

University of  
Lethbridge



## Program Transfer Guide

**Calendar Year:** 2018/2019

**Academic Calendar:**

[www.uleth.ca/ross/academic-calendar](http://www.uleth.ca/ross/academic-calendar)

**Program Transfer Resources:**

[www.uleth.ca/ross/transfer-resources](http://www.uleth.ca/ross/transfer-resources)

**Transfer Credit Equivalencies Database:**

[www.uleth.ca/ross/ted](http://www.uleth.ca/ross/ted)

**Co-operative Education:**

[www.uleth.ca/dhillon/student-experience/co-operative-education](http://www.uleth.ca/dhillon/student-experience/co-operative-education)

**Approved Diploma Programs:**

[www.uleth.ca/postdiploma](http://www.uleth.ca/postdiploma)

**Grande Prairie Regional College Advising:**

780-539-2944

**Faculty of Education Advising:**

[www.uleth.ca/education/student-advising](http://www.uleth.ca/education/student-advising)  
[edu.sps@uleth.ca](mailto:edu.sps@uleth.ca)  
403-329-2254  
TH421

**Dhillon School of Business Advising:**

**Lethbridge**  
[www.uleth.ca/dhillon/student-support/advising](http://www.uleth.ca/dhillon/student-support/advising)  
[dhillon.advising@uleth.ca](mailto:dhillon.advising@uleth.ca)  
403-329-2153  
M2060

**Post-Diploma Bachelor of Management/Bachelor of Education**  
**General Management/  
Career and Technology Studies (CTS): Business Focus**

This Program Transfer Guide is designed to help you plan your transfer program to the University of Lethbridge. The information should help you keep track of your progress. Please remember that this is only a guide. It must be used in conjunction with the Grande Prairie Regional College and University of Lethbridge Calendars and the Alberta Transfer Guide, which are the final authorities on all questions regarding program requirements and admission to University of Lethbridge programs. Students are also advised to consult the University of Lethbridge program planning tools available online at [www.uleth.ca/ross/programs](http://www.uleth.ca/ross/programs).

## Admission Requirements

Students begin in the Pre-Post-Diploma B.Mgt./B.Ed. program in the Dhillon School of Business. After completion of one or two terms, including Education 2500, students must apply for admission to the Faculty of Education.

Students are not officially in the Post-Diploma B.Mgt./B.Ed. Combined Degrees program until they have been admitted to both the Dhillon School of Business and the Faculty of Education.

Enrolment in both the Dhillon School of Business and the Faculty of Education is limited and fulfillment of the minimum admission requirements does not guarantee admission to the Combined Degrees program.

Applicants should consult **Admission** in the 2018/2019 University of Lethbridge Undergraduate Calendar and Course Catalogue for general admission requirements, policies and deadlines.

### Dhillon School of Business

Applicants may gain admission to the competitive Pre-Post-Diploma B.Mgt./B.Ed. program by completing an approved diploma in Business Administration or Management, completed not more than eight years prior to admission, with a cumulative GPA at or above the current admission cut-off.

Students admitted to the Post-Diploma B.Mgt. Program are also eligible for participation in the Management Co-operative Education program.

The courses listed below must be taken at GPRC or at the U of L with a minimum C- grade. Students are encouraged to take the courses listed below at GPRC, but if there is not room in their college program, students will be required to complete these courses at the U of L. When the U of L program allows, the courses can be used toward the degree, but in some cases the courses will be extra to degree.

GPRC College Course:	U of L Equivalent Course:
1. BA 2130	MGT 2400 - Management Accounting
2. BA 2030	MGT 3040 - Finance
3. EC 1010 or BA 1540	ECON 1010 - Introduction to Microeconomics
4. EC 1020 or BA 2540	ECON 1012 - Introduction to Macroeconomics

Students who complete a major other than General Management may be required to extend their program beyond 35 courses.

### Faculty of Education

Students must meet the following minimum qualifications for admission to the Faculty of Education:

1. Minimum cumulative grade point average of 2.50 on all U of L and transferable courses taken within the terms containing the last 14 graded university-level courses (42.0 credit hours). If any part of the diploma falls within the last 14 courses (42.0 credit hours), the entirety of the diploma (i.e., diploma GPA) is considered in the computation. All courses must be graded with the exception of Education 2500.
2. A minimum major grade point average of 2.50 (on the U of L 4.00 scale), calculated on the completed diploma and all additional graded Management courses and, if completed, Economics 1010, Economics 1012, and Statistics 1770.
3. Credit in Education 2500 - Practicum I - Orientation to Teaching (GPRC: ED 2530) including a favourable recommendation from the instructor. This course may be completed at Grande Prairie Regional College and transferred to the University, or it may be completed after you have finished your diploma studies and commenced your Pre-Post-Diploma B.Mgt./B.Ed. program. You are strongly advised to contact an Academic Advisor at either institution for advice about completing Education 2500.

**Note:** *Students are encouraged to consult early with the Faculty of Education, Student Program Services to ensure they have completed all necessary requirements for admission to the Faculty of Education.*

*While not an admission requirement to the Faculty of Education, school jurisdictions and schools require a criminal record check (or equivalent) from student teachers prior to practicum. The student is responsible for the cost of obtaining such documentation. Please contact the Faculty of Education, Student Program Services, for more information in this regard.*

*Students apply to the Pre-Post-Diploma B.Mgt./B.Ed. program and complete one year of studies in the Dhillon School of Business before applying to the Faculty of Education.*

## Transferring to the University of Lethbridge

If you would like to pursue a Bachelor of Management and Bachelor of Education career combination at the University of Lethbridge, it is strongly advised that you follow a particular course of studies. First, complete a two-year Diploma in Business Administration (Accounting, Financial Services, General Business or Management, or Marketing majors) at Grande Prairie Regional College. Then, transfer to the University of Lethbridge to complete the Post-Diploma Bachelor of Management/Bachelor of Education Combined Degrees program.

## Post-Diploma Bachelor of Management/Bachelor of Education

The Post Diploma B.Mgt./B.Ed. Combined Degrees program with a General Management/Career and Technology Studies (CTS): Business Focus major is a minimum of 35 courses in length. Students begin the program classified as Pre-Post-Diploma B.Mgt./B.Ed. in the Dhillon School of Business. After completing one or two terms, including a favourable recommendation in Education 2500, students apply to the Faculty of Education (Fall admission only). All other admission criteria must be met.

## Duplicated Courses

Students who are admitted to the Post-Diploma Bachelor of Management program cannot receive credit for courses at the University of Lethbridge for which they have equivalent credit in their diplomas. For example, a student with a business diploma who has completed a transferable human resources course in the diploma cannot take Management 3050 - Human Resource Management at the University of Lethbridge for credit. Substitute courses will be assigned by the Dhillon School of Business to replace any courses for which they have equivalent credit. Substitute courses must be approved by the Dhillon School of Business. Diploma courses that satisfy Core Requirements must have a minimum grade requirement of 'C-'. Students are strongly encouraged to consult with an academic advisor in the Dhillon School of Business if they have questions.

## Education Minors

The Faculty of Education offers 18 minors (see Faculty of Education in the U of L Calendar). A minor consists of five non-Education courses (excluding those used in the major) and one curriculum and instruction Education course (to be completed after admission to the Faculty of Education). Students may use the same non-Education courses to fulfill the minor and the Liberal Education List Requirement (Lib Ed Requirement). Minors are optional for students enrolled in the Post-Diploma B.Mgt./B.Ed. program. Students may not include, in any minor, courses that are counting in the major.

## Education Specializations

The Faculty of Education offers two specializations:

- Inclusive Education
- Technology in Education

The specializations consist of four courses and corresponding Professional Semester III Special Focus Internship.

## Business Administration Diploma

The Business Administration (Accounting, Financial Services, General Business, or Marketing majors) diploma programs are outlined in the Grande Prairie Regional College Calendar. Read the appropriate sections of the Calendar carefully. If you have any questions, please contact an Academic Advisor at Grande Prairie Regional College.

## Liberal Education List Requirement

The Liberal Education List Requirement must be met by all students at the University of Lethbridge. This 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.

You will complete the Liberal Education List Requirement during your post-diploma studies.

Students registered in the Post-Diploma B.Mgt./B.Ed. program are required to complete a modified Liberal Education List Requirement consisting of three courses (9.0 credit hours) from the Fine Arts and Humanities List, two courses (6.0 credit hours) from the Social Science List, and two courses (6.0 credit hours) from the Science List.

## Prerequisites

You are required to meet all prerequisites for individual courses in the Post-Diploma program. If the major selected is different from that in your college diploma program, be aware that you may lack the prerequisites. For further information, please refer to the U of L Calendar (Courses) or consult the Management Undergraduate Programs Office (M2060 | phone: 403-329-2153).

*Note: Mathematics 30-1 or Pure Mathematics 30 is a prerequisite for a Mathematics course required in the Accounting, Economics and Finance post-diploma major programs at the University of Lethbridge. Students who do not possess this course are advised to upgrade before transferring to the U of L.*



**[www.ulethbridge.ca](http://www.ulethbridge.ca)**

[inquiries@uleth.ca](mailto:inquiries@uleth.ca)  
(403) 329-2762

University of Lethbridge  
Registrar's Office  
4401 University Drive  
Lethbridge, Alberta T1K 3M4

