

GLOSSARY

Academic Advisor

Individual who provides advice to students regarding their program, major or other academic concerns at the University of Lethbridge.

Academic Objective

Students planning to transfer to another university to complete a professional program declare an academic objective which is their ultimate academic destination at a transfer institution. (see **Part Five - Faculty of Arts and Science, Section 18**).

Academic Schedule

The University's schedule of dates and deadlines for the University community. These dates are legislated by General Faculties Council (GFC) and are not negotiable (see pages 7-14).

Accredited or Recognized Institution

A university or college from which the University of Lethbridge normally accepts transfer credit.

Add / Drop

Period of time at the beginning of each semester when students may add or drop courses. Dropped courses do not appear on the transcript as Withdrawals.

Applied Study

An opportunity for students to gain University course credit for volunteer or employment experience. Students should see the Coordinator of Applied Studies for specific information (D610; 329-2000).

Audit Student

A student who has been granted permission by an instructor to attend lectures in a course on the understanding that the student may not submit assignments, sit for examinations or participate in class discussions (except by invitation of the instructor). The course appears on the transcript, and the non-grade AU designation appears (see **Part 2, Registration**).

Alberta Universities' Writing Competency Test (AUWCT)

This test may be used to meet the Writing Proficiency Requirement for the Faculties of Education and Management at the University of Lethbridge (see **Writing Proficiency Requirement**). For specific information or to register for the test, students should contact the Language Centre.

Canadian Nurses' Association Testing Service (CNATS)

A national examination for all students who have completed a program in approved Nursing school.

CIRC

Career Information Resource Centre, located in the Career Resources Centre (D610).

Cognates

Courses from a related discipline deemed to complement the chosen area of study and to encompass knowledge and skills essential to that area.

Combined Degrees

Program offered at the University of Lethbridge which allows a student to complete requirements for two degrees simultaneously. The requirements for the 40-course single degree configuration are modified for the Combined Degrees program. Neither degree is awarded until all requirements for both degrees are completed.

Contact Hours

The total number of hours of instruction to which a student is obligated for a specific course. This number includes weekly lectures, labs and tutorials, as well as other irregularly scheduled requirements.

Contingent Transfer Credit

Transfer credit which has been approved for award, pending admission of the student into the appropriate program to which the transfer credit will be applied. Contingent transfer credit is not used to calculate a student's year level.

Continuing Student

An admitted student who has been enrolled in at least one course (including Placeholder courses) in each consecutive Fall or Spring semester from the time of his or her most recent admission to the University.

Corequisite

A course which must be taken prior to or in conjunction with another course.

Counsellor

Mental health professional eligible for provincial certification who provides personal counselling for students. This may include career or academic counselling. Vocational interest and related testing is provided by counsellors as required.

Credit Hours

The weighting factor of the course when determining grade point average. Regular full semester credit courses carry a weighting of 3.0 credit hours, while half-credit courses carry a weighting of 1.5 credit hours. Some courses carry non-standard credit hours (e.g. Chinese 1200).

Cross-Listed Course

A single course which may be designated as originating from two different Faculties/Schools within the University and which counts in both disciplines.

Department

A formal subdivision within the Faculty of Arts and Science at the University of Lethbridge. Departments are responsible for developing and administering programs and courses related to specific disciplines.

Discipline

A branch of knowledge or learning.

Division

A formal subdivision within the School of Fine Arts at the University of Lethbridge.

English Language Proficiency (ELP)

Required of all students, both admitted and Unclassified, for whom English is not the first language. This requirement may be met in a variety of ways (see **Part One - Admission, Section 10.b, p.24**).

English as a Second Language (ESL)

The ESL program is designed for students who have not yet met the language requirements but are seeking admission to the University of Lethbridge. For further information, contact the Language Centre (SU140; 329-2053).

Extra to Program Transfer Credit

Transfer credit which cannot be used to meet program requirements. For example, students may transfer in a maximum of 20 courses for a single 40-course degree. A student presenting 25 transferable courses will receive credit for only 20 of them towards that degree. The remainder will be deemed "extra to program". The designation of the specific 20 courses is flexible depending upon the program requirements that student must meet.

Faculty

A formal subdivision within the University. Faculties are responsible for the development, approval and administration of programs and courses related to specific degrees.

Fee Payment Schedule

A schedule of fee payment dates and deadlines for students. These dates are set by Financial Services and are not negotiable.

Final Grades

Grades recorded on the transcript for completed courses. Admitted students may call ULINK to listen to their final grades. Unclassified Students may obtain a paper copy at the Information Centre.

Full-Time Student

According to the University, any student enrolled in at least nine (9.0) credit hours (three semester courses) in a Fall or Spring semester is considered full-time. A student enrolled in one and one-half courses in Summer Session I, one course in Summer Session II or one course in Summer Session III is also considered to be full-time. Government or other agencies may require more than these minimums per semester for loans or scholarships for which full-time students only are eligible.

General Liberal Education Requirement

A 12-course requirement for all University of Lethbridge undergraduate students. The requirement is based on the liberal education philosophy of the University and is designed to ensure that students acquire breadth of knowledge encompassing a wide range of disciplines.

Grade Point Average (GPA)

The current GPA is calculated on all graded courses completed in a given term. The cumulative GPA is calculated on all graded courses completed at the University of Lethbridge at a given level (undergraduate or graduate). Other types of GPA such as Admission GPA or Program GPA are used by certain Faculties or units at the University of Lethbridge. These are defined by the Faculty or unit who uses them (see **Part 4 - Academic Regulations**).

Grading Mode

Grading mode indicates what type of grade will be awarded as defined in **Part 4 - Academic Regulations**. The standard grading mode employed by instructors is a letter grade; the alternative grading mode is Pass/Fail. Credit/Non-Credit, which is at the discretion of the student, is not a grading mode.

Graduate Student

A student enrolled in a program which leads to a Master's degree (M.A., M.Sc. or M.Ed.) at the University of Lethbridge.

Independent Study

Individual study for course credit under the supervision of a professor. Course work may require independent library research or field work and a major term paper. For further information, students should consult the Department or Faculty member under whom they wish to pursue an independent study.

Individual Multidisciplinary Major

An individual major designed by the student. The major must be an in-depth study of a subject rather than a broad survey. The major must incorporate knowledge from several disciplines and should be derived from existing Arts and Science curriculum. It may not duplicate a program offered at the University.

Interdisciplinary Studies

Courses which study a single topic from a variety of disciplinary perspectives.

International Student

Any student whose nation of citizenship is not Canada. Classification as an International Student impacts fee assessment only.

Laboratory

A scheduled class meeting time separate from the normal three hours per week in which a lecture is held. The laboratory is set aside for practical learning, such as experiments, solving problems or listening and speaking (in the case of language courses).

Multidisciplinary Major

A major which focuses on a single subject area but incorporates knowledge from several disciplines. Multidisciplinary majors at the University of Lethbridge include Agricultural Biotechnology, Agricultural Studies, Biochemistry, Canadian Studies, Neuroscience, Recreation and Leisure Studies, and Urban and Regional Studies. Students may also elect to pursue an individual multidisciplinary major (see **Individual Multidisciplinary Major**).

Occasional Student

See **Unclassified Student**.

Official Transcript

Transcripts are considered official when they bear the seal of the issuing institution and when they are sent directly from the issuing institution to the receiving institution.

On-Campus Recruitment (OCR)

The process by which employers conduct job interviews on-campus.

On-Campus Student

A student enrolled in one or more courses delivered on the University of Lethbridge campus, even if the student is enrolled in other courses delivered off campus.

Part-Time Student

According to the University, a student who is registered in fewer than nine (9.0) credit hours (three semester courses) in a Fall or Spring semester is considered part-time. For Summer Session, a student enrolled in fewer than one and one-half courses in Summer Session I, one course in Summer Session II or one course in Summer Session III is considered part-time.

Plagiarism

The submission by a student of the writings, ideas or data of another individual as the student's own in any essay or assignment.

Pre-Program

A program offered by the Faculty of Arts and Science in which the student completes requirements for admission to a professional program at the University of Lethbridge or another university.

Prerequisite

The preliminary requirement which must be met or waived before a course can be taken.

Prerequisite Waiver

Written permission from the instructor and/or Department for a student to register in a course without the proper prerequisite. Prerequisite waiver forms may be obtained from Department offices.

Program

A specific set of course requirements leading to the completion of a set of admission requirements, a degree, diploma or certificate, either at the University of Lethbridge or at an institution with which the University has formal transfer arrangements.

Recommended Background

A course which is not a preliminary requirement for another course but contains material which would provide a good background for that course. Students may take a course for which they do not have the recommended background but should be aware that they may have more difficulty with the course than a student who has the recommended background.

Residence Requirement

The number of courses which must be completed at the University of Lethbridge in order for the degree to be conferred. See **Part 4 - Academic Regulations** for specific information on all program residence requirements. Some faculties specify the number of courses students must take after the point of admission.

Southern Alberta Collaboration for Nursing Education (SACNE)

The Southern Alberta Collaboration for Nursing Education Program is a joint venture among Medicine Hat College, Lethbridge Community College and the University of Lethbridge which makes it possible to study for the first three years at either Medicine Hat College or Lethbridge Community College and the fourth year at the University of Lethbridge.

School

A formal subdivision within the University. Schools are responsible for the development, approval, and administration of programs and courses related to specific degrees.

Senior Citizen

Any individual aged 65 years or older. Classification as a Senior Citizen impacts fee assessment only.

Series Course

A course which is offered regularly at the University of Lethbridge, but whose content may vary with different offerings. These courses may be required in a major or program. Each Series has one number (i.e., Anthropology 3100, English 3700) and different offerings in the series are indicated by the title of the course. Students may take more than offering a series course for credit if the offerings are distinct (if each section taken has a different title).

Tabula Rasa

Literally “a clean slate”. A student who is required to withdraw from the University of Lethbridge may apply for readmission. Upon readmission, Tabula Rasa allows the student to retain credit for certain courses while the points and hours are removed from the student's record and the grade point average is rolled back to zero. This academic amnesty allows the student to retain credit for courses and to start over again with respect to grade point average. Tabula Rasa is granted only by the Faculty of Arts and Science (See **Part 5, Section 3**).

Term

For Fall or Spring, a 13-week semester. The Summer term comprises a number of separate sessions. Summer Session I is six weeks, Summer Sessions II and III are three weeks each, and Summer Session II/III is six weeks.

Topics Course

A course which is not offered regularly at the University of Lethbridge and whose content varies with different offerings. Each Topics course is identified by the number 2850, 3850, 4850 or 5850 and different offerings are indicated by the title of the particular section. Students may take more than one offering of a topics course for credit if the offerings are distinct (i.e., if each section taken has a different title).

A Topics course can not be specified as a required course in any major or program.

Transferable Course

Courses offered at another post-secondary institution which may be awarded transfer credit, given successful admission of the student to an appropriate program at the University of Lethbridge.

Transferable Grade Point Average

The average of all grades a student is awarded for all completed transferable courses (including both passing and failing grades), whether or not these courses are actually transferred to a University of Lethbridge program.

Transfer Credit

Credit granted at the University of Lethbridge for courses taken at another university or college. **Specified** transfer credit corresponds directly to specific courses at the University of Lethbridge and satisfies specific program requirements. **Unspecified** transfer credit (1000-level, unspecified, 2000-level, unspecified, etc.) is granted in terms of approximating subject and course levels and may not satisfy specific program requirements.

Transfer Student

A student who has attended another post-secondary institution and who has been admitted to the University of Lethbridge within a minimum of nine (9.0) hours of transfer credit.

Tutorial

A scheduled class meeting time separate from the normal three hours per week in which a lecture is held. Tutorials allow opportunity for students to receive help from an instructor in specific areas, or to practice skills gained during lectures.

Unclassified Student (formerly called Occasional Student)

A student who is not formally admitted to a program at the University but who is permitted to take one or more courses in a given semester. Courses taken as an Unclassified Student may count in a University program if a student later applies and is admitted to a program at the University (see **Part 2 - Registration**).

Undergraduate Student

A student enrolled in a program which leads to a Bachelor's degree, a certificate or a diploma at the University of Lethbridge.

Unofficial Transcript

Transcripts are considered unofficial when issued directly to the student.

Visiting Student

There are two types of visiting students:

1. A University of Lethbridge student who has obtained special permission to study at another university for a time, and to receive credit at the University of Lethbridge for any course(s) taken on another campus. Permission must be obtained before enrolment at the other university. Contact Academic Advising for more information (SU060; 329-5106).
2. A student enrolled at another university who has obtained special permission to study at the University of Lethbridge for a time and to receive credit at the other institution for any course(s) taken on the University of Lethbridge campus.

Writing Proficiency Requirement

A requirement needed for admission to the Faculties of Education and Management. Please see the appropriate Parts in the Calendar for further information.