWK 1221 – Community Organization**

(3 credits) 3 hours lecture

This course provides students with an opportunity to develop beginning skills in community organization and development. The focus of the course is on practice rather than theory and students will be evaluated on their ability to practice social work with a community as a client.

*Prerequisite:* Social Work 1114 and 1215.

### **SLWK 1222 – Social Work with Families**

(3 credits) 3 hours lecture

The purpose of this course is to provide students with a framework for understanding the diversity and changing concepts of the family dynamics as related to social work practice.

*Prerequisite:* Social Work 1215 and 1216.

### **SLWK 1223 – Social Work and Mental Health**

(3 credits) 3 hours lecture

This course provides students with an understanding of the many interrelated factors that affect individuals' mental health. The role of social workers in working with mental health consumers and understanding and addressing mental health issues, across the range of social work practice is examined.

*Prerequisite:* Social Work 1114 and 1215.

### **SLWK 1287 – Social Work Practicum I**

(6 credits) 3 hours tutorial biweekly, 357 hours practicum

This course involves supervised study and practice. Students spend three days a week in a social service agency. After an initial orientation period, students are expected to assume responsibility for assigned agency duties in order to enhance their knowledge and skill in social work methods. During agency work, attention is given to teaching students specific skills, developing competence in terms of offering adequate services to clients and participating in the overall agency program. Seminars will focus on integrating relevant social work knowledge, with students' work in the field.

*Prerequisite:* Social Work 1111, 1114 and 1187.

*Corequisite:* Social Work 1215 and 1216.

### **SLWK 1297 – Social Work Practicum II**

(6 credits) 3 hours tutorial biweekly, 357 hours practicum

This course involves supervised study and practice. Students spend three days a week in a social service agency. After an initial orientation period students are expected to assume full responsibility for cases in order to enhance their knowledge and skill in social work methods and actively engage in social work practice. During agency work attention is given to teaching students specific skills, developing competence in terms of offering adequate service to clients and participating in the overall agency program.

*Prerequisite:* Social Work 1287.

**Note:** Social Work 1297 is open only to Social Work students who have successfully completed all Social Work courses in Semesters 1, 2 and 3.

### **SLWK 3301 – Children's Mental Health**

(3 credits) 3 hours lecture

This course provides students with an understanding of many issues that effect the mental health of children including knowledge of the major mental disorders in children, factors contributing to these disorders, therapeutic interventions, suicide and suicide risk assessment, the mental health system for children and the role of social workers.

### **SLWK 3331 – International Community Development**

(3 credits) Internet Delivery

This interdisciplinary course will provide students with an overview of International Community Development issues such as poverty, health care, education, human rights, foreign aid and controversy. Students will be encouraged to examine topics such as sustainable development, child soldiers, and the world AIDS crisis, from the unique perspective of their individual field of study.



### **SLWK 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **SOCIOLOGY (SLGY)**

### **SLGY 1101 – Introduction to Sociology**

(formerly SLGY 2201) (U of C SOCI 201)

(3 credits – TG) 3 hours lecture

This course introduces students to the discipline of Sociology. Sociology is the study of human social life including social actions, interactions, relationships, groups, subcultures, cultures and institutions. A variety of fields within the discipline (e.g., sexuality, religion, "deviance") will be explored and the connections between social research and social theory will be explored.



### **SLGY 1103 – The Sociological Imagination**

(3 credits) 3 hours lecture

This course expands the historical, philosophical, and theoretical developments covered in Introduction to Sociology (SLGY 1101). Students will further develop the conceptual and methodological tools required to conduct critical and reasoned analyses of social life from small-scale micro-level social interaction to large-scale macro-level social institutions.

*Prerequisite:* Sociology 1101

**Note:** Required for Sociology Majors and Honours

**SLGY 2229 – Crime and Society (formerly SLGY 3319)**

(3 credits – TG) 3 hours lecture

This course serves as an introduction to the sociological study of crime. The goal is to critically assess crime as it intersects with race, class, and gender. Students will become familiar with classical and contemporary theories of crime as well as strategies toward rehabilitation or social change.

*Prerequisite:* Sociology 1101 or consent of the chair of the department.

**SLGY 2231 – Classical Sociological Theory (formerly SLGY 3331) (U of C SOCI 331)**

(3 credits – TG) 3 hours lecture

This course offers students an overview of the development of sociological theory with emphasis on the period from the nineteenth century to the Second World War. Theorists such as Marx, Durkheim and Weber will be reviewed and analysed.

*Prerequisite:* Sociology 1101 or consent of the department.

**SLGY 2233 – Sociology of Gender (formerly SLGY 3303)**

(3 credits – TG) 3 hours lecture

Gender operates on four dimensions in Canadian society: within individuals; through interaction with others; in the features of social institutions such as work, law, and family; and in the norms and values that shape the socio-cultural landscape. This course will introduce students to gender on each of these dimensions.

*Prerequisite:* Sociology 1101 or consent of the department.

**SLGY 2245 – Mass Communication (formerly SLGY 3345)**

(3 credits – TG) 3 hours lecture

This course engages in an analysis of the pervasive presence of mass media in modern society and the many ways that various forms of media representation intersect with mass audiences. An overview of the development of modern media is extended to include a summary of the key perspectives on media texts and how they position the audience.

*Prerequisite:* Sociology 1101 or consent of the department.

**SLGY 2253 – Urban Sociology (formerly SLGY 3353)**

(U of C SOCI 353)

(3 credits – TG) 3 hours lecture

The course introduces students to the field of urban sociology. Through a focus on social interaction, students will investigate how power and inequality are produced, reproduced and also destabilized in urban social spaces. Specific topics that will be covered include theories of the city, urban ethnography, urban subcultures, forms of urban social resistance and urban design and control.

*Prerequisite:* Sociology 1101 or consent of the department.

**SLGY 2265 – Social Stratification and Inequality**

(formerly SLGY 3365) (U of C SOCI 365)

(3 credits – TG) 3 hours lecture

This course introduces theories of stratification and inequality and explores different types of social stratification systems. There is an emphasis on the forces that contribute to the maintenance and disruption of social inequality. The focus is primarily on social inequality in Canada but cross cultural and global inequality will also be considered.

*Prerequisite:* Sociology 1101.

**SLGY 2271 – Sociology of Families (formerly SLGY 3371)**

(U of C SOCI 371)

(3 credits – TG) 3 hours lecture

Structure and functions of the family, family systems, sociology of family life stages (such as childhood, adolescence, adulthood, old age), contemporary trends and problems of the family.

*Prerequisite:* Sociology 1101.

**SLGY 2273 – Sociology of Aging (formerly SLGY 3373)**

(U of C SOCI 373)

(3 credits – TG) 3 hours lecture

Individuals experience changing roles, activities, and relationships as they age. In addition, declining birthrates and increasing life expectancies have profound implications for social structures, norms, and values. This course examines the social aspects of both individual and population aging.

*Prerequisite:* Sociology 1101 or consent of the department.

**SLGY 2275 – Theories of “Race” and Ethnicity (formerly SLGY 3375)**

(3 credits – TG) 3 hours lecture

This course engages in a critical historical/theoretical investigation of the race concept. The focus is on race and ethnicity as experienced in everyday life. There is strong emphasis on reading and evaluating scholarly work on race/ethnicity and, in particular, on racism. While race and ethnic oppression are stressed, forms of resistance to racism and collective solidarity based on anti-racist organizing are also explored.

*Prerequisite:* Sociology 1101.

**SLGY 2277 – Sociology of Religion (formerly SLGY 3377)**

(U of C SOCI 377)

(3 credits – TG) 3 hours lecture

This course offers an introduction to sociological concepts and theories in the study of religion. Questions about the structure of religious organizations, creation of meaning, secularization and religious diversity will be addressed.

*Prerequisite:* Sociology 1101.

**SLGY 3317 – Young Offenders and the Law (formerly SLGY 2217)**

(3 credits – TG) 3 hours lecture

In most societies, people below a certain age are thought to be not fully culpable or cognizant of the consequences of their actions. As a result, juvenile justice systems are established to deal with them separately from adults. Using sociological theory, this course will work to deconstruct Canada's three young offender acts in order to understand juvenile crime.

*Prerequisite:* Sociology 1101 or consent of the chair of the department.

**SLGY 3333 – The Development of Contemporary Sociological Theory**

(U of C SOCI 333)

(3 credits – TG) 3 hours lecture

This course explores several major currents of contemporary social thought focusing on the period from the Second World War to the present. Some examples of theories that will be explored include structural functionalism, the conflict perspective, critical sociology, symbolic interactionist approaches, structuralism, phenomenology, and post structuralism.

*Prerequisite:* Sociology 1101 or consent of the department.

**SLGY 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**SPANISH (SPAN)**

**Note:** Placement Test: Students with Spanish language knowledge must consult the Spanish section of the Department of Languages and Cultures to be placed in a course corresponding to their ability. Placement tests will be administered in order to assess prior knowledge. Students should contact the Department to make an appointment to complete their placement test at least within two weeks before the beginning of classes each semester. The Spanish section reserves the right to place students in the language course that is appropriate to their level of language proficiency.

**SPAN 1101 – Beginners' Spanish I (formerly SPAN 2201) (U of C SPAN 201)**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course offers a comprehensive introduction of the Spanish language to students with no prior knowledge. It includes training in listening, speaking, reading and writing of Spanish in its cultural context.

**Note:** May not normally be taken for credit by students with Spanish 30 or equivalent.

**SPAN 1103 – Beginners' Spanish II (formerly SPAN 2203)**  
**(U of C SPAN 203)**

(3 credits – TG) 4 hours lecture, 1 hour lab

This course is intended for students continuing from Spanish 1101. Students will develop basic communicative skills as well as further develop skills in reading, writing, listening and speaking Spanish.

*Prerequisite:* Spanish 30, 1101 or equivalent.

**SPAN 2211 – Intermediate Spanish I (formerly SPAN 3301)**  
**(U of C SPAN 301)**

(3 credits – TG) 3 hours lecture, 1 hour lab

This course builds on basic knowledge and skills. It offers further development of communication skills in Spanish as well as the study of some cultural aspects of the Spanish-speaking world.

*Prerequisite:* Spanish 1103 or consent of the department.

**SPAN 2213 – Intermediate Spanish II (formerly SPAN 3303)**  
**(U of C SPAN 303)**

(3 credits – TG) 3 hours lecture, 1 hour lab

This course is the continuation of Spanish 2211. It deals with more difficult and complex grammatical structures and also provides further study of social and cultural aspects of the Spanish-speaking world.

*Prerequisite:* Spanish 2211 or consent of the department.

**SPAN 2221 – Contemporary Hispanic Cultures and Oral Practice (formerly SPAN 3321) (U of C SPAN 321)**

(3 credits – TG) 3 hours lecture

This course explores specific features of the various Hispanic cultures in contemporary society. It offers a study of current issues in the Hispanic world as seen through a variety of sources such as short stories, articles, video programs and the web. Students are given opportunities to develop their oral skills by making presentations and participating in guided interactions. They can also further develop their writing skills through directed writing practice on the topics and issues analyzed in class.

*Prerequisite:* Spanish 2211 or consent of the department.

**SPAN 2223 – Introduction to Textual Analysis and Composition (formerly SPAN 3323)**

(3 credits – TG) 3 hours lecture

This course focuses on the development of writing skills through an analysis of cultural readings taken from journalistic, scientific and literary texts as well as from other media. Students will learn composition strategies and how to apply them in their writing. Various styles will be explored in class, including dialogues, summaries, narrations and essays.

*Pre- or Corequisite:* Spanish 2211 or consent of the department.

**SPAN 3305 – High Intermediate Spanish**

(3 credits) 3 hours lecture

This course provides students with the opportunity to attain a high-intermediate level of language proficiency and to gain a more in depth understanding of Hispanic cultures. The main focus is on the exploration and analysis of oral and written contemporary texts from the Spanish-speaking world. A strong emphasis is placed on vocabulary enrichment, grammatical accuracy as well as the improvement of oral and written discourse.

*Pre-requisites:* SPAN 1103 and SPAN 2223 or consent of the department.

**SPAN 3309 – Critical Thinking in Spanish**

(3 credits) 3 hours lecture

This course is designed to develop students' critical thinking in Spanish. Students learn techniques for analyzing, comparing, summarizing and persuading in the target language. They explore, discuss and reflect on cultural issues in literary texts and other sources dealing with journalistic, social and political current events. A strong emphasis is placed on learners' development of language proficiency in terms of listening, speaking, reading and writing skills.

*Pre-requisites:* SPAN 2203 and 2223 or consent of the department.

**SPAN 1199 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

**SPEECH (SPCH)**

**SPCH 1115 – Bridging Communication Tradition**

(3 credits – TG) 3 hours lecture

This course is designed to allow the student to explore and experience the oral tradition of native culture and the speech demands of the 21st century. Specifically it provides the student with practical experience in the arts of speaking and listening, as well as an opportunity to contrast communication characteristics of two cultures.

**SPCH 1120 – Exploration of Speech Sounds and Rhythms**

(3 credits) 3 hours lecture

This course is designed for students whose first language is not English and who need the skills to be understood and to communicate effectively.

Students will first learn and practice individual speech sounds, sound combinations, vocabulary and pronunciation. Students will secondly learn and practice delivery techniques. The course objective is for students to develop a fluent, expressive oral presentation in the English language.

This is a very good preparatory class for Speech 1110.

**SPCH 2001 – Introduction to Public Speaking**  
**(formerly SPCH 1110)**

(3 credits – TG) 3 hours lecture

This course provides an introduction to current theories of communication. An understanding of effective communication and its potential is promoted through participation in a variety of speaking situations. Opportunity is given for group discussion; audience analysis; development of good listening habits and how to research, organize and prepare various types of speeches.



**SPCH 2003 – Delivery Techniques for Presentation**  
**(formerly SPCH 1113)**

(3 credits – TG) 3 hours lecture

This course is designed to develop the vocal techniques of the student and to polish fundamental delivery skills. Specifically it provides the student with the option to move to advanced techniques in verbal and non-verbal delivery. It is relevant for anyone whose career path requires them to communicate with others.



**SPCH 2005 – Delivery Techniques in a Diverse Society**

(3 credits) 3 hours lecture

This course will further develop students' speech skills by giving them an understanding of their voice and the effect it has on presentation. Using examples from societies with an oral tradition, focus will be on applying literary interpretation to the voice. Specific focus will be given to proper breathing, pitch, articulation, pronunciation and vocal expression.

*Prerequisite:* Speech 1115.

**SPCH 2007 – Presentation in the Information Age**  
**(formerly SPCH 1201)**

(3 credits – TG) 3 hours lecture

This course will explore presentation using new technologies as a key support component. Students will be guided through the preparation and presentation process and will be able to use various new presentation technologies to enhance delivery and communication. The latest in information and presentation technologies will be utilized including, but not limited to, PowerPoint, Internet Conferencing, Electronic Whiteboarding, Video Conferencing and Internet Group Forums.



Recommended Preparation: Speech 2001 Introduction to Public Speaking.



### **SPCH 3001 – Persuasive Speech**

(3 credits) 3 hours lecture

This course is designed for the advanced speaker who wants to develop the art of persuasion further. Students will learn techniques for developing subject matter for different types of persuasive speeches, reasoning, ethics, and the necessary delivery techniques needed to convince, motivate, market, and sell ideas and products with greater success.



*Prerequisite* Speech 1110, 1112, 1113, 1201, or any 2000 level speech course.

### **SPCH 1199, 1299 – Directed Readings**

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## **THEATRE ARTS (THEA)**

### **THEA 1100 – Stagecraft I**

(2 credits – TG) 1 hour lecture, 3 hours lab

In Stagecraft I, students will be introduced to the technical elements of theatrical productions, stage and scenery. Students will gain carpentry skills and learn the proper and safe operation of hand and power tools through practical projects in the carpentry shop and utilizing stage equipment in the theatre. Students will understand theatre terminology and be introduced to production organization and management.

### **THEA 1103 – Make-up for Stage, Film, and Fashion**

(3 credits) 1 hour lecture, 2 hours tutorial

This is an introductory course in make-up technique particularly relevant to theatre workers and models. Practical class sessions allow you to practice make-up application.

### **THEA 1105 – Production Practicum I**

(2 credits – TG) 100 hours practicum

Students are required to work on the department's productions in performance or production crew capacities.

### **THEA 1110 – Acting I**

(3 credits – TG) 2 hours lecture, 3 hours lab

This course is an introduction to improvisation, movement and a creative dramatics approach through theatre games for the beginning actor. Dramatic works from Ibsen to our contemporaries will be discussed.

### **THEA 1112 – Introduction to the Theatre**

(3 credits – TG) 3 hours lecture

This course provides an introduction to the nature of theatre including the function and purpose of theatre both in historic and contemporary times, an introduction to script analysis and an opportunity to investigate the acting process through scripted scenework.



### **THEA 1115 – Creative Drama and Movement for Adults Dealing with Children**

(3 credits – TG) 3 hours lecture

This course deals with directed play, emotional control, and the ability to co-operate with children through improvisation, theatre games and movement. The imagination is developed and students gain experience in developing expressive speech.



### **THEA 1120 – Movement I**

(2 credits – TG) 1 hour lecture, 3 hours lab

This course introduces a movement approach for actors that promotes freedom and ease of movement. The work is a physical exploration, which includes training in movement techniques designed to develop flexibility, control, rhythm and expressiveness.

### **THEA 1130 – Voice for the Actor I**

(2 credits – TG) 1 hour lecture, 3 hours lab

This course provides an introduction to the nature of voice production and articulation. The emphasis will be on freeing the natural voice as it pertains to the stage task.

### **THEA 1135 – Basic Music Skills I**

(1 credit) 1 hour lecture, 1 hour lab

This course is designed to introduce the student to the rudiments of singing technique. The course will cover vocal vocabulary, techniques for singing, finding your range and singing on pitch.

### **THEA 1141 – Lighting I**

(1 credit) 1 hour lecture, 1 hour lab

This course is an introduction to stage lighting practice. Students will examine how stage lighting systems and equipment work and how they are used to light the stage. Students will be able to use basic lighting technology safely and understand basic electrical theory and practice. This course is also an introduction to how light is used as an artistic expression in theatre.

### **THEA 1146 – Sound I**

(1 credit) 1 hour lecture, 1 hour lab

This is a practical course in which students work primarily on the preparation and use of audio for theatre production. A series of lab sessions and creative projects are designed to enable the student to develop an awareness of the effectiveness of sound in theatre and a working knowledge of various types of basic audio equipment. Principles of sound propagation and travel are also covered.

### **THEA 1154 – Costumes I**

(1 credit) 1 hour lecture, 1 hour lab

This course is an introductory examination of costume shop procedures, tasks, equipment, and techniques with an introductory study of fibres and fabrics where students will acquire skills to sample hand and machine sewing techniques and to retrieve, manage and evaluate information to complete period costume research.

### **THEA 1157 – Drafting and Design I**

(2 credits) 1 hour lecture, 3 hours lab

In Drafting and Design I, students will be introduced to the use of drafting in the theatre, through practical exercises in orthographic and isometric projection, plans, elevations and sections. This is designed to increase their ability to glean information from drawings as supplied by the designer. This approach to the design process will be supplemented with an introduction to perspective rendering.

### **THEA 1200 – Stagecraft II**

(2 credits – TG) 1 hour lecture, 3 hours lab

This course is a continuation of Theatre Arts 1100 in more depth and detail. Students will be introduced to materials and techniques used in properties construction and scenic painting. Students will work on practical projects in colour mixing, and scenic painting techniques, as well as prop building.

*Prerequisite:* Theatre Arts 1100.

### **THEA 1202 – Early Theatre**

(3 credits – TG) 3 hours lecture

This course addresses the history and development of Western Theatre from Ancient Greece to the English Restoration.



### **THEA 1203 – Modern Theatre**

(3 credits – TG) 3 hours lecture

This course addresses the history and development of Western Theatre from the English Restoration to the present.

Recommended Preparation: English 0212 or 2201.



### **THEA 1205 – Production Practicum II**

(2 credits – TG) 100 hours practicum

Students are required to work on the department's productions in performance or production positions.

*Prerequisite:* Theatre Arts 1105 or Theatre Arts 1110 with a "C-" or better.

### **THEA 1206 – Production Practicum III**

(3 credits – TG) 200 hours practicum

Students in their second year will work on the department's productions in major acting roles and senior production positions.

*Prerequisite:* Theatre Arts 1205.

### **THEA 1207 – Production Practicum IV**

(3 credits – TG) 200 hours practicum

Students in their second year will work on the department's productions in major acting roles and senior production positions.

*Prerequisite:* Theatre Arts 1206.

### **THEA 1208 – Properties I**

(2 credits) 1 hour lecture, 3 hours lab

Students will gain an understanding of various basic techniques of properties construction, coupled with an appreciation of the aesthetic and structural consideration that are involved in the design, planning and execution of any given stage property. Students will produce projects in a wide range of different props from simple handprops to fake food and replica weapons. Props organization in the purchase and/or borrowing of properties as well as set dressing and running of props will be examined.

*Prerequisite:* Theatre Arts 1200.

### **THEA 1209 – Properties II**

(2 credits) 1 hour lecture, 3 hours lab

The course is a continuation of Theatre Arts 1208 in more depth and detail. The course continues with instruction in the use of metals, dyes and paints and an introduction to furniture construction involving period styles.

*Prerequisite:* Theatre Arts 1208.

### **THEA 1210 – Acting II**

(3 credits – TG) 2 hours lecture, 3 hours lab

This course is a continuation of Theatre Arts 1110. Contemporary plays are discussed, and classroom exercises are based on the scripts. The emphasis is on character analysis, character portrayal and performance techniques.

*Prerequisite:* Theatre Arts 1110.

### **THEA 1211 – Acting III**

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides continued study in the techniques of acting with the emphasis on intensive scene work from contemporary scripts.

*Prerequisite:* Theatre Arts 1210.

### **THEA 1212 – Acting IV**

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides continued study in the techniques of acting with the emphasis on scenes selected from period scripts. The periods to be studied may be chosen on the basis of the department's productions.

*Prerequisite:* Theatre Arts 1211.

### **THEA 1215 – Acting for Film and Television**

(2 credits – TG) 1 hour lecture, 1 hour tutorial

This course will assist the actor in making the transition from stage to film and television.

*Prerequisite:* Theatre Arts 1211, 1221 and 1231.

### **THEA 1220 – Movement II**

(2 credits – TG) 1 hour lecture, 3 hours lab

This course is a continuation of the work introduced in Theatre Arts 1120. Emphasis will be placed on the skilful integration of the developing skills.

*Prerequisite:* Theatre Arts 1120.

### **THEA 1221 – Movement III**

(2 credits – TG) 1 hour lecture, 3 hours lab

This course provides the opportunity for more advanced and in-depth movement techniques for actors based on a solid foundation of understanding gained in Theatre Arts 1120 and 1220.

*Prerequisite:* Theatre Arts 1220.

### **THEA 1222 – Movement IV**

(2 credits – TG) 1 hour lecture, 3 hours lab

This course is intended to teach the students the basics of theatrical stage combat covering the disciplines of unarmed combat, single sword and quarter staff in preparation for the development of character work in staged violence, with the safety of the actor as a prime concern. At the successful completion of this course, the student may receive certification for the Actor Combatant Level with Fight Directors Canada, the national governing body responsible for teaching Stage Combat.

*Prerequisite:* Theatre Arts 1221.

### **THEA 1230 – Voice for the Actor II**

(2 credit – TG) 1 hour lecture, 3 hours lab

The focus of this course is on voice for characterization. Work is primarily on oral interpretation of literature with emphasis on vocal technique in performance.

*Prerequisite:* Theatre Arts 1130.

### **THEA 1231 – Voice for the Actor III**

(2 credit – TG) 1 hour lecture, 3 hours lab

This course explores the varied demands made on the actor's voice in theatrical applications. Emphasis is on quality and control in performance.

*Prerequisite:* Theatre Arts 1230.

### **THEA 1232 – Voice for the Actor IV**

(2 credit – TG) 1 hour lecture, 3 hours lab

This course is a continuation of work with the voice of the individual actor.

*Prerequisite:* Theatre Arts 1231.

### **THEA 1235 – Basic Music Skills II**

(1 credit) 1 hour lecture, 1 hour lab

This is a continuance of Theatre Arts 1135. The student will build on existing techniques and will develop the ability to choose individual selections appropriate to their vocal style. In this course the student will develop a repertoire of songs appropriate for a performance audition. Units will include:

Unit I – What's Available

Unit II – Vocal Style

Unit III – Putting it all Together

### **THEA 1241 – Lighting II**

(1 credit) 1 hour lecture, 1 hour lab

This course is a continuation of Theatre Arts 1141. Students will have the opportunity to learn more about light as a design element in the theatre as well as the planning and drafting of lighting for the stage. Students will learn to operate computer lighting control desks and be introduced to stage lighting colour theory. Students will learn stage lighting graphics and paperwork organization by creating a lighting design using the McCandless Method of design.

*Prerequisite:* Theatre Arts 1141.

### **THEA 1242 – Lighting III**

(2 credits) 1 hour lecture, 3 hours lab

This course looks at the process of lighting from the point of view of the Master Electrician. Students will involve themselves in an in-depth study of the technology of theatrical stagelighting, modern theatre technology, including computer lighting control, digital dimming, projections and colour science will be examined through practical labs and projects.

*Prerequisite:* Theatre Arts 1241.

### **THEA 1245 – Lighting IV**

(2 credits) 1 hour lecture, 3 hours lab

This course draws on the knowledge of the technology of stage lighting gained in Theatre Arts 1242 to examine, in-depth, the role of the lighting designer in professional theatre. Students follow the design process from script to final design blueprints, focus and level/cue setting through practical design projects in the theatre and theoretical designs using Computer Aided Drafting and Design software.

*Prerequisite:* Theatre Arts 1242.

**THEA 1246 – Sound II****(1 credit) 1 hour lecture, 1 hour lab**

This course is a continuation of Theatre Arts 1146. This is a practical course in which students work primarily on the preparation and use of audio for theatre productions. A series of lab sessions and creative projects are designed so that the student develops an awareness of the effectiveness of sound in theatre and a working knowledge of various types of audio equipment. Students will be introduced to digital audio technology and digital editing for show production.

*Prerequisite: Theatre Arts 1146.***THEA 1248 – Sound III****(2 credits) 1 hour lecture, 3 hours lab**

This course is structured to provide the student with knowledge of and experience in the use of contemporary theatre audio systems and methods. Students will explore the principles of sound generation, control, reproduction and processing, audio augmentation in stage productions and the proper preparation and operation of equipment for complex audio productions in the theatre using current audio recording, mixing and editing techniques.

*Prerequisite: Theatre Arts 1246.***THEA 1249 – Sound IV****(2 credits) 1 hour lecture, 3 hours lab**

This is a course in advanced audio theory and practice and the role of the Audio Engineer and the Sound designer in professional theatre. Through practical workshops and labs students will examine audio system configuration and architecture, digital audio and MIDI systems, wireless technology, monitor mixing techniques and live audio reinforcement.

*Prerequisite: Theatre Arts 1248.***THEA 1254 – Costumes II****(1 credit) 1 hour lecture, 1 hour lab**

This course is an examination of fabric and notions selection and costume design methods. Students acquire skills to cut and build a simple garment, and to retrieve, manage and evaluate period costume information in order to develop a costume design concept.

*Prerequisite: Theatre Arts 1154.***THEA 1255 – Costumes III****(2 credits) 1 hour lecture, 3 hours lab**

This course is an examination of drafting, draping and fitting basic blocks with a study of period costume design elements and methods, where students will acquire skills to draft, cut, build and fit a simple period costume. Students will retrieve, manage and evaluate information to identify period costume design elements and methods.

*Prerequisite: Theatre Arts 1254.***THEA 1256 – Costumes IV****(2 credits) 1 hour lecture, 3 hours lab**

This course is an examination of drafting, cutting and building a complex period costume with a study of the selection and application of fabric dyes, paints and decorative materials where students acquire skills in dyeing, painting and breakdown. Students will acquire skills to retrieve, manage and evaluate information to do comparative period costume research.

*Prerequisite: Theatre Arts 1255.***THEA 1257 – Drafting and Design II****(2 credits) 1 hour lecture, 3 hours lab**

This course is an examination of basic CADD (Computer Aided Drafting and Design) computer concepts with a study of basic CADD computer operations where students acquire skills in CADD drawings of elevations, ground plans, sections, and orthographic and isometric projections.

*Prerequisite: Theatre Arts 1157.***THEA 1258 – Scenic Painting I****(2 credits) 1 hour lecture, 3 hours lab**

This course is an introduction to the basic techniques in scenic painting for the theatre. Students will produce projects using basic painting techniques to produce various effects including woodgrain, brickwork and foliage.

*Prerequisite: Theatre Arts 1257.***THEA 1259 – Scenic Painting II****(2 credits) 1 hour lecture, 3 hours lab**

This course is a continuation of Theatre Arts 1258 in more depth and detail. The course continues with more complex painting projects involving colour mixing, stencils, stamps, scaling drop painting and more advanced texturing techniques.

*Prerequisite: Theatre Arts 1258.***THEA 1267 – Stage Carpentry and Scenic Construction I****(2 credits) 1 hour lecture, 3 hours lab**

This course covers the construction of theatrical set pieces using advanced procedures. Theatre carpentry is studied using more advanced tools, joinery and building techniques. Topics may include, three dimensional elements such as ceilings, wagons, weight bearing staircases and platforms and irregular shapes and surfaces. Students will understand the role and responsibility of the Head Carpenter and carpentry shop organization and management.

*Prerequisite: Theatre Arts 1200.***THEA 1268 – Stage Carpentry and Scenic Construction II****(2 credits) 1 hour lecture, 3 hours lab**

This course examines the roles and responsibilities of the Stage Carpenter in addition to further projects in scenic construction. Students will learn stage carpentry through practical exercises and projects in rigging and flying scenery, rigging knots and safe practice when operating a fly system will be addressed. Techniques for shifting scenery such as wagons, skids, revolves and flying will be introduced, as well as setup procedures. Scenic construction techniques will deal with movable scenery.

*Prerequisite: Theatre Arts 1267.***THEA 1271 – Stage Management I****(2 credits) 1 hour lecture, 3 hours lab**

This is an introductory level course in stage management. Students will be introduced to the organizational skills necessary for successful stage management in a theatrical production. The position of the Assistant Stage Manager will be explored in detail. Clear and concise communication within the production team will be stressed. Various stage management forms will be introduced.

*Prerequisite: Theatre Arts 1100.***THEA 1273 – Stage Management II****(2 credits – TG) 1 hours lecture, 3 hours lab**

This is an advanced course in stage management with the role of the Equity Stage Manager as the major focus. Organizational skills and communication skills will be stressed. Through practical projects, students will perform the role of Stage Manager, creating prompt book and calling cues. Study will include: an overview of technical direction, production management and administration. Performing arts unions and associations will be analysed.

*Prerequisite: Theatre Arts 1100 and 1200.***THEA 1280 – Professional Development****(1 credit) 1 hour lecture, 1 hour lab**

This course is designed to prepare the student for field placement or employment in the profession.

**THEA 1285 – Film and Television Set Etiquette****(2 credits) 1 hour lecture, 1 hour tutorial**

This course is an introduction to the technical aspects of the film and television industry. It will introduce basic film vocabulary and basic first day etiquette. Various union jurisdictions and job descriptions in the film industry will be addressed. Students will learn what personal supplies may be needed on a first day of work, what questions they need to ask the dispatcher, and how to fill out an employee start pack properly. A filming Code of Ethics and the ethics of shooting on location will also be discussed.

**Note:** This course is recognized by IATSE Local 212 as a prerequisite for permit status.

**THEA 2001 – Introduction to Acting****(3 credits – TG) 3 hours lecture**

This course offers students an introduction to the technique of acting, including the analysis and enactment of scripted scenes, and characterization.

Recommended preparation THEA 1112.

**Note:** This course may not be taken by students enrolled in the Theatre Arts Performance diploma.



## THEA 1199, 1299 – Directed Readings

See *Directed Readings* which are listed alphabetically in this section of the calendar.

## WOMEN'S STUDIES (WMST)

### WMST 1172 – Issues for Canadian Women (formerly WMST 2272)

(3 credits – TG) 4 hours lecture

An interdisciplinary study of major issues confronting Canadian women. Topics may include: Canadian feminism in historical perspective, health, sexuality, work issues (such as equal pay, unemployment, pensions and the impact of technology), family issues and women's role in Canadian politics.



### WMST 2205 – Issues for Women Globally (formerly WMST 3305)

(3 credits – TG) 3 hours lecture

This course is an interdisciplinary study of the major issues confronting women within a global context. This course explores the political, social and economic role and status of women from developing countries. Themes may include the impact of economic globalization; citizenship, migration and refugee issues; the global sex trade; women and AIDS; militarization and nationalism; and, transnational feminist alliances for social change.

Recommended Preparation: Women's Studies 1172.

### WMST 2207 – Contemporary Issues in Feminism (formerly WMST 3307) (U of C WMST 307)

(3 credits – TG) 3 hours lecture

A survey and analysis of issues concerning women's lives in their contemporary social context. Topics include images of women, mother/daughter and other family relations, marriage and divorce, women and work, violence against women, sexuality and power.

Prerequisite: Women's Studies 1172 or one senior Women's Studies course.

Note: WMST 2207 = Athabasca University WMST 401. Credit will be allowed for only one of WMST 2207 and WMST A401.

### WMST 2221 – Women and Health (formerly WMST 3321) (U of C WMST 321)

(3 credits – TG) 3 hours lecture

An interdisciplinary examination of women's experience of physical and psychological health, of perceptions and treatment of women in health care systems, and of the role of women as health care providers in families and society. Examples will come primarily, but not exclusively, from the Canadian context.

Recommended Preparation: Women's Studies 1172 or one senior Women's Studies course.



### WMST 2239 – Gender and Popular Culture (formerly WMST 3339) (U of C WMST 339)

(3 credits – TG) 3 hours lecture

This course will introduce students to feminist and postmodern theoretical perspectives on gender and popular culture. Selected themes may include gender and spectatorship; representing difference; advertising as ideological practice; cyberbodies and technoculture; and subculture and cultural resistance.



### WMST 2241 – Women in Canada (formerly WMST 3341)

(3 credits – TG) 3 hours lecture

Change in the lives of Canadian women over three centuries. A survey of women's roles as men saw them and of women's view of their place in Canadian society. Topics may include: the family, the frontier experience, paid and unpaid labour, moral reform, politics and feminism.

Prerequisite: Women's Studies 1172 or any first year history course.

### WMST 2283 – Women and Aging (formerly WMST 3383)

(3 credits – TG) 3 hours lecture

An interdisciplinary examination of the reality and variation in women's lives as they age. The focus will be on Canadian society in social and historical context, but comparisons and examples will be taken from other societies, both developing and developed.

Recommended Preparation: Women's Studies 1172 or one senior Women's Studies course.



## WMST 3311 – Race, Femininity and Representation.

(3 credits) 3 hours lecture

This course will examine the conventions by which subjugated colonial female identities are constructed, contested and negotiated in and through Eurocentric practices of intercultural representation. Various strategies aimed at challenging dominant codes of intercultural representation will be considered in terms of their potential to foster more empowering identities for women.

### WMST 3346 – Gender, Culture and Technology

(3 credits) 3 hours lecture

An examination of the power relations structuring the development and use of technology. This course explores the interplay between gender, race, class and various technologies on the everyday lives of women, both locally and globally. The problems and possibilities associated with technological development will be considered.

Recommended Preparation: At least one 3-credit course in Women's Studies.

## ZOOLOGY (ZOO)

### ZOOL 3361 – Introduction to Human Physiology I (U of C ZOOL 361)

(3 credits – TG) 3 hours lecture, 3 hours lab

Basic physiology of human organ systems.

Prerequisite: Biology 2231 with a grade of "C-" or above.

Note: Not open for credit to Zoology majors in the biological sciences.

### ZOOL 3363 – Introduction to Human Physiology II (U of C ZOOL 363)

(3 credits – TG) 3 hours lecture, 3 hours lab

Physiology of human organ systems including acute and chronic physiological adaptations to stress.

Prerequisite: Zoology 3361 with "C-" or better.

Note: Not open for credit to Zoology majors in the biological sciences.

### ZOOL 3373 – Embryology

(3 credits – TG) 3 hours lecture, 3 hours lab

The development of vertebrate and invertebrate organisms including: gametogenesis, fertilization, cleavage, gastrulation, organogenesis and growth.

Prerequisite: Biology 2233 with a grade of "C-" or better.

### ZOOL 3375 – An Introduction to Invertebrate Zoology (U of C ZOOL 375)

(3 credits – TG) 3 hours lecture, 3 hours lab

A survey of the invertebrate phyla with particular reference to those which exemplify the following grades of organization: protoplasmic, cellular, tissue, and organ-system and within the latter – acoelomate, pseudocoelomate, schizocoelomate and enterocoelomate. Emphasis is placed on functional morphology of the major phyla.

Prerequisite: Biology 2233 with a grade of "C-" or better.

### ZOOL 3377 – The Vertebrates (U of C ZOOL 377)

(3 credits – TG) 3 hours lecture, 3 hours lab

Comparative anatomy; a basis for understanding the functional organization, development and adaptive radiation of vertebrates.

Recommended Preparation: Zoology 3373.

### ZOOL 3379 – Patterns of Animal Development

(3 credits – TG) 3 hours lecture, 3 hours lab

An introduction to animal development through detailed examination of model systems. Topics will include: gametogenesis, fertilization, early development to neurulation, the vertebrate body plan, morphogenesis, cell fates, pattern formation, sex determination, evo/devo.

Prerequisite: Biochemistry 3393 or U of C BCEM 411, and Biology 3311.



# SERVICES FOR STUDENTS

## ABORIGINAL CENTRE

The Aboriginal Centre specializes in services for Aboriginal students and acts as a resource for all. This centre provides a culturally supportive environment where academic excellence is fostered. The Aboriginal Centre in collaboration with the Native Student Centre (Student Association of Mount Royal College) is available for gatherings, events, and activities that are related to the interests of Aboriginal students. The array of services and programs offered by the Aboriginal Centre include: the Aboriginal Education Program, admissions advocacy, an elder's room, a computer lab, a tutorial room, and a lively program of speakers and cultural activities.

The Aboriginal Education Program at Mount Royal College offers a university/college preparation program to adult students of Aboriginal ancestry. This upgrading/transition program includes three levels of study designed to meet the cultural and educational needs of Aboriginal adults seeking admission to post-secondary programs. The program is enhanced through tutorial support and academic services integrated with a cultural/spiritual component into the educational experience. For more information on the Aboriginal Education Program, please phone 403-440-5596, or view online at <http://conted.mtroyal.ca/aboriginaleducation>

## ALUMNI

As a Mount Royal student, you are a future member of the Mount Royal Alumni family and, as such, you will have access to a wide variety of lifelong services and benefits. All graduates of Mount Royal credit programs – applied degrees, diplomas and certificates – automatically become members of the alumni family. Alumni status is also granted to students who have successfully completed one year (30 academic credits) of study at the College after one full academic year has passed since their last date of attendance. But don't wait until you finish your studies at Mount Royal to learn about alumni programs and services. The Office of Alumni Relations offers unique volunteer opportunities for students who are looking for ways to participate in the College community. Through our Student Alumni Chapter and its membership group, Club 154, you can gain valuable experience by getting involved in the many College events and programs available on campus. We also work closely with the Mount Royal College Alumni Association and can help you connect with established alumni in your field of study or your area of interest, building a strong network to support you as you embark on your career.

For more information, visit the Alumni office – F101. You can also reach us by phone at 403-440-7000, email [alumni@mtroyal.ca](mailto:alumni@mtroyal.ca), or visit our website at [www.mtroyal.ca/alumni](http://www.mtroyal.ca/alumni)

## ATHLETICS

### MRC Cougar Athletics

Whether you are on the court or cheering from the sidelines, Cougar Athletics will be an important part of your campus experience at Mount Royal College. MRC is a member of the Alberta Colleges Athletic Conference (ACAC), which provides opportunities for talented young men and women to compete in competitive intercollegiate sports.

The Cougar Athletic Teams are among the very best in Canada, having been presented with the Canadian Colleges Athletic Association's 25th Anniversary Overall Sports Supremacy Award in 1999. The Cougars are proud of our storied history and the coaches, athletes and administrators that have all contributed to the success of the Athletics program. The spirit of these individuals can be encapsulated by three powerful words - tradition, leadership and commitment. These three words embody Cougar Athletics philosophy and the dedication we have for providing a positive educational and athletic experience for everyone involved with our program.

We encourage you to come out and help cheer on the Cougars! **Admission is free for all Mount Royal College students and employees.**

## Intercollegiate Sports

### Team Activities

**Basketball:** The men's and women's basketball program at Mount Royal College continues to be a leader among college teams in Alberta and Canada. Both teams are consistently ranked among the top ten college basketball programs in the nation and are perennially a threat to win the CCAA National Championship.

**Men's Hockey:** The Cougars play in the most competitive conference in Canada. Cougar hockey has provided a viable alternative for many former WHL and AJHL Tier 1 and 2 level hockey players who are interested in combining a well respected formal education with a fast paced hockey team. The Cougars have won 11 ACAC Championships.

**Soccer:** Our soccer program has distinguished itself as a dynasty in college soccer, with the men winning the ACAC Championship eleven of the past seventeen years and the women winning eight ACAC titles in thirteen years. Both the men's and women's teams earned a silver medal in the 2007-08 CCAA National Championships.

**Volleyball:** The men's and women's volleyball programs have a long history of success at Mount Royal College. Both teams are continually ranked among the top ten college volleyball programs in the nation and are never to be taken lightly by the rest of the country.

**Women's Hockey:** The 2007-2008 year marks the eighth season for women's hockey in the ACAC. Over the past six years, the Cougar women's hockey team has been in the gold medal series each year fighting for the ACAC Championships title.

### Tournament Sports

**Badminton:** The Cougar badminton team has enjoyed a remarkable string of success and continues to be the top program in Canada.

**Golf:** The Cougar Golf Team is a perennial contender for the ACAC Championship. In the 2007-08 season, the women's and men's teams each won ACAC silver.

**ALL Cougar Student Athletes are provided with the opportunity to obtain financial assistance through the Mount Royal College Athletics Academic Scholarship Programs and the Al Bohonus Bursary Program.**

For more information, contact Cougar Athletics in Room U231 or phone 403-440-6516.

## BOOKSTORE

### The MRC BookStore

Phone: 403-440-6300  
E-mail: bookstore@mtroyal.ca

### Hours of Operation

#### May 15 to June 30 (College hours)

Monday to Friday .....8:30 a.m. to 4:30 p.m.

Saturday – Closed

#### July 1 to August 15 (College Summer hours)

Monday to Friday .....8:30 a.m. to 4 p.m.

Saturday – Closed

#### August 15 to May 15 (Regular hours)

Monday to Thursday .....8:30 a.m. to 6:30 p.m.

Friday .....8:30 a.m. to 4:30 p.m.

Saturday .....10 a.m. to 2 p.m.

\* Hours of Operation are subject to change

Students are encouraged to visit the MRC BookStore, located at the Lincoln Park Campus. Master BookLists are available in-store and online. At the beginning of each semester, textbooks relevant to the Holy Cross Campus will be available on site. The dates and times for these sales are posted on our website. Textbooks and course material can also be ordered online at: [www.mtroyal.ca/bookstore](http://www.mtroyal.ca/bookstore)

The MRC BookStore provides a used textbook buyback service for texts required for the next semester, paying up to 50 per cent of the current retail price. Our used book buyback requirements are available online 24/7, with the exception of September and January. Not only do we buy for Mount Royal College, but for nine other universities and colleges across Canada. Simply click on Sell your Books.

The MRC BookStore carries resource books, study aids and a wide range of general reading material. Special orders are welcome. Stationery supplies, MRC crested clothing, gift items, computer accessories, and educationally priced computer software are also available. Visit our virtual store for clothing and computer wireless products online.

Throughout the year, numerous sales and events are planned. The general public is always welcome.

Stay up-to-date by visiting our website on a regular basis at:

[www.mtroyal.ca/bookstore](http://www.mtroyal.ca/bookstore)

## CAMPUS CARD SERVICES (E251)

second level East Wing at the end of the hall

Phone: 403-440-7711  
Fax: 403-440-6101  
E-mail: campuscard@mtroyal.ca  
Website: [www.mtroyal.ca/campuscard](http://www.mtroyal.ca/campuscard)

### Hours of Operation

(mid August – April)

Monday through Friday .....8:30 a.m. to 4:30 p.m.  
after 4:30 p.m., (except for September and the first two weeks of January), credit students and employees may go to Mount Royal Recreation (Customer Service Centre U 130) for their Campus Card.

### Special Hours

At the start of each semester, and as required for some programs, special hours of operation may be in effect. Please check with the Campus Card office and/or the website for days and times.

## Mount Royal Campus Card

The Mount Royal Campus Card is the official identification card for students and employees at Mount Royal College. The information contained on your card includes your name, student/employee identification number, and your photo. It will be necessary to have this card with you to serve as identification to access a variety of College departments such as the Library, Mount Royal Recreation and computer labs (You will have to meet eligibility requirements at these locations). Students and employees must provide their Mount Royal Campus Card at the Security Office (X200) to access Mount Royal College after 11 p.m.

### Campus Card Validation Sticker

Once you have been issued a Campus Card it's yours for life. This means you don't need a replacement card when you enrol in a new semester. To validate your card, pick up a new validation sticker available from the Campus Card office a couple of weeks prior to the start of any semester. The validation sticker verifies you are a registered student. This is required to use the U of C Library and has also been requested by off-campus merchants that provide discounts to students. These include ski resorts, sporting goods suppliers, beauty salons etc. Mount Royal College does not keep a list but students are encouraged to ask when making purchases.

### Campus Card Issuance

New students and staff may pick up their cards 24 hours after they have updated their records with the Registrar's Office or Human Resources. (All your pre-requisite information must already be completed). To obtain your Mount Royal Campus Card, you will need your student/employee identification number and one piece of government issued photo identification (e.g. driver's license, provincial identification, passport, etc.) or two pieces of non-photo identification (e.g. birth certificate, social insurance card, credit card, health care card, etc.). You must also have completed your course registration for the upcoming semester.

### Campus Card Replacement

You are responsible for your Mount Royal Campus Card. A lost, stolen, or damaged card will be replaced by the Campus Card office for a fee of \$10. (This fee will be waived if you provide a photocopy of a Calgary Police Service report.) If you lose your Mount Royal Campus Card, please contact Campus Security immediately at 440-6897.

### Campus Card Door Access

The magnetic stripe on the back of your card may be activated to enable access to areas that are controlled by electronic locks, such as offices, computer labs, and Mount Royal Residence buildings.

**Students** – your current semester schedule will determine which labs you have access to. Remember, your card will only enable you access during the hours the lab is open for use. It may take up to one business day for late registrations or changes to your schedule to be updated in the electronic lock system. Please check with your instructor first. Additional questions may be answered by Campus Security (X200E) or by the Campus Card office.

**Employees** – your access to buildings and rooms will need to be identified on a key requisition form, signed by the department head. The completed form, along with your Campus Card will have to be taken to Room X200E, next to Security for encoding.

**Residence** – access to the West Residence apartment units will be encoded on your Campus Card in the Residence Administration Building B, Room 1019. You will need to contact the Residence Administration office to make arrangements to stay in residence between semester breaks. Special guests using the residences will be provided with door access upon check-in.

## Campus Card Door Access Encoding Services (X200E)

next to Security at the West Entrance  
 Phone: 403-440-7096  
 Fax: 403-440-6205  
 E-mail: securityoperations@mtroyal.ca  
 Website: [www.mtroyal.ca/security](http://www.mtroyal.ca/security)

### Hours of Operation

Monday through Friday ..... 8:30 a.m. to 4:30 p.m.

## CAREER SERVICES

Career Services provides opportunities for students to clarify, experience and achieve their career/employment goals, offering a wide range of services to current undergraduate students and recent graduates of Mount Royal College. Designed as a comprehensive centralized resource area, Career Services encompasses career education and development, a career resource library, job search assistance and volunteer and student leadership opportunities.

Career Services also provides Co-operative Education and Applied Degree work term program administration.

**Career Services is available to all students and graduates of credit programs and is located in A200 (2nd floor, Kerby Hall).**

### Job Search Resources:

- Online postings for full-time, part-time and summer jobs
- Volunteer, international and student leadership opportunities
- Computer lab for career and employment research, resume development and job search
- Web links to employment sites, professional associations and job banks
- Samples of resumes, cover letters and other job search tools
- Events to connect with employers - Volunteer Fair (fall) and Career Fair (spring)

### Career and Employment Assistance:

- Personalized resume, cover letter and portfolio critiquing
- Career Resource Centre with books, videos and print material
- Labour market and business/association directories
- Web links to career exploration sites, industry and occupational information
- Individual assistance and appointments available on:
  - Clarifying and researching career choices
  - Strategies for developing effective self-marketing and job search tools
  - Interview preparation and dealing with difficult questions

### Applied Degree Work Experience and Co-operative Education Programs:

Work Experience Coordinators work in conjunction with program faculty to:

- Market programs, increase industry awareness and generate quality work experience opportunities for students to complete Directed Field Studies/Co-op terms
- Facilitate industry-specific pre-employment preparation workshops for students
- Coordinate a competitive recruitment process for work experience students
- Develop industry partners who will provide challenging work experience positions related to students' academic studies

Additional information about the Applied Degree Work Experience and Co-operative Education Programs can be found within the individual academic areas outlined in this Calendar.

For more information, to book an appointment for career and employment assistance, or to contact a Work Experience Coordinator, please call Career Services:

Phone: 403-440-6307

Website: [www.mtroyal.ca/careerservices](http://www.mtroyal.ca/careerservices)

### Hours of Operation (Monday to Friday):

Mid-August – end of June: ..... 8:30 a.m. to 4:30 p.m.

July – mid-August: ..... 8:30 a.m. to 4 p.m.

## CATERING AND FOOD SERVICES

Mount Royal College's catering and food services, except outlets in Wyckham House, are provided by Sodexho Services and include:

### Centre for Continuous Learning

Located in the Centre for Continuous Learning building, the kiosk features a variety of hot and cold beverages, soup, specialty sandwiches, salads and pastries. Hours are 7:30 a.m. to 8 p.m. Monday to Thursday, 7:30 a.m. to 3 p.m. Friday, 7:30-3 Saturday.

### Convenience Store

The Convenience Store is located on the lower level and offers Mr. Sub sandwiches, fresh pastries, snacks, assorted beverages and gourmet coffee. The Convenience Store is open September to April from Monday to Thursday 8 a.m. to 8:30 p.m., Friday 8 a.m. to 3 p.m., Sunday, 9 a.m. to 3 p.m.

### Herb N Market

The Herb N market has a variety of food selection including, Opa Souvlaki, Mein Bowl, Pandini's Pizza and Pasta, Cerealicious, Bento Nouveau (sushi), Stacks Deli, Cyclone Salads, Glowbowl Warmings (soup), Simply to Go Sandwiches & Salads as well as bakery/dessert items, coffee and cold beverages. The Market is open September through April from 7:30 a.m. to 7 p.m. Monday to Thursday, 7:30 a.m. to 3 p.m. Friday, 8 a.m. to 3 p.m. Saturday and closed on Sunday.

### Jugo Juice in EA

Located in the East A building, Jugo Juice features a variety of smoothies and cold beverages as well as sandwiches and wraps. Hours are 7:30 a.m. to 3 p.m. Monday to Friday.

### Jugo Juice at Mount Royal Recreation

Located near the EnCana Wellness Center, Jugo Juice features a variety of smoothies and cold beverages as well as sandwiches and wraps. Hours are 8:00 A.M. – 6:00 P.M. Monday through Thursday and 8:00 A.M. – 3:00 P.M.

### East Gate Café

The East Gate Café features regular and specialty coffees by Starbucks, pastries, sandwiches, salads and a variety of cold beverages. The hours of operation are: 7:30 a.m. to 8:00 p.m. Monday through Thursday, 7:30 a.m. to 3 p.m. on Friday, closed Saturday and Sunday.

### Tim Horton's

Opening Fall 2008 outside the Herb N Market on the upper level and features donuts, muffins, soup and sandwiches as well as the famous Tim Horton's coffee. It is open, Monday to Friday, 7:00 a.m. to 3:30 p.m., September to April.

### Tim Horton's at Mount Royal Recreation

Opening Fall 2008 in the Encana Wellness Centre features donuts, muffins, as well as the famous Tim Horton's coffee. It is open, Monday to Friday, 8:00 a.m. to 8:00 p.m., September to April.

\*Days and hours of operation may vary throughout the year, and are posted at each outlet.

### Food and Beverage Regulations

The consumption of food and beverages is permitted only in food service areas, department offices, public corridors, and hallways. Food and beverages are not permitted in classrooms, reading rooms, the library, lecture halls, theatres, etc.

The consumption of alcoholic beverages is permitted only in areas licensed by, and under the regulations of, the Alberta Gaming and Liquor Commission.

## CHILD CARE CENTRE

### Mount Royal College Child Care Centre and Preschool Programs

An independent board, the Mount Royal College Day-Care Society, operates the Mount Royal College Child Care Centre and Preschool Programs. Both programs are located in the same facility which is located on the west side of Mount Royal College.

In following our mission statement the programs provide "A caring community where all children grow and develop in a healthy, safe environment supported by educated professionals," the Child Care Centre provides year round care for children of students, faculty, support staff and the community from the ages of 19 months to five years, while the Preschool Program provides part-time care to children ages three and four.

Both programs make extensive use of the College's facilities to provide stimulating and enriching activities for the children in their care. The beautiful grounds for sunny days, and the gymnasiums, and dance studios are available on rainy or cold days. Other resources include easy access to swimming and the Conservatory.

Highly involved, enthusiastic, creative, friendly and caring staff provide warm, loving and respectful individualized attention to all children consistently and professionally. Children enjoy meaningful active and quiet play indoors and outside.

The affiliation with the Early Childhood Care and Education program at Mount Royal College is a major asset to the Centre. The involvement with College faculty and students and the most recent education knowledge and practices benefit all children in our programs.

Our centre includes an inclusive Supported Child Care Program enabling staff to meet all children's special needs. Additionally, all of the children attending the Child Care Centre on a full-time basis have the benefit of retaining the comfort of a familiar environment when making the transition to Kindergarten. Careful preparation provided in the Kindergarten program helps to ensure a successful transition to Grade 1.

Current fees are posted on our website at [www.mtroyal.ca/childcare](http://www.mtroyal.ca/childcare). Subsidies may also be available from Region 3 Calgary and Area Child and Family Services.

There are lengthy waitlists for some age groups, but not for others. Please inquire as to current availability. Children can be placed on our waitlist while visiting our website. Preschool Program registration is ongoing, but begins in March each year for the following September.

Child Care Centre: Monday to Friday ..... 7 a.m. to 6 p.m.

Preschool Program: Monday, Wednesday, Friday..... 8:50 to 11:50 a.m.

Monday, Wednesday, Friday..... 12:50 to 3:50 p.m.

Tuesday, Thursday..... 8:50 to 11:50 a.m.

Tuesday, Thursday..... 12:50 to 3:50 p.m.

We invite you to contact the Child Care Centre and Preschool Programs for further information. Please call 403-440-6410 between 9 a.m. and 5 p.m. or e-mail [dschisholm@mtroyal.ca](mailto:dschisholm@mtroyal.ca).

## CONSERVATORY

### The Mount Royal College Conservatory

The Mount Royal College Conservatory is considered to be one of the finest Artistic Training programs in Canada. It has been an integral part of Mount Royal College and the Calgary community for the past 90 years. Graduates of its programs are active professional performers, teachers and administrators employed throughout the major arts organizations of North America.

The Conservatory teaches more than 4,500 students annually in a variety of programs, including music, speech arts and theatre. The Conservatory serves both the serious students intent on professional careers and community members of all ages looking for educational enrichment. It provides instruction to people of all ages and levels of development. We are committed to providing quality instruction that sets the standard for similar programs throughout Canada. Programming includes professional training in Music and Theatre as well as a broad range of community programming extending from Early Childhood offerings to adult choirs. With its unique combination of music, theatre and speech it offers a comprehensive range of performing arts programming that is not matched by any similar institution in Canada.

Post-secondary programs in theatre, speech and music are complemented by a broad range of credit-free activities, some of international scope. Key summer activities include the International Organ Workshop, Shakespeare in the Park and the Morningside Music Bridge as well as numerous specialized music and speech programs for younger students.

## CONTINUING EDUCATION AND EXTENSION

### The Faculty of Continuing Education and Extension

The Faculty of Continuing Education and Extension provides practical, strategic and up-to-the-minute personal and professional development for over 40,000 registrants each year in a variety of fields, including business, entrepreneurship, information technology, environment, fine arts and health and community development. In addition, the Faculty has developed a Centre for Business Development that focuses primarily on corporate training.

The faculty has a mandate to offer quality, market driven, cost-effective programs. The goal is continued growth as the city of Calgary grows, while maintaining the current level of customer service in building skills for career change and enhancement. Programs are offered in affiliation with business organizations and professional associations, leading to a certificate of completion, extension certificate or other designation that is widely recognized and helps the learner to secure employment.

New courses in high-demand fields are developed each year. Representatives of business, industry and professional associations work with the Faculty of Continuing Education and Extension to develop new courses and update course content. There are many personal development courses as well as professional development programs.

The Centre for Complementary Health Education is located in the renovated heritage building at the Holy Cross Centre site, 2204 – 2nd Street S.W. Holistic therapies, wellness programs and the Funeral Director and Embalmer Extension Certificate program are centred there.

The Faculty also houses Conference Services, which utilizes the facilities of the Centre for Continuous Learning to host a variety of college and community events.

Instructors in the Faculty of Continuing Education and Extension at Mount Royal College are from the business community. They are actively involved as practitioners and professionals in their respective fields and pass on their expertise, both theoretical and hands-on, to the students.



## Credit Extension, Part-Time/Open Studies and Academic Upgrading

Open Studies provides full or part-time learning opportunities for students who:

- wish to participate in post-secondary education but do not wish to enter a specific program of study at Mount Royal at this time,
- may have missed an admission deadline, or
- need to pick up a course(s) to meet the admission requirements for their program of interest.

Open Studies students may take upgrading courses (grade 12 equivalents), enrol in college or university level courses for general interest, personal or professional development, or earn credits to meet the competitive admission average for another Mount Royal program or to transfer to another institution.

The Academic Upgrading area offers a set of high school equivalency upgrading courses that can be presented for admission to Mount Royal College, University of Calgary, and other post-secondary institutions in Alberta. These courses are not eligible for Alberta Ministry of Learning credit for a high school diploma. However, if students wish to challenge the Alberta Ministry of Learning Diploma examinations to receive credit they should contact Information Services Alberta Learning. Upgrading courses can be taken alone or combined with credit courses.

Note: Grades for academic upgrading classes taken at Mount Royal College will be recorded as percentages on a credit transcript.

The Part-Time/Open Studies and Academic Upgrading Registration Guide is published in February, April and October. For further information, call 403-440-6282 or visit [conted.mtroyal.ca/parttime](http://conted.mtroyal.ca/parttime).

In addition to providing adults with personal and professional development opportunities, the Faculty of Continuing Education and Extension offers the following special community services.

### Transitional Vocational Program

The Transitional Vocational Program provides a variety of post-secondary opportunities designed to foster personal, professional and/or academic growth. The program serves adults who have previously participated in vocational, knowledge and employability or special education programs.

The Employment Preparation Extension Certificate Program is a full-year program that prepares students for competitive employment and community living. It combines on-campus instruction with community-based work practicums. The Employment Assistance Program offers continued job placement and support services to graduates of the certificate program.

Adult Basic Education offers daytime and evening courses in Mathematics and Literacy and combination classes of the two courses. The Volunteer Tutor Adult Literacy Program aims at increasing access for adults to acquire literacy skills through the use of volunteer tutors and other resources to support learning.

Courses in Computer Information and Technology are designed to meet individual needs and assist to overcome technical barriers. For more information:

Phone: 403-440-6872 Fax: 403-440-6799

E-mail: [tvpm@mtroyal.ca](mailto:tvpm@mtroyal.ca)

Website: [conted.mtroyal.ca/tvp](http://conted.mtroyal.ca/tvp)

### Continuing Education – Registration and Information

The free Continuing Education Calendar is published in March, June and November and is distributed throughout the city. For further information, call the Faculty of Continuing Education and Extension at 403-440-6875, visit A101, Kerby Hall, Lincoln Park Campus or visit our website at: [conted.mtroyal.ca](http://conted.mtroyal.ca)

Registration is handled by Continuing Education Registration Services, Kerby Hall, Lincoln Park Campus and is open during the Fall, Winter and Spring semesters Monday to Friday, 8:30 a.m. to 4:30 p.m. by phone and in person, extended hours by phone during peak periods each semester. Monday to Thursday, 8:30 a.m. to 6:00 p.m. by phone; and during the Summer semester Monday to Friday, 8:30 a.m. to 4:00 p.m. To register call 403-440-3833 or toll-free 1-877-287-8001. Have your Visa or MasterCard ready. Cheques are accepted in person or by mail.

### COPY CENTRE

The Copy Centre is for the use of faculty, staff and students and is located in K- wing on the lower level of the main building. It offers over-the-counter photocopying and printing from disk, as well as a variety of printing and document services, including desktop publishing. Coin-operated photocopiers are located in the library at \$0.15 per copy.

#### Hours of Operation:

Monday through Thursday ..... 7:30 a.m. to 5 p.m.

Friday ..... 7:30 a.m. to 4:30 p.m.

### DISABILITIES SERVICES

The mission of Disabilities Services is to support access to education at Mount Royal College. Disabilities Services partners with students with a documented disability and MRC employees to coordinate accommodations and provide services, while encouraging student development.

Disabilities Services supports and facilitates the academic success of students with documented disabilities and medical conditions, and recognizes that some students may require accommodations in some courses but not all.

Where needed and without compromising academic standards, the following services may be provided:

- Screen for possibility of a disability that affects learning
- Refer for formal assessment and apply for funding for assessment
- Review documentation of a disability, determine appropriate accommodations, services and assistive technology, and facilitate provision of accommodations and services
- Apply for individual funding for services and adaptive technology
- Collaborate with instructors regarding accommodations and services
- Refer students with disabilities to appropriate resources on and off campus
- Address concerns about accessibility issues at the College
- Educate College community about disability issues and the duty to accommodate
- Facilitate exam accommodations for students with disabilities. Mount Royal College students with disabilities are eligible for Disabilities Services accommodations and services\* if they:
- Meet with a Mount Royal College Disabilities Consultant prior to their first semester at the College
- Provide written documentation of their disability (specific guidelines apply)
- Request individualized supports, services and accommodations

\*Requested accommodations must be supported by assessment documentation.

For more information contact Disabilities Services at:

Location: Y 201

Phone: 403-440-6868

Website:

<http://www.mtroyal.ca/learningskills/disabilitiesservices.shtml>

## ENCANA WELLNESS CENTRE

### Location U216

The EnCana Wellness Centre at Mount Royal College takes an innovative approach to your total health by integrating several services that address the wellness of your body, mind and spirit. We are the only Centre in Western Canada to take a “whole person” approach by housing health services, Ombudsperson/human rights, student counselling, health education, tobacco reduction, multi-faith chaplaincy and optimal therapies services all within one centre.

Website: [www.mtroyal.ca/wellness](http://www.mtroyal.ca/wellness)

### Student Counselling Services

A team of Psychologists is available to assess the needs of individual students and develop specific interventions that assist students in achieving their intellectual, personal and career goals. We believe that student success, satisfaction and wellness are best served through the development of the whole person. All sessions are confidential and all services are provided free of charge to students attending classes at Mount Royal College.

Student Counselling offers:

- Personal Counselling – assistance for a wide range of personal concerns including stress, depression, anxiety, relationship issues and personal growth
- Career Counselling – Finding your career passion and help choosing a major
- Academic Counselling – Guidance enhancing academic success and motivation
- Crisis Intervention – Support during times of significant stress or trauma
- Group Counselling and Workshops – Excellent skill development on a variety of topics

Hour of Operation:

Monday to Friday – 8:30 am to 4:30 pm

Appointments recommended, but drop-in times available daily

Evening hours available during peak times; please call for information

Summer Hours:

Monday to Friday – 8:30 am to 4:00 pm

Location: U216, EnCana Wellness Centre  
Phone: 403-440-6362  
Email: [counselling@mtroyal.ca](mailto:counselling@mtroyal.ca)  
Website: [www.mtroyal.ca/counselling](http://www.mtroyal.ca/counselling)

### Health Services

Health Services is located in the EnCana Wellness Centre and is staffed by a team of physicians, nurses and medical office assistants. Our health care professionals provide confidential medical services to students, staff, faculty and their child dependents. Health Services serves the Mount Royal community with booked appointments and emergency visits 5 days/ week. Appointments can be made in person or over the phone. Our team sees patients for a variety of health care needs including complete medical examinations, mental health concerns and general illness/injury. Our patients come to us with gynecological issues including PAP testing and birth control consults. Sexual health education which may include STD testing helps to meet the needs of our growing young adult population. Health Services also offers health checks such as blood pressure and cholesterol monitoring, and an on-site lab collection facility for our patients. A comprehensive nursing student immunization program is also administered through our department. Patient health and wellness education is an important part of our mission in Health Services.

Our facility houses, 6 examination rooms, a laboratory, a minor surgical area and a patient recovery room. Health care services are covered for Canadian students through their provincial health care card (except Quebec). International students are generally covered by Student Guard, an insurance product that covers the cost of most physician visits.

Health Services operates throughout the year. In the fall and winter semesters, physicians and nurses are available from 8:30 am to 6 pm. During exam periods and the spring semester, the clinic hours run from 8:30 am to 4:30 pm (Mon-Thurs) and until 4:00 pm on Fridays.

Location: U216, EnCana Wellness Centre  
Phone: 403-440-6326  
Website: [www.mtroyal.ca/healthservices](http://www.mtroyal.ca/healthservices)

### Optimal Therapies

Optimal Therapies is a comprehensive health, wellness and rehabilitation clinic located within the EnCana Wellness Centre at Mount Royal College. A team of health care practitioners work within a multidisciplinary clinic setting to assist people with recent and chronic injuries in addition to various other health related issues.

Optimal Therapies has expanded services to meet the demand for rehabilitation and injury prevention of the entire college community and members of the general public. In keeping with a philosophy of health & wellness, the clinic continues to explore and expand its horizons by offering holistic complimentary and alternative medicines to meet the interests and desires of the college community.

Optimal Therapies offers the professional services of chiropractors, athletic therapists, massage therapists (including energy work) physiotherapists and a registered acupuncturist. Orthotics are also available in our clinic.

Our clinic operates throughout the year and is open to students, staff, faculty and members of the general public. Services are available weekdays between 8 am and 8 pm and on the weekends between 9 am and 4 pm.

Location: U216, EnCana Wellness Centre  
Phone: 403-440-6917  
Website: [www.mtroyal.ca/optimaltherapies](http://www.mtroyal.ca/optimaltherapies)

### Office of the Ombudsperson

The Ombudsperson works as an independent, impartial agent for students, staff and faculty who seek resolution to problems and/or conflicts. If you believe you have been treated unfairly, if you are not sure what to do or who to turn to, or if you need information or advice about a Mount Royal policy or procedure, contact the Ombudsperson. S/he will help you informally explore in confidence your concern and can bring recommendations to the attention of those in authority by suggesting actions, amendments or clarifications to policies.

Location: U216A, EnCana Wellness Centre  
Phone: 403-440-6076  
e-mail: [ombuds@mtroyal.ca](mailto:ombuds@mtroyal.ca)  
Website: [www.mtroyal.ca/ombudsperson](http://www.mtroyal.ca/ombudsperson)

### Human Rights Services

The Human Rights Services is dedicated to supporting the Mount Royal Code of Conduct and to taking a positive and conscious approach to promoting a healthy and inclusive environment of respect and dignity for all students, faculty and staff of the Mount Royal Community by:

- Offering innovative educational and promotional initiatives from workshops, in-class presentations, partnership building and networking in an effort to broaden awareness of Human Rights policies and practices and build respect for diversity.

- Providing expert advice to the college community on human rights issues
- Maintaining strict client confidentiality in accordance with the Freedom of Information and Protection of Privacy Act (FOIP)
- Exploring informal resolution methods for human rights complaints
- If necessary, explain and support the process of a formal complaint

The Alberta Human Rights Citizen and Multicultural Act and the Human Rights Policy at Mount Royal prohibit discrimination and harassment of any individual or group based on the following grounds:

- |                       |                     |
|-----------------------|---------------------|
| • Race                | • Gender            |
| • Ancestry            | • Age               |
| • Marital status      | • Place of origin   |
| • Sexual orientation  | • Mental disability |
| • Physical disability | • Colour            |
| • Sources of income   | • Family status     |
| • Religious beliefs   |                     |

Hours of Operation: Monday to Friday, 9 a.m. to 4 p.m.

Location: U216C, EnCana Wellness Centre  
 Phone: 403-440-6076  
 E-mail: jcollins@mtroyal.ca  
 Website: [www.mtroyal.ca/humanrights](http://www.mtroyal.ca/humanrights)

### Positive Space Initiative

The MRC Positive Space Initiative aims to promote understanding and respect for sexual orientation and gender diversity. The initiative raises awareness and challenges the patterns of silence that continue to marginalize lesbian, gay, bisexual, transgendered, two-spirited and queer (LGBTQ) individuals. The initiative is also aimed at encouraging a widespread and visible commitment to welcoming sexual and gender diversity, as well as making talk of diversity more open and less unusual. Our goal is a campus free of discrimination on the basis of sexual orientation and gender identity. Through the Human Rights Office, the initiative operates by meeting regularly and providing support and a variety of activities for students, faculty and staff. Some events include: World AIDS Day and Transgender Day of Awareness & Remembrance. For more information:

Phone: 403-440-6076  
 E-mail: cbrewer@mtroyal.ca  
 Website: [www.mtroyal.ca/positivespace](http://www.mtroyal.ca/positivespace)

### Health Education

The Health Education program is dedicated to improving the health of Mount Royal students and employees. The Health Education Coordinator, along with volunteer Peer Health Educators, creates opportunities for health education and prevention for all members of the College community. The Health Education program combines the efforts of existing services and programs within the EnCana Wellness Centre and provides innovative outreach programs to encourage the College community to LIVE WELL.

The outcomes of the health education program include:

- Healthier lifestyles
- Awareness of current wellness programs and services
- Knowledge and understanding of personal health
- Less injuries, accidents, sickness, and stress
- Lower health risks
- Peer Health Education opportunities
- Increased employee health and satisfaction

The health education program is dedicated to offering programs and services that meet the needs of the College community. This is achieved through promotional material, special events and awareness weeks, newsletters, and a health education website. Keep an eye out for events around campus!

Location: U216B, EnCana Wellness Centre  
 Phone: 403-440-6369  
 E-mail: cladams@mtroyal.ca  
 Website: [www.mtroyal.ca/health](http://www.mtroyal.ca/health)

### Tobacco Education and Cessation

Tobacco Education and Cessation raises awareness in the college community about the abuse of tobacco and the ensuing consequences. Smoking cessation groups, one on one counselling, and alternatives are offered to those trying to quit and events are planned to provide information of the social, behavioural, environmental, physical, and psychological elements of tobacco addiction.

Location: U216V, EnCana Wellness Centre  
 Phone: 403-440-5619  
 E-Mail: sjmurji@mtroyal.ca  
 Website: [www.mtroyal.ca/tobaccofree](http://www.mtroyal.ca/tobaccofree)

### Multi-Faith Chaplaincy

For over 90 years, Mount Royal College has upheld a spiritual tradition that stems from the original vision of Dr. George Kerby. The College's recognition of the importance of spirituality and its diverse expressions continues today though the existence of the Multi-Faith Chaplaincy which facilitates spiritual wellness for individuals and groups.

The Chaplaincy offers weekly worship services, weekly prayer times, Scripture studies and spiritual counseling sessions with individual chaplains. The Chaplaincy Office also organizes multi-faith activities and events which promote interfaith dialogue and cooperation.

The Chaplaincy Team consists of professionals from a variety of religious and spiritual traditions. Chaplains are available to faculty, staff and students to provide guidance on spiritual issues.

The Chaplaincy office (Room F 122) is open daily and information for contacting Chaplains, and Chaplains' hours are posted at the office, and at the Meditation Centre.

The Meditation Centre (Room W 201), a non denominational facility, is available for quiet, private reflection and meditation when not being used for group religious services.

Phone 403-440-8942 for Chaplains, or 403-440-8904 for the Chaplaincy Coordinator.

Meditation Centre Location: W201  
 Chaplain Location: F122  
 E-Mail: multifaith@mtroyal.ca  
 Website: [www.mtroyal.ca/multifaith](http://www.mtroyal.ca/multifaith)

### ENROLMENT SERVICES

The Office of Enrolment Service provides a wide range of information and enrolment services designed to facilitate public access to Mount Royal's educational programs and courses.

These enrolment services include:

#### Admissions and Recruitment

Room B-156

403-440-5000

Toll-free 1-877-440-5001

- Information for prospective students, parents and guidance counsellors
- Assistance throughout the admission process
- Campus Tours
- Admissions Workshops
- Admissions

## Academic Advising Services

Room C-109

403-440-5000 or <http://advising.mtroyal.ca>

Toll-free 1-877-440-5001

- Academic Advising for General Studies, Open Studies and University Transfer Students
- First Year Insight/ New Student Orientation

## Office of the Registrar

Room A-101 (Kerby Hall)

403-440-3303 (Help Line)

- Transfer equivalency and transfer credit assessment
- Prior Learning Assessment and Recognition (PLAR)
- Registration (Credit and Credit-Free)
- Student Records
- Transcripts
- Program Completion Audit
- Convocation
- Academic Scheduling (classes and final examination)
- College Calendar
- Student Guide to Academic Policies and Regulations

## Student Awards and Financial Aid

Room E-102

403-440-6223

- Student Awards (scholarships and bursaries)
- Financial Aid (student loans)

## Skills Investment Program

Room E-106

403-440-5168

- Training and income support to eligible adult residents of Alberta

Many of the enrolment services are accessible electronically through MyMRC and through the College's website [www.mtroyal.ca](http://www.mtroyal.ca). Answers to common questions may be found at <http://ask.mtroyal.ca>

Regular hours of in-person service and telephone assistance during the Fall and Winter Semester (mid-August to mid-May) are Monday through Friday 8:30 a.m. to 4:30 p.m. Summer hours are Monday through Friday 8:30 a.m. – 4:00 p.m. Visit the Admissions and Recruitment Office to learn more about Mount Royal and to get all of the information you need to make your entry into Mount Royal as convenient as possible. If you require assistance, please call 403-440-5000 or toll free 1-877-440-5001.

## First Year Insight/New Student Orientation

The First Year Insight Program at Mount Royal College is both enjoyable and practical. It is designed to help you become aware of what our expectations are of you as a student, the academic policies that affect you, and the various College services that will help you to succeed. It is also an opportunity for you to get your questions answered, to become more at ease about your studies with us, and to have a chance to meet a few people who, like yourself, are starting something new.

**All new students are STRONGLY ENCOURAGED to attend. Research studies have shown that orientation programs can help to improve your chances for academic success.**

For more information, call 403-440-8833 or go to <http://www.mtroyal.ca/fyi>

## INCLUSIVE POST-SECONDARY EDUCATION

Inclusive Post-Secondary Education is a service at Mount Royal College that supports students with developmental disabilities to be fully included in academic programs of study and college life.

Students choose a program of study that reflects their interests and career goals. With the assistance of Inclusive Post-Secondary Education, they choose courses and a course load that meets their individual goals. Courses are audited and class requirements and materials are adapted to meet their unique talents to provide the most beneficial learning experience possible.

With the support of classmates and college staff, students supported through Inclusive Post-Secondary Education can become involved in college life both inside and outside of the classroom. Campus life at MRC provides opportunities for students to be involved not only in classes, but in student clubs, associations, events, and social and recreational activities.

Support is year round. In addition to helping students make the most of their classes from September to April, Inclusive Post-Secondary Education staff will assist students with arranging field placements and employment in the summer months. Inclusive Post-Secondary Education staff work closely with students and college instructors to offer support that maximizes both the student's involvement and the potential for everyone involved to have a positive experience.

For more information about the IPSE program please contact the Inclusive Post-Secondary Education Coordinator at 440-7281.

## INSTITUTE FOR NONPROFIT STUDIES

Canada's nonprofit sector consists of over 2 million employees and has annual revenues of over \$120 billion. It has been largely unstudied. Mount Royal College recognized this as an opportunity and moved forward to develop a research and education hub. Since its launch in 2000, the Institute for Nonprofit Studies has become recognized as a major Canadian centre for research, scholarship and education pertaining to the nonprofit sector.

The Institute for Nonprofit Studies works in close collaboration with the nonprofit community, business and other post-secondary institutions to ensure that issues are identified clearly and that research and community educational activities are focused on areas of central concern to the nonprofit sector. To achieve this, an advisory committee composed of members of the nonprofit community, businesses, foundations, postsecondary institutions, and MRC faculty was created to help guide the Institute and its initiatives.

In terms of research, the Institute undertakes and funds research within three streams:

- Policy – inquiring into the affects of social policy and proposing policy changes needed for a vibrant nonprofit sector.
- Sustainability – examining the transformational changes necessary to sustain the contributions of the nonprofit sector to community.
- Governance – a focused stream of inquiry into the meaning of governance in the context of heightened accountability and community expectation.

By participating in national, provincial and municipal networks, the Institute ensures that its knowledge and practical tools can be widely disseminated.

To contact the Institute, please call 403-440-7739 or visit [www.mtroyal.ca/nonprofit](http://www.mtroyal.ca/nonprofit).

## INSTITUTE FOR APPLIED SCIENTIFIC RESEARCH

The Institute for Applied Scientific Research facilitates applied research activities at MRC by finding industrial partners to work on "real world" problems. The process involves both MRC faculty members and students. The Institute draws on expertise in the Mount Royal College's Faculty of Science and Technology with four major streams:

- Computer Science and Information Systems
- Mathematics, Physics and Engineering
- Earth Sciences
- Chemical, Biological and Environmental Sciences



We offer access to our expertise to conduct cost effective applied research and development for the benefit of our sponsors as well as our community. Our faculty and staff are qualified professionals dedicated to excellence. Our expertise is in:

- Environmental sciences
- Product development
- Remote sensing
- Geology
- Computer and software development

The Institute offers services in research and intellectual property management and conducts training and workshops in the subject areas.

To contact the Institute, please call 403-440-6918 or 403-440-6615.

The Institute is a member of the Westlink Innovation Network and the Southern Alberta Intellectual Property Network (SAIPN). Both these networks are focused on providing value-added services resulting in enhanced technology commercialization and knowledge transfer.

## INTERNATIONAL EDUCATION

### Office of International Education

The office of International Education coordinates the implementation of the MRC Internationalization Strategy college-wide. Access for international students to MRC is facilitated through English language training programs delivered by the Languages Institute and through partnership agreements and direct recruitment into college programs and courses. The college participates in international development projects and provides customized training packages and study tours for local and international companies and government agencies. The Office of International Education is overseen by the Director and composed of two main areas: International Projects and the Languages Institute.

### International Projects

This area focuses on the development of institutional partnerships and the creation of opportunities for student and faculty participation in international exchanges. Internationalization of the college curriculum is encouraged through the development of study tours/field schools, international Directed Field Study placements, practica, internships, work placements and language training.

### The Languages Institute

The Languages Institute offers a full-time, credit-free English Language Program as well as credit-free foreign language instruction. There are three distinct programs available: English as a second language (ESL Levels 2 – 4), English for advanced communication (EAC Levels 1 & 2), and English for academic purposes (EAP Levels 1 – 3).

The Languages Institute also offers a variety of part-time courses that focus on specific skill needs. The ESL, EAC and EAP programs have varying concentrations of oral work, reading, vocabulary development, grammar and writing. Intermediate and advanced students may also take a combination of upgrading and credit classes (maximum of two) with the approval of the Languages Institute Coordinator and pending seat availability.

All classes are open to permanent residents of Canada and individuals with a student permit or temporary resident permit. Students who wish to apply to College credit programs but who do not satisfy the College's English Language Proficiency Requirement can apply for admission to the English Language Program. Students receiving provincial funding through the Skills Investment Program can apply through MRC's Skills Investment office.

The Languages Institute's foreign languages program offers part-time, credit-free language studies in nine languages: French, Spanish, Italian, Portuguese, Russian, Mandarin, Japanese, Arabic and German. All instruction focuses on conversational skill development.

For more information:

Phone: 403-440-5100  
Fax: 403-440-5155  
Email: [international@mtroyal.ca](mailto:international@mtroyal.ca)  
Website: <http://international.mtroyal.ca>

## LEARNING SKILLS CENTRE

### Learning Consultant Services

Learning Consultants help students acquire/improve skills in academic writing, learning and study strategies.

### Learning, Studying, and Academic Writing Services

#### • Learning Consultant Appointments

Students may book up to two, 30-minute appointments per week with a Learning Consultant to receive assistance with learning or academic writing skills. Appointments can focus on a range of skill areas: time management, textbook reading, note taking, learning and memorizing, studying, preparing for exams, or test taking. Writing assistance also addresses the diversity of students' needs: punctuation, grammar, sentence and paragraph structure, overall organization and structure, writing and editing processes, rhetoric, and reference documentation.

#### • Drop-In Sessions

Students may have specific studying or writing questions addressed in 15-minute, first-come, first-served meetings with Learning Consultants, as available during designated times.

#### • Workshops

Free, non-registration workshops to facilitate student success are advertised and offered by the Learning Consultants early in the Fall and Winter semesters. Topics cover various learning strategies, grammar review, and introduction to the process of writing and documenting research papers.

### Topics for Consultations and Workshops

- Managing Time
- Writing Essays or Research Papers
- Test Preparation
- Test Taking Strategies
- Memory Strategies
- Textbook Reading Strategies
- Note Taking in Class
- APA/MLA/Chicago Documentation
- Sentence Structure and Punctuation

### Peer Tutor Program

MRC students can receive up to 2 hours per week of free tutoring in most credit courses, dependent on the availability of tutors. Some tutoring is available for upgrading courses. The Peer Tutor Program provides students with one-on-one peer support to increase or maintain grades and achieve academic success. Tutors are paid and have an opportunity to gain skills and achieve certification without cost.

### Tutor Certification Program:

Peer tutors have the opportunity to achieve international certification through MRC and the CRLA (College Reading & Learning Association). The training involves sessions on the tutor's role and responsibilities, the learning process, study strategies, human rights and diversity, communication skills, and memory. Tutor certification was developed to complement MRC learning objectives and promote student success.

For more information about Learning Consultants or the Peer Tutor Program, contact us:

Location: T123  
Phone: 403-440-6452  
Website: <http://www.mtroyal.ca/learningskills/>

## LIBRARY

Library services include research instruction, reference assistance, circulation, inter-library loans, photocopying & printing, computer internet access (including wireless access for laptops), and audio-visual equipment loan (including laptops). We have over 180,000 books, a wide range of audio-visual materials, access to upwards of 21,000 newspaper and journal titles, in print and electronic formats, as well as access to several statistical databases.

Stop by the Information Desk or call 403-440-6140 for more information on our services and hours of operation. Check us out online at <http://library.mtroyal.ca>.

Please note that the MRC Library is:

- a quiet zone; and
- a commonly shared academic space.

Director, Library Services, C. Shepstone: 403-440-6134

Library Chair & Coordinator, Technical Services, J. Monteith: 403-440-6137

Coordinator, Circulation & Reserves Services, A. Swabey: 403-440-7241

Coordinator, Media Services, G. Owens: 403-440-7737

Coordinator, Information & Instructional Services, M. Macmillan: 403-440-6135 (on sabbatical)

Coordinator Information Services (Acting) M. Sinotte 403-440-5683

Coordinator Instruction Services (Acting), F. May 403-440-6128

Coordinator, Collections, M. Bowler: 403-440-6086.

Instructional Services Librarians: K. Barrette: 403-440-6126, M. Bowler: 403-440-6086, P. Herscovitch: 403-440-6022, M. MacMillan: 403-440-6135, F. May: 403-440-6128, C. Merkley: 403-440-5068, M. Millard: 403-440-6136, J. Monteith: 403-440-6137, G. Owens: 403-440-7737, R. Sherwin: 403-440-7045, M. Sinotte: 403-440-5683, A. Swabey: 403-440-7241,

## LOCKERS

Full-length lockers are available for rent at \$30 for two semesters with a \$10 lock deposit. Box or half lockers rent for \$18 for two semesters with a \$10 lock deposit. Spring semester locker rentals are \$4 with a \$10 lock deposit. The Parking Office handles locker rentals soon after classes begin. Be forewarned – at the end of each semester the contents are turned over to the Lost & Found Department and will be disposed of, if not claimed, in 45 days.

Mount Royal College does not accept responsibility for any damage to the contents or loss of items from lockers, which have been rented to students and/or other parties. Valuables should not be stored in lockers. Students must use the locks provided by the College.

The additional \$10 Lock Deposit Fee is refundable only when the lock is returned to the Parking Office.

Lockers are also available through the Mount Royal Recreation Customer Service Centre U130 for \$50 per year. They also offer a convenient towel service for \$50 annually.

## RECREATION

### Mount Royal Recreation

Mount Royal Recreation Customer Service Centre U130

403-440-6517

Website: [www.mtroyal.ca/recreation](http://www.mtroyal.ca/recreation)

E-mail: [recreation@mtroyal.ca](mailto:recreation@mtroyal.ca)

### FACILITY HOURS – September 1 – April 30

Monday - Friday .....	6 a.m. to 11 p.m.
Saturday .....	6 a.m. to 8 p.m.
Sunday .....	8 a.m. to 8 p.m.
Holidays .....	8 a.m. to 8 p.m.

Mount Royal Recreation is a great way to have fun, meet new people, socialize with friends, get some exercise, learn new skills and enjoy friendly competition. How do you get involved? All credit students are automatically members. Stop by each semester to activate your membership. Other students and student family members can join at reduced rates. To validate your membership each semester, please stop by the Customer Service Centre U130. Membership allows you to use the recreation facilities and access Mount Royal Recreation programs and services at the lower member rate.

### PROGRAMS

- Aquatics • Climbing • Clubs & Drop-in Sports • Dance • First Aid & CPR • Group Exercise • Intramural Sports • Mind, Body & Spirit • Outdoor Experiences • Running • Sport Instruction • Squash • Triathlon

### FACILITIES

- 14,000 sq. ft. fitness centre • 40 ft. indoor climbing wall • 200 m indoor running track • Six international squash courts • Five volleyball/basketball courts • Aerobics studios & multi-purpose room • Six outdoor tennis courts • Four outdoor playing fields • Two outdoor beach volleyball courts • 25 m salt water pool with hot tub • Steam rooms & family change room

### Sport Instruction

Mount Royal Recreation is not just about competitive activities; you will find a tremendous selection of fun and energizing programs to choose from at amazing prices. Enjoy your leisure time by using Mount Royal Recreation to its fullest. Check out our website, pick up a Rec Guide or visit our CustomerService Centre U130 for more details.

## RESIDENCE

Mount Royal Residence Services Mount Royal Residence consists of 4 bedroom, 2 bedroom, and a few 1 bedroom townhouse and apartment style units, which house approximately 1,000 single students. Each unit is fully furnished and provides an individual bedroom for each student with individual phone and internet, as well as full living room and kitchen facilities. All utilities including local telephone service, high speed internet and cable TV are included in the Residence Fees. Laundry facilities as well as mail boxes are located in the West Administration Building and the East Community Building. There are seven barrier free units.

Students may apply for Residence accommodation once they have applied for admission to a program, but should not wait until they are admitted to Mount Royal before applying for housing. A non-refundable application fee is required to complete the application, and the submission of a security deposit is required for room placement. Guaranteed placement is offered for all new students who complete their application and pay their security deposit by June 1st. Room placement is first come first serve, based on payment of security deposit for a completed application. Security deposits will be fully refunded if the applicant is not accepted into a College program.

Residence Fees are due before move-in for the semester in line with the College fee deadlines. Housing is also available for the Spring and Summer months for current residents and summer students.

For more information please see our website [www.mtroyal.ca/residence](http://www.mtroyal.ca/residence) or phone 403-440-6275 or write: Mount Royal College Residence, 200 Mount Royal Circle S.W., Calgary, AB T3E 7P7.

Website: [www.mtroyal.ca/residence](http://www.mtroyal.ca/residence) E-mail: [residence@mtroyal.ca](mailto:residence@mtroyal.ca)

### Student Mail

Mount Royal College does not forward student mail nor does it release student addresses to third parties. Any mail for students from outside parties should be sent to their home addresses. Any mail for students staying in Residence should be sent to the student at the following address:

Name  
Unit #  
200 Mount Royal Circle S.W.  
Calgary, Alberta T3E 7P7

## STUDENTS' ASSOCIATION

The Students' Association of Mount Royal College (SAMRC) is the independent voice of all students at Mount Royal College. SAMRC works to enhance students' lives in a meaningful way by delivering high quality services, leadership, advocacy and support. SAMRC serves students to help them succeed.

The Students' Association of Mount Royal College is a charitable, nonprofit organization run for students, by students. It is one of the oldest college students' association in Alberta and has been around since at least 1913 in one form or another. SAMRC currently operates under the legislative authority of the Post-Secondary Learning Act of Alberta. SAMRC has set itself the task of ensuring that the students of Mount Royal College have an opportunity to participate in all matters that affect the quality of student life at the college.

### The Wyckham House Student Centre

The Students' Association of Mount Royal College has always been visionary and strongly independent. Back in 1964, students received a government grant to be used for the creation of a student building. Students added to this money using student fees to create the building fund, which would eventually be used to build a student center. After relocating twice, the Wyckham House Student Centre became the home of the Students' Association. Officially opened in September 1987, Wyckham House is the student centre of Mount Royal College, offering services and a social environment for the college community, and in particular, the students of Mount Royal College.

Wyckham House has four levels. The basement level houses the Peer Support Centre, the Cultural Mosaic Centre, the AccessAbility Centre, the Student Benefits Plan office, the Copywrite, Postal Outlet, Ticketmaster, meeting rooms for student groups, and the Reflector Newspaper office. The main level includes the Food Court, the Collegiate Shop offering convenience items, and the Liberty Lounge. On the second level, you can find the Students' Council chambers, the Executive Committee and staff offices, a study lounge with natural light and a TV lounge. The third level contains club and society lockers, meeting rooms, the Native Student Centre and additional staff offices.

### Student Centre Expansion

To meet the needs of a growing student population, Wyckham House is expanding in the next two years, adding almost 45% more space for necessary student services. Expansion plans include student service centres on the second floor, additional volunteer centres, more food kiosks, a new Council Chambers, more administrative offices, space for clubs, an art gallery, a kitchen and washrooms inside the Liberty Lounge and additional studying spaces. Our vision is to be the vibrant hub on campus.

### Student Government at Mount Royal College

The Students' Association of Mount Royal College is governed by a Students' Council which includes a full-time Executive Committee comprised of the President and three Vice-Presidents, six student representatives for various faculties, four diversity representatives and four commissioners. The Students' Council is elected annually in March of each year by a popular vote of the Association's membership.

### Representation

The Students' Association works to ensure that the student voice is heard at all decision-making levels in the college and to the government. Students' Association representatives have equal representation with faculty and administration on the Academic Council of Mount Royal College and its subcommittees, and one student executive of the Association represents students to the college's ultimate decision-making authority, the Board of Governors. Student representation for college committees is provided through the Association. These committees address a broad range of issues affecting campus life and academics.

Student perspective is provided to the municipal, provincial and federal governments through Association participation in various lobby organizations: the Calgary Faculty and Student Alliance (CalFASA), the Alberta College and Technical Institute Student Executive Council (ACTISEC), and the Canadian Alliance of Students' Associations (CASA), all meet regularly with government officials to discuss funding, tuition levels, student finance and a broad range of other issues that affect students.

## Students' Association Services

### Activities & Events

The SA holds many activities and special events for Mount Royal students throughout the year. These include big-name concerts, local acts, cabarets, and various special events hosted by student clubs. Start the year off right with Welcome Week - a week full of special events held throughout the Wyckham House Student Centre at the beginning of the Fall and Winter semesters.

### Awareness Events

Awareness events occur during the year to raise social awareness and to provide students with information on current issues. Student Clubs are encouraged to participate and anyone who wants to volunteer is welcome. Past Awareness events have included Global Diversity month, Sustainability month, Anti-Hatred week, Native Awareness Week, Montreal Massacre Memorial, Black History month, Gender Bender and many more!

### Bursaries, Awards, and Scholarships

The SA currently provides four bursaries which you can apply for through Financial Aid and Awards.

The Students' Association also provides a Membership Development Fund supporting extra-curricular school-related student development.

Finally, the Students' Association has recently introduced new scholarships for Mount Royal students, ranging in value from \$500 to \$1,000 each.

Please see [www.samrc.com](http://www.samrc.com) for details, or drop in to room Z201.

### E-Awards

Each year the SA hosts an Excellence Awards ceremony recognizing students who demonstrate contribution to student life on campus.

Recipients are provided with a certificate and/or scholarship. Faculty and staff are recognized with Teaching Excellence and Guardian Angel certificates. Eligibility requirements vary for all award categories and scholarship amounts are listed in the application forms. Students are encouraged to nominate one or more of the many outstanding staff, faculty and/or peers they feel are deserving of recognition.

Nomination forms are available in February and can be picked up at the SA offices located on the second floor of Wyckham House in Room Z201. The deadline date for nominations/ applications will also be posted in the SA reception area.

### Emergency Student Loans (ESLs)

Students who experience unforeseen financial difficulty may be eligible to receive an Emergency Student Loan (ESL) from the SAMRC. Applications are available through the Peer Support Centre, located in the basement of Wyckham House. Subject to funding availability, ESLs are interest-free loans not exceeding \$250, granted after establishing financial need and to be repaid by the recipient within 30 days.

### SAMRC Student Owned Businesses

The SA operates businesses that cater to students, as well as to faculty, staff and outside clients. The challenge for these businesses is to balance low cost, quality service to students, while also earning revenue for the Students' Association. The revenue from these businesses offsets Students' Association fees and helps to sustain important student support services. Having student-run businesses also helps keep prices as low as possible for Mount Royal students.

## CopyWrite and Used Books

Located in the basement of Wyckham House, CopyWrite provides postal services and student loan services in addition to cheap colour and black and white copies, computers, laser printing, scanning, typing, resume and fax services. Students can also sell and buy used textbooks on consignment. A Ticketmaster outlet is the most recent addition to this service centre. CopyWrite hires students to work part-time throughout the year and full-time in the summer.

## The Liberty Lounge

"The Lib" provides live entertainment, DJs, pool tables, arcade games, TVs and plenty of special events. The Liberty is a place where students can relax and socialize with their peers and instructors on campus. The Liberty also provides some Mount Royal students with employment and valuable work experience.

## Food Kiosks and Collegiate Shop

SAMRC leases space to various tenants to provide students with a variety of food choices and convenience items. Currently, the Wyckham House Food Court houses Booster Juice, Vanelli's Fresh Italian Foods, Cultures Fresh Foods, Dairy Queen, The Wycked Deli, Edo Japan, Coffee Company, Subway and the Collegiate Shop.

## Space Rental

The SA also leases various spaces throughout the Wyckham House Student Centre to temporary student-focused vendors with items such as posters, CD's and jewelry.

## Safewalk

"Why Walk Alone?" Available 24-hours-a-day. Safewalk provides members of the campus community escorted walks within 1km of the College grounds. Visit the Security Desk or Use the RED Help Phone or Call 440-6898 for an escort to your car or bus stop.

## Native Student Centre (NSC)

"Honouring Culture through Student Support Services"

The Native Student Centre offers services including cultural activities, information sharing, educational resources, office equipment, and transitional support. Phone: 403-440-7795, 3rd floor of Wyckham House.

## Peer Support Centre (PSC)

"Students Helping Students"

The Peer Support Centre's service offerings include Food Bank Hampers, Emergency Student Loans, a Free Breakfast Program, Free Legal Clinic, one-on-one listening and on and off campus referrals. Phone: 403-440-6269, Room Z004, Basement of Wyckham House.

## Cultural Mosaic Centre (CMC)

The goals of this program are to assist all international students by providing information, creating networking opportunities and providing a venue for international and Canadian student to explore other cultures. Phone: 403-440-5185, Room Z 210 of Wyckham House.

## AccessAbility Centre (AAC)

This new centre is designed to provide peer support, information, resources and advocacy for Mount Royal students with disabilities. Phone 403-440-7792, Room Z008, Basement of Wyckham House.

## Academic Appeals and Grievances

All students attending Mount Royal have rights and responsibilities. Students who have questions regarding their program, courses, exams, marks, or instructors can talk to the SA's VP Academic for an explanation of the College's policies and procedures, or to seek assistance with any academic appeals, grievances or non-academic misconduct charges.

## Contests

Check out our website at samrc.com for regular contests and prizes including movie premier tickets, T-shirts, CD's, and concert tickets. Look throughout Wyckham House for details.

The Students' Association offers literally dozens of services to its membership. Check out the SAMRC Services Directory for a complete listing, stop by our offices in room Z201 in Wyckham House or visit our website at: [www.samrc.com](http://www.samrc.com)

## Students' Association Health and Dental Plan

Eligible students (9 credits or more) at Mount Royal College are automatically enrolled in the student's health and dental plans that have been established by the Students' Association through the Student Benefits Plan Office. This plan provides a comprehensive set of extended health and dental insurance benefits.

**Students must fill out the *Personal Information Form* at the Student Benefits Plan Office in order to activate their coverage under these plans.**

The following are some of the more commonly used benefits of the plans:

### Health Benefits

- Prescription drug coverage on the National Formulary
- Vision – coverage for eye exam, eyeglasses and contact lenses every 24-months
- Paramedical benefits (physiotherapy, massage therapy, athletic therapy, etc.)
- Ambulance
- Medical equipment and appliances
- Orthopedic shoes and orthotics

### Dental Benefits

- Diagnostic & Preventive
- Fillings
- Extractions (Wisdom Teeth)
- Additional Scaling and Root Canals
- Periodontal treatment (additional scaling)
- Major Restorative

Visit the Student Benefits Plan Office for a list of Select Dental Partners who provide an additional 20% off your coverage levels. (Note: \* Insured portion is based on insurer's current eligible fee for services rendered, as a result, total coverage amount may differ, depending on the fees charged at the dental office)

This is a summary only for Health & Dental benefits. For complete details, including information on **Select** and **Alternate Dentists**, reimbursement levels and maximums, please visit the Student Benefits Plan Office or the website at: [www.gallivan.ca](http://www.gallivan.ca)

## Add-On Family under the Plan

Students who are on the plan can also enrol their spouses and children under these plans (under 21-years-of-age or up to age 25, if attending school full-time) by paying an additional family coverage fee each year by the posted deadline.

## Care Card

Each student covered under the student health insurance plan can pick up, or download a Care Card from our website

[www.gallivan.ca](http://www.gallivan.ca). In order for a student's Care Card to be activated a *Personal Information Form* must be completed at the Student Benefits Plan Office. Please use this card for as long as you are an eligible student and remain enrolled in the health plan at Mount Royal College. Students returning to school next year will not have a disruption of their coverage.

## Waiving the Student Benefits/Rescinding Waivers

If you are an eligible student and have comparable health and/or dental coverage you may apply to waive benefits during the opt-out period, usually within the first three weeks of classes. Please note that your provincial health care plan does not qualify as an extended health plan. Each student is given one opportunity to waive benefits under the health and/or dental plan(s) each year. Each student is given the option of choosing their own opt-out status. The first option is the **one time opt-out** which will continue each year for as long as you remain an eligible student. The second option is the **annual opt-out** which applies to this year only. You will need to complete another waiver form next year.



**Please note, in the event that you don't specify an opt-out status on your waiver form, you will receive a one time opt-out by default.** All waiver forms must be completed through the **SAMRC Student Benefits Plan Office** and must be received by the applicable deadline for the semester period of enrolment. Confirmation of existing coverage must show the name of the insurance company providing coverage and the policy number. The easiest way for you to provide confirmation of coverage is by presenting a copy of a benefits card or a confirmation letter from the employer/insurance company. Confirmation may also be provided by presenting other documents such as a recent statement of claim, web page print-out or other insurance company document identifying you, the insurer and the policy number. **Once we confirm coverage, we DO NOT retain any confirmation documentation that you provide to us.**

Approval of waiver forms will result in the plan fee being refunded. Opt-out cheques will be available for pick up in the fall and winter semesters for eligible students (9 or more credits at MRC). There will be no exceptions or extensions for students who fail to submit their completed waiver to the SAMRC Student Benefits Plan Office prior to the applicable deadline. Students who have previously waived their benefits and have lost comparable coverage, must come into the SAMRC Student Benefits Plan

Office and opt-in before the applicable deadline. For full details, please visit the Student Benefits Plan Office in room Z001 in the basement of Wyckham House.

#### Disclaimer

In the event of any discrepancy between the information herein and our contract with the insurer, the terms of the contract will apply.

## WORSHIP

For over 90-years, Mount Royal College has upheld a spiritual tradition that stems from the original vision of Dr. George Kerby. The spiritual tradition continues today through the existence of an Interfaith Chaplaincy where a variety of services are available. Currently offered are: weekly Chapel Services, support groups, and weekly discussion groups. The Meditation Centre (Room W 201), a non denominational facility, is available for quiet reflections and religious services.

The Chaplaincy Team consists of professionals as well as student volunteers who are interested in the ministry. The Chaplains are available as resource persons to provide guidance on spiritual issues.

The Chaplaincy office (Room F 122) is open daily from 10 a.m. to 5 p.m. Phone 403-440-8942 or 403-440-8904.

## MISCELLANEOUS SERVICES

### Accidents

The College holds an insurance policy providing certain coverage benefits relating to accidents. If you are involved in an accident, please contact Security 403-440-6897 and Health Services 403-440-6326. Health Services can provide medical care and information on policy coverage and claims procedures.

### Buses

The Calgary Transit System offers five main bus routes to the College. From the College, students may catch the #13 bus (Mount Royal), which stops on campus outside the East Gate Entrance. Students living in the Lakeview area may catch the #18 bus (Lakeview) at the East Gate. The #72 bus (Circle Route) makes a clockwise circuit around the city, including stops at the University. It stops near the College on Richardson Way and Richard Road. The #73 (Circle Route) moves counter-clockwise across the city. Students are also able to catch the #20 bus (Heritage Station) on the east side of Richard Road, going north on the east side of Richard Road opposite the East Gate Entrance. The #20, going south, stops on Mount Royal Gate beside the East Gate Entrance. Contact Calgary Transit for schedule information at 403-262-1000. Bus passes and tickets are available at the BookStore and Collegiate Shop.

## Newspapers

### The Calgary Journal

As part of their program of study, Journalism students produce a weekly community newspaper which serves more than 20 residential communities and business districts in the city's southwest quadrant.

### The Reflector

Students needn't be enrolled in the Journalism program to write for the Reflector. All that is needed is a sense of adventure and humour, a desire to inform, educate, and entertain, and, on occasion, an affinity for the absurd. Everyone is welcome to contribute.

The Reflector is editorially autonomous and financially independent from the Students' Association of Mount Royal College. As such, it has a responsibility to provide accurate, fair, and non-discriminatory information about issues and events that are of interest to the students of the College.

Make a point of stopping by the Reflector office located in Wyckham House, or phone us at 403-440-6268.

## Radio

CMRC, the College radio station operated by Broadcasting diploma students, broadcasts in-house, via cable, and online.

## Room Bookings

Scheduling Services is the central booking office for Mount Royal College. This office assigns space for credit and non-credit courses and community functions such as meetings and seminars. Phone 403-440-6585. For Mount Royal Recreation activities call 403-440-6976.

## Tobacco Use

Smoking is not permitted at Mount Royal College except in certain outdoor designated locations (see directories or the policy for designated outdoor smoking areas). This policy applies to all College students, employees, and visitors and is in effect full-time.

Complaints regarding the infringement of this policy should be referred to the Manager, Chair or Supervisor of the area for violations by College employees. The Department of Security and Public Safety should be notified of violations by students or the public. Breach of this policy will be treated in the same manner as breaches of other existing College policies.

## Theatres

The College has three excellent performance theatres. The Leacock Theatre, set aside for music and speech events, seats 300. Full theatrical lighting, sound equipment, and movable seating make the 250-seat Wright Theatre and the 183-seat Nickle Theatre ideal for performing arts activities. In addition to these three theatres, the 195-seat Jenkins Theatre (I-115) hosts lectures, films and special events.

Please note that the definitions that follow are general. More specific explanations of these terms as they are used at Mount Royal College may be found throughout this calendar.

# GLOSSARY

## Academic Schedule

- A calendar of important College dates such as the first and last day of classes, deadlines for payment of fees and last day to withdraw from a course.

## Admission

- Acceptance of a person who has formally applied to attend the College. Individuals may be admitted if they meet the admission requirements for the program they wish to study and submit all the necessary forms, transcripts and supporting documentation.

## Admission Requirements

- Sometimes called entrance requirements.
- The background an applicant must have before being admitted to study at the College. Some examples of admission requirements are: a high school diploma, letters of reference, English Language Arts 30-1 and a Department of Transport Medical Clearance.

## Advanced Placement (AP)

- Advanced courses offered at the high school level and developed by the College Entrance Examination Board, New York.
- Courses may be used for admission and/or transfer credit purposes.

## Advisor

- Sometimes called an academic advisor or academic advisor.
- Faculty member or staff who helps students select their program of study and the specific courses that will satisfy graduation requirements for their program. Advisors have been assigned to each program the College offers. Students should keep their original advisor as long as they stay in the same program.

## Alumnus

- A former student or graduate of the College.

## Appeal

- A request that a grade on a particular piece of work or a final standing in a course or program be changed on grounds related to the accuracy or fairness of the mark assigned.

## Applied Degree

- English 1101. Any other 1100 level or higher number English course of at least three credits may be substituted for English 1101.
- A minimum of six Arts and Science courses (minimum of 18 credits) representing at least four of the seven core areas. All courses must be outside the major discipline or area of focus and at least six credits must be at the senior level (all courses numbered 3300 or greater and appropriate course at the 1300-1399 level).
- Electives, and/or approved options and program core courses, including a minimum of 30 credits to be delivered through experiential learning, which may be embedded in classroom-based courses or other courses, such as directed field studies, practicum, co-op, capstone, clinical, fieldwork or service learning.
- Minimum of 120 credits are required for the applied degree program; maximum of 132 credits.

## Approved Option

- A course relating to a student's field of study that must be chosen in consultation with and approved by the appropriate academic advisor.

## Arts and Science Requirement

- Course selected from each of any four (4) of the seven (7) Arts and Science areas. See the *General Graduation Requirements* section.

## Auditor

- Often referred to as an auditing student.
- A student who pays to attend a credit class. An auditor does not receive credit for attending the course and is not allowed to participate in assignments or exams. To audit a course, students must have the permission of the instructor.

## Bursary

- An award given to a student on the basis of financial need as well as academic merit. For most College bursaries, a minimum Grade Point Average is required to qualify as well as strong evidence of financial need. See *Scholarships, Bursaries, and Awards* section.

## Certificate

- Programs offering this type of credential may include program core courses, electives and approved options (minimum of 18 credits and 6 courses). Generally, programs of this type will be from 6 to 10 courses in length and will focus on in-service, post-diploma or post-baccalaureate education. A minimum of 50 per cent of the required credits must be earned at Mount Royal College.

## Certificate of Achievement

- Given to acknowledge completion of an approved series of related credit courses (minimum of 9 credits and 3 courses). Generally, programs of this type will be from 3 to 5 courses in length and will focus on in-service education. A minimum 50 per cent of the required credits must be earned at Mount Royal College.

## Continuing Student

- Student who was enrolled in one or more courses at Mount Royal College during the immediately preceding major semester (i.e., Fall or Winter). Students who attend the Winter Semester, miss the Spring Semester, and then return for the Fall Semester are also considered to be continuing students.

## Convocation

- The ceremony to celebrate with those students who successfully completed their program and satisfied the College's graduation requirements. The convocation ceremony is held in the Spring.

## Co-operative Education

- Integrated academic study and alternating salaried work-terms available in a number of specialized disciplines.

## Corequisite

- Course(s) students must take at the same time they are taking other particular courses.

## Course Load

- The number of courses a student takes in a semester.

## Credit

- Often called credit hour.
- Number assigned to the amount of learning a student receives through a combination of lectures, tutorials, labs, etc. One credit usually equals one hour of lecture or tutorial or two or three hours of laboratory per week over a 16-week semester.

## Deferred Final Examination

- Students who miss a final examination due to some compelling reason may apply, through the Office of the Registrar, to write the examination at a later date. Refer to the *Examination Policy and Deferred Examination* sections under *Academic Regulations*.

**Diploma**

- English 1112 or 2201. Any other higher number English course may be substituted for English 1112 provided the final grade is "C" or higher.
- A minimum of four Arts and Science Requirements, representing at least four of the seven areas, and
- Program core courses (no fewer than 36 credits), electives and approved options.
- No 30-level equivalent or lower course shall be accepted in fulfilment of a graduation requirement in an option or elective category. Generally, programs of this type will have a minimum of 60 credits and a maximum of 72 credits.

**Directed Field Studies**

- Integrate academic learning with work experience or self-employed businesses and may be included in the curriculum for applied baccalaureate degree programs.

**Directed Readings**

- Special arrangement whereby students may pursue and receive credit in areas of study on an independent basis. See *Directed Readings* under the *Course Description* section for procedures and restrictions.

**Disqualified Student**

- A student who is no longer permitted to attend Mount Royal College for a specified period of time. Students will be disqualified if they do not do well in their courses. The College transcript will carry a notation *Required to Withdraw*.

**Drop/Add**

- Frequently referred to as registration adjustment or change of registration.
- Students may drop or add courses following initial registration. Courses, which are *dropped*, do not show on a student's record.

**eCampusAlberta**

- A consortium of 15 Alberta Colleges and Technical Institutes that have formed a partnership offer Albertans greater access to online learning opportunities.
- See eCampusAlberta in the *Registration Information* section.

**ESL/EAP**

- English as a Second Language/English for Academic Purposes.
- Special English courses offered to students who do not speak, read, or write English well enough to be successful in College credit courses. The ESL/EAP courses are offered through the Languages Institute. For further information call 403-440-5005.

**Elective**

- A course which is not specified for a program but counts towards an applied degree, diploma, or certificate. While academic advisors may recommend certain courses to fulfill elective requirements, students may freely choose their electives.

**Fees**

- Money which students must pay the College to attend courses. Tuition and fees cover things such as accident insurance, athletics, some laboratory costs, as well as class attendance. They do not cover text books.

**Full-time Status**

- For admission, registration and advising purposes, a full-time student is one who is admitted to a designated program and who enrolls in three (3) or more courses (normally a minimum of nine [9] credits) in a semester.
- For financial assistance, under The Province of Alberta Students Finance Act, and for fee assessment purposes, a full-time student is considered to be one taking at least three (3) courses and a minimum of nine (9) credits per semester for the Fall or Winter Semesters or at least two (2) courses and a minimum of six (6) credits for the Spring Semester. See the *Fees and Financial Aid and Scholarships* sections.
- For Income Tax purposes, a full-time student must be enrolled in a minimum of nine (9) credits (excluding Audit courses and courses for which credit was granted by the prior learning assessment and recognition process) per semester.
- For participation on a Mount Royal College Athletic Team, a full-time student must be enrolled in at least three (3) courses and a minimum of nine (9) credits.

**Grade Point Average (G.P.A.)**

- The average of a student's marks. The College does not use percentage grades for final marks; thus, each letter grade is assigned a number of points (i.e., A = 4 points, D = 1 point) so that the marks can be added together and averaged. For more information, see the *Academic Status* section.

**Grievance**

- A claim or complaint by a student that a College unit has reached a decision which is not in keeping with College policy or taken an erroneous action which adversely affects the student.

**Instructor**

- Sometimes called a faculty member or teacher.
- A qualified individual who teaches at the College.

**International Baccalaureate (IB)**

- Advanced courses offered at the high school level and developed by the International Baccalaureate Office, Geneva.
- Courses may be used for admission and/or transfer credit purposes.

**Limited Enrolment Program**

- Often referred to as a quota program.
- A program which only accepts a fixed number of first year students.

**Open Studies Student**

- A student who is not admitted to a designated program of study.

**Option**

- A course selected by the student from the list of courses available in the calendar. It counts toward an applied degree, diploma or certificate.

**Parchment**

- The award received for successful completion of the College's graduation requirements for an applied degree, diploma or certificate.

**Part-Time Status**

- A student who is admitted to a designated program and who enrolls in one (1) or two (2) credit courses (normally fewer than [9] credits) in a semester.

**Petition**

- A request that a regulation be waived on compassionate grounds or because of extenuating circumstances (i.e., petition for readmission or against disqualification).

**Practicum**

- A course of study involving supervised practical work.

**Prerequisite**

- Course(s) that students must successfully complete prior to taking a higher-level course.

**Program**

- An approved group of related courses leading to an applied degree, diploma or certificate.

**Re-Admitted Student**

- A student who has taken course(s) at Mount Royal College in the past but not in the immediately preceding Fall or Winter semester.

**Registration**

- The period before each semester when students select and enrol in classes and pay fees. New and returning students cannot register in courses until they have been officially admitted to the College.

**Required Courses**

- Often called compulsory courses. Specific courses in a program that relate to the field a student is studying. Students may not substitute any other course for a required course without the written permission of the program chair. To graduate, students must complete all the required courses outlined in their program pattern.

**Required to Withdraw**

- See *Disqualified Student*.

**Scholarship**

- An award given to a student primarily on the basis of academic standing. For most College scholarships, a minimum Grade Point Average is required to qualify, although other criteria such as financial need, extracurricular activities and contribution to community or campus life may be considered in selecting recipients. See *Scholarships, Bursaries and Awards* section.

**Semester**

- Often known as an academic session. Each academic year at the College is divided into periods of time called semesters. At Mount Royal, the Fall and Winter Semesters each last 16 weeks and are referred to as major semesters. There is also one Spring Semester, which usually lasts six or eight weeks. Students who attend the Spring Semester receive the same number of hours of instruction for each course taken as in the Fall or Winter Semester.

**Senior Matriculation**

- Frequently known as university entrance.
- A term used in Alberta to describe a student who has an Alberta High School Diploma (100 credits) with five (5) appropriate 30-level subjects. These five (5) 30-level subjects must be chosen carefully as different subjects are required for entrance to the various university faculties.

**Student Loan**

- A government loan to help students pay for books, tuition and living expenses while attending a college, university or technical school. Students must start paying back their loan once they have been out of school for six (6) months. See the *Financial Aid* section for more information.

**TOEFL**

- Test Of English As A Foreign Language.
- An international test which must be written by every applicant to the College whose native language is not English.

**Transcript**

- Sometimes called an academic record or student record.
- A permanent record of all of a student's courses, credits and grades. Transcripts are maintained by the Office of the Registrar and are only released upon written request by the student.

**Transfer Credit**

- Sometimes called advanced credit or advanced standing.
- Courses completed at another accredited college, university or technical institute are recognized as transfer credit if the courses are comparable to credit courses offered at the College and if the transfer credit satisfies graduation requirements for a Mount Royal College certificate, diploma or applied degree program.

**Transfer Equivalency**

- Courses completed at another accredited college, university or technical institute. Although the course may not apply to the student's current program of study, it may be used to determine eligibility to register in a particular course (prerequisite checking) and/or admission requirements. In addition, course equivalencies may be used in a degree audit to determine transfer credit for a student's current program or used to perform hypothetical scenarios.

**Tuition**

- See the *Fees* section of this calendar for more information.

**Withdrawal**

- Procedure for a student who withdraws from one or more courses or from the College completely and stops attending classes. Students who do not withdraw from courses using the proper procedures can be given an "F" grade in the course(s) even if they haven't attended class.



# GOVERNANCE

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L. Smith, B.A. (Hon), B.Ed., M.A.  
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### Tenured

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- Werier, C.; B.A. (Hon) (Concordia), M.A., Ph.D. (Toronto); English.
- Wertzler, L.; B.Sc., M.Ed., Ph.D. (Alta); Psychology, Chair, Department of Psychology.
- Whiting, C.; R.N., B.N., M.N. (Calg); School of Nursing.
- Wiebe, M.A.; R.N., B.Sc.N. (Alta), M.N. (Calg), CCN(C); School of Nursing.
- Wight-Felske, A.; B.A. (Hon) (Calg), M.A. (Carleton), Ph.D. (Toronto); Disability Studies, Department of Social Work & Disability Studies.
- Williams, L.; B.A. (Hon), M.A. (Calg); Political Science, Department of Policy Studies.
- Winterdyk, J.; B.A. (Hon) (Wilfrid Laurier), M.A., Ph.D. (SFU); Chair, Justice Studies.
- Wood, J.; B.A. (Cal State Coll at Stanislaus), M.A. (Manitoba), M.C.S. (Calg); Public Relations, Centre for Communication Studies.
- Woods, D.; B.A. (Hon) (Sask), M.B.A. (Alta); Bissett School of Business. (MB); Undergraduate Nursing Studies.
- Yumol, R.; B.Sc. (Ateneo de Manila), M.B.A. (BC), Ph.D. (Fordham); Computer Science & Information Systems.
- Zizler, P.; B.Sc. (Hon), M.Sc. (Alta), Ph.D. (Calg); Mathematics, Department of Mathematics, Physics & Engineering.

#### Tenure Track

- Ackroyd, N.; B.Sc. (BYU), Ph.D. (Illinois); Department of Chemical, Biological & Environmental Sciences.
- Angelini, A.; B.A. (Calg), M.A. (Stanford), Bissett School of Business.
- Beattie, A.; B.A., M.A. (Manitoba), Ph.D. (Berkeley); Anthropology, Department of Sociology & Anthropology.
- Bhandari, G.; Ph.D. (Western Ont); Mathematics, Department of Mathematics, Physics & Engineering.
- Brownell, C.; R.N., B.N., M.N. (Calg); School of Nursing.
- Buchart, L.; B.Mgmt. (Leth), M.A. (Royal Roads); Bissett School of Business.
- Burnett, T.; B.A., M.A., Ph.D. (California); Department of Earth Sciences.
- Chaston, T.; B.Sc., Ph.D. (Alta); Department of Psychology.
- Dawson, D.; R.N., B.N., M.N. (Calg); School of Nursing.
- Day, T.; B.Sc., Ph.D. (Calg), Department of Chemical, Biological & Environmental Sciences.
- Dean, Y.; B.S.W., M.S.W. (Calg), R.S.W.; Social Work, Department of Social Work & Disability Studies.
- Derbyshire, P.; M.A. (Royal Roads); Bissett School of Business.
- Diaz-Avila, M.; B.Sc., Ph.D. (New York); Department of Mathematics, Physics & Engineering.
- Espinoza-Vera, M.; Ph. D. (Queensland); Department of Languages & Cultures.



- Fischer, J.; B.A. (Wilfrid Laurier), B.Ed. (Queen's), M.A., (Alta), M.B.A. (Southern Queensland); Bissett School of Business.
- Fleming, B.; B.A. (Western Ont), M.B.A. (Wilfrid Laurier), C.P.I.M., H.B.A.; Bissett School of Business.
- Foggo, R.; B.A., M.Ed. (Calg), Ph.D. (student) (South Calif.); Department of Child & Youth Studies.
- Gieck, A.; Dip. Broadcasting (MRC); Centre for Communication Studies.
- Harris, S.; B.Sc. (Queen's), M.Ed., Ph.D. (Calg); Department of Humanities.
- Hawley, M.; B.A., Ph.D. (Calg); Department of Humanities.
- Hirschfeld, J.; B.A. (Queen's), B.B.A. (NB), M.Sc. (Stirling), Public Relations, Centre for Communication Studies.
- Howie, P.; B.Sc. (Hon) (BC), M.Sc., Ph.D. (Colorado School of Mines), Economics, Department of Policy Studies.
- Jensen, L.; B.A. (Sask), M.B.A. (Calg); Bissett School of Business.
- Kostouros, P.; B.A., M.A. (Victoria), C.Psych; Department of Child & Youth Studies.
- Kunz, B.; B.F.A. (Alta), M.Des. (Cincinnati); Centre for Communication Studies.
- Kusi-Sekyere, B.; B.A. (Ghana), M.A., Ph.D. (Manitoba); Department of Policy Studies.
- Lehman, J.; B.N. (Calg), M.Sc.N. (Western Ont); School of Nursing.
- LePrieur, D.; R.N., B.N., M.N. (Calg); School of Nursing.
- Lovall, C.; B.Sc. (Winnipeg), Ph.D. (Alta); Chemistry, Department of Chemical, Biological & Environmental Sciences.
- MacDonald, D.; B.Comm., M.B.A. (Dalhousie), Ph.D. (candidate) (Stirling); Bissett School of Business.
- Maw, S.; B.Sc., M.Sc., (Waterloo), Ph.D. (Alta); Engineering, Department of Mathematics, Physics & Engineering.
- May, F.; B.Sc. (Leth), M.L.I.S. (Dalhousie), M.Sc. (Amsterdam); Librarian.
- McKegney, S.; B.A. (Wilfrid Laurier), M.A., Ph.D. (Queen's); English.
- McLellan, H.; R.N., B.N., M.D.E. (Calg) CFRN; Advanced Studies in Critical Care Nursing, Advanced Specialty Health Studies.
- McNichol, J.; B.A. (Toronto), M.B.A. (Royal Roads); Centre for Communication Studies.
- Meisner, N.; Ph.D. (Calg); English.
- Merkley, C.; M.A., M.I.S. (Toronto); Librarian.
- Mitchell, W.; CFP, CFA, B.A. (York), M.B.A. (Dalhousie); Bissett School of Business.
- Mossiere, G.; Lic. (Lyon), M.A. (Calg); French, Department of Languages & Cultures.
- O'Connor, T.; B.Sc., Ph.D., (Calg); Biology, Department of Chemical, Biological & Environmental Sciences.
- Osakwe, C.; B.Sc., M.B.A. (Howard), Ph.D. (McGill); Bissett School of Business.
- Pada, C.; B.Sc.N., M.N. (Alta); School of Nursing.
- Patient, A.; B.A., B.Sc., M.A. (Calg), Ph.D. (ABD) (Alta); English.
- Platts, R.; B.F.A. (Calg), M.Arch. (Manitoba); Department of Interior Design.
- Pritchard, A.; B.N., M.N. (Calg); School of Nursing.
- Quance, M.; B.N., M.N. (Manitoba), Ph.D. (Calg); School of Nursing.
- Robertson, T.; M.N. (Calg); School of Nursing.
- Russell, H.; R.N., B.N., M.N. (Calg); School of Nursing.
- Sharma, I.; B.A., M.A. (Nepal), M.A., Ph.D. (Mass); Sociology, Department of Sociology & Anthropology.
- Sinotte, M.; B.Comm. (Calg), B.F.A. (ACAD), M.L.I.S. (Alta); Librarian.
- Slawinski, R.; B.Sc. (Hon) (Calg), M.Sc. (Chicago); Ph.D. (Calg); Physics, Department of Mathematics, Physics & Engineering.
- Smistad, R.; B.A. (Calg), M.Sc. (BC), CA; Bissett School of Business.
- Spencer, R.; D.M.A. (BC); Department of Theatre, Speech & Music Performance.
- Spyker, C.; B.Comm. (Sask), CA; Bissett School of Business.
- Surdu, R.; B.A. (Hon), M.A. (Carleton), Ph.D. (Queen's); Art History, Department of Interior Design.
- Sutherby, L.; B.A., M.Ed. (Memorial); Department of Child & Youth Studies.
- Svishchuk, M.; B.Ed. (Hon), M.Sc., Ph.D. (Kiev); Mathematics, Applied Mathematics, Department of Mathematics, Physics & Engineering.
- Swabey, A.; B.A., M.L.I.S. (Alta), Librarian.
- Tavcer, S.; B.A. (Alta), M.A. (Leuven), Ph.D.; Justice Studies.
- Thompson, N.; B.J.St. (Applied) (MRC), M.A., Ph.D. (candidate) (SFU); Justice Studies.
- Trueman, G.; R.N., B.Sc.N., M.N./N.P. (Alta); School of Nursing.
- Varella Connors, P.; M.B.A., Ph.D. (Calg); Bissett School of Business.
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## Term Certain

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- Benson, M.; Dipl. (Theatre Arts, Aviation) (MRC); Aviation
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- Downey, B.; B.A. (Okanagan), M.A. (York); Sociology, Department of Sociology & Anthropology.
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- Nelson, H.; Ph.D. (McMaster); Department of Humanities.

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Yeo, M.; Ph.D. (Victoria), Academic Development Centre.

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S. Cheney, (M.Ed.)

Program Director, Business Education and Training  
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Program Director, Community and Health Studies  
C. White Prosser, B.A., M.A.

Corporate Training Consultant, Centre for Business Development  
C. Poole, B.A. (Alta)

Corporate Training Consultant, Centre for Business Development  
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Manager, Satellite Campuses, C. Burke

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Manager, General Conservatory Programs  
S. Nadler

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Coordinator, Kodály Early Childhood Musicianship Program  
S. Drayson

Coordinator, Morningside Music Bridge  
M. DeSilva

Coordinator, Music With Your Baby  
S. Rudzik

Coordinator, Orchestral Programs  
S. Nadler

Head of Organ Studies  
N. Cockburn, M.A., M.Mus.

Coordinator, Piano  
S. Hlasny, B.Mus., M.Mus.

Coordinator, Speech Arts  
J. Orr, A.R.T.C., A.M.R.C., B.A.

Coordinator, Strings  
Vacant

Coordinator, Technology  
J. Abram, B.Sc., M.A. (Composition), Ph.D.

Coordinator, Theory  
J. Auger-Crowe, B.Mus., M.Mus

## Early Childhood Faculty

Ann, G.; B.Mus., B.Ed., Dip.F.A. (Kodály) (Kodály)

Dornian, K.; A.R.C.T., B.Mus., B.Ed., M.Mus., Dip. F.A. (Kodály)

Drayson, S.; B.Mus., M.Mus., B.Ed., Cert.Mus. (Kodály) (Kodály)

Feria, M.; B.Mus., M.Mus., Dip. Mus. Perf. (Suz. Piano)

Frizzell, P. (Music With Your Baby, Music and Movement)

Grigoriu, K.; Dip. (Bucharest) (Violin)

Heninger, B.

Henschell, T.; B.Mus., Dip.F.A. (Kodály)

Huck, P. (Suz. Piano)

Jalilian, Z.; B.Mus., Dip.F.A. (Kodály, Music With Your Baby))

Lane, D.; B.Mus., M.Mus. (Violin)

Mauthe, H.; B.F.A. (Music With Your Baby, Music and Movement, Orff)

Montgomery, G.

Ng, E.; B.Mus.Ed. (Suz. Piano)

Perlau, A. B.Ed. (Mus.), Dip. F.A. (Kodály)

Rudzik, S.; (Music and Movement, Music with Your Baby)

Zanjany, A.; B.Mus. (Elem. Mus. Ed.), Dip.F.A. (Kodály)

Zavzavadjji S.; B.Mus., Dip. F.A. (Kodály)

## Instrumental Ensembles

Agopian, E.; B.Mus., M.Mus. (Calgary Youth Orchestra)

Buschmeyer, R.; Dip. Mus. (Jazz Guitar Ensemble)

DeBoeck, G.; (Jazz Combos)

Nadler, S.; (Coordinator, Orchestral Programs)

Neumann, B.; B.Mus. (Prep. Strings, Pre-Chamber Strings, Chamber Strings, Jr. Orchestra Program Coordinator)

Plotnick, J.; B.Mus. (Intermediate Strings)

Thompson, J.; L.R.A.M. (Conservatory Strings)

van Dieman, J.; B.A. (Mus), M.Mus. (Jr. Strings)

## Pianoforte Faculty

Andrievsky, A.; B.Mus., ARCM

Athparia, C.; B.Mus., M.Mus.

Bergmann, E.; B.Mus., M.Mus., D.E.S.S., Dip. Mus. Artist's Diploma

Bergmann, M.; D.E.S.S., Dip. Mus. Artist's Diploma

Bingham-Laycock, R.; B.Mus., M.Mus.

Blackstone, T.; ARCT, B.Mus., M.Mus.

Chen, H-K.; Artist's Diploma

Dornian, K.; A.R.C.T., B.Mus., M.Mus. (Coordinator, Academy Piano)

Edwards, T.; B.Mus., M.Mus.

Engle, M.; B.Mus., M.Sc.Mus., M.Mus.

Feria, M.; B.Mus., M.Mus. (Music Therapy), Per. Dip.

Gonzales, A.; B.Mus., M.Mus.

Hlasny, S.; B.Mus., M.Mus. (Coordinator, Piano)

Huck, P.

Jablonski, K.; B.Mus., M.Mus., D.Mus.

Jancewicz, P.; B. Mus., M.Mus., D.Mus.

Murdoch, K.; A.Mus., B.Mus., Dip. Ed.

Nesterov, D.; B.Mus., M.Mus.

Page, S.; A.T.C.L., B.Mus.

Rebozo, E.; M.Mus.

Rodriguez, A.; B.Mus., M.Mus.

Stoll, D.; B.Mus.

Tominaga, A.; B.Mus., M.Mus., Artist Diploma

Waite, J.; A.R.C.T., A.Mus., B.Mus., M.Mus.

Woo, Claudia

Zandboer, S.

Zayarny, I.; B.Mus., M.Mus.

## String Faculty

Agopian, E.; B.Mus., M.Mus.; (Violin)

Benediksson, I.; Dip.Mus.Perf., Artist Dip., Perf. Dip.; (Cello)

Buschmeyer, R.; Dip. Mus.; (Jazz Guitar)

Campbell, T.; Dip. Mus.; (Classical Guitar)

Edmonton-Boehm, N.; B.Mus., M.Mus., Perf.Dip. (Cello)

Garrett, S.; B.Mus., Cert. Adv. Studies (London); (Double Bass)

Grigoriu, K.; Dip. (Bucharest); (Violin)

Hyde, J.; (Jazz Bass)

Jurchuk, T.; Dip. Mus. Perf.; (Violin)

Kilchyk, O.; Dip., M.Mus.; (Cello)

Kadz, J.; (Cello)

Lane, D.; B.Mus., M.Mus.; (Violin)

Louie, B.; B.Mus, M.Mus.; (Violin)  
 Lubiarz, S.; B.Mus, M.Mus.; (Violin)  
 Mahon, B.; .Dip Mus. Perf., B.Mus., M.Mus.,  
 ARCT; (Classical Guitar)  
 Neumann, B.; B.Mus.; (Violin)  
 O'Brien, D.; B.Mus., M.Mus., DMA.; (Violin,  
 Viola)

Plotnick, J.; B.A.; (Chamber Music)  
 Pulos, N.; B.Mus., M.Mus.; (Viola, Violin)  
 Rumpel, G.; Dip Mus. Perf.; (Jazz Guitar)  
 Sandvoss, B.; B.Mus, M.Mus.; (Cello)  
 Schlessinger, L.; B.A.; M.Mus.; (Cello)  
 Serpas, R.; M.Mus.; (Contemporary Guitar)  
 Szojka, E.; Dip. (Basel), B.Mus.; (Violin)  
 Thompson, J.; L.R.A.M.; (Viola)  
 van der Sloot, A.; Dip.; (Violin/Viola)  
 van der Sloot, W.; B.Mus., Dip.; (Violin/Viola)  
 Visscher, M.; B.Mus., M.Mus.; (Classical Guitar)  
 Vrba, C.; Dip. (Czechoslovakia); (Violin)

### Woodwind Faculty

Climie, S.; B.Mus.; (Clarinet)  
 Colquhoun, J.; B.Mus.Ed., M.Mus.; (Clarinet)  
 Dornian, P.; B.Mus., M.Mus., M.B.A.; (Clarinet)  
 (Director, Mount Royal College Conservatory)  
 Eselson, L.; B.Mus., M.Mus.; (Flute)  
 Jones, L.; B.Sc., B.Mus., M.Mus.; (Flute)  
 Reside, J.; (Flute)  
 Sussman, D.; B.Sc.; M.Mus.; (Oboe)

### Brass Faculty

Baker, R.; B.Mus., M.Mus.; (Trombone)  
 Brown, L.; B.A.Mus., M.A.Mus.;  
 (Chamber Music) (Trumpet).  
 Caswell, D.; B.Mus, M.Mus.; (French Horn)  
 Day, R.; (Trumpet)  
 Eastep, M.; B.Mus.; (Tuba, Euphonium)  
 Engstrom, H.; B.Mus.; (Trumpet)

### Percussion Faculty

DeBoeck, G.  
 Schuett, M.; B.Mus., M.Mus.

### Classical Guitar Faculty

James Carne, S.  
 Maier, R.; B.Mus., M.Mus.  
 Mahon, B.; Mus.Perf.Dip., B.Mus.  
 Rumpel, G.; Mus.Perf.Dip.  
 Weiss, S.

### Harp Faculty

Baril, G.; B.Mus.

### Jazz/Contemporary

### Popular Performance

Buschmeyer, R.; Dip. Mus.; (Guitar)  
 Cardinal, V.; (Jazz Voice)

Day, R.; (Trumpet)  
 DeBoeck, G.; (Percussion)  
 Friedenber, E.; B.Mus.; (Flute, Saxophone)  
 Hyde, J.; (Bass)  
 Rumpel, G.; Dip. Mus. (Perf); (Guitar)  
 Zandboer, S.; (Piano)

### Vocal/Choral Faculty

Ann, G.; B.Mus., B.Ed., Dip.F.A. (Kodály) (Kodály)  
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 Ferguson, D.; A.R.C.T., B.Ed., M.Mus.; Mount  
 Royal Youth Choir (Artistic Director Choral  
 Program)  
 Hicks, B.; B.A., Cert.Ed., Dip.Op.Perf.  
 McGillivray, A.  
 Noren, W.; B.Mus.  
 Slabe, J.; B.Ed., B.Ed., M.A.

### Accompanists

Ahenda, L.; ARCT., B.Mus.  
 Bennie, R.; B.Mus., A.Mus., Dip. (Perf.)  
 Chiacchia, L.; B.Mus., M.Mus.  
 Dornian, K.; A.R.C.T., B.Mus., M.Mus.  
 Emery, C.; B.Mus.  
 Gonzalez, A.; B.Mus., M.Mus.  
 Kang, Y.  
 Lindsay, S.; B.Mus., M.Mus., M.Mus. (Accomp.)  
 Longhi, A.; B.Mus.  
 Monroe, B.  
 Naumchyk, A.  
 Ruberg-Gordon, S.; M.F.A.  
 Tominaga, A.; B.Mus., M.Mus., Artist Dip.  
 von Eccher, M.; B.Mus.  
 Zavzavadjian, S.; B.Mus., Dip. F.A. (Kodály)  
 Zayarny, I.; B.Mus., M.Mus.  
 Abram, J.; B.Sc., M.A. (Composition), Ph.D.  
 Janes-Carne, S.; B.Mus, M.F.A.  
 Janz, T.; B.Mus.  
 Lee, B.; B.Mus. (Hon), M.Mus., Ph.D. (Theory  
 Coordinator)  
 Lee, H.; B.Mus., M.Mus.  
 Longacre, I.; A.R.C.T., Artist Diploma (Salzburg)  
 Nadler, S.; (Credit History)  
 Noren, W.; B.Mus.  
 Page, S.; A.T.C.L., B.Mus.  
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 (Coordinator, Academy Theory)

### Theory Faculty

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 Auger-Crowe, J.; B.Mus., M.Mus.  
 Carruthers, I.; B.Mus.  
 Flores, K.  
 Guha-Thakurta, S.; ARCT, B.Mus., M.Mus.  
 Janz, T.; B.Mus., M.Mus.

McCosh, R.; B.Mus., M.Mus.  
 Page, S.; A.T.C.L., B.Mus.  
 Rae, W.; B.Ed.  
 Rosen, R.; B.Mus.  
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 Goodfellow-Duke, V.; B.A., Speech Dip. T.C.L.  
 Hoiles, K.; ARCT, B.F.A.  
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 Martell, K.; ARCT., AMRC, A.T.C.L., L.T.C.L., B.Ed.  
 Orr, J.; ARCT., AMRC., B.A. (Coordinator, Speech  
 Arts)  
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## ACADEMIC PROGRAM ADVISORY COMMITTEES

### Advanced Studies in Critical Care Nursing

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### Advanced Studies in Mental Health

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Sharpe, A., Special Services Coordinator, Canadian Forces Health Services Group Headquarters

Wallace, D, Home Care Nurse, Peace Country Health, Queen Elizabeth Hospital

### Athletic Therapy

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Butterwick, D.; Athletic Therapy Coordinator, University of Calgary

Danylo-McClair, D.; Alumni

Davis, J.; Athletic Therapist, Mount Royal College

Downer, K.; Athletic Therapist, University of Calgary Sport Therapy Service

Hamm, L.; Athletic Therapist/Physiotherapist

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Lobello, K.; Athletic Therapist, Southern Institute of Technology

Morrison, B.; Physiotherapist, Max Bell Sport Physiotherapy

Rennick, S.; Chiropractor, Action Sports Clinic

Richea, S.; Athletic Therapist

Sutter, B.; Athletic Therapist, University of Calgary

Wheeler, M.; Athletic Therapist, Optimal Therapies, Mount Royal College

### Aviation

Allison, B.; AltaFlights

Allwright, D.; Associate Dean, Bissett School of Business, Mount Royal College

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Benson, M; Faculty, Bissett School of Business, Mount Royal College

Bird, J.; Central Mountain Air



Braun, J.; North Cariboo Air  
 Brownie, D.; PROLOG Canada Inc.  
 Brownlee, J.; Student Representative, Bissett School of Business, Mount Royal College  
 Carscadden, J.; Calgary Airport Business Association  
 Conroy, T.; Air Canada Jazz  
 Ewart, J.; Japan Airlines  
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 Maki, R.; Air Canada  
 Morgan, T.; Morgan Air  
 Moritz, E.; Central Mountain Air  
 Nelson, S.; Alumni Representative, Air Canada Jazz  
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 Sharman, A.; Boyden Global Executive Search  
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### **Bachelor of Applied Business Administration – Accounting**

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 Bandura, M.; Robert Half  
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 Befus, W.; Augsburg Cabinetry Ltd.  
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 Mack, R.; Kenway Mack Slusarchuk Stewart  
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 Shandro, W.; Telus Communications Inc.  
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### **Bachelor of Applied Business and Entrepreneurship**

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 Chiu, W.; Trico Homes Inc.  
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 Howard, G.; The Howard Group  
 Johnson-Hamrell, W.; The Mastermind Group  
 Johnston, D.; Capital Benefits Corp.  
 Kenny, S.; Kenbeau Ltd and Bissett Entrepreneur in Residence  
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 MacEachern, G.; Wolverton Securities Ltd.  
 Osler, J.; Jock Osler Communications Inc.  
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 Sheppard, M.; Scream Works  
 Thompson, B.; Canadian Youth Business Foundation

### **Bachelor of Applied Business and Entrepreneurship – Sport and Recreation**

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 Dirks, D.; CBC Sports  
 Dowbiggin, B.; Author & Calgary Herald Columnist  
 Garossino, R.; Advisor, Community Investment, EnCana Corporation  
 Genier, L.; Vice President, Business Development, Calgary Stampeder Football Club  
 Hainault, D.; Sport Manager, Ice Hockey, Vancouver Organizing Committee for the 2010 Olympic and Paralympic Games  
 Henwood, D.; President, Canadian Sport Centre, University of Calgary  
 Knights, K.; Senior Planner, IBI Group  
 Lundmark, G.; General Manager, Calgary Winter Club  
 MacNaughton, C.; President, Alberta Orienteering Association  
 MacNaughton, K.; Owner and President, The Bike Shop  
 Pearsall, S.; Chef de Mission, 2010 Winter Olympic Games  
 Pendray, S.; Intrepid Star Inc.  
 Verley, R.; Manager, Sales and Marketing, Talisman Centre

### **Bachelor of Applied Computer Information Systems and Business**

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 Mackey G., Calgary Health Region  
 Mutch, R.; Ensign Resource Services Group  
 Paterson, W.; Department Chair, Department of Computer Science and Information Systems, Mount Royal College  
 Pittman R., Urban Lighthouse Inc.  
 Rose, D.; Clarkston Canada  
 Schumlich, L.; Practical Edge Inc.  
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### **Bachelor of Applied Child Studies**

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 Dutton, N.; Calgary Children's Initiative  
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 Gourkova, Y.; CHST Student Alumnus  
 Hubert, B.; Deputy Chief Superintendent of Schools, Calgary Board of Education  
 Hutton, J.; CHST Student Alumnus  
 Kirton, L.; Child Life Specialist, Alberta Children's Hospital  
 Locke, K.; Behaviour Consultant, Renfrew Educational Services  
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 Naested, I.; Acting Chair, Department of Education and Schooling, Faculty of Teaching and Learning  
 Neilson, E.; Program Director, Learning Disabilities Association of Alberta - Calgary Chapter (LDAA-CC)  
 Piovoso, H.; Calgary Health Region

Pryma, P.; Instructor, Department of Undergraduate Nursing Studies

Shannon, J.; Team Leader, Aspen Family and Community Network

Smith, R.; Executive Director, University Child Care Centre

### **Bachelor of Applied Communications – Electronic Publishing, Technical Communication**

Bahry, A.; Marketing Solutions Associate, Poon McKenzie Architects

Bene, R.; Media Services, Calgary Board of Education

Charland, R.; Group Publisher, Nickle's Publishing

Hawkins, I.; Freelance Writer

McDermid, J.; Senior Content Editor, Carswell Publications

Redditt, T.; Art Director, Unicom Graphics

Sanders, M.; Director Marketing & Communication, Smart Technologies

Shaw, K.; Creative Department Manager, Critical Mass

Sprung, M.A.; Manager – Documentation Team, Schlumberger Information Solutions

Waugh, M.; AXYS Consulting

### **Bachelor of Applied Communications – Journalism**

Henderson, H.; Deputy Director of Radio, CBC Alberta

Mills, Darryl; Editor, Cochrane Times

Motley, L.; Editor in Chief, Calgary Herald

Naylor, D.; City Editor, Calgary Sun

Pietrus, M.; Broadcaster

Steward, G.; Freelance Journalist

### **Bachelor of Applied Communications – Public Relations**

Baron, K.; Communications Strategist, City of Calgary

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MacDonald, S.; Principal/Founder, Brookline Public Relations Inc.

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Pavel, O.; Senior Advisor, Corporate Communications, CCS Income Trust

Scarlett, T.; President, The Scarlett Letter Inc.

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Yuill, C.; Manager, Corporate Communications, Nexen Inc.

### **Bachelor of Applied Ecotourism and Outdoor Leadership**

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Bezeau, A.; Student

Bleackley, T.; Student

de Bie, L.; Executive Director, Friends of Banff National Park

East, B.; Calgary Board of Education

Gruttz, J.; Outdoor Recreation Coordinator, Calgary Parks and Recreation

Jamieson, J.; Director, Rocky Mountain YMCA/ Camp Chief Hector

Nickel, R.; Executive Director, Calgary Area Outdoor Council

O'Neil, R.; Director, Fall Protection Group, Inc.

Radchenko, P.; Coordinator, Ecotourism and Outdoor Leadership, Medicine Hat College

Skrastins, A.; Outdoor Program Centre Manager, University of Calgary

Stevens, L. Student

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### **Bachelor of Applied Financial Services**

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Biddell, G.; BMO Investments Inc.

Couillard, H.; The Couillard Group

Daumler, R.; Investors Group

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Graves, G.; RBC Financial Group

Hoard, G.; Planned Solutions

Inkpen, P.; Freedom 55 Financial

Kent, M.; Portfolio Strategies Corp.

Kinnear, V.; Program Chair, Bissett School of Business, Mount Royal College

Koberstein, V.; Career Services, Mount Royal College

Marsh M.; Scotiabank

Mason, C.; ATB Financial

Pallas, M.; Alberta Securities Commission

Prentice, J.; Investors Group Financial Services Inc. & Alumni Representative

Raine, L.; Lee Raine Investment and Risk Management

Robinson, B.; HSBC Bank Canada

Semper, E.; TD Canada Trust

Sharman, A.; Boyden Global Executive Search

Wood, M.; RBC Dominion Securities Inc.

### **Bachelor of Applied Interior Design**

Blain, M.; First Year Student Representative

Goodridge, D.; Second Year Student Representative

Gunn, M.; Sizeland Evans Interior Design Inc.

Hamman, K.; Third Year Student Representative

Hanley, H.; Work Experience Coordinator, Department of Interior Design, Mount Royal College

Jordanov, W.; Labbe-Leech Interiors Ltd.

Lippert, S.; Syl\_Lutions Inc.

Mertin, M.; Dean, Faculty of Arts, Mount Royal College

Paterson, J.; Gibbs Gage Architects

Perry, C.; Christine Perry Interior Design Corporation

Smith, J.; Chair, Department of Interior Design, Mount Royal College

Wearmouth, Sue-Anne; BCMP Architects Inc.

Young, C.; ce de ce inc.

### **Bachelor of Applied International Business and Supply Chain Management**

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Bremer, G.; ATCO Structures

Churchill, P.; Bantrel Co.

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Hollm, D.; Capgemini

Jacober, J.; TransAlta

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Marasco, M.; Husky Energy

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 Slemko, K.; CN Supply Chain Logistics  
 Strutt, A.; Flextronics  
 Taillon, C.; Consultant  
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### **Bachelor of Applied Justice Studies**

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 Services, Solicitor General of Alberta  
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### **Bachelor of Applied Nonprofit Studies**

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 Bohach, A.; Ability Society  
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### **Bachelor of Applied Policy Studies**

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 Reid, P.; Matrix Solutions Inc.  
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 Snow, P.; Snow & Associates Inc.  
 Taylor, T.; Priddis Environmental Solutions Ltd.  
 Zimmerman, D.; Suncor Energy

### **Bachelor of Nursing**

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 Region, College and Association of Registered  
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 School of Nursing, Mount Royal College  
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 & Black Diamond Health Unit, Headwaters  
 Health Region  
 Nordstrom, P.; Director, School of Nursing, Mount  
 Royal College  
 Romyn, D.; Director, Centre for Nursing & Health  
 Studies, Athabasca University  
 Schroeder, V.; Patient Care Manager, Rockyview  
 General Hospital  
 Slaght, S.; Nursing Team Leader, Calgary Health  
 Link

### **Broadcasting**

Dirks, Doug; Anchor, CBC News at Six  
 Lewis, Lloyd; Vice President and General Manager,  
 CTV Edmonton  
 Merriman, J.; Executive VP, White Iron Film and  
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 Michaelis, N.; News Operations Manager, Global  
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 Rodgers, D.; Director – Creative Services, Corus  
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### **Business Administration and Insurance**

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 Sager, K.; Insurance Institute of Southern Alberta  
 Sinclair, J.; Ambassador  
 Stott, K.; CJ Campbell Insurance.  
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 Copping, J.; Canadian Pacific Railways  
 Dang, M.; Human Resources, Mount Royal College  
 Farrell, L.; Alumni Representative, Bissett School of Business, Mount Royal College  
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 Hennigan, V.; Work Experience Coordinator, Mount Royal College  
 Jackson, L.; Imaging Dynamics Co.  
 Matheson, T.; Westjet  
 McNelly, C.; Human Resources, Mount Royal College  
 Mezo, M.; HR Alliances  
 Murray, L.; Calgary Airport Authority  
 Parent, R.; HR Consultant  
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## **Business Administration – Marketing Management**

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 Blair, D.; ATB Financial  
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 Plintz, D.; Century 21 Bamber Realty Ltd.  
 Samis, G.; Petro-Canada  
 Sweet, G.; Westfair Foods

## **Child and Youth Care Counsellor**

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 Kamis, J.; CYCC Student Representative  
 Luedtke, K.; CYCC Student Representative  
 Mahoney, C.; Senior Manager, Enviros Wilderness School  
 Mullin, S.; Social Worker, Calgary Humane Society  
 Sawdon, B.; Principal, Discovering Choices/Project Trust School  
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 Watts, M.; Medical Social Worker, Alberta Children's Hospital

## **Disability Studies**

Brooks, M.; Coordinator, Brain Injury Services, Supported Life Styles  
 Fountain, L.; Chair, Department of Social Work and Disability Studies, Mount Royal College  
 Geake, R.; Director, Calgary SCOPE Society  
 Hendricks, D.; President, Disability Studies Student Society, Mount Royal College  
 Hendrickson, B.; Dean, Faculty of Health and Community Studies, Mount Royal College  
 Hillyard, A.; Chief Executive Officer, Persons with Developmental Disabilities, Calgary Region Community Board  
 Nicol, A.; CEO, Alberta Council of Disability Services Membership Council  
 Schuler, C.; Manager of Client Services, Canadian Paraplegic Association  
 Stooke, T.; Coordinator, Family Youth Engagement, Family and Community Resource Centre, Calgary Health Region  
 Vincent, S.; Social Work & Disability Studies Double Diploma Student Representative  
 Wight-Felske, A.; Ex-officio Faculty Member, Mount Royal College  
 Yost-Baruck, E.; President, Optional Rehabilitation Services

## **Early Learning and Child Care**

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 Bhatia, D.; Child Care Licensing Specialist, Child and Family Services Authority  
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 Calder, T.; President, Calgary Preschool Teachers Association  
 Danysk, G.; CBE Kindergarten Specialist, Parkdale Centre  
 Devolin, M.; 3 Cheers Healthy Child Care, Project Coordinator, Calgary Health Region  
 Ferguson, C.; Executive Director, Alberta Resource Centre for Quality Enhancement  
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Kelley, B.; Coordinator, Bow Valley College  
 Pottier, A.; Director of Programming, Churchill Park Family Care Society  
 Szarko, T.; Director, Bow Valley Child Care Centre  
 Tamisharo, M.; Consultant, Child Development Dayhomes of Alberta

## **Forensic Studies**

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 Butt, J.; Forensic Pathologist, Pathfinder Forum  
 Campbell, V.; Coordinator, Family Violence Initiative, Alberta Justice  
 Carter-Snell, C.; Coordinator/Instructor, Forensic Studies Program, Mount Royal College  
 Dalby, T.; Forensic Psychologist  
 Head, P.; Medical Director, CSART, Emergency, Rockyview General Hospital, Calgary Health Region  
 Hatcher, C.; Director, Emergency & Trauma Services, Foothills Medical Centre  
 Hendrickson, B.; Dean, Faculty of Health and Community Studies, Mount Royal College  
 Holmgren, J.; Instructor, Justice Studies, Mount Royal College  
 Kent, A.; Court of Queen's Bench  
 Llewellyn, B.; Probation Officer, Calgary Central Office, Alberta Solicitor General and Public Security, Community Connections  
 MacAlister, T.; Chair, Department of Chemical, Biological and Environmental Sciences, Mount Royal College  
 MacLeod, D.; Barrister and Solicitor, O'Brien Devlin Markey MacLeod  
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 Torgerson, L.; Program Administrator, Academic Upgrading and Part-time Studies, Continuing Education  
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 Bell, B.; Clinical Nurse Educator with Home Care, Calgary Health Region

## **Gerontology**



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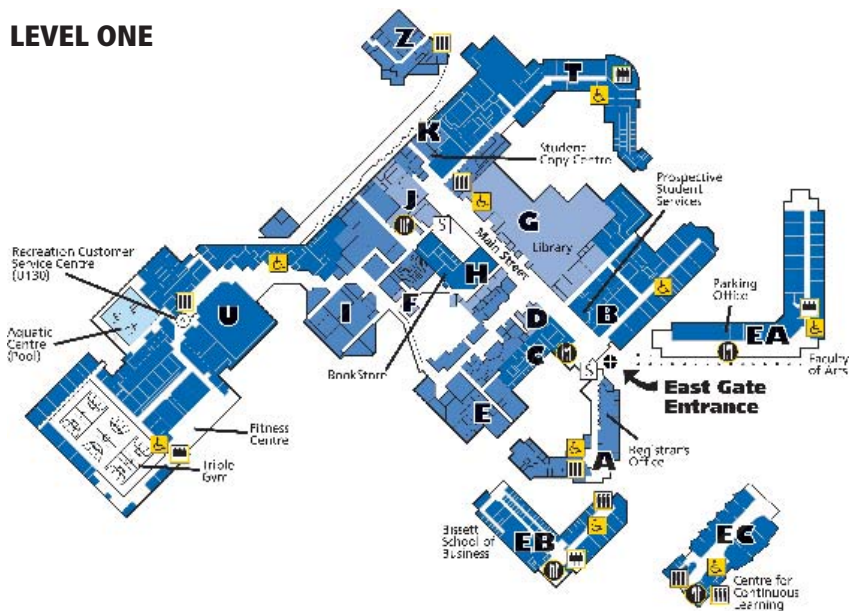
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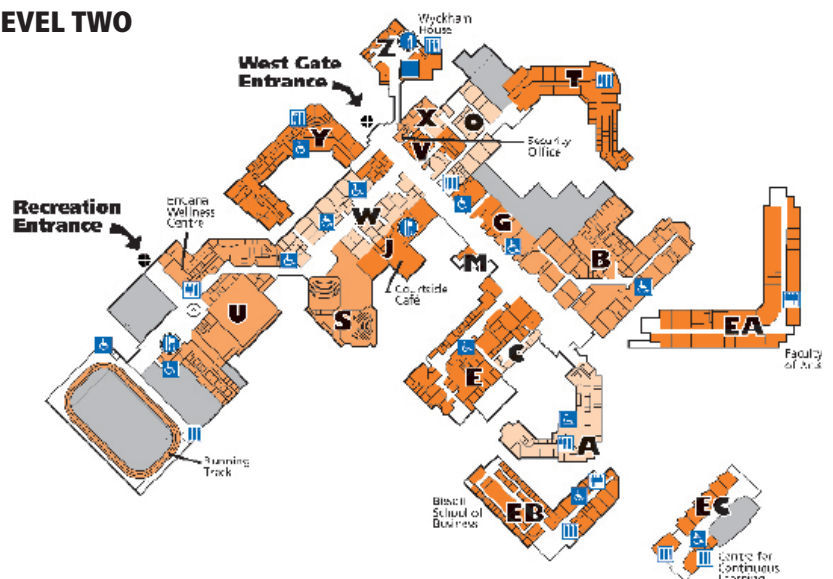
# Lincoln Park Campus Directory maps

All rooms have a letter and a room number – rooms numbered 100-139 are on Level 1, 200-299 are on Level 2 and 300-399 are on Level 3. The East Gate Entrance is on Level 1. The West Gate and Recreation Entrances are on Level 2. For example, the Learning skills Centre in T123 is located in the T-Wing on Level 1.

## LEVEL ONE



## LEVEL TWO

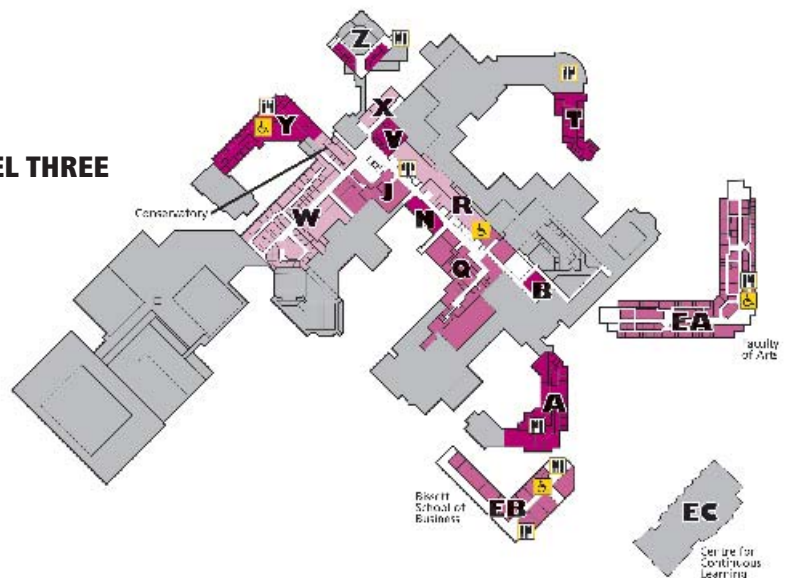


## CAMPUS LOCATIONS

Lincoln Park Campus  
4825 Mount Royal Gate SW  
Calgary, AB T3E 6K6  
Phone: 403-440-6111

Holy Cross Campus  
2204 - 2 Street SW  
Calgary, AB T2P 1S5  
Phone: 403-503-4886

## LEVEL THREE



## Academic Offices

Arts Faculty .....	EA3109
Bissett School of Business .....	EB2005
Centre for Communication Studies .....	T254
Conservatory .....	W302
Continuing Education and Extension .....	EB3101
Health and Community Studies Faculty .....	Y322
Institute for Nonprofit Studies .....	EB3121
International Education .....	EB3021
Science and Technology Faculty .....	B240

## Administration

Academic Affairs .....	A314
Administrative Services .....	A318
Centre for Business Development .....	EC2003
Custodial/Housekeeping Services .....	U108
Engineering Services .....	X210
External Relations .....	A150
Facilities Planning .....	X210
Finance .....	A250
Foundation, The .....	A150
Freedom of Information and Protection of Privacy (FOIP) .....	A319
Human Resources .....	D101
Information Technology Services and Help Desk .....	E251
Institutional Analysis and Planning .....	A321
Mail Room .....	K105
Maintenance .....	U100
Mount Royal Faculty Association (MRFA) .....	W315
Mount Royal Support Staff Association (MRSSA) .....	W301
Payroll/Employee Services .....	A275
Physical Resources .....	X210
President's Office .....	A304
Purchasing .....	A250
Receiving .....	I108
Sodexo/Food Services .....	J212
Student Affairs and Campus Life .....	U205

## Campus Services

Academic Advising Services .....	C109
Academic Development Centre .....	T110
Admissions – Prospective Student Services .....	B156
Alumni Affairs .....	F101
Apex Credit Union .....	E150

### Bank Machines

Recreation .....	U – Wing Level 2
Starbucks .....	East Gate, Level 1
Tim Hortons .....	J – Wing Level 1
Wyckham House .....	Z – Wing Level 2

BookStore .....	H100
Campus Card Services .....	F103
Career Services .....	A200
Chaplaincy .....	F121

### Copy Centres

Document Services .....	K – Wing
Copywrite, Wyckham House .....	Z – Wing
Cougar Athletics .....	U231
Disabilities Services .....	Y201

### EnCana Wellness Centre

Health Services Centre .....	U216
Optimal Therapies .....	U216
Student Counselling Services .....	U216

Enrolment Services .....	A101
Fees Office .....	A101
Human Rights Services .....	U216
Learning Skills Centre .....	T123
Library .....	G100
Lost and Found .....	X200
Media Production Services .....	T115
Mount Royal Recreation Office .....	U231
Mount Royal Recreation Customer Service Centre .....	U130

Parking Office .....	EA1016
Post Office .....	Z – Wing Level 1
Prospective Student Services .....	B156
Registrar .....	A101

### Registration

(credit and non-credit programs) .....	A101
--	------

### Residence

East Court Office .....	31 Mount Royal Court
West Court Administration ... Bldg B, Rm 1019	
Safewalk .....	X200
Security Services .....	X200
Skills Investment Program .....	E106
Student Awards and Financial Aid .....	E102
Student Records and Transcripts .....	A101
Students' Association (SAMRC) .....	Z – Wing
Ticket Centre .....	W302

## Facilities

Aerobics Studios .....	U130
Aquatic Centre (Swimming Pool) .....	U130
Child Care Centre .....	Y279
Climbing Centre .....	U130
College Board Room .....	A341
Conference Services .....	EC1003
Conservatory .....	W302

EnCana Wellness Centre .....	U216
Fitness Centre .....	U130

### Gymnasiums

Stanley Gymnasium .....	U130
Triple Gymnasium .....	U130
Lincoln Park Room .....	J301
Running Track .....	U130
Squash Courts .....	U130

### Theatres

Jenkins Theatre .....	I115
Leacock Theatre .....	S216
Moot Court .....	EA1031
Nickle Theatre .....	V200
Wright Theatre .....	S232
Wyatt Recital Hall .....	F123

### Wyckham House

(Student Association Building) .....	Z – Wing
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## Food Services

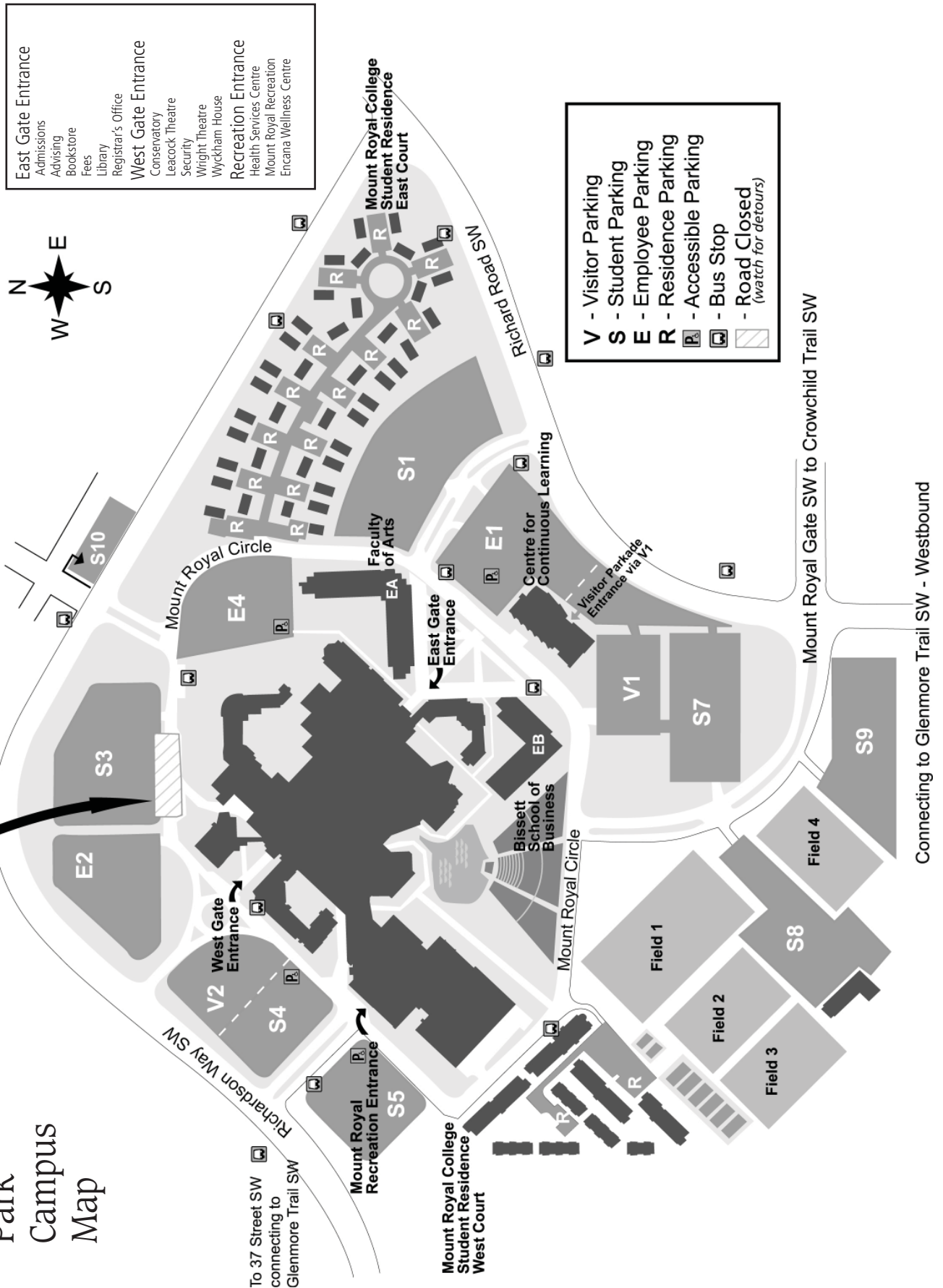
Courtside Café .....	J – Wing Level 2
C-Store .....	J-Wing, Level 1
East Gate Café (Starbucks) ....	East Gate, Level 1
Gourmet Bean .....	EA, Level 1
Liberty Lounge .....	Z-Wing, Wyckham House
Mr. Sub .....	J-Wing, Level 1
Recreation Concession Stand ....	U-Wing, Level 2
Terrace Room (Courtside Café) .....	J209
The Café .....	CCL, Level 1
Tim Hortons .....	J-Wing, Level 1
Wyckham House Food Court .....	Z-Wing, Wyckham House



# Lincoln Park Campus Map

In addition to visitor lots, day visitor parking is available in S9. Evening visitor parking is available in S5.

Construction - portion of road closed until Aug. 31, 2008





Aboriginal Services	Health Sciences
Accounting	Human Services
Adult Upgrading	Legal Assistant
Apprenticeship and Trades	Management
Business	Office Administration
Communications	Personal Development
Community Development	School Age Child Care
Computers	Tourism and Hospitality
Early Childhood Education	University Transfer

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