

Part I

ADMISSION

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I. INTRODUCTION

The University of Lethbridge welcomes applications from Canadian and International students, from students who have completed or are completing high school, and from students who have studied at other post-secondary institutions.

The University of Lethbridge imposes no admission limitations on the basis of provincial residence or citizenship.

Applications are accepted for:

Undergraduate programs for Fall Semester (commencing September) and Spring Semester (commencing January) admission; and,

Graduate programs for Fall, Spring and Summer admission.

Undergraduate applicants are considered for the most appropriate **admission route** according to their qualifications:

High School applicants with secondary (high school) credentials only, with little or no post-secondary study (see **Section 3.a.**, p. 28).

Transfer applicants who have completed three or more transferable courses at another post-secondary institution (college, technical or vocational institute, university college or university) (see **Section 3.b.1.**, p. 33).

College Diploma applicants who have completed an approved diploma at a recognized college or technical or vocational institute (see **Section 3.b.2.**, p. 33).

College Certificate applicants who have completed an approved certificate at a recognized college or technical or vocational institute (see **Section 3.b.3.**, p. 34).

Applied and Technology Degree applicants who have completed an applied degree at a recognized Alberta college or technical institute (see **Section 3.b.4.**, p. 34).

Previous Degree applicants who have already completed a degree at a recognized university (see **Section 3.b.5.**, p. 34).

Mature or Non-Matriculated Adult applicants, aged 21 or over, whose qualifications meet the requirements of no other admission route (see **Section 3.c.**, p. 34).

Visiting or Exchange students from another university (see **Section 3.d., p. 35**).

Note also:

Open Studies Students who wish to study at the University but who do not wish to be or who are not qualified to be admitted to a regular program of studies may register in credit courses (see **Part 2 - Registration, Section 3.f., p. 50**).

Continuing Students who wish to change programs subsequent to being admitted to the University must successfully apply for a change of program (see **Section 4, p. 39**).

Detailed admission information is listed below, or may be obtained by contacting the Registrar's Office and Student Services (ROSS) at tel. 403-320-5700, by sending electronic mail to inquiries@uleth.ca or by accessing the University's website at: www.uleth.ca

Any student encountering difficulties with admission or transfer of credit to the University is encouraged to contact the Assistant Registrar (Admissions and Transfer) for

assistance and further information (tel. 403-382-7134 or fax 403-329-5159).

2. APPLICATION DEADLINES

a. Undergraduate Admissions Application and Document Deadlines for 2010/2011

For Undergraduate Admissions Application and Document Deadlines for 2010/2011, see table on **p. 27**.

See **University of Lethbridge 2010/2011 Graduate Studies Calendar** for Graduate Application and Document deadlines.

Supporting Documents

All documents supporting an application should be sent directly to:

Registrar's Office and Student Services (ROSS)
University of Lethbridge
4401 University Drive
Lethbridge, Alberta
T1K 3M4

2010/2011 Undergraduate Application and Document Deadlines

		Fall 2010			Spring 2011		
Admission Route, Program		Application	Admission Decision Documents ¹	Final Official Documents ²	Application	Admission Decision Documents ¹	Final Official Documents ²
General Admission to programs that do not have special deadlines							
High School	Early admission ³	March 1	May 1	August 1	N/A		
	General admission	June 1	August 1	August 1	Nov. 1	Nov. 15	Nov. 15
Post-Secondary	Transfer (course-by-course)	June 1	June 15	June 15	Nov. 1	Nov. 15	Nov. 15
	Previous Degree	June 1	June 15	June 15	Nov. 1	Nov. 15	Nov. 15
	Post-Diploma—excl. B.Mgt.	June 1	June 15	June 15 ⁴	Nov. 1	Nov. 15	Nov. 15 ⁴
	Post-Diploma—B.Mgt. only	June 1	June 30	August 30 ⁴	Nov. 1	Nov. 15	Dec. 24 ⁴
	Continuing UoFL	June 1	June 30	June 30	Nov. 1	Nov. 15	Nov. 15
	Returning After Absence UoFL	June 1	June 15	June 15	Nov. 1	Nov. 15	Nov. 15
Other	Mature/Non-Matric. Adult	June 1	June 15	August 1	Nov. 1	Nov. 15	Nov. 15
	Off-Shore International	May 15	June 15	June 30	Sept. 15	Sept. 15	Nov. 15
Programs with special deadlines, document requirements, or limited (quota) availability							
High School Applicants Only	Pre-Engineering ⁵	March 1	May 1	August 1	N/A		
Post-Secondary Applicants Only (including UoFL Continuing Students)	B.Ed., including Combined Degrees with B.Ed. ⁶	May 1 ⁷	June 1 ⁷	June 1 ⁷	N/A		
	Post-Diploma B. Nursing	July 1	July 30	July 30 ⁴	Dec. 1	Dec. 15	Dec. 15 ⁴
	Post-Diploma—B.F.A. and B.Mus. ⁸	June 1	June 15	June 15 ⁴	Nov. 1	Nov. 15	Nov. 15 ⁴
Available to both High School (HS) and Post-Secondary (PS) applicants (including UoFL Continuing Students)	B.F.A. (Art) ⁸ B.F.A. (New Media) ⁸	June 1	June 15 ⁸	HS Aug 1 PS June 15	Nov. 1	Nov. 15	Nov. 15
	B.Mus. ⁹	June 1	June 15 ⁸	HS Aug 1 PS June 15	Nov. 1	Nov. 15	Nov. 15
	B.Nursing (NESA) ¹⁰	March 1	April 1 ¹⁰	HS Aug. 1 PS June 15	N/A		
	B.Nursing (After Approved Degree) ¹⁰	May 1	June 15	June 15	N/A		
	B.Sc. (Environmental Science) excluding Post-Diploma B.Sc.	May 1	HS Aug. 1 PS June 15	HS Aug. 1 PS June 15	Nov. 1	Nov. 15	Nov. 15
Notes:							
<ol style="list-style-type: none"> Applications will be considered only if Admissions has received sufficient documentation by this date on which to base an admission decision (at least all interim or unofficial transcripts and any other required documents). In particular, a high school or transfer applicant may not use grades from summer school courses or supplementary exams for Fall admission unless they are received by this date (UoFL EDUC 2500 may be an exception; see note 7, below). Qualifications on which an admission decision is based must be completed by this date; applications will be closed if sufficient documentation has not been received by this date. Early Admission applicants are advised to apply by March 1; this is important for scholarship eligibility, advance notice, and optimal course selection. <i>Applicants failing to meet the Early Admission application or admission document deadlines, but meeting the regular deadlines, will be considered according to regular high school policies.</i> Evidence of diploma completion, either by transcript or written confirmation of the diploma institution, must be received by this date. Admission to the pre-Engineering program is available <i>only</i> to High School applicants. This route is only available to students who have completed a minimum of 20 courses. Applications for direct admission to Bachelor of Education and to Combined Degrees Programs which include the B.Ed. are only accepted for the Fall semester. Although all other supporting documents must be received by June 1, grades from UoFL's EDUC 2500 completed in Summer Session I will be considered in admission decisions for the subsequent Fall semester. Applications for pre-Education programs are accepted for both Fall and Spring semesters. Note: There are admission requirements in addition to academic transcripts for Drama Education, Music Education, Native Education, and Physical Education. See the applicable admission section in Part 13, Combined Degrees, or contact Student Program Services in the Faculty of Education (email: edu.sps@uleth.ca; phone: 403-329-2254). Applicants to these Fine Arts programs must provide audition/portfolio requirements in addition to academic transcripts. Detailed information regarding audition/portfolio requirements is available at the Faculty of Fine Arts website (www.uleth.ca/finearts/admissions) and in the applicable admission section in Part 9, Faculty of Fine Arts. Students entering the Digital Audio Arts major must submit a digital portfolio to the Faculty of Fine Arts for admissions purposes. Digital Audio Arts portfolio requirements are available at www.uleth.ca/finearts/music/admissions/digital-audio-arts. Students entering the Music major must also audition for the Faculty of Fine Arts before they can register for Music Studio. Students majoring in Digital Audio Arts may choose Music Studio courses as electives. Audition application and information are available at www.uleth.ca/finearts/music/admissions/auditioninformation. To be considered, applicants must have submitted both interim or unofficial transcripts and mid-term mark statements (for any courses in progress) to the University by the Admission Decision Document deadline. Conditional admission decisions may be made on the basis of interim/unofficial documents submitted prior to this deadline. Applicants are strongly advised to arrange for documents to be sent to the University at the time of application. 							
General Notes:							
<ul style="list-style-type: none"> The University reserves the right to consider applications received or completed after the application/documents deadlines should openings remain in any program. An application is not complete until all final, official documents have been received by the University. Conditional admission decisions may be made for highly qualified applicants on the basis of interim/unofficial documents received prior to the Admissions Document deadline. UoFL Advanced English for Academic Purposes (EAP) results will be accepted from the Summer term EAP classes for admission to the subsequent Fall semester, and from the Fall semester EAP classes for the subsequent Spring semester. All other documents pertaining to English Language Proficiency (e.g., TOEFL) or English Writing Competency (e.g., AUWCT) must be received no later than the preceding August 1 for Fall admission, or November 15 for Spring admission. Grades from courses completed in Summer Session will be considered only if available to the University by the indicated Admission Decision Document deadline. 							

Last updated: 1/15/10

3. ADMISSION ROUTES AND REQUIRED QUALIFICATIONS FOR NEW APPLICANTS

a. High School Admission Route

The High School admission route is available to students presenting Alberta high school credentials, high school credentials from other Canadian provinces, and credentials from other countries.

1. Alberta High School Courses

- a. Admission for applicants presenting Alberta high school credentials is determined by grade achievement in the following five courses:

- **English Language Arts 30-1**
- **Three other 30-level Academic Courses from the following list:**
 - Aboriginal Studies 30
 - ¹ Art 30 or 31
 - Biology 30
 - Chemistry 30
 - ¹ Choral Music, General Music, or Instrumental Music 30
 - ¹ Dance 35
 - ¹ Drama 30
 - ² One of Pure Mathematics 30, Applied Mathematics 30, Mathematics 30-1, or Mathematics 30-2
 - Mathematics 31
 - Physics 30
 - Science 30
 - Social Studies 30 or Social Studies 30-1
 - ³ One or more 30-level languages
 - Five credits in Advanced-level CTS
 - Computer Science (CSE)
- A Fifth Course (not including Special Projects) at the Grade 12 level. The fifth course subject must be distinct from the four academic courses (e.g., English Language Arts 30-1 and English Language Arts 30-2 cannot both be used). It must be worth at least five credits, or the average grade from two courses worth three credits each may be used.

Notes:

¹ Only one Fine Arts course may be used as an academic course in the admission average. Another distinct Fine Arts course may be used as the fifth course. For example, Art 30 could be used as one of the academic courses and General Music 30 could be used as the fifth course.

² Students are strongly encouraged to complete Mathematics 30-1 or Pure Mathematics 30. Applied Mathematics 30 may be used as an academic course for admission to all programs except the NESAs Bachelor of Nursing program or Bachelor of Health Sciences (Public Health major) program. It is not a course prerequisite substitute for Mathematics 30-1, Mathematics 30-2, or Pure Mathematics 30. Instead of Mathematics 30-1 or Pure Mathematics 30, students may use UofL's Mathematics 0500, or both Applied Mathematics 30 and a minimum grade of 75% in Athabasca University's Mathematics 101.

See "Programs that DO NOT Require Prior Mathematics" and "Programs that DO Require

Mathematics After Admission" at www.uleth.ca/ross/admissions/math_requirements.html.

³ Only one course in a particular language will be used for admission purposes, e.g., only one of French Language Arts 30-1 or French as a Second Language 30-3Y will be used. Grades from 20-level language, or language and culture courses in six, nine, or 12-year streams may be used for admission purposes in place of 30-level languages, e.g., German Language and Culture 20-6Y.

- b. Students must have a minimum mark of 50 percent ('P' in British Columbia) for any subjects used in the admission average.

To qualify for General Admission, applicants must have an admission average of at least 65 percent calculated on the five admission courses. The basic admission average is 60 percent; the current admission cut-off is 65 percent.

Note: The blended grade, which averages the school-assigned final grade and the Departmental examination grade, will be used where possible in calculating this average.

Grades and courses from outside Alberta which have been evaluated by agencies other than the original educational institution are subject to review and adjustment by the University of Lethbridge.

For High School Applicant Program Availability and Required Qualifications, see **page 30**.

2. Other Canadian High School Courses

The admission average for all Canadian high schools is calculated in the same manner used for Alberta applicants (i.e., English Language Arts 30-1 or its equivalent, three academic Grade 12 courses comparable to Alberta 30-level courses and a fifth Grade 12 level course) (see **Part I - Admission, Section 3.a.1.a, p. 28**). No course will be used for admission purposes if the final grade is less than 50 percent.

For Canadian High School Admission Requirements, see **page 31**.

3. Early Admission

Early Admission may be offered to students currently completing regular high school requirements in Canadian high schools. Applicants will be selected from among those who submit an acceptable statement of courses and grades. Courses considered will include both those completed and those in progress.

Successful applicants will be selected using both actual and predicted academic achievement.

The Early Admission average is calculated using a combination of final and estimated Grade 12 blended grades. **Self-reported grades:** The applicant will provide final grades for Grade 12 courses already completed and estimate marks for courses in progress and courses he/she plans to complete based on Grade 12 mid-term marks or Grade 11 final marks.

If an applicant is not admissible based on self-reported grades, the Admissions Office will require interim transcripts in order for the Admissions

Office to make the prediction of grades and final admission decision.

Early Admission is open to all high school applicants completing high school for the first time and currently enrolled in Canadian high schools. Early Admission is available to students currently studying at Canadian high schools under student visas, provided that acceptable proof of English Language Proficiency (where applicable - see **Section 6, p. 40**) is provided by the Early Admission application deadline. Early Admission is not available to international students currently studying outside Canada.

Early admission applicants must arrange for final high school transcripts to be forwarded directly to the Registrar's Office and Student Services (ROSS) from the provincial Department of Education by the August 1 preceding the semester of admission. If final grades are not received by that date, the University reserves the right to rescind admission.

Qualifying Average for Early Admission

For most programs, Early Admission is offered to applicants with a predicted admission average of 65 percent or higher. Competitive programs (e.g., the B.Sc. (Environmental Science), the B.F.A. (New Media) (*formerly Multimedia*), the NESA B.N., and the transfer program in pre-Engineering) are exceptions.

The University reserves the right to rescind admission at any time should the student's final admission qualifications fall below the minimum standard required for admission to the University (i.e., a final admission average of 60%).

4. International High School

High school qualifications from other countries are considered for admission purposes (see **Section 5. International Students, p. 39**).

5. Advanced Placement Program

Students presenting Advanced Placement (AP) credentials have the option at the point of admission of receiving transfer credit for approved courses where they have achieved AP grades of '4' or '5', or of taking the University of Lethbridge course. An official AP transcript is required (see **table on p. 32**).

To obtain AP transcripts:

AP College Board ATP (Transcript Department)
P.O. Box 6671
Princeton, NJ 08451-6671
www.collegeboard.com/student/testing/ap/exgrd_rep.html

6. International Baccalaureate Program

Students presenting International Baccalaureate (IB) credentials have the option at the point of admission of receiving transfer credit for approved courses in which they have achieved satisfactory grades. An official IB transcript is required.

To obtain IB transcripts:

IB North America
475 Riverside Drive, 16th floor
New York, NY 10115
USA

www.ibo.org/iba/transcripts/electronic.cfm

International Baccalaureate credentials are recognized both as an admission route and as a means of satisfying specific course requirements:

- Students presenting IB credentials may receive university course credits for IB courses given grade achievement as indicated in the **table on p. 32**.
- High school applicants presenting **complete IB diplomas** are guaranteed general admission to the University, subject to English Language Proficiency requirements, and particular program requirements and deadlines. Admission to quota programs cannot be guaranteed, but is subject to normal enrolment management procedures.
- Where an applicant presents both an IB course and the corresponding Grade 12 course for a particular subject, the higher grade will be used for admission purposes. For this purpose, IB course grades are converted as follows:

IB Grade	Grade 12 Percentage
7	97%
6	84%
5	77%
4	65%
3	55%
2	45%
1	45%

High School Applicants - Program Availability and Required Qualifications

Faculty	Programs Available	Required Admission Average*
Arts and Science	Four-year degree programs: Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), and Bachelor of Arts and Science (B.A.Sc.).	65%
	Professional Transfer program in Engineering.	Competitive, typically 75% and above
	Four-year degree program: Bachelor of Science (Environmental Science).	Competitive
	'Pre-programs' to Education and Management (see below).	65%
Education	'Pre-programs' to five-year Combined Degrees programs: B.A./B.Ed., B.F.A. (Art or Dramatic Arts)/B.Ed., B.Mgt./B.Ed., B.Mus./B.Ed., B.Sc./B.Ed. Admission to the Combined Degrees programs is competitive and typically occurs after two years of university study. B.F.A. and B.Mus. applicants, see Fine Arts below.	65%
Fine Arts	Four-year degree programs: Bachelor of Fine Arts (B.F.A. - Art, Dramatic Arts, Multidisciplinary or New Media) and B.Mus. For additional admission requirements, see Part 9 - Fine Arts, Section 3. Admission (p. 178) . For Studio Audition procedures for the B.Mus., see Part 9 - Fine Arts, Section 7.e.2. (p. 191) .	65% Audition/Portfolio/Questionnaire
	'Pre-programs' to five-year Combined Degrees programs: B.F.A. (Art or Dramatic Arts)/B.Ed. and B.Mus./B.Ed. Admission to the Combined Degrees programs is competitive and typically occurs after two years of university study. The Faculty of Fine Arts requires an audition, portfolio, and/or questionnaire for B.F.A. and B.Mus. applicants (see additional admission requirements in Fine Arts above).	65% Audition/Portfolio
Health Sciences	Four-year degree program: Bachelor of Health Sciences - Addictions Counselling (B.H.Sc. - Addictions Counselling). See Part 10 - Health Sciences, Section 4.d. (p. 203) for additional admission requirements.	65% Biology 30 or Chemistry 30 required
	Four-year degree program: Bachelor of Health Sciences - Public Health (B.H.Sc. - Public Health). See Part 10 - Health Sciences, Section 4.f. (p. 204) for additional admission requirements.	65% Biology 30, and Pure Mathematics 30 or Mathematics 30-1 are required
	Four-year degree program: NESA (Nursing Education in Southwestern Alberta) Bachelor of Nursing (NESA B.N.) First two years offered in collaboration with Lethbridge College. See Part 10 - Health Sciences, Section 4.a. (p. 199) for additional admission requirements.	Competitive See Part 10 - Health Sciences, Section 4.a.5. (p. 200) Biology 30, Chemistry 30, and Pure Mathematics 30 or Mathematics 30-1 are required
Management	'Pre-program' to four-year degree program: Bachelor of Management (B.Mgt.). Admission to the B.Mgt. is competitive and occurs after completion of at least 10 Arts and Science or Fine Arts courses including Economics 1010, Economics 1012, and Statistics 1770 or equivalents.	65%
	'Pre-programs' to five-year Combined Degrees programs: B.A./B.Mgt., B.Mgt./B.Ed., B.Sc./B.Mgt. Admission to these Combined Degrees programs is competitive and occurs after completion of 10 Arts and Science or Fine Arts courses (including Economics 1010, Economics 1012, and Statistics 1770), but after two years for the B.Mgt./B.Ed. (including Education 2500 or equivalent in addition to the previously-listed courses).	65%
*Based on five grades in English Language Arts 30-1; three academic 30-level subjects; and, a fifth Grade 12-level subject or subjects, academic or non-academic, worth a total of at least five credits (see Part 1 - Admission, Section 3.a.1.a. (p. 28)). Comparable courses from outside Alberta will be considered as equivalents for admission purposes.		

The basic requirements for students presenting credentials from Canadian high schools are given below.

Other requirements apply to students presenting three or more transferable post-secondary courses.

For students whose first language is not English, see also the English Language Proficiency Requirement (Section 6.a., p. 40).

Although the basic admission average is 60%, the current required admission average is 65%. Some programs (e.g., Pre-Engineering) are competitive and may require higher averages (refer to the applicable section in the UofL Calendar), and some programs have additional admission requirements (e.g., Nursing, New Media). Individual grades under 50% ('P' in British Columbia) are not considered.

Province/ Territory	English Course	Plus three Academic Courses from:
Alberta, Northwest Territories and Nunavut	English Language Arts 30-1	Aboriginal Studies 30; Art 30 or 31*; Biology 30; Chemistry 30; Choral Music, General Music, or Instrumental Music 30*; Dance 35*; Drama 30*; One of Pure Mathematics 30, Applied Mathematics 30, Mathematics 30-1, or Mathematics 30-2**; Mathematics 31; Physics 30; Science 30; Social Studies 30 or 30-1; One or more 30-level languages in distinct subjects***; Five credits in Advanced-level CTS Computer Science (CSE). Plus a distinct Fifth Course(s), academic or non-academic, worth at least five credits (not Special Projects) at the 30 level.
British Columbia and Yukon Territory	English 12 or English 12 First Peoples	One of Art Foundations 12, Studio Arts 12, or Visual Arts 12*; Biology 12; B.C. First Nations Studies 12; Calculus 12; Chemistry 12; Comparative Civilizations 12; Dance 12*; English Literature 12; One of Français 12, French 12, or French 12A***; Geography 12; Geology 12; History 12; Information and Communications Technology 12; One of Principles of Mathematics 12 or Applications of Mathematics 12; One 12-level Music*; Physics 12; Theatre Performance 12* or Theatre Production 12*; Writing 12; Any 12 or 12A-level language***. Plus a distinct Fifth Course(s), academic or non-academic, worth at least four credits, at the 12 level. Note: Where provincial examinations are mandatory, applicants must present final grades that include provincial examination grades. Whether the provincial examination is mandatory or optional, the admission average will be calculated using the higher of the provincial examination grade or school grade.
Saskatchewan	English Language Arts A30/ English Language Arts B30 (counts as one course)	Arts Education 30*; Band 30*; Biology 30; Calculus 30; Chemistry 30; Choral 30*; Computer Science 30; Dance 30*; Drama 30*; One of Français Fransaskois A30 or B30, or French 30***; Geography 30; Geology 30; History 30; Mathematics B30 and C30 (counts as one course); Music 30*; Native Studies 30; Physics 30; Social Studies 30; Visual Art 30*; Any 30-level language***. Plus a distinct Fifth Course, academic or non-academic, worth at least one credit, at the 30 level.
Manitoba	English Language Arts 40S (two credits)	Advanced Mathematics 45S or Applied Mathematics 40S; Art 40S or G*; Band 40S*; Biology 40S; Calculus 45S; Chemistry 40S; Choral 40S*; Computer Science 40S; Drama 40S*; Guitar 40S*; Jazz Band 40S*; Mathematics 40S (Pre-Calculus); Music 40S*; Physics 40S; Strings/Orchestra 40S*; Western Civilization 40S; World Human Geography 40S; World Issues 40S; Any 40S-level language***. Plus a distinct Fifth Course, academic or non-academic, worth at least one credit, at the 40 level.
Ontario	English 4U	Three additional Grade 12 '4U' courses which may include one fine arts '4M' course, plus a fifth course in a distinct subject which may be '4U' or '4M'.
Quebec	English Literature 603	Two semesters of CEGEP courses, including four of the following: Art 520*; Biology 101; Chemistry 202; Drama 560*; French 601 or 602***; Geography 320; History 330; Mathematics 201; Music 550*; Physics 203; Any 607- to 616-level language***. Two complete years may qualify the applicant for advance credits.
New Brunswick	English 121 or 122	Biology 120, 121, or 122; Calculus 120; Chemistry 121 or 122; Environmental Studies 122; French 121 or 122***; Geography 120; History 121 or 122; Latin 122***; Music 120*; Trig.3-space 121 or 122; Advanced Mathematics - Intro Calculus 120; Physics 121 or 122; Theater Arts 120*; World Issues 120; One 121 or 122-level fine arts course*; Any 121- or 122-level language***. Plus a distinct Fifth Course, academic or non-academic, worth at least one credit, at the 120, 121, or 122 level.
Nova Scotia	English 12 (Academic) or English 12 African Heritage	Art 12*; Biology 12 (Advanced or Academic); Calculus 12; Chemistry 12; Film & Video Production 12*; French 12***; Global Geography 12; Geology 12; Global History 12; Advanced Mathematics 12, or Pre-Calculus 12; Music 12*; Physics 12; Any 12-level language***. Plus a distinct Fifth Course, academic or non-academic, worth at least one credit, at the 12 level.
Prince Edward Island	English 611 or 621	Biology 621; Chemistry 611 or 621; French 621***; Geography 621; History 621; Mathematics 611 (Calculus); Mathematics 621; Music 621*; Oceanography 621; Physics 621; Any 621-level language***. Plus a distinct Fifth Course, academic or non-academic, worth at least one credit, at the 600 level.
Newfoundland and Labrador	English 3201	Biology 3201; Chemistry 3202; French 3200 or 3201***; Earth Systems 3209; One of Mathematics 3204, 3205, 3207, or 3103; Physics 3204; World Geography 3202; World History 3201; One 3000-level, two-credit fine arts course*; Any 3200-level language***. Plus a distinct Fifth Course, academic or non-academic, worth at least two credits, at the 3000 level.

* Only one Fine Arts course may be used as an academic course in the admission average. Another distinct Fine Arts course may be used as the fifth course. For example, Art 30 could be used as one of the academic courses and General Music 30 could be used as the fifth course.

** Students are strongly encouraged to complete Pure Mathematics 30 or Mathematics 30-1. Applied Mathematics 30 may be used as an Academic course for admission to all programs except the NESA Bachelor of Nursing program or Bachelor of Health Sciences (Public Health major) program. Applied Mathematics 30 is not a course prerequisite substitute for Pure Mathematics 30, Mathematics 30-1, or Mathematics 30-2. Instead of Pure Mathematics 30 or Mathematics 30-1, students may use UofL's Mathematics 0500, or both Applied Mathematics 30 and a minimum grade of 75% in Athabasca University's Mathematics 101.

See "Programs that DO NOT Require Prior Mathematics" and "Programs that DO Require Mathematics After Admission" at www.uleth.ca/ross/admissions/math_requirements.html.

*** Only one course in a particular language will be used for admission purposes, e.g., in Alberta, only one of French Language Arts 30-1 or French as a Second Language 30-3Y will be used. Grades from 20-level language, or language and culture courses in six, nine, or 12-year streams may be used for admission purposes in place of 30-level languages, e.g., German Language and Culture 20-6Y.

Advanced Placement Program

AP Course	UofL Course
Art History	AHMS 2220/2230 (6)
Art Studio (Drawing)	ART 2031 (3)
Art Studio (2-D Design)	ART 2xxx (3)
Art Studio (3-D Design)	ART 2032 (3)
Biology	BIOL 1010 (3)
Calculus AB	MATH 1560/2560 (6)
Calculus BC (grade of 3, 4, or 5)	MATH 1560/2560 (6)
Chemistry	CHEM 1000/2000 (6)
Computer Science A	CPSC 1620 (3)
Economics (Macroeconomics)	ECON 1012 (3)
Economics (Microeconomics)	ECON 1010 (3)
English (Language and Composition)	ENGL 1900 (3)
English (Literature and Composition)	ENGL 1xxx (3) ¹
French (Language)	FREN 1500/2000 (6)
French (Literature)	FREN 2300/2xxx(6)
Geography (Human)	GEOG 1200 (3)
German (Language)	GERM 1500/2000 (6)
History (European)	HIST 1000 (3)
History (United States)	HIST 2600 (3)
History (World)	HIST 1000 (3)
Latin	Special Assessment
Music (Listening and Literature) ²	MUSI 1000 (3)
Music (Theory) ²	MUSI 1xxx (3)
Physics B	PHYS 1050 (3)
Physics C (Electricity and Magnetism)	PHYS 2000 (3)
Physics C (Mechanics)	PHYS 1000 (3)
Physics C (Mechanics/Electricity and Magnetism)	PHYS 1000/2000 (6)
Political Science	POLI 1000 (3)
Psychology	PSYC 1000 (3)
Spanish (Language)	SPAN 1500/2000 (6)
Spanish (Literature)	SPAN 2300/2xxx (6)

¹ This course fulfills the requirement of the English 1900 prerequisite. Students receiving this transfer may not subsequently take English 1900 for credit.

² These courses will not count toward Music requirements for Music majors.

International Baccalaureate Program

IB Course	Min. Grade	UofL Course
Art/Design, Higher Level	5	ART 2032/2xxx (6)
Biology, Higher Level	5	BIOL 1010 (3)
Chemistry, Higher Level	5	CHEM 1000/2000 (6)
Chemistry, Standard Level	7	CHEM 1000 (3)
Computer Science, Higher Level	5	CPSC 1620 (3)
Economics, Higher Level	5	ECON 1010/1012 (6)
Economics, Standard Level	5	ECON 1010 (3)

IB Course	Min. Grade	UofL Course
English A I, Higher Level	5	ENGL 1xxx (3) ¹
French A, Higher Level	5	FREN 2000/2300 (6)
French A, Standard Level	5	FREN 2000/2300 (6)
French B, Higher Level	5	FREN 2000/2300 (6)
French B, Standard Level	5	FREN 1500/2000 (6)
Geography, Higher Level	5	GEOG 1000/1200 (6)
Geography, Standard Level	5	ENVS 2000 (3)
German A, Higher Level	5	GERM 2000/2300 (6)
German A, Standard Level	5	GERM 2000/2300 (6)
German B, Higher Level	5	GERM 2000/2300 (6)
German B, Standard Level	5	GERM 1500/2000 (6)
Greek, Higher Level		Special Assessment
History, Higher Level	5	HIST 1000 (3)
Latin, Higher Level		Special Assessment
Latin, Standard Level		Special Assessment
Mathematics, Higher Level	5	MATH 1560 (3)
Math/Further Maths, Higher Level	5	MATH 1560 (3)
Math/Further Maths, Higher Level	6	MATH 1560/2560 (6)
Music, Higher Level	5	MUSI 2xxx (6) ²
Philosophy, Higher Level		Special Assessment
Physics, Higher Level	5	PHYS 1000 or 1050 (3)
Psychology, Higher or Standard Level	4	PSYC 1000 (3)
Social Anthropology, Higher Level	5	ANTH 1000 (3)
Spanish A, Higher Level	5	SPAN 2000/2300 (6)
Spanish A, Standard Level	5	SPAN 2000/2300 (6)
Spanish B, Higher Level	5	SPAN 2000/2300 (6)
Spanish B, Standard Level	5	SPAN 1500/2000 (6)

¹ This course serves as English 1900 for prerequisite purposes for higher English courses.

² Two unspecified Music credits may be applied to specific Music requirements after interview and assessment by the Department of Music.

7. Home School

Home School applicants who present recognized secondary credentials, or by some other means satisfy the requirements of a University admission route, will be considered for admission. Regardless of their citizenship or residency, Home School applicants will be considered according to the curriculum they followed.

For example:

- a. A high school applicant who studied Alberta curriculum is expected to meet the requirements of an Alberta high school applicant (see **Section 3.a.1., p. 28**).
- a. The applicant should challenge the departmental examinations in courses where such examinations exist to provide grades in the subjects challenged. By this means, an applicant will be considered for admission who presents final grades in five distinct subjects (see **Section 3.a.1., p. 28**).
- b. A high school applicant from British Columbia should challenge the provincial examinations in courses where such examinations exist to

provide grades in the subjects challenged. An applicant will be considered for admission who presents final grades in five distinct subjects (see **Canadian High School Requirements table, p. 31**).

- c. An applicant who presents both a high school diploma and appropriate, satisfactory standardized test scores, either ACT, or both both SAT Reasoning and SAT Subject scores will be considered for General Admission (see **Section 3.e., p. 35**).

b. Transfer Student Admission Route

I. New Transfer (transfer courses)

Applicants who have completed three or more transferable semester courses at one or more post-secondary institutions will be considered as New Transfer applicants.

To qualify for General Admission, New Transfer applicants must have an admission average of at least 2.00 on the UofL 4.0 GPA scale, calculated on all transferable courses.

Admission requirements vary depending on the number of transferable, post-secondary courses completed as indicated below:

- | | |
|--|---|
| <i>eight or more transferable courses</i> | <ul style="list-style-type: none"> • Admission GPA of at least 2.00 on the UofL 4.0 GPA scale, calculated on all completed, transferable, post-secondary courses. • High school credentials are not required. |
| <i>five or more (but fewer than eight) transferable courses</i> | <ul style="list-style-type: none"> • Basic high school admission average of at least 60%, calculated on five appropriate 30-level high school courses (see Part I - Admission, Section 3.a.1.a, p. 28). • Admission GPA of at least 2.00 on the UofL 4.0 GPA scale, calculated on all completed, transferable, post-secondary courses. |
| <i>at least three (but fewer than five) transferable courses</i> | <ul style="list-style-type: none"> • Basic high school admission average of at least 60%, calculated on five appropriate 30-level high school courses (see Part I - Admission, Section 3.a.1.a, p. 28). • Admission average is determined using a weighted average of the high school admission average and all completed, transferable, post-secondary courses. |

Upon admission, students are assigned transfer credit on a **course-by-course basis** for eligible post-secondary work. Transfer of credit serves to reduce the number of courses which must be completed at the University of Lethbridge in order to complete a program of studies. For additional information, see **Section 7 - Transfer and Evaluation of Credit (p. 42)**.

Applicants to programs leading to the B.Mgt. or any Combined Degrees may be admitted directly to these programs, or may need to seek admission to programs in the Faculty of Arts and Science or the Faculty of Fine Arts (for Combined Degrees programs including the B.F.A. or B.Mus.) in order to complete admission requirements.

Admission priority of New Transfer students:

All transferable post-secondary work completed by New Transfer applicants will be used in determining admission priority.

The admission average for New Transfer applicants presenting five or more transferable courses is calculated on all completed, transferable, post-secondary courses. For New Transfer applicants presenting only three to five courses, the admission average is a weighted average of the high school admission average and the post-secondary admission average.

Subject to individual Faculty policies, admission priority is assigned to New Transfer applicants on the basis of grade point average on all transferable courses.

The University may offer admission to highly qualified transfer students prior to the application deadline. Applicants are encouraged to apply well ahead of the deadline. For detailed information, students should contact the Admissions Office (SU140; tel. 403-320-5700).

Time limits and residence requirements apply to transfer students: see table in **Part 4 - Academic Regulations, Section 3.g. (p. 72)**.

Any student encountering difficulties with transfer of credit to the University is encouraged to contact the Assistant Registrar (Admissions and Transfer) for assistance and further information (tel. 403-382-7134 or fax 403-329-5159).

For Transfer Applicant Program Availability and Required Qualifications, see **page 36**.

2. College Diploma

Applicants who hold two- or three-year college diplomas from recognized institutions will be considered for admission to the appropriate post-diploma program.

For College Diploma Applicant Program Availability and Required Qualifications, see **page 37**.

A diploma holder seeking admission to a program other than the appropriate post-diploma program will also be considered for admission:

- a. For admission purposes only, holders of two- or three-year college diplomas of sufficient academic merit from recognized post-secondary institutions, completed with cumulative program GPAs of 2.00 or higher on the UofL 4.0 GPA scale, shall be considered eligible for admission as New Transfer students, in the absence of contradictory evidence.
- b. In all such cases the diploma program in question must have sufficient academic merit. Faculty program residency and time limit policies shall apply. Final determination of

sufficient academic merit rests with the Faculty of Arts and Science and the Faculty of Fine Arts, as appropriate.

3. College Certificate

Studies at recognized post-secondary institutions leading to Certificate credentials will be evaluated for transfer credit on a course-by-course basis, in accordance with approved transfer credit procedures.

4. Applied and Technology Degrees

Applicants presenting Applied or Technology Degrees from recognized colleges or technical institutes in Canada with grade point averages of 2.00 or higher on the UoFL 4.0 GPA scale are guaranteed admission to first degree, undergraduate non-quota programs. These applicants will be considered for admission to quota programs according to their qualifications as transfer students. Transfer credit awards will be according to regular University procedures, and subject to University policies including those pertaining to residency, major and time limits.

Applied and Technology Degrees are not normally considered to be a basis of admission for second degree or graduate studies programs.

5. Previous Degree

An approved degree is an academic baccalaureate degree composed of 30 or more course equivalents from a recognized Canadian or international institution. Applicants presenting approved degrees may be offered admission to the University to pursue a second degree. Some courses taken for the previous degree may be used to satisfy specific requirements for the second degree, depending on the applicability of the courses to the curriculum and the standard of performance achieved.

Previous credentials and courses completed as part of the credential are subject to the time limits of the appropriate Faculty. Please see the Previous Degree section for the appropriate Faculty and the table in **Part 4 - Academic Regulations, Section 3.g. (p. 72)**, for more information.

In order to register in courses as an admitted student, a student who has graduated from a University of Lethbridge program must successfully apply for admission to another program. Otherwise, such students must register using the Open Studies Student route (see **Part 2 - Registration, Section 3.f., p. 50**).

Students are not eligible to pursue a second degree which is similar to one already completed at a recognized institution. Generally, degrees with identical or closely related majors are considered to be similar. The decision of the appropriate Faculty will be final in these matters.

International applicants presenting approved degrees and seeking admission to **similar** degree programs offered by the Faculty of Arts and Science, the Faculty of Fine Arts or the Faculty of Management will be considered with the prior

approval of the appropriate Dean. The decision of the Faculty will be final in these matters.

Upon admission, students are strongly advised to consult with an Academic Advisor in the appropriate Faculty to determine the course requirements of their second degree program.

c. Adult Student (Mature) Admission Route

Applicants who are 21 years of age or older by the first day of classes in the semester of intended admission and who do not meet current admission requirements will be considered as follows:

1. Qualified Adult High School Admission

This applies to applicants 21 years of age or older who have completed high school requirements (see *Canadian High School Admission Requirements* table, **p. 31**), with an admission average of at least 60 percent but less than the prevailing admission cut-off (currently 65 percent).

2. Non-Traditional Adult Admission

Applicants 21 years of age and older whose qualifications fall short of the University's minimum requirements may be considered under the Non-Matriculated Adult Admission policy (see below). This policy applies to applicants:

- who have completed a high school diploma, but have not completed the courses required for University admission or have not achieved an admission average of 60 percent; or,
- who have not completed high school.

The number of seats available for Non-Traditional Adult Admission will be limited (as determined each semester). Typically the number of seats will not be more than ten percent of the total admissions for high school applicants in the given Fall or Spring Semester. The seats are distributed on a first-come, first-served basis to successful applicants.

Non-Matriculated Adult Admission

The Non-Matriculated Adult admission route is available to Canadian and Permanent Resident non-matriculated applicants 21 years of age or older whose credentials do not satisfy the basic admission criteria of any other admission route. The intent of the Non-Matriculated Adult admission route is to provide a limited number of positions for applicants deemed by Admissions to have potential for success at the post-secondary level which is at least equal to that of applicants meeting the prevailing admission criteria for high school applicants. In making this determination, Admissions will consider any or all of the following:

- Transcripts of all high school and post-secondary experience of the applicant;
- Life experiences since leaving normal secondary attendance;
- Standardized test scores - any of SAT, ACT, CPT, CAT Level 19 or CAAT Level D.

The Non-Matriculated Adult applicant is required to provide, in addition to the regular application for undergraduate admission and associated transcripts, the following:

- a. A Letter of Intent from the applicant to the Admissions Office, which shall include a statement on the applicant's potential for success in university studies, how the applicant's experiences since secondary school have contributed to this potential, the applicant's goals for the future and why studies at the University will help the applicant to realize these goals.
- b. A resumé, providing a summary of all educational, employment and volunteer experience.

The Admissions Office may, at their discretion, require an interview.

Admissions will consider whether the applicant has acquired, through a combination of academic and life experience, the reading, writing, organizational and other skills necessary for success in the intended program of study. The decision of Admissions may be appealed in writing to the Assistant Registrar (Admissions and Transfer).

Persons who have unsatisfactory post-secondary academic records (i.e., a GPA of less than 2.00) will not be considered for Non-Matriculated Adult admission.

Programs available: Adult applicants will be considered for admission to first-year programs in the Faculty of Arts and Science, the Faculty of Fine Arts, the Faculty of Health Sciences and to the Management Certificate program.

d. Visiting Student and Exchange Student Admission Route

1. Visiting Students and Exchange Students from Other Universities

Applicants currently enrolled in a degree program at another accredited degree-granting institution, and who wish to enrol in courses at the University, must complete an Application for Admission by the appropriate deadline and have their home institution forward a 'letter of permission' directly to the Admissions Office. This letter should specify courses which the student may take at the University of Lethbridge.

Visiting Students and Exchange Students should note that registration in specific courses is not guaranteed.

English Language Proficiency requirements do not apply to Visiting Students or Exchange Students. However, Visiting Students and Exchange Students are subject to all other regulations of the University of Lethbridge and of the Faculty in which they are registered.

Visiting Students must apply for admission on a semester-by-semester basis.

2. University of Lethbridge Students Studying Elsewhere

As it may suit their program, and within the residence requirement of the Faculty in which they are enrolled, continuing students in good standing at the University of Lethbridge may be authorized to take courses at another post-secondary institution,

if their registration as a Visiting Student or Exchange Student is acceptable to that institution or if the University has an approved exchange agreement with that institution.

No transfer credit will be granted for courses taken elsewhere, unless Visiting Student or Exchange Student status is granted in advance; Visiting Student and Exchange Student status both require written permission from the Dean or Dean's designate.

3. For some University of Lethbridge programs, students are required to take courses at another institution under Visiting or Exchange Student authorization. Visiting or Exchange Student status will be granted to these students. Such courses taken under Visiting or Exchange Student authorization will be counted as University of Lethbridge courses toward meeting the minimum residence requirement.

4. University of Lethbridge students granted Visiting Student or Exchange Student status are registered in placeholder courses while studying elsewhere.

Transfer credit will be granted for courses completed by authorized Visiting Students. Authorized Exchange Students will receive **Pass/Fail** grades for courses completed during the exchange.

It is the responsibility of the student to ensure that an official transcript of grades earned as a Visiting Student or Exchange Student at another institution is sent to the Registrar's Office and Student Services (ROSS) at the University of Lethbridge.

Further information on registration procedures for Visiting and Exchange Students may be found in **Part 2 - Registration, Section 3.d. Visiting and Exchange Students (p. 50)**.

e. Standardized Test Admission Route

Applicants to first-year Faculty of Arts and Science or Faculty of Fine Arts programs will be considered who present acceptable ACT (American College Testing Program) or SAT (Scholastic Achievement Test) scores. In the case of SAT tests, the applicant must present complete SAT Reasoning (Critical Reading, Mathematics, and Writing) and three additional SAT Subject test scores. Applicants who present only SAT Reasoning scores and who present superior high school records (at least five Grade 12-level courses in academic subjects including English, and a 'B+' or higher on these courses), will be considered for admission on an individual basis.

f. Alberta Colleges or Institutes of Technology

The University will consider applicants who have completed one year or more of studies at a recognized Alberta College or Institute of Technology and are recommended by that institution for University admission.

For admission requirements, the University accepts courses offered by colleges which are deemed to be equivalent to Alberta high school 30-level courses (see **Section 3.a.1.a, p. 28**).

Transfer Applicants - Undergraduate Program Availability and Required Qualifications

Faculty	Programs Available	Required Admission GPA*
Arts and Science	Four-year degree programs: Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.) and Bachelor of Arts and Science (B.A.Sc.).	2.00
	Four-year Bachelor of Science (Environmental Science).	Competitive
	'Pre-programs' to Education and Management (see below).	2.00
Education	Direct admission to five-year Combined Degrees programs: B.A./B.Ed., B.F.A. (Art or Dramatic Arts)/B.Ed., B.Mgt./B.Ed., B.Mus./B.Ed., B.Sc./B.Ed. Applicants must have at least 20 courses completed including Education 2500 or equivalent. For B.Mgt./B.Ed., see Management below. The Faculty of Education requires a portfolio, audition, and/or interview for Drama and Music Education majors	2.50 minimum Competitive: higher than 2.50 may be required
	'Pre-programs' to five-year Combined Degrees programs: B.A./B.Ed., B.F.A. (Art or Dramatic Arts)/B.Ed., B.Mgt./B.Ed., B.Mus./B.Ed., B.Sc./B.Ed. Admission to the Combined Degrees programs typically occurs after two years of university-level study, and is competitive. B.F.A. and B.Mus. applicants, see Fine Arts below	2.00
Fine Arts	Four-year degree programs: Bachelor of Fine Arts (B.F.A. - Art, Dramatic Arts, Multidisciplinary or New Media, formerly <i>Multimedia</i>) and Bachelor of Music (B.Mus.). For additional admission requirements, see Part 9 - Fine Arts, Section 3. Admission (p. 178) . For Studio Audition procedures for the B.Mus., see Part 9 - Fine Arts, Section 7.e.2. (p. 191) .	2.00 Audition/Portfolio/ Questionnaire
	Direct admission to five-year Combined Degrees programs: B.F.A. (Art or Dramatic Arts)/B.Ed., B.Mus./B.Ed. Applicants must have at least 20 courses completed including Education 2500 or equivalent. The Faculty of Fine Arts requires an audition, portfolio, and/or questionnaire for B.F.A. and B.Mus. applicants (see additional admission requirements in Fine Arts above) The Faculty of Education requires a portfolio, audition, and/or interview for Drama and Music Education majors (see Part 13 - Combined Degrees)	2.50 minimum Competitive: higher than 2.50 may be required Audition/Portfolio
	'Pre-programs' to five-year Combined Degrees programs: B.F.A. (Art or Dramatic Arts)/B.Ed. and B.Mus./B.Ed. Admission to the Combined Degrees programs typically occurs after two years of university-level study, and is competitive. The Faculty of Fine Arts requires an audition, portfolio, and/or questionnaire B.F.A. and B.Mus. applicants (see additional admission requirements in Fine Arts above)	2.00 Audition/Portfolio
Health Sciences	Four-year degree program: Bachelor of Health Sciences - Addictions Counselling (B.H.Sc. - Addictions Counselling). See Part 10 - Health Sciences, Section 4.d. (p. 203) for additional admission requirements.	2.00
	Four-year degree program: Bachelor of Health Sciences - Public Health (B.H.Sc. - Public Health). See Part 10 - Health Sciences, Section 4.f. (p. 204) for additional admission requirements.	2.00
	Four-year degree program: NESA (Nursing Education in Southwestern Alberta) Bachelor of Nursing (B.N.). First two years offered in collaboration with Lethbridge College. See Part 10 - Health Sciences, Section 4.a. (p. 199) for additional admission requirements.	Competitive
Management	Direct admission to the four-year degree program: Bachelor of Management (B.Mgt.). Applicants must have completed 10 Arts and Science courses, including Economics 1010, Economics 1012, and Statistics 1770 (or equivalents).	Competitive
	Direct admission to five-year Combined Degrees programs: B.A./B.Mgt., B.Mgt./B.Ed., B.Sc./B.Mgt. For B.A./B.Mgt. or B.Sc./B.Mgt., applicants must have completed at least 10 Arts and Science or Fine Arts courses including Economics 1010, Economics 1012, and Statistics 1770 or equivalents. Admission to the B.Mgt./B.Ed. typically occurs after two years of university-level study including Economics 1010, Economics 1012, Education 2500, and Statistics 1770).	Competitive
	'Pre-program' to four-year degree program: Bachelor of Management (B.Mgt.). Admission to the B.Mgt. occurs after completion of 10 Arts and Science or Fine Arts courses, including Economics 1010, Economics 1012, and Statistics 1770, and is competitive.	2.00
	'Pre-programs' to five-year Combined Degrees programs: B.A./B.Mgt., B.Mgt./B.Ed., B.Sc./B.Mgt. Admission to the B.A./B.Mgt. and B.Sc./B.Mgt. occurs after completion of 10 Arts and Science or Fine Arts courses (including Economics 1010, Economics 1012, and Statistics 1770), and is competitive. Admission to the B.Mgt./B.Ed. typically occurs after two years of university-level study (including Economics 1010, Economics 1012, Education 2500, and Statistics 1770), and is competitive.	2.00
	Management Certificate (10-course program) Four admission routes available (see Part 11 - Faculty of Management, Section 4.f., p. 219 for additional admission requirements.)	Competitive
	Post-Baccalaureate Certificate in Accounting (PBCA) Admission requirements to the PBCA consist of an undergraduate university degree and a GPA of at least 2.0.	Completion of an Undergraduate Degree

*Based on all completed transferable courses, including courses completed at the University of Lethbridge as an Open Studies Student.

College Diploma Applicants - Undergraduate Post-Diploma Program Availability and Required Qualifications

For detailed information on approved college diplomas, contact Admissions or visit our website: www.uleth.ca/postdiploma

Faculty	Post-Diploma Programs Available	Required Admission GPA*
Arts and Science	Post-Diploma Bachelor of Arts (B.A. - Agricultural Studies) See Part 7 - Arts and Science, Section 8.a. (p. 101)	2.50, or 2.00-2.49, subject to Dean's permission
	Post-Diploma Bachelor of Science (B.Sc. - Agricultural Studies) See Part 7 - Arts and Science, Section 9.a. (p. 103)	2.50, or 2.00-2.49, subject to Dean's permission
	Post-Diploma Bachelor of Science (B.Sc. - Computer Science) See Part 7 - Arts and Science, Section 10.a. (p. 105)	2.50
	Post-Diploma Bachelor of Science (B.Sc. - Environmental Science) See Part 7 - Arts and Science, Section 11.a. (p. 106)	2.75, or 2.00-2.74, subject to Dean's permission and related employment experience
	Post-Diploma Bachelor of Science (B.Sc. - Geography, with a Concentration in Geographical Information Science) See Part 7 - Arts and Science, Section 12.a. (p. 107)	2.50
Education	See Fine Arts and Management (below)	
Fine Arts	Post-Diploma (after a Two- or Three-Year Diploma) Bachelor of Fine Arts (B.F.A. - Art or Dramatic Arts) and Bachelor of Music (B.Mus.) See Part 9 - Fine Arts, Section 3.f. (p. 180)	2.50 Audition/Portfolio
	Post-Diploma (after a Two- or Three-Year Diploma) Bachelor of Fine Arts (B.F.A. - Multidisciplinary) See Part 9 - Fine Arts, Section 3.g. (p. 181)	2.50
	Post-Diploma B.F.A. (Art or Dramatic Arts)/B.Ed. and B.Mus./B.Ed. See Part 13 - Combined Degrees, Section 9.a. (p. 294)	Competitive, 2.50 minimum Audition/Portfolio
	Pre-Post-Diploma B.F.A. (Art or Dramatic Arts)/B.Ed. and B.Mus./B.Ed. See Part 13 - Combined Degrees, Section 9.a. (p. 294)	2.50 Audition/Portfolio
Health Sciences	Post-Diploma Bachelor of Health Sciences - Addictions Counselling (B.H.Sc. - Addictions Counselling) See Part 10 - Health Sciences, Section 4.d. (p. 203)	3.00
	Post-Diploma Bachelor of Nursing (B.N.) See Part 10 - Health Sciences, Section 4.b. (p. 201)	2.00
Management	Post-Diploma Bachelor of Management (B.Mgt.) (20 and 25 course) See Part 11 - Management, Section 4.b. (p. 219) and Section 4.c. (p. 219)	Competitive
	Qualifying program for Post-Diploma B.Mgt. (four courses) See Part 11 - Management, Section 4.b. (p. 219) <ul style="list-style-type: none"> • Applicants holding approved college diplomas which are not eligible as a basis for direct admission (based on program content) to the Post-Diploma Bachelor of Management will be eligible to enter that degree program by successfully completing the Qualifying program. • An applicant will gain admission to the Qualifying program by completing an approved diploma with a cumulative grade point average (GPA) at or above the current admission cut-off and not less than 2.0. 	Competitive
	Post-Diploma B.Mgt./B.Ed. See Part 13 - Combined Degrees, Section 10.a. (p. 298)	Competitive
	Pre-Post-Diploma B.Mgt./B.Ed. See Part 13 - Combined Degrees, Section 10.a. (p. 298)	Competitive

*Based on cumulative Grade Point Average, on a 4.0 scale, in the College Diploma.

g. Returning After an Absence from the University of Lethbridge

1. Students Returning After an Absence

This policy applies to applicants who meet all of the following conditions:

- were previously admitted to a University of Lethbridge program,
- completed one or more semesters at the University,
- subsequently interrupted their continuing student status prior to the completion of the program (whether the interruption was voluntary or involuntary on the part of the student), and
- who **HAVE NOT** completed university-level studies at another institution in the interim.

This policy does not apply to any persons who left University of Lethbridge studies according to the terms of a Visiting or Exchange leave authorized by the appropriate Dean.

All students returning after an absence of one or more Fall or Spring Semesters must apply for admission according to regular application procedures and deadlines (see **Section b. Transfer Student Admission Route, p. 33**).

Admission to a particular program or major shall be subject to enrolment management, Faculty and Admission policies (refer to the Admission requirements provided in the applicable Faculty part of the Calendar).

Subject to the above, Returning After an Absence applicants are eligible for General Admission provided all of the following conditions apply:

- No transferable courses were completed during the absence at another institution (see **Section b. Transfer Student Admission Route, p. 33** if you completed transferable courses at another institution during the absence);
- The student is applying for admission to a non-quota program or major (refer to the Admission requirements provided in the applicable Faculty part of the Calendar); and,
- The applicant was in good academic standing upon last leaving the University (see **Part 4 - Academic Regulations, Section 3.e.1, p. 71**)

Applicants who fail to meet all of the above conditions will be considered for admission according to current policies for Returning Transfer students (see **Section 2. below**).

Students applying for readmission to the Faculty of Management should also see **Part 11 - Management, Section 4.j. (p. 220)**.

2. Returning Transfer Applicants

This policy applies to applicants who meet all of the following conditions:

- were previously admitted to a University of Lethbridge program,

- completed one or more semesters at the University,
- subsequently interrupted their continuing student status prior to the completion of the program (whether the interruption was voluntary or involuntary on the part of the student), and
- who **HAVE** completed university-level studies at another institution during the absence.

This policy does not apply to any persons who left University of Lethbridge studies according to the terms of a Visiting or Exchange leave authorized by the appropriate Dean.

All students returning after an absence of one or more Fall or Spring Semesters must apply for admission according to regular application procedures and deadlines (see **Section b. Transfer Student Admission Route, p. 33**).

Admission to a particular program or major shall be subject to enrolment management, Faculty and Admission policies (refer to the Admission requirements provided in the applicable Faculty part of the Calendar).

Students applying for readmission to the Faculty of Management should also see **Part 11 - Management, Section 4.j. (p. 220)**.

Academic Probation

Normally, if readmitted, an applicant who was on Academic Probation upon leaving the University will be readmitted on condition of Academic Probation.

Required to Withdraw

Applicants Required to Withdraw (or its equivalent) from this or any other post-secondary institution will not be considered for admission to the University of Lethbridge until at least one full year has elapsed.

Applicants who were Required to Withdraw prior to application must complete no less than eight transferable courses with an overall GPA of 2.00 or higher on the UofL 4.0 GPA scale to be eligible for General Admission. Any applicant Required to Withdraw from a recognized post-secondary program and subsequently admitted to the University of Lethbridge will be admitted on condition of Academic Probation.

Normally, applicants who have been Required to Withdraw from this or any other post-secondary institution more than once are not eligible for admission and shall be considered for admission only on the recommendation of the appropriate Dean.

Policies on admission after required withdrawal are also included in **Section 8.b. (p. 45)**, **Part 7 - Arts and Science (p. 97)**, **Part 8 - Education (p. 166)**, **Part 9 - Fine Arts (p. 182)**, **Part 10 - Health Sciences (p. 207)**, and **Part 11 - Management (p. 221)**. In particular, *Tabula Rasa* is available only in the Faculty of Arts and Science (see **Section 3.e., p. 97**), Faculty of Fine Arts (see **Section 4.e.2, p. 182**), and the Faculty of Health Sciences (see **Section 6.c, p. 207**).

h. Graduated Students

A student who has graduated from a program at the University must successfully apply for admission to another program in order to pursue studies as an admitted student. Otherwise, such students must register using the Open Studies Student route (see **Part 2 - Registration, Section 3.f., p. 50**).

i. Applicants With Unsatisfactory Post-Secondary Records

1. Required to Withdraw

Persons who have been Required to Withdraw from the University of Lethbridge or another post-secondary institution will not be considered for admission until one year has elapsed from the end of the studies from which they were required to withdraw. If, without satisfactory intervening studies, such a person is subsequently offered admission to the University it will be on the condition of Academic Probation. Students Required to Withdraw from the University of Lethbridge should also refer to **Section 3.g. Returning After an Absence from the University of Lethbridge (p. 38)** and **Section 8.b. Procedures for Readmission (p. 45)**.

2. Suspension

A person will not be considered for admission if under an order of suspension from the University of Lethbridge. A person under an order of suspension from another post-secondary institution will not be considered for admission without the written approval of the Vice-President (Academic).

3. Expulsion

A person who has been expelled from the University of Lethbridge or any other post-secondary institution will not be considered for admission without the written approval of the Vice-President (Academic).

4. CONTINUING STUDENTS CHANGING PROGRAMS

A University of Lethbridge student who has continuing student status and who wishes to change the academic program to one involving another Faculty must apply for the new program. Continuing student applicants changing to quota programs will be considered according to the same admission criteria as new transfer applicants.

To be considered, students currently enrolled in programs at the University must obtain, complete and submit to the Admissions Office an *Application for Admission to Specialized Programs* form. This form is available at the Registrar's Office and Student Services (ROSS).

5. INTERNATIONAL STUDENTS

a. Academic Qualifications

Applicants from other countries must present qualifications comparable to those of Canadian applicants:

- Completed, appropriate secondary qualifications from other countries will be considered for High School admission.
- Studies completed at recognized universities and colleges will be considered for New Transfer,

College Diploma or Previous Degree admission, as appropriate.

Details on requirements for specific countries are available from Admissions, and at our website www.uleth.ca/ross/admissions/intreq.html.

For International High School Requirements, see **page 41**.

b. English Language Requirements

The University of Lethbridge has English language requirements for all applicants. These requirements are not affected by citizenship but by first language, educational experience and writing proficiency. They are explained in **Section 6 (p. 40)**.

c. Transfer Credit and Admission

Transcripts presented by an International Student will first be considered to determine the admissibility of the student. Subsequent to admission, completed courses will be considered for transfer credit. The number of courses considered to be transferable in the context of the admission decision may or may not coincide with the number of courses ultimately awarded transfer credit.

It will be the responsibility of International Students to provide English translations of any transcript materials not in English or French, which are deemed to be official and otherwise acceptable by Admissions.

d. Conditional English Proficiency Admission

Conditional English Proficiency Admission may be offered to applicants:

1. whose first language is not English, and;
2. whose academic qualifications satisfy the requirements of the program they seek, and;
3. who have not met the University's English Language Proficiency (ELP) requirement (see **Section 6, p. 40**).

Note: One way to satisfy the University's English Language Proficiency (ELP) requirement is successful completion of the University's English for Academic Purposes (EAP) program. Conditional English Proficiency Admission offers an opportunity to accomplish this and at the same time obtain admission to an academic program.

An applicant who accepts an offer of Conditional English Proficiency Admission is admitted to an academic program, of which the first component is successful completion of the University's English for Academic Purposes (EAP) program. Students admitted via the Conditional English Proficiency Admission route will be tested and placed in the appropriate level of EAP upon arrival at the University.

Upon satisfying ELP (see **Section 6.a. below**), students admitted via the Conditional English Proficiency Admission route may commence their full academic programs as regular students.

Students admitted via the Conditional English Proficiency Admission route are considered to be full-time students while continuously enrolled in EAP classes.

Students admitted under the Conditional English Proficiency provision must:

- Successfully complete each level of EAP in no more than two attempts, and
- Maintain continuous registration in EAP during Fall, Spring and Summer semesters until the ELP requirement is satisfied.

Students who fail to meet these conditions will be required to withdraw from the University.

Students who have passed three of the four components of Advanced EAP may be allowed to register in one or two academic courses (3.0 to 6.0 credit hours) while completing the remaining EAP component. Course registration will be subject to the approval of the International Liaison Officer in the International Centre for Students, in close consultation with appropriate academic advisors.

6. ENGLISH LANGUAGE AND WRITING REQUIREMENTS

The University of Lethbridge administers three levels of English language requirements for applicants to undergraduate programs:

- **English Language Proficiency (ELP)** - admission requirement for all applicants to undergraduate programs whose first language is not English.
- **Spoken English Language Proficiency (SELP)** - admission requirement for all applicants, whose first language is not English, to the Bachelor of Nursing (see **Part 10, Section 4.a.6., p. 200**) and Bachelor of Health Sciences (Public Health) (see **Part 10, Section 4.e.6., p. 204**) programs.
- **Writing Proficiency Requirement (WPR)** - admission requirement for all applicants to programs in the Faculty of Education (see **Part 8 - Education, p. 162** and **Part 6 - International Students, Section 3.b.3, p. 94**).

a. English Language Proficiency Requirement

The English Language Proficiency (ELP) requirement applies to all applicants to undergraduate programs whose first language is not English, regardless of citizenship or country of origin.

Note: *The following policies do not apply to Audit, Visiting or Exchange Students. Applicants to Nursing (see p. 200) and Public Health (see p. 204) must also meet a Spoken English Proficiency requirement.*

- Proof of English Language Proficiency must be provided prior to admission. Acceptable evidence of ELP may be any one of:
 - Successful completion of the Advanced Level, English for Academic Purposes (EAP) program at the University of Lethbridge (see **Part 6, Section 3.b.1, p. 94**).
 - Most recent official TOEFL (Test of English as a Foreign Language) score (UofL institutional code is 0855), taken within the last two years. Any one of:
 - a score of at least 550 on the paper-based test and a TWE (Test of Written English) score of at least 4.0 or
 - a score of at least 80 on the iBT TOEFL, with scores of at least 16 on each of

Listening, Reading, and Speaking and a score of at least 18 on Writing.

Website: www.toefl.org

- Most recent official Academic IELTS (International English Language Testing System) score, taken within the last two years, with
 - an overall score of at least 6.0, and
 - at least 6.0 in each band.

Website: www.ielts.org

- Most recent official CAEL (Canadian Academic English Language) Assessment score of 60 or higher, taken within the last two years, with scores of at least 50 on each of Listening, Reading, and Speaking and with a score of at least 60 on the Writing band.

Website: www.cael.ca

- Most recent CAE (Certificate in Advanced English) score of at least 'C'.

Website: www.cambridgeesol.org/exams/general-english/cae.html

- Most recent CPE (Certificate of Proficiency in English) score of at least 'C'.

Website: www.cambridgeesol.org/exams/general-english/cpe.html

- Most recent MELAB (Michigan English Language Assessment Battery) score of at least 80 with no component less than 76, and including the Speaking test.

Website: www.lsa.umich.edu/elil/testing/melab

- A grade of 75 percent or higher in the Alberta English Language Arts 30-I diploma examination.

- A final grade of 80 percent or higher in English Language Arts 30-I or its equivalent from any province in Canada.

- A passing grade in an English for Academic Purposes (EAP) program which is accepted as a means of satisfying ELP by another recognized Canadian university, and whose ELP requirement is at least as demanding as is that of the University of Lethbridge.

- A passing grade in an EAP program approved by the Assistant Registrar (Admissions).

- In the absence of contradictory evidence, the English Language Proficiency requirement may be waived for applicants who have completed at least three consecutive years of full-time study in a recognized institution where the language of instruction is English. These studies must include satisfactory completion of English Language Arts 30-I, or its equivalent, or at least two transferable semester courses in English. These studies must precede admission by not more than two years.

Applicants whose first language is not English may be required to provide satisfactory evidence that the language of instruction was in English; examples of acceptable evidence include an official letter from the teaching institution or statements from the institution's official Calendar/Catalogue, as well as standardized test results such as TOEFL, IELTS, etc.

International Secondary/High School Admission Requirements for the University of Lethbridge		
Country	Secondary/High School Requirements	Comments
(Contact Admissions for requirements for countries not shown below)		
Argentina	Bachiller/Bachillerato (de Nivel Medio o Secundario o Especializado) including English subject, with a minimum score of 7/10 (good) to 8/10 (superior)	
Australia	Secondary school leaving certificate, appropriate to Territory	
Austria	Secondary school leaving certificate (Reifezeugnis or Reifeprüfungszeugnis)	
Bangladesh	Higher Secondary Certificate (First division)	
Barbados	Caribbean Examination Council Secondary Education Certificate, plus Advanced level studie	British model (see below)
P.R. of China	Senior Middle School Diploma and National College Entrance Examination, or equivalent; or, Senior Middle School Diploma and an average grade of 75% or higher (where 50% is the passing grade) on 12th Grade (Year Three of Senior Middle School) English and four of Chinese, Biology, Chemistry, another language, Geography, Mathematics, or Physics, with no single grade less than 50%	
Chile	Liciencia de Educación Media, including English, with a minimum score of 4/7(average) to 5/7 (very good) and Prueba de Aptitud Académica(PAA) University Entrance Exam	
France	Secondary Education Baccalaureate	
Germany	School leaving certificate (Zeugnis der Allgemeinen Hs.)	
Hong Kong	HK Certificate of Education and HKALE (see also P.R. of China)	British model
India	Higher Secondary School Certificate or equivalent (First division). <i>Considered equivalent:</i> All-India Secondary School Certificate; Delhi Secondary School Certificate; (All-India) Higher Secondary Examination Part II; Indian School Certificate; Certificate of Vocational Education – Year 12; Senior Secondary Certificate; Intermediate Examination Certificate; Pre-University Examination Certificate; Pre-Degree Examination Certificate.	
Iran	Diploma-Metevaseh, and June Written Examinations	
Israel	Matriculation Certificate (Bagrut)	
Italy	Maturita diploma (Diploma Di Esame Di Stato Conclusivo Dei Corsi Di Istruzione Secondaria Superiore)	
Jamaica	See Barbados	British model
Japan	Upper Secondary school leaving certificate (Kotogakko Sotsugyo Shomeisho)	
Kenya	Kenyan Certificate of Secondary Education	British model
D.P.R. of Korea	Secondary school leaving certificate	
Republic of Korea	Graduation certificate from academic high school	
Malaysia	Malaysia Certificate of Education (SPM) plus studies at Malaysian Higher School Certificate (STPM) level, or Certificate of Unified Examination (MICSS) from Independent Chinese Secondary Schools	British model
Mexico	Applicants are admissible who present the Bachillerato en Ciencias or Humanidades including Year 3-4 English with a minimum of 7/10 to 8/10	
Mongolia	School leaving certificate (Gerchilgee)	
Netherlands	Voorber.wetensch.onderwijs (VVO)	
Nigeria	Senior Secondary School Certificate (SSSC) or West African School Certificate (WAEC), and Higher School Certificate or GCE - Advanced level studies	British model
Pakistan	Intermediate or Higher Secondary Certificate (First division required for either)	
Russian Federation	Svidetel'stvo/o Srednem Obrazovanii (Certificate of Secondary Education) or Attestat O Polnom Srednem Obrasovanii (Upper Secondary Education) including English subject, with a minimum score of 3.5/5	
Saudi Arabia	General Secondary Education Certificate (Tawjihiya)	
Singapore	Singapore-Cambridge GCE, Ordinary level plus Advanced level courses	British model
Spain	Curso de Orientación Universitario (COU)	
Taiwan	Senior High School Leaving Certificate	
Thailand	Higher Secondary School Certificate (Mattaayom Suksa 6)	
Trinidad and Tobago	See Barbados	British model
Turkey	Devlet Lise Diplomas/Lise Bitirme Diplomas State or Private Secondary School Diploma including English subject, with superior grades	
Uganda	Cambridge GCE or East African Certificate of Education, Ordinary, plus Advanced studies (Uganda Advanced Certificate of Education)	British model
United Arab Emirates	Secondary school leaving certificate (Shahadat Al-Thanawiya Al-Amma)	
United Kingdom	GCE, Ordinary level or equivalent, plus courses at the Advanced level	British model
United States	High school diploma, and either SAT or ACT test results. For SAT tests, results from both SAT Reasoning and three SAT Subject tests are required. See also Section 3.e. Standardized Test Admission Route (p. 35) . Admission average based on SAT or ACT results.	Admission average based on SAT or ACT results
Vietnam	Baccalauréat II (Tu-Tai Hai), or Baccalauréat I and Advanced Certificate, or Tot Nghiep Pho Thong	
<p>For British model systems: At least five distinct courses with appropriate grade achievement, including at least three courses at the Ordinary level (or equivalent) and at least two courses at the Advanced level (or equivalent). The courses must include English, and a course will not be considered if it duplicates a course subject at the other level. All five courses are used in calculating the admission average. Students who have completed Ordinary level and subsequently completed either an Advanced International Certificate of Education (AICE) Diploma or a year of overseas College Foundation studies (including English) will be considered. Transfer credit will be considered for Advanced level courses in appropriate subjects, completed with grades of 'C' or higher. Credit for up to a maximum of ten semester courses may be obtained in this manner.</p>		

Applicants who are uncertain regarding the status of their qualifications with respect to this policy should contact the Admissions Office for further information.

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

Individual circumstances will be reviewed by the Assistant Registrar (Admissions) whose decision shall be final.

Special arrangements will be made for students attending the University under an approved exchange program.

7. TRANSFER AND EVALUATION OF CREDIT - POLICIES AND PROCEDURES

Many students are eligible to have some or all previous post-secondary work **transferred for credit** toward completion of their University of Lethbridge program. Transfer of credit serves to reduce the number of courses which must be completed at the University of Lethbridge in order to complete a program of studies. Transfer of credit is not available to persons enrolled in classes at the University who have not been admitted to programs (i.e., transfer of credit is not available to Audit, Exchange, Open Studies or Visiting Students).

a. Procedures

1. For **New Transfer** students, transcripts from previous post-secondary institutions will be evaluated for transfer credit in the program of consideration for admission.
2. For **students returning after an absence**, transcripts for work completed during the absence at post-secondary institutions will be evaluated for transfer credit in the course of consideration for readmission.
3. It is the responsibility of the applicant to provide, as support for the application for admission or readmission, full and complete information on all post-secondary attendance. Failure to do so relieves the University of any responsibility to award transfer credit and, depending on the criteria leading to an admission decision, may lead to the rescinding of admission and cancellation of registration.
4. **Continuing University of Lethbridge students** may take courses elsewhere under **Visiting Student or Exchange Student authorization**. Such students must obtain prior approval in writing from the appropriate Faculty Dean or Dean's designate. Transfer credit will only be awarded when Visiting Student authorization is obtained in advance of the completion of studies. Authorized Exchange Students will receive Pass/Fail grades for courses completed during the exchange.

Subsequent to completing the course work at the designated institution, the student must have official transcripts forwarded from that institution to the Registrar's Office and Student Services (ROSS) at the University of Lethbridge, that they may be evaluated for transfer credit.

5. Simultaneous enrolment

A course shall be counted only once to satisfy the requirements of post-secondary qualifications. No student will be permitted to enrol in a University of Lethbridge degree or diploma program, while simultaneously working towards a degree or diploma at another institution.

b. Transfer and Evaluation Policies

1. The Admissions Office has final authority, subject to appeal, in the evaluation and assignment of transfer credit.

To facilitate the negotiation of transfer arrangements among post-secondary institutions within the Province of Alberta, the procedures established by the Alberta Council on Admissions and Transfer (outlined in the **Alberta Transfer Guide**) shall be followed.

Applications for transfer credit evaluations and transfer credit appeals are initiated with Admissions. Upon application by a student for transfer credit, Admissions shall consult as necessary with the appropriate Faculty. Admissions approval is required for any recommendations to award transfer credit.

Admissions is charged with maintaining records of all evaluations at the University, which shall serve as the standards for future evaluations.

2. Transfer credit may be awarded only for courses which apply to the student's University of Lethbridge program.
Transfer credit awarded on admission to one program must be re-evaluated should the student change to a different program. It is the student's responsibility to request this re-evaluation.
3. Transfer credit may be awarded only for courses which were completed and assigned a passing grade. Courses transferred for credit are subject to Faculty policies regarding minimum grade requirements. When a transfer student presents a transferable course with a grade of 'Pass' (or its equivalent) at the sending institution:
 - a. The hours for the course will count toward program completion in the manner assigned by Admissions (either direct transfer, Contingent or Extra to Program); and
 - b. The transfer grade will be preserved as 'P' as appropriate.

The student's transfer GPA and University of Lethbridge GPA will not be affected in any way. The University reserves the right to assign a numeric grade where circumstances indicate this is appropriate.
4. Transfer credit will be awarded only for studies transferring to University of Lethbridge courses numbered 1000 or higher.
5. Admissions shall develop and apply grade conversion standards, under the authority of the Admission Standards Committee.
6. Courses which have been awarded credit at another recognized Canadian university or at a recognized

university college in Alberta or British Columbia are generally transferable for credit to the University of Lethbridge, subject to other University policies including program and major, residence requirements, time limits, and program requirements.

7. Courses taken at post-secondary institutions in Alberta, if acceptable for credit at either the University of Alberta or The University of Calgary, are normally eligible for transfer credit at the University of Lethbridge. The **Alberta Transfer Guide** shall be the primary authority for such courses.

In general, courses taken at post-secondary institutions in Canada, if acceptable for credit at one or more of the major residential universities for the appropriate province, shall normally be transferred for credit at the University of Lethbridge. The **provincial transfer guide** for the province in question shall be the primary authority for such courses.

Specified courses taken at post-secondary institutions with which the University maintains formal course transfer arrangements are normally accepted for credit. For example, the University has course agreements with The College of the Rockies and Selkirk College.

8. Once a transfer course evaluation has been approved by the University of Lethbridge and has been printed in the **Alberta Transfer Guide**, that evaluation shall serve as the authority for the course in question. A published transfer arrangement will also be honoured for students who completed the course in the year prior to its publication in the Alberta Transfer Guide.

On appeal by the student and where a change will benefit the student, a Faculty may, with reasonable grounds, recommend exemption from the published agreement. This Faculty recommendation shall not alter the published evaluation.

9. Courses taken at any accredited or recognized post-secondary institution may be awarded transfer credit depending on the nature of the institution, the nature of the courses and the program of the student presenting the courses.
10. Year of the Calendar
A student admitted or readmitted to a program offered by the University is governed by the program requirements of the Calendar in effect at the time of the most recent admission (see **Section 9.f., p. 46** for details).
11. Upon admission or readmission to a program, courses taken by an **Open Studies Student** at the University of Lethbridge may be counted toward the student's program, subject to the appropriate rules of the Faculty regarding courses completed prior to admission and Required Withdrawal.
12. International Students - see **Section 5 (p. 39)**.
13. The University of Lethbridge does not award transfer credit on the basis of **Challenge for**

Credit. Instead, waiver of specific requirements leading to a certificate, diploma, or degree may be granted by the Faculty (see **Part 4 - Academic Regulations, Section 3.d. Waiver of Prerequisite/Corequisite, p. 71**, for more information).

14. Evaluating Courses From Non-Accredited Institutions

When a course taught by an unrecognized institution is presented for transfer credit, it is evaluated by the appropriate Faculty. The recommendation serves as a standard only for students who completed the identical course experience - institution, section and time - and are pursuing the same program of studies as the student who originally presented the course for transfer credit.

In determining whether a course may be awarded **Individual Credit**, the Faculty evaluators shall make the determination after considering the following:

- a. The institution is recognized or accredited. If not recognized or accredited, the institution maintains academic standards equivalent to those maintained by accredited institutions.
 - b. The course experience of the student was comparable to that which would have been presented at the University of Lethbridge. This determination is based on consideration of materials which may include any of: course descriptions, course outlines, course scheduling information, course assignments, statements of instructor credentials, textbook and resource materials, and final examinations.
 - c. The transfer credit to be awarded is appropriate to the student's program at the University of Lethbridge.
 - d. Instructor qualifications are appropriate to the material and the content of the course. Generally, Masters credentials are preferable for introductory courses and Doctorates for advanced material.
15. Transfer of credit shall be subject to Faculty regulations, including but not limited to those found below. The student is also referred to the residence requirements of individual Faculties. Where the transfer credit regulations appear to contradict the residence requirements of individual Faculties, the residence requirements shall prevail (see **Part 4 - Academic Regulations, Section 3.g., p. 72**). For some University of Lethbridge programs, students are required to take courses at another institution under Visiting Student authorization. Visiting Student authorization will be granted to these students. Such courses taken under Visiting Student authorization will be counted as University of Lethbridge courses toward meeting the minimum residence requirement (see **Section 3.d., p. 35**).
 16. Courses taken during the completion of a previous undergraduate degree may satisfy particular course requirements of a program at the University of Lethbridge (see **Section 3.b.5. Previous Degree, p. 34**).

Courses which the student completed subsequent to the conferral of a previous degree or which were classified by the awarding institution as extra to degree at the time of conferral may be approved for transfer credit.

c. Procedures for Student Appeal of Transfer Credit

1. A student who chooses not to accept an Admissions decision regarding transfer credit shall have **one full year**, from the day the transfer courses were evaluated by Admissions, in which to lodge an appeal. The appeal shall be made in writing to the Assistant Registrar (Admissions and Transfer) and shall set out the student's rationale for appealing the Admissions decision.

The Assistant Registrar (Admissions and Transfer) shall have 14 days to render a decision regarding the appeal. This decision, and any supporting rationale, shall be communicated in writing to the student and copied to the Associate Vice-President (Student Services) and Registrar.

2. In the event of a negative decision by the Assistant Registrar (Admissions and Transfer), and the determination of the student to pursue the appeal, the student shall have **14 days** from the mailing of the Assistant Registrar's decision to forward a letter to the Associate Vice-President (Student Services) and Registrar requesting further consideration.

The Associate Vice-President (Student Services) and Registrar shall have **20 days** from the time of receiving the second appeal to establish an **Appeal Panel**, which shall include: the Registrar as Chair; the Assistant Registrar (Admissions and Transfer); two members from the Admission Standards Committee, one of whom shall be a student; and at least one member from the academic unit involved in the appeal.

In addition to any materials which the student chooses to submit, it shall be the responsibility of the student to provide any materials requested by the Panel in a manner acceptable to them, and which may include any of: course descriptions, course outlines, course scheduling information, course assignments, statements of instructor credentials, textbook and resource materials, and final examinations.

The Panel may request the appearance of the student for an interview, at which the student may be accompanied by a fellow student or by a Faculty member of the University.

The student shall have up to **60 days** to assemble the materials requested and to prepare for an interview with the Panel.

Subsequent to the interview or final meeting, the Panel shall have **7 days** to render a decision. This decision shall be final.

8. HOW TO APPLY FOR ADMISSION

a. Procedures for All Applicants

Applicants must submit the following to the Admissions Office:

1. An *Application for Admission* form, complete in every respect, accompanied by a non-refundable application fee. A student who applies for admission or readmission must pay an application fee. Students who do not maintain continuous registration must apply for readmission and pay the associated application fee. The application fee for initial admission to a level of studies (i.e., undergraduate, master's, or Ph.D.) is as follows:

- \$75 for undergraduate programs
- \$60 for master's programs
- \$60 for Ph.D. programs

Subsequent applications for readmission to a level of studies are assessed an application fee of \$15. Only one application will be considered in a given semester, from any applicant.

Note: *Effective Fall 2011, applicants for readmission to a level of studies may be charged the full application fee.*

2. Official transcripts from all secondary (high school) jurisdictions and post-secondary (college or university) institutions attended. Transcripts must be sent directly from the issuing institutions to the Registrar's Office and Student Services (ROSS) at the University of Lethbridge. **Where possible, transcripts for secondary schools should be issued from the appropriate provincial Department of Education.**

All applicants currently studying at other institutions are strongly advised to arrange, at the time of application, for the submission of interim transcripts if necessary final transcripts are not yet available. Final, official transcripts must be submitted on or before the document deadline.

3. High School applicants must indicate courses completed and in progress (including final and estimated final grades) on the Application for Undergraduate Admission form. Self-reported grades: The applicant will provide final grades for Grade 12 courses already completed and estimate final grades for those courses still in progress. Grade 11 final grades may be used for subjects for which mid-term or final Grade 12 grades are not yet available (see **section 3.a.3. Early Admission, p. 28**, for complete details).

The Admissions Office will require interim transcripts for applicants who are not admissible based on their self-reported grades.

4. Notarized English translations must accompany all documents that are not in either the English or French languages.

5. Additional Procedures for Adult Applicants

Applicants must follow the above procedures and in addition, submit a résumé and a Letter of Intent (see **Section 3.c., p. 34**).

b. Procedures for Readmission

1. Voluntary or Required Withdrawal

A former University of Lethbridge student who has previously withdrawn, either voluntarily or because required to do so by a Faculty Council, must submit a new Application for Admission Form to the University. If the applicant has attended any educational institutions in the interim, the applicant must arrange for official transcripts to be sent to the University of Lethbridge from these institutions.

Similarly, a student who has graduated from a program at the University must successfully apply for admission to another program in order to pursue studies as an admitted student. Otherwise, such students must register using the Open Studies Student route (see **Part 2 - Registration, Section 3.f., p. 50**).

2. Returning to the University of Lethbridge after Visiting and Exchange Studies

See **Part 1 - Admission, Section 3.d.4. (p. 35)** and **Part 2 - Registration, Section 3.d.1. (p. 50)**.

c. Procedures for Acceptance to Undergraduate Programs in the Faculty of Education, Faculty of Fine Arts, Faculty of Health Sciences, Faculty of Management, or to any Combined Degrees program

1. Students not currently enrolled in programs at the University must follow the procedures outlined in **8.a.** or **8.b.**, above.
2. Students currently enrolled in programs at the University must obtain, complete and submit to the Admissions Office an *Application for Admission to Specialized Programs Form*.
3. Conditional Admission may be offered to Transfer applicants applying for entry into undergraduate programs (see **Section 9.e. Conditional Admission, p. 46**).

d. Undergraduate Program Application and Document Deadlines, see page 27.

e. Responsibility of the Applicant or Student

It is the responsibility of the applicant or student to:

1. Provide true and complete information at the time of application for admission or readmission (see **Section 9.j, Misrepresentation/Falsified Admission Documents, p. 46**).
2. Provide any materials which the University may reasonably request in order to make decisions regarding either admission to the University or transfer credit evaluation (see **Section 9.j, Misrepresentation/Falsified Admission Documents, p. 46**).
3. Consult with the appropriate Academic Advising office regarding how unspecified transfer credit may be used to meet program requirements.

9. POLICIES FOR ALL STUDENTS

a. Access to Courses

Applicants should note that although admission may be granted to the University, **eligibility to enrol in specific courses may be denied** if the appropriate prerequisite high school or post-secondary course has not been completed (e.g., Chemistry 2320 has a prerequisite of Chemistry 30 or UofL Chemistry 0500). Applicants who are concerned about prerequisite courses for their desired program should check with Admissions.

b. Professional Transfer Programs

Many university courses, including introductory courses, have prerequisite high school courses. Applicants who intend to enrol in one of the professional transfer programs leading to degrees elsewhere should note that, while a student may be admissible to the Faculty of Arts and Science, a longer period may be required to meet the requirements for a professional program if these prerequisite high school courses or their equivalents have not been completed prior to admission.

c. Enrolment Management

The University of Lethbridge subscribes to enrolment management policies as resources become exhausted. For High School applicants, the basic admission average requirement is 60 percent. However, the University has set the admission cut-off average for General Admission at 65 percent for 2010/2011. For New Transfer applicants, the basic requirement for General Admission is a GPA of 2.00 on the UofL 4.0 GPA scale; some programs have a higher GPA requirement for transfer students. The GPA requirement for College Diploma applicants varies according to the program.

As the minimum is reviewed yearly, applicants should contact the Admissions Office for the current requirement.

d. Enrolment Limits and Admission Quotas

The University of Lethbridge guarantees that admitted students will have timely access to courses required to complete the student's program. However, admission to the University does not constitute a guarantee that a student will be able to register for any particular course in a given semester.

Enrolment limits are enforced by all Faculties. Where demand for access exceeds program or major capacity, admission will be limited according to approved enrolment management policies. Applicants will be assigned admission priority chiefly on the basis of academic merit. Subject to individual Faculty policies, High School applicants will typically be assigned priority on the basis of admission average. New Transfer applicants will be assigned priority on the basis of admission grade point average. Notwithstanding, the University reserves the right to limit admission to any or all programs without advance notice.

Faculties may have quotas; satisfying admission requirements for a program does not guarantee admission to the program nor to a specific major within the program.

e. Conditional Admission

Conditional Admission may be offered to applicants studying at Canadian institutions. This provides program admission which is conditional on the eventual satisfaction of certain admission requirements. For example, a student may be offered admission on the basis of satisfactory completion of studies still in progress at another institution or at the University of Lethbridge. Students failing to meet the condition in a satisfactory manner in the time specified may be required to withdraw from the program of admission; in such cases, the student's qualifications will be reviewed for possible admission to another program at the University, or the student may be allowed to complete the semester as an Open Studies Student.

f. Year of the Calendar

A student admitted or readmitted to the University is governed by the **program requirements of the Calendar in effect at the time of the most recent admission**. However, students are governed by the current Calendar in all other respects (e.g., order of registration, fees, course prerequisites) regardless of the year of admission or readmission.

When a student's registration at the University is interrupted and the student subsequently is readmitted to a University program, the student shall be governed by the Calendar in effect at the time of readmission, unless granted special permission.

A continuing student may opt to be governed by any Calendar from the one in effect at the point of most recent admission to the University, to the current Calendar. If a student opts for a particular Calendar, **all program requirements of the chosen Calendar shall apply, while the current Calendar shall apply in all other respects**.

Any student wishing to change the Year of the Calendar must apply to the Registrar's Office and Student Services (ROSS).

Students continuously registered in a formally-approved transfer program or in transferable courses at a post-secondary institution in the Alberta Council of Admission and Transfer, are normally admitted under the current Calendar. However, the students may be treated as if they had been continuously registered at the University during that period. They may, therefore, when admitted to the University, opt for any Calendar from the one in effect at the point of most recent admission to the Alberta college system to the Calendar in effect at the point of admission to the University of Lethbridge.

The University also recognizes transfer arrangements with The College of the Rockies and Selkirk College, and the University treats students transferring from these institutions in an equivalent manner with respect to the year of the governing Calendar.

Transfer students from institutions other than those with which the University has established transfer arrangements will be treated according to current policies for new student admissions, and therefore be subject to all the requirements of the Calendar in effect at the time of admission or readmission.

g. Simultaneous Enrolment

A course shall be counted only once to satisfy the requirements of post-secondary qualifications. No student will be permitted to enrol in a University of Lethbridge degree or diploma program, while simultaneously working towards a degree or diploma at another institution.

h. Academic Probation

An applicant who was on Academic Probation upon leaving the University must complete no less than four transferable semester courses, in a satisfactory manner (i.e., passing grades in all courses with a GPA of at least 2.00 on the UofL 4.0 GPA scale), to be eligible for readmission. Normally, students readmitted after leaving on Academic Probation will be readmitted on condition of Academic Probation.

i. Required to Withdraw

Applicants Required to Withdraw (or its equivalent) from this or any other post-secondary institution will not be considered for admission to the University of Lethbridge until at least one full year has elapsed.

Applicants who were Required to Withdraw prior to application must complete no less than eight transferable courses with an overall GPA of 2.00 or higher on the UofL 4.0 GPA scale to be eligible for General Admission. Any applicant Required to Withdraw from a recognized post-secondary program and subsequently admitted to the University of Lethbridge will be admitted on condition of Academic Probation.

Normally, applicants who have been Required to Withdraw from this or any other post-secondary institution more than once are not eligible for admission and shall be considered for admission only on the recommendation of the appropriate Dean.

Policies on admission after required withdrawal are also included in **Section 8.b. (p. 45), Part 7 - Arts and Science (p. 97), Part 8 - Education (p. 166), Part 9 - Fine Arts (p. 182), Part 10 - Health Sciences (p. 207), and Part 11 - Management (p. 221)**. In particular, *Tabula Rasa* is available only in the Faculty of Arts and Science (see **Section 3.e., p. 97**), Faculty of Fine Arts (see **Section 4.e.2, p. 182**), and the Faculty of Health Sciences (see **Section 6.c, p. 207**).

j. Misrepresentation/Falsified Admission Documents

l. Admissions decisions are made on the basis of complete and accurate information provided to the University by the applicant or by other institutions at the request of the applicant. The integrity of the admissions process is dependent on the honesty of the applicant.

For the purposes of this section, the term "documents" refers to all transcripts, letters and letters of reference, test results, and other documents or statements submitted by an applicant or student, or on behalf of an applicant or student, supporting an application for admission or readmission to the University of Lethbridge.

a. The submission of an application for admission containing false statements or intentional omissions of required information constitutes

misrepresentation of a student's admission qualifications.

- b. Falsified admissions documents include the submission of altered documents and/or the failure to provide all admissions documents.
2. Where there is evidence that an applicant or student has 1) submitted, or arranged for the submission of, an application for admission purposes with false statements or intentional omissions; and/or 2) failed to provide any related document; and/or 3) submitted falsified documents, the following procedures will be taken:
 - a. The Assistant Registrar (Admissions and Transfer) will review the alleged offence(s) with the applicant or student and advise the student to refer to the Misrepresentation/Falsified Admission Documents policy in this section. At the meeting, the Assistant Registrar (Admissions and Transfer) will provide the applicant or student with a letter regarding the alleged offence(s) under this section.
 - b. Should the Assistant Registrar (Admissions and Transfer) determine that the alleged offence(s) have occurred, after consultation with the Associate Vice-President (Student Services) and Registrar, he/she may take any or all of the following actions:
 1. Provide the student with a letter of reprimand and place a copy in the student's file.
 2. Revoke the applicant's or student's admission status, up to and including immediate and permanent dismissal from the University.
 3. Cancel or suspend the applicant's or student's admission and/or registration privileges for a specified term.
 4. Notify other educational institutions regarding particulars of the incident.
 5. Enter a notation on the applicant's or student's transcript as follows:
"Suspended due to submission of false documents."
 3. The Assistant Registrar (Admissions and Transfer) will meet with the applicant or student again to inform him/her of the penalties to be imposed for the offence(s) committed under this section and provide him/her with information on appeal procedures. At the meeting, the Assistant Registrar (Admissions and Transfer) will provide the applicant or student with a letter regarding the penalties to be imposed and appeal procedures for the offence(s) under this section. Alternatively, the applicant or student will be notified by registered letter, with the date of receipt by the applicant deemed to be five working days after the date of the Assistant Registrar's letter.
 4. The applicant will have seven days after the deemed date of receipt in which to appeal in writing to the

Associate Vice-President, Academic. In the absence of an appeal received by the Associate Vice-President within the seven days, the Assistant Registrar (Admissions and Transfer) may levy any or all of the penalties under **Section 9.j.2.b.** above.

10. CAVEAT - AUTHORITY TO RESCIND ADMISSION/REGISTRATION PRIVILEGES

- a. A person who has applied for admission to a program of studies in an undergraduate or graduate program at the University of Lethbridge, either in a full-time, part-time, Visiting, or any other category of admission, shall not be considered a 'student' for the purposes of the rights and privileges accorded to a student of the University of Lethbridge, until the date that the person commences academic studies at the institution or the first day of the academic semester/session for which the application applies, whichever shall last occur, and notwithstanding any act or notice of acceptance or admission may have been communicated to the applicant.
This same restriction in its entirety applies to Open Studies Students and authorization to register.
- b. Until modified by resolution of the Board, the President shall have the power and authority in his/her capacity as President, and as representative of the Board of Governors, to rescind any application for admission to an Undergraduate Studies program or Graduate Studies program at the University of Lethbridge, either in a full-time, part-time, Visiting, or any other category of admission, at any time prior to the date that the applicant commences academic studies at the University or the first day of the academic semester/session for which the application applies, whichever shall last occur.
This same presidential authority in its entirety applies to Open Studies Students and authorization to register.
- c. The powers of the President to rescind any application for admission or any applicant, or to rescind authorization to register from Open Studies Students, may be exercised in any circumstance where the President in his/her sole discretion determines that:
 1. The individual represents a potential risk to the safety, security, or well-being of members of the University community, including but not restricted to students, faculty, and administration.
 2. The best interests of the University outweigh the inclusion of the individual as a student at the University.
- d. The foregoing powers of the President may be exercised, notwithstanding that an applicant may have been provided a notification of acceptance into a program or course of study at the University of Lethbridge, and any such decision shall be final and without appeal to any body in the University of Lethbridge.
- e. Such students may be considered for Open Studies status or readmission only by the President, normally after the lapse of one year. Students must provide evidence that the issues leading to the rescinding of admission/registration privileges have been addressed.

II. EXPLANATION OF TERMS

Accredited or Recognized Institution - Generally, an accredited or recognized post-secondary institution is one approved by the government of the country in which it is located to grant degrees, diplomas or certificates, or to provide post-secondary courses leading to these qualifications, or one licensed for post-secondary education purposes. Institutions may be deemed to be accredited through recognition by accrediting organizations or by such recognized educational organizations as the American Association of Collegiate Registrars and Admissions Officers (AACRAO).

Credit, specified and unspecified - Advanced course credit may be granted in terms of specific course equivalents (e.g., ENGL 1900) or in terms of approximating subject and course-level credits (e.g., ENGL 1000 level, UNSPECIFIED). These are,

respectively, specified and unspecified credit. Specified credits satisfy specific program requirements; appropriate unspecified credit may satisfy specific program requirements.

General Admission - A student guaranteed general admission is regarded to have met the basic prevailing admission criteria for non-quota programs in the Faculty of Arts and Science or the Faculty of Fine Arts.

Transfer Students - Students who have attended other post-secondary institutions and who have completed **three or more transferable semester courses**.

Transferable course - A course at another post-secondary institution for which credit may be granted toward a University of Lethbridge degree.