

Mount Royal College
Office of the Registrar

PLEASE DO NOT REMOVE

MOUNT ROYAL COLLEGE 2003-2004 CALENDAR



MOUNT ROYAL
COLLEGE

Learning Outcomes

These are key components of a Mount Royal Education:

- Communication ■ Thinking ■ Computer Literacy ■ Ethical Reasoning
- Information Retrieval and Evaluation ■ Group Effectiveness



Mount Royal College is developing new ways to help students succeed in Canada's emerging knowledge-based economy. For several years the College has used the Employability Skills Profile of the Conference Board of Canada to guide curriculum development. As a part of our emphasis on curricular excellence we have completed further work to develop a set of six College-wide Learning Outcomes that are being introduced into our courses and programs. These outcomes will help our students acquire the necessary skills and abilities for success in their careers and in lifelong learning. They will also help to prepare students for transfer to other post-secondary institutions.

Individual courses will provide a focus on some or all of these skills/abilities. Once students have completed their studies at Mount Royal they should be able to demonstrate these broad-based abilities in addition to meeting their specific course and program outcomes. For more information about learning outcomes visit Mount Royal's Curriculum renewal Web site at www.mtroyal.ab.ca/cr.

The skills students need to get the job done

Communication

Examples of communication skills/abilities include the following:

- Communicate clearly and concisely using written, spoken, or visual formats and media appropriate to the purpose/situation.
- Interpreting and evaluating meaning in a variety of texts and media.
- Detecting nuances of written, oral, and non-verbal messages.
- Establishing rapport with others and listening effectively.

Thinking

Examples of thinking skills/abilities include the following:

- Thinking creatively, critically, and reflectively.
- Challenging assumptions.
- Solving problems.
- Articulating a process or argument.

Ethical Reasoning

Examples of ethical reasoning skills/abilities include the following:

- Articulating personal values and beliefs.
- Examining connections among beliefs, decisions, actions, and consequences from a variety of perspectives.
- Acknowledging diversity and diverse points of view.
- Analyzing and discussing issues from an ethical perspective.
- Applying ethical principles/frameworks in decision making.

Computer Literacy

Examples of computer literacy skills/abilities include the following:

- Demonstrating knowledge of computer concepts and terminology.
- Demonstrating competence in discipline-specific computer operations.
- Using computers to electronically communicate, process information, and manage data.
- Demonstrating an understanding of the legal, ethical, and ideological issues related to computers, society, and the individual.

Information Retrieval & Evaluation

Examples of information retrieval and evaluation skills/abilities include the following:

- Identifying information requirements in a given situation.
- Identifying relevant information sources.
- Generating strategies necessary to complete an information search.
- Evaluating the quality of the information.

Group Effectiveness

Examples of group effectiveness skills/abilities include the following:

- Demonstrating personal effectiveness by being open minded, flexible, respectful, and knowledgeable about group process.
- Communicating effectively by listening actively and giving and receiving feedback.
- Building relationships to support group effectiveness (team building).
- Exhibiting shared responsibility in establishing group goals and respect for diverse opinions.

2003 – 2004

Mount Royal College Calendar

FREQUENTLY USED TELEPHONE NUMBERS

Department	Phone
Bookstore	240-6300
Campus Recreation and Athletics	240-6517
Mount Royal College Conservatory	240-6821
Counselling	240-6362
Enrollment Services	
Admissions (full-time undergraduate programs)	240-3722
Advising Centre	240-0148
Continuing Education Registration (credit-free)	240-3833
Educational Liaison	240-6947
Grade Inquiry Line	503-4916
Financial Aid, Scholarships and Bursaries	240-6223
New Student Orientation	240-6947
Registration	240-3303
Student Records and Transcripts	240-3435
Transfer Credit and Prior Learning Assessment	240-6733
Touch-Tone Registration	503-4900
Registration Help Line	
(8:30 a.m. – 4:30 p.m. Monday – Friday)	240-3303
Fees Office	240-5984
Health Services	240-6326
Library Information	240-6140
Parking	240-6914
Residence Life Office	240-6275
Security	240-6897
Students' Association	240-6401
Switchboard (8:30 a.m. – 4:30 p.m.)	240-6111

OFFICE HOURS

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

Enrollment Services is open to the public Monday through Thursday from 8:30 a.m. to 7 p.m. and Friday from 8:30 a.m. to 4:30 p.m. Telephone service is available Monday to Friday from 8:30 a.m. to 4:30 p.m. Summer hours are from 8:30 a.m. to 4 p.m. Summer telephone hours are the same as the summer office hours.

For current hours of operation at the City Centre Campus, please call our information line at (403) 240-5505.

ENROLLMENT SERVICES

Voice: (403) 240-0148
 Fax: (403) 240-6740
 E-Mail: admissions@mtroyal.ca
 Web site: www.mtroyal.ca

Effective June 1, 2003

The prefix for all Mount Royal College telephone numbers will change to 440. The last four digits will remain the same.

Published 2003

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Production Co-ordinator Alice MacKichan

Thanks to Shannon Ferguson-Dias

Mount Royal College Calendar Statement

Vision

Mount Royal College will be recognized as Canada's leading undergraduate college, educating and training individuals for success in the new economy.

Fostering Success and Satisfaction

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

Mount Royal College students are expected to familiarize themselves with the general information outlined in this Calendar as well as the information pertaining to the program in which they are enrolled.

In addition, students are personally responsible for the continuing completeness and accuracy of their individual academic records and for ensuring that they satisfy the graduation requirements of the program in which they are enrolled.

By the act of applying for admission to Mount Royal College, every student agrees to be bound by the rules and regulations in existence or as made, modified, or amended from time to time by the Board of Governors of Mount Royal College or by persons who by virtue of delegation of authority may make, modify, or amend rules.

Not all courses listed in this Calendar will be offered in the 2003 – 2004 academic year. Students should consult a copy of the Mount Royal College Schedule of Classes prior to registration.

THE MOUNT ROYAL COLLEGE CALENDAR

This Calendar is published once a year by the Office of Enrollment Services, Mount Royal College. The Calendar serves to provide an official list of academic courses, programs, policies and regulations regarding admissions, examinations and fees, as well as general information about the College. It also serves as an official and historical record of Mount Royal College.

If there is any doubt as to the interpretation of the contents of this Calendar, direct inquiries to the Office of Enrollment Services.

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

Information for Students

HOW TO USE THIS CALENDAR

The Calendar is basically comprised of five (5) major sections:

- Academic Regulations and Policies
- Program Descriptions
- Course Descriptions
- Scholarships, Bursaries and Awards
- Outline of Services Available for Students

The Table of Contents and Index will provide more detailed information on the Calendar content. A glossary is also provided for unfamiliar terms.

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

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

HOW TO RECEIVE THIS CALENDAR

In Person

Calendars may be purchased in person for \$5 per copy. The Bookstore sells College Calendars during regular Bookstore business hours. Calendars are also sold at the Office of the Registrar, Lincoln Park Campus and at the City Centre Campus during normal hours of operation. Please note that Calendar prices are subject to change.

By Mail

Calendars are mailed from the Office of the Registrar for \$8 per copy in Canada and \$15 per copy for out-of-country residents. You may pay by Visa, MasterCard, cheque or money order. Please make cheques or money orders payable to Mount Royal College. Calendar prices are subject to change.

Mailing List

Mount Royal College maintains a permanent mailing list of secondary and post-secondary institutions and public libraries and businesses within the province of Alberta. A limited number of Calendars will be mailed free of charge to educational institutions, government agencies, and certain corporations in Canada. Other institutions may order Calendars for \$8 a copy.

Web

The Calendar is available free of charge on the Mount Royal College website (www.mtroyal.ca).

OTHER PUBLICATIONS

The College produces various brochures on the programs and services offered at Mount Royal College. These publications may be ordered free of charge from:

Enrollment Services
Mount Royal College
4825 Richard Road S.W.
Calgary, Alberta, Canada T3E 6K6
Voice: (403) 240-0148
E-Mail: admissions@mtroyal.ca
Web site: www.mtroyal.ca



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Academic Schedule

FALL SEMESTER 2003 AND WINTER SEMESTER 2004

Priority application period for admission to Fall Semester 2003*	December 1, 2002 – January 31, 2003
Registration Access List posted for Spring and Fall Semester 2003	February 12, 2003
Last day to apply to graduate for Spring 2003 Convocation	February 28, 2003
Registration for Fall Semester 2003 begins for continuing students	March 17, 2003
Spring 2003 Convocation	June 8, 2003
Last day to apply for admission to Fall Semester 2003**	July 15, 2003
Full fees for Fall Semester 2003 due (registered students only)	August 1, 2003
Last day to register for Fall Semester 2003 classes	August 29, 2003
First day of Fall Semester 2003 classes	September 2, 2003
Last day to adjust registration (Drop/Add/Cancel) for Fall Semester 2003 with full tuition refund (less deposit)	September 12, 2003
Priority application period for admission to Winter Semester 2004*	September 15 – October 1, 2003
Last day to pay fees for Fall Semester 2003	September 15, 2003
Registration Access List posted for Winter Semester 2004	October 8, 2003
Registration for Winter Semester 2004 begins for continuing students	October 17, 2003
Last day to withdraw from a course or program in the Fall Semester 2003 with an award of "W" grade(s)	November 7, 2003
Last day to apply for admission to Winter Semester 2004	November 21, 2003
Priority application period for admission to Fall Semester 2004*	December 1, 2003 – January 31, 2004
Full fees for Winter Semester 2004 due (registered students only)	December 1, 2003
Last day of Fall Semester 2003 classes	December 10, 2003
Fall Semester 2003 final examination period***	December 11 – 22, 2003
Fall Semester 2003 ends	December 22, 2003
Last day to register for Winter Semester 2004 classes	January 2, 2004
First day of Winter Semester 2004 classes	January 5, 2004
Last day to adjust registration (Drop/Add/Cancel) for Winter Semester 2004 with full tuition refund (less deposit)	January 15, 2004
Last day to pay fees for Winter Semester 2004	January 19, 2004
Registration Access List posted for Spring and Fall Semester 2004	February 11, 2004
Winter Semester reading break	February 17 – 20, 2004
Last day to apply to graduate for Spring 2004 Convocation	February 28, 2004
Last day to withdraw from a course or program in the Winter Semester with an award of "W" grade(s)	March 12, 2004
Registration for Fall Semester 2004 begins for continuing students	March 15, 2004

Last day of Winter Semester classes	April 17, 2004
Winter Semester 2004 final examination period***	April 18 – 29, 2004
Winter Semester 2004 ends	April 29, 2004
Spring 2004 Convocation	June 6, 2004

SPRING SEMESTER 2004

Registration for Spring Semester 2004 begins for continuing students	March 15, 2004
Full fees for Spring Semester 2004 due (registered students only)	April 16, 2004
First day of Spring Semester classes	May 3, 2004
Last day to adjust registration (Drop/Add/Cancel) for Spring Semester 2004 with full tuition refund (less deposit)	May 7, 2004
Last day to pay fees for Spring Semester 2004	May 10, 2004
Last day to withdraw from 6-week courses with an award of "W" grade(s)	May 21, 2004
Last day to withdraw from 8-week courses with an award of "W" grade(s)	June 4, 2004
Last day of classes for 6-week courses	June 4, 2004
Final examination period for 6-week courses***	June 7 – 8, 2004
Last day of classes for 8-week courses	June 18, 2004
Final examination period for 8-week courses***	June 21 – 22, 2004
Last day to withdraw from 16-week courses with an award of "W" grade(s)	July 9, 2004
Last day of classes for 16-week courses	August 13, 2004
Final examination period for 16-week courses***	August 16 – 17, 2004

* Applications received during this period will be considered equally for those academic programs, which accept students on a "first come, first qualified, first serve" basis. It is to your advantage to apply as early as possible since most programs can accommodate only a limited number of students.

** Late admission and registration are subject to the approval of the Registrar.

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

HOLIDAYS

Labour Day	September 1, 2003
Thanksgiving Day	October 13, 2003
Remembrance Day	November 11, 2003
Christmas and New Year's Closure	December 25, 2003 – January 1, 2004
Family Day	February 16, 2004
Good Friday	April 9, 2004
Easter Monday	April 12, 2004
Victoria Day	May 24, 2004
Canada Day	July 1, 2004
Calgary Stampede Parade Morning	July 2, 2004
Heritage Day	August 2, 2004

Mount Royal College: An Introduction

Established in 1910, Mount Royal College is one of Alberta's oldest post-secondary institutions and one of Canada's leading undergraduate colleges. Mount Royal College believes in:

- personalized teaching and services of highest quality.
- education as an instrument for individual, community and economic development.
- open communication, honesty, integrity, respect for individuals.

Mount Royal College is a co-educational, non-denominational, publicly-supported, post-secondary institution.

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

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

HISTORICAL MILESTONES

- 1910** College opens in downtown Calgary
- 1931** becomes a Junior College affiliated with the University of Alberta, offering first-year university transfer courses
- 1966** becomes a public institution of the Province of Alberta
- 1972** main campus relocates to southwest Lincoln Park
- 1985** the first in a series of downtown satellite campuses opens
- 1989** \$73-million facility expansion completed Mount Royal Court student residence, a \$12-million Olympic legacy, opens
- 1990** City Centre Campus opens in downtown Calgary
- 1991** The Mount Royal College Foundation is established
- 1994** Small Business Training Centre opens at City Centre Campus
- 1995** Canada's first two applied baccalaureate programs are introduced
- 1996** first diplomas for the Forum in International Trade Training (FITT) program conferred; first Morningside Music Bridge program offered by The Conservatory
- 1997** course delivery via the Internet begins with Forensic Health Studies

- 1999** Centre for Complementary Health Education opens; athletic program receives inaugural Canadian Colleges Athletic Association Supremacy Award for 25 years of excellence
- 2000** Mount Royal College plays a key role in redevelopment of Lincoln Park community
- 2001** \$150-million first two phases of expansion begin with construction of East Wing I and II, West Wing extension, Library renovation; credit enrolment in Fall Semester tops 10,000 for first time

MOUNT ROYAL COLLEGE TODAY

More than 11,000 undergraduates attend Mount Royal College each year, with another 38,000 individuals registering in courses offered by the Faculty of Continuing Education and Extension and the Languages Institute. An additional 11,000 students are registered in the Mount Royal College Conservatory. The College offers over 50 credit programs, many transferable to university.

The College offers four year applied baccalaureate and collaborative degree programs; two-year diploma and university transfer programs and one-year certificate programs to full-time and part-time students. Two of the programs feature Co-operative Education, and the applied degrees feature Directed Field Studies in combination with academic study. Some courses are offered through distance education methods, extending course delivery beyond city and provincial boundaries.

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

The Mount Royal College Conservatory, which began in 1911, has a national reputation for music excellence, providing both private and group lessons through specialized instruction. It offers the Academy of Music Program for gifted young musicians and credit programs in Music Performance and Suzuki Piano Pedagogy.

SATELITE CAMPUSES

The City Centre Campus, a well-equipped, conveniently located satellite facility in downtown Calgary, opened in 1990. Here, the College works with business to train employees for the challenges of global enterprise. It is home to the Languages Institute, International Education and the Small Business Training Centre.

The Centre for Complementary Health Education opened in 1999 in the former Holy Cross Hospital site. Massage Therapy and other complementary health programs are offered at the centre.

COLLEGE MANDATE

Mount Royal College is a public, board-governed college under the Colleges Act. The primary service area includes Calgary and the surrounding region. In addition, Mount Royal College serves a much broader student body provincially, nationally and internationally through distance delivery and through strategic alliances with other post-secondary institutions.

Mount Royal College is a comprehensive, undergraduate post-secondary institution providing lifelong learning opportunities and service to the community by creating, preserving, and communicating knowledge. In doing so, it provides personal, intellectual and social education relevant to changing student and community need, applied education and training relevant to labour and market needs, and it supports scholarly activity and related research that contributes to the cultural, social, and economic well-being of the community locally and internationally.

Credentials

- Certificates (up to 1 year)
- Diplomas (2-year)
- Applied Baccalaureate Degrees (4-year)

Program Areas

- Applied Arts
- Applied Sciences
- Arts and Science
- Business and Entrepreneurship
- Communications
- Community Studies
- Design Studies
- Health Studies
- Performing Arts
- Technology Studies

In addition to these program areas, the College serves the community by providing contract training, professional development, compensatory studies, and international programming.

Collaborative Credentials/Programs

The College offers a variety of baccalaureate degrees in partnership with other members of the provincial post-secondary system. Its University Transfer programs provide up to two years of four-year undergraduate arts, science, and professional programs. It also offers programs leading to professional designation accredited by professional associations and organizations.

Program Delivery

Programs and courses are offered to full- and part-time students, either at one of the College's campuses or at a distance. The length of courses or programs varies according to student need. Learning is facilitated by an array of techniques ranging from classroom-based instruction to distributed learning, enhanced by a variety of educational technologies.

Collaborative Degree Programs

Mount Royal College offers collaborative degree programs with Athabasca University to provide MRC students and alumni with easy, local access to degree completion opportunities that build on MRC credentials and include MRC courses. Bachelor of Arts and Bachelor of Nursing degree programs are now offered on-site at Mount Royal. They can be completed in MRC classrooms, or by combining classroom courses with distance and online courses through Athabasca University. To find out how you can get university credit for your MRC credential and finish a related degree at your own pace, please call the Athabasca University Information Centre at 1-800-788-9041 or visit online at www.athabascau.ca.

ACADEMIC FREEDOM

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

MOUNT ROYAL COLLEGE FOUNDATION

The Mount Royal College Foundation is an independently incorporated non-profit organization dedicated to the advancement of Mount Royal College. The Foundation's primary goal is to raise funds for projects and activities that normally cannot be supported through the College's regular budget. By securing resources from non-traditional sources, the Foundation works toward its ultimate goal of ensuring educational excellence at Mount Royal College. The Foundation is governed by a Board of Directors representing a cross-section of the Calgary community who share in the pride of the College's history and are committed to its future development. Donations to the Foundation are tax deductible and can be made through the Department of Public Affairs and Development. For more information, call (403) 240-6460.

ALUMNI ASSOCIATION

The Alumni Association, which operates under the auspices of the Mount Royal College Foundation, provides the link between former students and the College. By way of regular communication, reunions and special events, the relationship between alumni and the institution is maintained. The Association is always in search of "lost" alumni – they can be re-acquainted with the College through the Alumni Association by contacting the Department of Public Affairs and Development. For more information, call (403) 240-6004.

Admissions

INITIAL INQUIRY – ADVISING CENTRE, ENROLLMENT SERVICES

Inquiries relating to admission should be directed to the Advising Centre, Enrollment Services, Mount Royal College, 4825 Richard Road S.W., Calgary, Alberta, T3E 6K6, Telephone: (403) 240-0148; Fax: (403) 240-7252.

Information about programs and courses of study offered at Mount Royal College, as well as admissions policies and procedures, can be accessed via the College's Web site: www.mtroyal.ca. Prospective students may also apply for admission electronically at this Web site (according to the timelines specified in the "Academic Schedule" section of this Calendar).

Electronic (e-mail) inquiries relating to admission, as well as programs and courses of study, should be directed to admissions@mtroyal.ca.

GENERAL ADMISSIONS INFORMATION

Due to the range and depth of materials covered, admission requirements vary greatly across the vast range of program offerings. Please refer to the individual programs for specific information on the admission requirements for each program.

All applicants are required to submit official transcripts of their post-secondary education and of their high school record, whether they have received a high school diploma or not.

Students who wish to upgrade their high school courses may enroll in various credit-free high school equivalency courses offered at Mount Royal College. While these courses will not be credited towards a student's high school diploma, they are accepted as alternative entrance requirements for undergraduate programs offered by the College and by Alberta universities.

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

APPLICATION DEADLINES

Fall Semester – The College begins accepting applications in December for programs commencing in the upcoming Fall Semester. Priority application periods and deadlines for the current academic year are specified in the "Academic Schedule" at the beginning of this Calendar. Since the College usually has more qualified applicants than available places, prospective students are advised to apply early. Although documents required for screening should be submitted when requested, all final official transcripts and supporting documents must be received by the Office of the Registrar no later than August 1. International applicants should consult the section on application deadlines under "Admissions Procedures for International (Student Visa) Applicants".

Winter Semester – In September, the College starts accepting applications for the upcoming Winter Semester. Priority application periods and deadlines for the current academic year are specified in the "Academic Schedule" at the beginning of this Calendar. **Please check with the Advising Centre,**

Enrollment Services at (403) 240-0148 or Admissions, Office of the Registrar at (403) 240-3722 to determine which programs are accepting applications for the Winter Semester. Since the College usually has more qualified applicants than available places, prospective students are advised to apply early. Although documents required for screening should be submitted when requested, all final official transcripts and other supporting documents must be received by the Office of the Registrar no later than **December 1**. International applicants should consult the section on application deadlines under "Admissions Procedures for International (Student Visa) Applicants".

LATE APPLICATIONS

Applications for each semester must be submitted by the "last day to apply for admission" specified in the "Academic Schedule" at the beginning of this Calendar. If, because of extraordinary circumstances, an individual has not been able to apply prior to the date shown in the "Academic Schedule", permission to apply late must be sought from the Registrar. Under no circumstances will a request to apply late be considered after a program has been filled. See also the section entitled "Late Registration".

ENGLISH LANGUAGE PROFICIENCY REQUIREMENT

The language of instruction and communication at Mount Royal College is English. All applicants whose native language is not English and who are not Canadian citizens must demonstrate proficiency in the English language before they will be permitted to enrol in a regular program of study.

For purposes of admission to an undergraduate program, English proficiency must be demonstrated in one of the following ways:

1. Presentation of Test of English as a Foreign Language* (TOEFL) with a minimum score of 560 (paper) or 220 (computer). Results are valid for two years only; or
2. A minimum score of 7.0 on the International English Language Test System (IELTS); or
3. Successful completion of the equivalent of two (2) years of full-time instruction in an English language secondary institution in Canada. This program of instruction must include English 30 (or its equivalent) with a minimum mark of 60%; or
4. Successful completion of a full year or more of course work, including an introductory course in English, at an accredited post-secondary institution where English is the language of instruction and from which transfer credit is normally allowed by Mount Royal College; or
5. Successful completion of Level 4 of the English for Academic Purposes (EAP) program from the Languages Institute at Mount Royal College. Results are valid for one year only. Phone Admissions, Office of the Registrar at (403) 240-3722 to verify that your grade report is on file; or
6. Residency in Canada (or another country which Mount Royal College recognizes as predominantly English speaking) for five consecutive years immediately prior to admission to Mount Royal College.

* For further information on TOEFL, please call 1-800-468-6335 (1-800-GO-TOEFL).

ADMISSIONS PROCEDURES FOR PROSPECTIVE FULL-TIME STUDENTS

Submit to the Office of the Registrar:

1. A completed Mount Royal College Application for Admission Form which is available from the Office of the Registrar or Alberta high school guidance offices. Prospective students may also apply for admission electronically via the College's Web site: www.mtroyal.ca. Credit card payment is required for applications submitted on-line.

Note: If you submit more than one Application for Admission, you will be considered only for the program indicated on the most recent application form.

2. A non-refundable \$50 application processing fee (cheque or money order made payable to "Mount Royal College" or by credit card as indicated on the application form).

Note: If you submit a second or subsequent application form for the same semester, no additional fee is required; however, your first application will be automatically withdrawn.

3. An **official transcript** of your complete academic record from high school and any college, technical institute, or university you have attended.

An official transcript is one which is sent directly to the Office of the Registrar from the Department of Education (for Alberta, British Columbia, and Saskatchewan), from the high school you attended if from other provinces, or from any post-secondary institution(s) you attended.

It is the applicant's responsibility to request the Department of Education or other issuing institution to submit official transcripts to the Office of the Registrar at Mount Royal College. Applicants who are currently enrolled in Grade 12 subjects may report on their subjects in progress by completing the Mid-Term Grade Form (if required) but must also have a final official transcript provided to the Office of the Registrar by **August 1**.

Applicants who have completed or are not currently attending Grade 12 (or the final year of secondary school in their jurisdiction) may wish to provide an unofficial copy of their complete high school transcript with their application for admission. Conditional admission may be offered on the basis of unofficial academic documents; however, an official transcript must be provided in due course to gain clear admission.

- a) If you attended high school in Alberta, British Columbia, or Saskatchewan, write to the Department of Education in that province to request submission of your official high school transcript directly to the Office of the Registrar:

In Alberta, the address is:

Transcripts, Alberta Learning
11160 Jasper Avenue
Edmonton, Alberta
T5K 0L2
www.learning.gov.ab.ca/learning/student-services

In British Columbia, the address is:

Ministry of Education
Data Management and Student
Certification Board
P.O. Box 9886, Stn. Prov. Govt.
Victoria, British Columbia
V8W 9T6

In Saskatchewan, the address is:

Student Records
Saskatchewan Education
1500 - 4 Avenue
Regina, Saskatchewan
S4P 3V7

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

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

4. A completed Medical History Form (upon request). Medical examinations are necessary for some programs. Applicants will be notified if this is required with their offer of acceptance.

Applicants with chronic health problems that may require medical attention while attending the College must notify the Health Services Department.

ADMISSIONS PROCEDURES FOR INTERNATIONAL (STUDENT VISA) APPLICANTS

Applications from International (student visa) applicants residing and applying from outside Canada for full-time undergraduate programs are accepted for the Fall Semester only. International (student visa) applicants studying at another institution in Canada may also be considered for admission to the Winter Semester.

Applications and all supporting documentation must be submitted by the following dates:

Outside Canada

Fall Semester – April 1

Within Canada

Fall Semester – August 1

Winter Semester – December 1

There are two categories of international (student visa) applicants; a) those residing and applying from outside Canada; and b) those presently studying in Canada at another institution. Applicants who entered Canada on a Student Visa to attend another educational institution must complete at least one semester at that institution before their application for admission to Mount Royal College can be considered.

- a) All international (student visa) applicants from outside Canada must complete steps 1 through 4 indicated above and the English Language Proficiency Requirement (see English Language Proficiency Requirement section) if their mother tongue is not English. Prospective international (student visa) students applying from outside Canada may apply year-round for entry into the Fall Semester only.
- b) All international (student visa) applicants presently studying in Canada must complete steps 1 through 4 indicated above and must also submit the following documents in support of their application:
 - i) an official transcript from the Canadian educational institution to which the applicant was originally admitted. Official transcripts must be sent directly from the issuing institution to Mount Royal College.
 - ii) official results of the English Language Proficiency Requirement (see English Language Proficiency Requirement section) if their mother tongue is not English.

Admission will be dependent upon available space. All supporting documents must be received by **April 1** for consideration for admission to the following Fall Semester.

Prospective international (student visa) applicants from outside Canada who are accepted by the College will not be issued an official Student Visa by the Government of Canada until they have submitted their Letter of Acceptance from Mount Royal College to the appropriate Canadian consular or immigration officials in their home country. **Admitted international students are solely responsible for all arrangements relating to their immigration status and entry into Canada.**

International students are required to pay differential tuition fees. See section entitled "Fees and Deposits".

LIMITATIONS ON ENROLMENT

While every effort is made to admit all qualified applicants, the very high demand for most programs makes this impossible to achieve. Enrolment in Mount Royal College programs and courses is strictly limited to the number of students who can be accommodated within available resources while maintaining an acceptable quality of education.

As a result, all programs of study at Mount Royal College have a fixed capacity on the number of students that may be admitted. All applicants must submit official transcripts of their high school and post-secondary records and may be required to complete additional requirements for specific programs. Admission decisions for many programs are made as applicant files become complete. Therefore, it is advisable to complete all admission requirements as early as possible.

All students who are issued a letter of acceptance will be required to pay a \$125 **non-refundable** admission deposit within two (2) weeks of notification of acceptance into the program. The deposit will apply toward tuition fees for the semester to which the student is admitted. The balance of fees owing must be paid within the published timelines; see section entitled "Fees and Deposits".

Failure to pay the program admission deposit will result in cancellation of acceptance. The vacancy created will be offered to another qualified applicant.

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

CONDITIONAL ACCEPTANCE

Students who are registered in high school subjects while they are seeking admission to the Fall Semester may be granted conditional acceptance based upon the Mid-Term Grade Form listing the courses (with interim/mid-term grades) in which the applicant is currently registered and/or has completed. An applicant may also supply an unofficial copy of his/her transcript in order to be granted conditional acceptance.

Admissibility will be reviewed upon receipt of official transcripts of final marks. If **official** transcripts do not verify admissibility or are not received by **August 1** for the Fall Semester and **December 1** for the Winter Semester, the conditional acceptance will be withdrawn and admission will be denied.

CRIMINAL RECORD AND OTHER BACKGROUND CHECKS

Certain programs include periods of placement or observations experience with community institutions or agencies as part of the course requirements. Many of these institutions or agencies, either for statutory reasons (e.g. Protection for Persons in Care Act) or for policy reasons, require criminal record or other background checks from employees as well. It is the

responsibility of the student ~~to obtain~~ at the student's expense, the necessary checks. Further information regarding these requirements will be provided to the affected students, normally with the acceptance of admission letter.

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

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

Criminal record checks are normally obtained from the police department having jurisdiction where the student normally resides. For those normally resident in the City of Calgary, the appropriate agency is the Calgary Police Service. Outside Calgary, students should contact their local police agency. At the time of publication, the typical cost of a criminal record check was between \$25 and \$50.

PART-TIME STUDENTS

A part-time student is one who intends to enrol in only one or two credit courses (normally fewer than nine [9] credits) in any given semester. Part-time students must apply to register at specified times and are restricted to enrolling in a maximum of two (2) credit courses (normally no more than eight [8] credits) in any given semester; registration is dependent upon course availability. There is no limitation on the number of credit-free academic upgrading courses which a part-time student may take.

A special publication describing part-time courses and programs is issued approximately two months prior to the commencement of classes for each semester and contains information regarding registration dates and procedures for part-time students.

Students who wish to enrol in three (3) or more courses (normally nine [9] or more credits) are required to apply for full-time study, complete all program admission and screening requirements, write the English Placement Test (if applicable), and meet with an advisor prior to registration at the College.

Prospective students who wish to obtain a student loan must apply for admission to a full-time program of studies and, if accepted by the College, must register in at least three (3) courses and a minimum of nine (9) credits to be eligible for a student loan.

RE-ADMISSION

Students who have interrupted their program and wish to return to the College must complete the application procedures indicated above, pay the non-refundable application processing fee, and be accepted on each return.

To qualify for Mount Royal College graduation status, re-admitted students must fulfil the graduation requirements in effect at the time of their re-admission.

Transfer Credit and Evaluation of Prior Learning

TRANSFER CREDIT AND APPLICATION OF CREDIT

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

1. Only course work completed at recognized or accredited post-secondary institutions will be considered for possible transfer credit.
2. Transfer credit based on course work completed at other recognized or accredited post-secondary institutions will be assessed only upon a student's admission to a certificate, diploma or applied degree at Mount Royal College and receipt of the official transcripts.
3. Only those courses completed at another recognized or accredited post-secondary institution which are applicable to and required for graduation from a baccalaureate applied degree, diploma, or certificate program will be assessed and recorded as transfer credits on a Mount Royal College transcript.
4. The amount of transfer credit that may be awarded is limited by the College's residence requirements which specify that at least 50% of the course work required for a Mount Royal College diploma or certificate must be completed at the College. For more information, see the "Academic Programs" and "General Graduation Requirements" sections.
5. Only courses successfully completed at another recognized or accredited post-secondary institution with the equivalent of a grade of "C" or better in subjects equivalent to current offerings at Mount Royal College will be considered for possible transfer credit.
6. Normally there is no time limitation for the application of credit toward a Mount Royal College credential for any course completed at Mount Royal College or at any recognized accredited post-secondary institution. However, time limitations for individual courses may be imposed if the course content is particularly time-sensitive. Any such time limitations must be approved by the dean/director of the appropriate faculty/school/centre upon recommendation from the chair.
7. Unspecified credit for courses which Mount Royal College does not currently offer will be considered only if:
 - a) the courses for which unspecified credit is sought originate from an accredited or recognized post-secondary institution; and
 - b) are at the same or higher level as courses offered by Mount Royal College.

If both of these conditions are met, students may be granted unspecified transfer credits up to a maximum of three (3) semester courses (normally, a maximum of nine [9] to twelve [12] credits). Only higher-level courses in which a student has achieved a grade of "C" or better will be considered. The department in which credit is sought will be asked by the Office of the Registrar to assess the higher-level courses offered and will recommend the amount of unspecified credit to be awarded up to a maximum of three (3) semester courses (normally, a maximum of nine [9] to twelve [12] credits).

Students may confirm on-line the specific transfer credits they have been awarded by accessing Student Web Services on the Mount Royal College Web site (www.mtroyal.ca).

RECOGNITION OF CREDIT FOR DEGREE HOLDERS

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

PRIOR LEARNING ASSESSMENT AND RECOGNITION

Policy

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

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

1. Recognition of prior learning should be based on demonstrated learning.
2. Recognition of prior learning should be appropriate to the course or program in which it is accepted.
3. Recognition of prior learning should be consistent with the achievement levels required by the post-secondary program in which it is accepted.
4. Recognition of prior learning should be for learning that has a balance, appropriate to the subject, between theory and practical application.
5. Assessment of prior learning by post-secondary institutions should be made by content specialists, with external advice as necessary.

At Mount Royal College, demonstrated prior learning resulting from work, life, and academic experiences may be assessed by any one of the following evaluation methods or some combination of them:

1. formal examinations (including challenge examinations and standardized external examinations);
2. course equivalencies involving evaluation of non-collegiate and/or non-credit programs, courses, certificates, and designations; and
3. documentation and demonstration of achievement through portfolio assessment and portfolio-assisted assessment (including product assessment [work samples], simulation/performance assessment, interviews and oral examinations, and practical and laboratory demonstrations).

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

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

Procedures

1. In order to obtain recognition of prior learning by the College, the individual requesting the assessment of prior learning must be a registered student at the start of the semester and when the assessment is conducted. New and continuing students who wish to avail themselves of this service are strongly advised to explore and, as appropriate, to initiate the prior learning assessment and recognition process outlined here as early as possible after their acceptance into a program of studies offered by the College.
2. Students may obtain the Application for Prior Learning Assessment and Recognition Form from the Office of the Registrar. The student must discuss the request with the Transfer Credit Co-ordinator/Articulation Officer who will determine if the request meets policy requirements. If approved the student will complete the form and take it to the appropriate discipline chair.
3. The chair will evaluate the student's request for assessment and recognition of prior learning and determine if credit for a specific course or courses may be obtained in this manner. Upon completion of the initial evaluation, the decision of the chair will be recorded on the Application for Prior Learning Assessment and Recognition Form. The student shall then take the form to the Fees Office and pay the non-refundable assessment and recognition fee. Payment of the fee will be recorded on the form.
4. The date of payment shall be deemed to constitute an official request for assessment and recognition of prior learning. Such requests must be received by the end of the fourth week of classes in any semester. The final assessment of prior learning must be completed within four weeks after payment.

5. The assessment of ~~prior learning will be conducted by the~~ department, which will determine whether the student clearly shows above average knowledge of the subject matter. The grading shall be either "CR" (credit awarded) or "NC" (credit not awarded). Under no circumstances will a letter grade be assigned. Courses for which credit is received in this manner will contribute to the student's total credits.
6. Students may confirm on-line the specific credits they have been awarded through the prior learning assessment process by accessing Student Web Services on the Mount Royal College Web site (www.mtroyal.ca). The Office of the Registrar shall make the appropriate notation on the student's permanent academic record.
7. A student may request a review of a particular assessment through the normal grade appeal process.

Limitations

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

Registration Information

GENERAL INFORMATION

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

Student Responsibility

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

The Office of the Registrar may adjust or cancel any course registrations which are inappropriate or for which the stated prerequisites or co-requisites are not satisfied. Consult the "Course Prerequisite Requirements" section of this Calendar.

Registration Dates

Students must register according to the registration timelines announced in the "Academic Schedule" section of the College Calendar. Dates are subject to change. Contact the Office of the Registrar or visit the Mount Royal College Web site (www.mtroyal.ca) for current information on registration. Applications for admission should be completed and submitted to the Office of the Registrar well in advance of the registration period.

Availability of Courses

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

Workplace Hazardous Materials Information System (WHMIS)

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

HOW TO REGISTER

Students may register on-line by accessing Student Web Services on the Mount Royal College Web site (www.mtroyal.ca). Touch-Tone and in-person registration options are also available. Consult the Mount Royal College Web

site and/or the published "Schedule of Classes" for more detailed instructions on registration.

New Students

Those students who wish to take three (3) or more credit courses (usually nine [9] or more credits) per semester must follow the procedures outlined in the "Admissions" section of this Calendar. After doing so, they must complete an English Placement Test in order to determine their strengths and weaknesses in reading and writing. The results of the test will be used by the program advisor, in consultation with the student, for planning an academic program that is suitable to the student's abilities and requirements. Testing may be waived if certain requirements have been completed; exemptions must be requested by the applicant. Program advisors are available and must be consulted by full-time students when planning a program prior to registering in courses. Program advisors provide continuing academic counselling and guidance throughout the student's career at the College. Students in some undergraduate programs must consult with a program advisor before they will be permitted to register in courses.

Those students who wish to take only one or two credit courses (usually fewer than nine [9] credits) per semester are considered to be part-time. Part-time students must apply to register at specified times and are restricted to enrolling in a maximum of two (2) credit courses (no more than nine [9] credits) in any given semester; registration is dependent upon course availability. A special publication describing part-time courses and programs is available approximately two months prior to the commencement of classes and contains information regarding registration dates and procedures for part-time students.

Continuing Students

Continuing students may register according to the dates posted prior to the start of the registration cycle for each semester. Students in some undergraduate programs must consult with a program advisor before they will be permitted to register in courses.

Course Prerequisite Requirements

Prerequisite checking is in effect for courses at Mount Royal College. Students may not register in courses requiring a prerequisite course without providing the Office of the Registrar proof of successful completion of the specified prerequisite course.

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

It is the responsibility of the student to provide proof of successful completion of the required prerequisite course, prior to the first day of classes. Failure to provide proof of completion will result in the deregistration from that course.

Course Wait Lists

If requested classes are full and there are no alternative sections available, students can request to be placed on the wait list for a class. Students are chronologically added to courses from the wait list once space becomes available. There is no guarantee a student will receive a seat in the desired course regardless of their position on the wait list. Students may only waitlist for one section per course.

The option to waitlist for a class is only available until at least one week prior to the start of the semester, at which time all pre-established course wait lists are terminated. After wait lists are terminated, and up to the end of the registration adjustment (Drop/Add) period, students can only enrol in particular classes if seats become available in the course(s) they wish to take. Students should regularly access Student Web Services on the Mount Royal College Web site (www.mtroyal.ca) or call Touch-Tone Registration ([403] 503-4900) to determine if they have been added to a class.

It is the responsibility of each student to check Student Web Services or Touch-Tone Registration to confirm whether s/he has been enrolled in a class for which s/he was initially waitlisted. Students are not permitted to attend any classes in which they are not enrolled.

It is the responsibility of each student to begin attending those classes for which s/he is shown as registered. Students who are added to a class from a wait list, but who subsequently decide that they do not wish to attend that particular class or section, must drop that course from their timetable by making a registration adjustment within the deadline dates specified in the "Academic Schedule".

Students who do not officially cancel or drop a course to which they have been added from a wait list will be considered as being registered in that course and will be charged full fees for that course whether they subsequently attend classes or not.

Confirmation of Registration

During and after each registration session, students may confirm their course registration status by accessing Student Web Services on the Mount Royal College Web site (www.mtroyal.ca) or by calling Touch-Tone Registration ([403] 503-4900). It is the responsibility of the student to notify the Office of the Registrar of any discrepancy in their course registration status and to arrange for correction where appropriate. If a student stops attending a course for which s/he is officially registered and does not take proper cancellation or withdrawal action, s/he will be awarded a grade appropriate to their performance in the course. The College does not automatically cancel or withdraw those students who cease to attend classes and fail to follow appropriate cancellation or withdrawal procedures.

Audit Students

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

Auditors must present a signed Permission To Audit Form to the Office of the Registrar. Final permission to audit a course cannot be given until the number of students registered in the class for credit is known, which is normally after the registration adjustment (drop/add) period. Requests for permission to audit must be received by the end of the fourth week of classes in any semester.

Schedule of Classes

The courses offered in each semester are listed in the "Schedule of Classes" published several months prior to the commencement of the semester. The College reserves the right to make any changes it deems necessary and to adjust any student's registration in accordance with the information presented in this Schedule. Class timetable information is available from the Office of the Registrar and may also be accessed on-line through Student Web Services on the Mount Royal College Web site (www.mtroyal.ca).

Maximum Student Course Load

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

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

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

Late Registration

All students are required to complete registration by the last day of registration specified in the "Academic Schedule". If, because of extraordinary circumstances, a student has not been able to register prior to the date shown in the "Academic Schedule", permission to register late must be sought from the Office of the Registrar. Such students, if approved for late registration, will be required to pay a late registration fee of \$75. This fee will not be applied toward tuition. Late registration will only be accepted in those courses which have available space. **Under no circumstances will requests for late registration be accepted after the end of the registration adjustment (Drop/Add) period.**

Dates specified in the "Academic Schedule" are subject to change. Contact the Office of the Registrar or check the Mount Royal College Web site (www.mtroyal.ca) for current information on registration.

Incomplete Registration

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

Letter of Permission

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

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

SmartCard

The SmartCard is the official identification card for students and employees at Mount Royal College. The information contained on your SmartCard includes your name, student/employee identification number and your photo. It will be necessary to have this card with you to serve as identification to access a variety of College services such as the Library, Printing Services, and food services. Once you have been issued a SmartCard, it is yours for life!

Change of Registration

Programs should be carefully planned under the guidance of a program advisor so that changes in registration will not be necessary. After a student has completed registration, adjustments may be made up to the deadline dates specified in the "Academic Schedule".

CANCELLATION PROCEDURES

Students who decide to cancel their registration must do so either in writing, on-line through Student Web Services on the Mount Royal College Web site (www.mtroyal.ca), or by using Touch-Tone Registration prior to the last day of the registration adjustment (Drop/Add) period specified in the "Academic Schedule". No fees will be refunded after this date.

COURSE CANCELLATION BY THE COLLEGE

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

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

CHANGE OF PROGRAM

Students wishing to change their program of study must formally apply to enter the new program and complete an Application for Admission Form available at the Office of the Registrar or on-line on the Mount Royal College Web site (www.mtroyal.ca). All requests for admission to limited enrolment programs are subject to the approval of the department chair.

WITHDRAWAL FROM A COURSE AFTER THE REGISTRATION ADJUSTMENT (DROP/ADD) DEADLINES

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

After the end of the registration adjustment (Drop/Add) period and up until the tenth week of the semester or two-thirds of the scheduled length of the course has been completed, a student can withdraw or be withdrawn as described in this section. Students who withdraw from any courses during this period are awarded a "W" grade for those courses on their academic record. No tuition refunds will be given.

The official withdrawal date from a course or program is the date the student first advises the Office of the Registrar in writing of his/her intent to withdraw.

a) Withdrawal From a Course

A student can withdraw from one or more courses by submitting a Course Withdrawal Form. Students who stop attending classes and do not follow the proper withdrawal procedures will be graded in accordance with their performance in the course. Students wishing a complete withdrawal from all registered courses must follow the College withdrawal procedures listed below in this section.

b) Instructor-Initiated Withdrawal

An instructor may withdraw a student from a course and award a "W" grade when the student:

1. has not completed assignments, tests, or examinations; and/or
2. has failed to meet clinical, lab, practicum, or other standards of performance set out by the instructor in the course outline.

After the tenth week of the semester or after two-thirds of the scheduled length of the course has been completed, an instructor may remove a student from class for any one of the reasons shown in 1 or 2 above. For exceptions, see "Special Withdrawal Policy" in this section.

Students withdrawn by an instructor will be notified in writing by the Office of the Registrar and will have ten (10) working days to respond in writing to the instructor stating the reason why they should not be withdrawn.

Failure to appeal or respond to notification of withdrawal will result in the automatic award of a "W" grade on the student's transcript.

WITHDRAWAL FROM THE COLLEGE

Students who find it necessary to stop attending the College must withdraw officially by means of a Complete Withdrawal Form. Until a student officially withdraws, s/he remains registered in all courses and will, at the end of the semester, receive grades appropriate to the performance demonstrated in each course. No student will be permitted to withdraw after the start of the final examination period. Students who follow the proper procedure will be assigned "W" grades on their academic transcript, provided complete withdrawal action is taken by the date specified in the "Academic Schedule".

Withdrawn students should contact the appropriate program advisor to ensure that they are not jeopardizing their chances for graduation.

Students are advised that, if withdrawal results in a semester course load of less than nine (9) credits and fewer than three (3) courses, they make themselves ineligible for financial assistance. See the section entitled "Financial Aid".

It is the responsibility of the student to inform the Office of the Registrar in writing if s/he intends to discontinue attending class, as some instructors do not exercise instructor-initiated withdrawal rights. **Telephone withdrawals will not be accepted under any circumstances.**

SPECIAL WITHDRAWAL POLICY

After the tenth week of the semester or after two-thirds of the scheduled length of the course has been completed, students in attendance may not withdraw or be withdrawn from any course or from the College. Withdrawals will not be accepted after this date, with the exception of the following:

1. serious illness that is verified by a doctor's certificate; OR
2. severe emotional distress verified with a letter from Student Counselling Services.

A student seeking a withdrawal for serious medical illness or for severe emotional distress must complete and return a Request for Late Withdrawal Form, and a Release of Information for Instructors Form prior to the last day of classes.

A "W" grade will not be given after the deadline unless the above conditions have been met. **Under no circumstances will withdrawals be accepted after the last day of classes.**

Fees and Deposits

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

All students in all semesters will pay Tuition, Campus Recreation and Athletics, Instructional Equipment and Laboratory, and Insurance fees. Students' Association fees are set by the Students' Association.

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

HOW TO PAY FEES

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

- Credit Card Payment on Mount Royal College Student Web Services. Visa and MasterCard accepted;
- Telephone/PC Banking Services. Mount Royal College is listed with most financial institutions including CIBC, Bank of Montreal, Bank of Nova Scotia, Royal Bank, and Canada Trust;
- call the Touch-Tone Registration System at (403) 503-4900. Visa and MasterCard accepted;
- mail a cheque or money order to the Fees Office;
- place a cheque or money order in the Fees Office drop box (Room E102);
- in-person at the Fees Office (Room E102);
- if fees are to be paid from government student loans, you must notify the Student Awards and Financial Aid Office to ensure the deferral of fees.

Note: Post-dated cheques are not accepted.

FEE PAYMENT DEADLINES

For Fall Semester 2003, all registered students must pay FULL FEES by **August 1, 2003**. If registering on or after **August 1, 2003**, fees must be paid by **September 15, 2003**. Students registering and paying their fees after **August 1, 2003**, run the risk of not being able to register in required classes. Early registration and payment of fees by **August 1, 2003** is recommended. Students who cancel their registration after **August 1, 2003** will receive a full refund minus the Program Admission Deposit or the \$100 registration fee. No fees will be refunded after **September 12, 2003**.

For Winter Semester 2004, all registered students must pay FULL FEES by **December 1, 2003**. If registering on or after **December 1, 2003**, fees must be paid by **January 12, 2004**. Students registering and paying their fees after **December 1, 2003**, run the risk of not being able to register in required classes. Early registration and payment of fees by **December 1, 2003** is recommended. Students who cancel their registration after **December 1, 2003** will receive a full refund minus the Program Admission Deposit or the \$100 registration fee. No fees will be refunded after **January 9, 2004**.

For Spring Semester 2004, all registered students must pay FULL FEES by **April 16, 2004**. If registering on or after **April 16, 2004**, fees must be paid by **May 10, 2004**. Students registering and paying their fees after **April 16, 2004**, run the risk of not being able to register in required classes. Early registration and payment of fees by **April 16, 2004** is recommended. Students who cancel their registration after **April 16, 2004** will receive a full refund minus the Program Admission Deposit or the \$100 registration fee. No fees will be refunded after **May 7, 2004**.

Unpaid fees will result in your registration being cancelled. You may re-register, but will be charged a \$50 reinstatement fee. Registration reinstatement cannot be guaranteed since courses may have filled in the meantime.

All students who receive permission from the Registrar to register on or after the first day of classes will pay a late registration fee of \$75. This fee will not be refunded nor is it applied to regular tuition fees.

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

FEE DEFERRALS

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

Since sponsored and government loan students are given special payment deferral privileges, automatic deregistration of courses does not occur once the fee deferral has been granted. Therefore, unless formal cancellation procedures are followed prior to the deadlines shown in the "Academic Schedule", sponsored and loan students are required to pay all fees.

Note: Once a student loan is signed by the College, payment of fees for any courses that are added (from the wait list or due to a registration adjustment) are the responsibility of the student.

NON-PAYMENT OF FEES

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

Returned Cheques

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

Fee Refunds

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

In calculating the refund, the College retains all non-refundable deposits and/or the \$100 registration fee and will refund the balance of fees paid.

Fee Reassessment Due to Registration Adjustments

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

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

SCHEDULE OF FEES

Admission Deposit

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

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

Application Fee

A non-refundable processing fee of \$50 must accompany every application requesting admission or re-admission to the College. Applications received without the fee will not be processed. The fee will not apply against normal tuition fees. Payment may be made by cheque or money order payable to "Mount Royal College" or by a debit or credit card. Students who are currently registered in undergraduate programs or academic upgrading courses at Mount Royal College are not required to pay the fee.

Audit Student Fee

Students choosing to audit a course will pay fees as assessed at half the normal credit value for the course. See "Registration Information" section for audit regulations.

College Calendar

The College Calendar is available from the Office of the Registrar and at the College Bookstore. The cost is \$5 per copy if obtained on campus, \$8 per copy if mailed within Canada, and \$15 per copy if mailed outside Canada. (These prices include the Goods and Services Tax.) The Calendar is also available on Mount Royal College's Web site at www.mtroyal.ca/publications.htm.

Credit Extension and Part-time Studies Course Fee

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

Deferred Final Examination Fee

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

Document Evaluation Fee

Prospective students who wish to have their academic credentials assessed for potential admissibility prior to or in lieu of making formal application for admission to the College must pay a non-refundable document evaluation fee of \$30. This fee is separate from and in addition to the normal application fee of \$50, which must accompany every formal application for admission and re-admission.

Duplicate Document Fee

Students requesting copies of College-originated documents from the Office of the Registrar are required to pay \$1 for each copy requested.

Students requesting replacement T2202A forms are required to pay \$10 for each copy requested.

Electronic Access Card Fee

An Electronic Access Card is available to all Computer Science majors at a cost of \$15 per semester; \$8 will be refunded if the card is returned in good condition. This Card is also available at the same cost, upon departmental approval, to students not enrolled in the Computer Science program.

Enrolment Verification Fee (International Students)

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

Graduation Fee

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

Late Registration Fee

All students who receive permission from the Registrar to register after the regular registration dates shown in the "Academic Schedule" will pay a late registration fee of \$75. This fee will not be refunded nor is it applied to regular tuition fees.

Locker Rental Fee

Full-length lockers are available for rent for \$20 per semester or \$30 for two semesters. Box or half lockers rent for \$13 per semester or \$18 for two semesters. Rental for the Spring Semester is \$4. Locker rental payments can be made at the Fees Office. At the end of the paid locker rental period, contents must be removed from the locker; otherwise, they will be turned over to Lost and Found and will be disposed of, if not claimed, in 45 days.

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

Students renting lockers are required to use the locks provided by the College.

Mount Royal College does not accept responsibility for any damage to the contents or loss of items from lockers that have been rented to students and/or other parties.

Lock Deposit Fee

Students will pay a \$10 lock deposit fee per academic year which will be refunded on return of the lock.

Parchment Replacement Fee

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

Parking Fee

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

Post-Paid Registration Fee

Students who cancel their registration after the fee payment due date and prior to the drop date will be assessed a \$100 post-paid registration fee which will be withheld from their refund of fees paid.

Prior Learning Assessment and Recognition Fee

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

Registration Reinstatement Fee

Students whose registration is cancelled for non-payment of tuition and other fees must pay a non-refundable \$50 registration reinstatement fee before re-registering in their courses. Registration reinstatement cannot be guaranteed since it is subject to course availability.

Schedule of Classes Fee

Copies of the Schedule of Classes are available for \$5 each from the Office of the Registrar or the College Bookstore.

SmartCard

A lost or stolen SmartCard will be replaced by the SmartCard Office for a fee of \$15.

Spring Semester Fee

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

Transcript Fee

Costs for official transcripts are \$10 for each copy ordered. Official transcripts will be issued only to educational institutions and potential employers. Generally, three to five working days are required for processing requests for official transcripts. Students who wish to have their official transcripts generated within 24 hours of requesting them must pay a special "rush" transcript fee of \$25 for each copy ordered. Students who request an unofficial copy of their complete academic transcript are charged \$2 for each copy requested; unofficial transcripts are generated on demand.

EXPLANATION OF FEE SCHEDULES

International Student

Non-Resident Fee Schedule

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

General Fees

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

Student Accident Insurance Fee

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

Accident Expense Reimbursement – For treatment commencing within 30 days of an accident; covers eligible expenses resulting from the accident (for up to 3 years from the date of accident). Eligible expenses include hospital, ground ambulance, registered nursing, treatment by a chiropractor or osteopath, rental of crutches, appliances and hospital type bed, prescription drugs, splints, trusses, and braces recommended by the attending physician for curative or therapeutic purposes only (limited to one purchase only with respect to any one injury) and treatment by a physiotherapist or registered massage therapist when requested by the attending physician and up to \$50,000 for Special Out-of-Province benefits as specified in the contract.

Dental Accident Reimbursement – Covers, within 30 days from the date of accident, dental treatment required as a result of injury to whole or sound teeth in accordance with the Provincial Dental Association Fee Schedule or its equivalent as determined by the Insurer. Treatment must begin within 30 days of the accident. In the event treatment cannot be completed within one year, it covers up to \$1,500 per accident.

Principal Sum Indemnity – Provides certain coverage amounts for accidental death and from \$250 to \$25,000 for dismemberment, permanent and total loss of use without actual dismemberment, or loss of sight as defined in the contract if such loss occurs within one year from the date of injury.

Confinement Disability – Pays a monthly benefit of \$500, commencing the 31st day of disability up to a maximum of 36 months of confinement, if injury results in home or hospital confinement and prevents attendance at any type of classes.

Permanent total Disability Benefit – Pays a lump sum of \$25,000 (less amount of any other benefit payable under this plan) if, within 120 days of an accident, the insured student becomes totally and permanently disabled as a result of the accident and such disability is continuous for twelve consecutive months. Insured must be prevented, by such disability, from ever engaging in any occupation or employment for compensation or profit.

Fracture or Dislocation Benefits – Pays from \$25 to \$750 for specified bone fractures or dislocations (includes bilateral fractures), plus benefits for severance of tendons, burns or other injuries where no fracture or dislocation has occurred.

Other Benefits – Other eligible benefits for special treatment travel, emergency transportation, prosthetic appliances, eye glasses, dentures, removable teeth, contact lenses, private tuition expense, special clothing allowance, rehabilitation, and dread disease are also provided.

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

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

Exclusions and Limitations –

The policy does not cover:

- Sickness or disease either as a cause or effect except as otherwise provided (e.g. under Dread Disease Expense);
- Suicide or any attempt thereat;
- Injury that is compensable under any Workers' Compensation Act or The Criminal Injuries Compensation Board, except in the case of principal sum;
- The expense of a brace or similar device used for non-therapeutic purposes or used solely for the purpose of participating in sports or other leisure activities;
- Other exclusions as listed in the policy documents.

No benefits or expenses are payable under the policy for treatment or services which are insured services or basic health services under the provincial medical care or hospital plan of the province in which the insured is resident. Amounts payable under this plan for dental expense will be reduced by any amount paid or payable under any other dental plan or policy.

Coverage takes effect from the date you commence classes at the College and terminates at the end of the course term.

For application forms and further information, contact Health Services.

Students' Association General Fee

This fee is levied each semester to provide services and representation to all students at Mount Royal College. Services available to students include subsidized events and entertainment, emergency students loans, the Peer Support Centre, Native Student Centre, International Student Services, Copywrite and Used Bookstore and many more.

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

Student representation also extends to the provincial and federal level where post secondary funding originates and is allocated. The Students' Association is a member of the Alberta College and Technical Institutes Student Executive

Council (ACTISEC) and the Canadian Alliance of Students' Associations (CASA) and meets regularly with key political figures to lobby on behalf of student interests.

Students' Association Scholarship Fee

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

Students' Association Capital Campaign Fee

This fee is levied to provide the capital funds necessary for the Students' Association to expand its building in order to accommodate student needs as the college expands.

Students' Association Health and Dental Plan Fee

All full-time students (9 credits or more) in each semester of registration are enrolled in the Students' Association extended Health and Dental Plan.

Students must fill out the "Personal Information Form" at the Student Benefits Plan Office in order to activate their coverage.

Students who are already covered under an extended health and dental plan may choose to opt-out of one or both of these plans and receive a refund of the fees they have paid. Please note that your provincial health care plan does not qualify as an extended health plan. If you choose to exclude yourself from one or both of these plans, visit the Student Benefits Plan Office and fill out the opt-out form by the posted deadline date, which occurs near the beginning of the semester. Students have the opportunity to opt-out only once each academic year before the specified deadline. You must demonstrate that you are already covered by another plan by presenting a copy of your policy membership card, current claims statement, pay direct drug card or verification letter from an employer clearly showing the name of the insurance company and the policy number. There will be no exceptions for late opt-outs. The fee is charged in both the Fall and Winter semesters; insurance coverage extends from September 1 to August 31 of each year provided there has been to change in the students full-time status. For full details, please visit the Student Benefits Plan Office in room Z001 in the basement of the Wyckham House Student Centre.

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

Residence fee

A \$20 Residence Council Fee will be charged annually to each student in Residence.

Reflector Fee

By agreement between the Reflector Society and the Students' Association, this fee is levied for the Fall and Winter Semesters only and covers the cost of production of the Reflector, an independent student newspaper.

Schedule of Special Fees

Special Course Fees

Physical Education

- PHED 1215\$40
- PHED 1297\$50

Chemistry

All students taking chemistry courses will be required to pay a \$20 locker deposit fee. The deposit will be refunded at the end of the semester when the locker is checked and the key is returned.

Special Program Fees

Aviation

In addition to regular tuition and general fees, flight training fees are approximately \$38,000 for a student in the two-year Aviation Diploma starting with a private pilot's licence. Students will be required to make a \$8,000 deposit for each semester. Deposits are made with the Fees Office at the time of registration. Flight training fees are subject to change depending on operating costs for aircraft and related services.

Baccalaureate Applied Degree Directed Field Studies Fees

For students enrolling in applied degree programs, the Directed Field Studies component of their program will be assessed on a per credit basis as indicated on the Student Fee Schedule.

Bachelor of Arts – Athabasca University at Mount Royal College

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

Bachelor of Nursing Athabasca University at Mount Royal College

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

Calgary Conjoint Nursing Program

All students enrolled in the Calgary Conjoint Nursing Program pay tuition and fees according to the University of Calgary's tuition assessment rates.

Co-operative Education

Mount Royal College offers co-operative education in the Business Administration and Insurance, and Human Resources (Business Administration) programs. These programs allow students to blend academic study with relevant paid work experience. The course requirements are identical to the regular diploma program requirements, but timelines are longer to accommodate two 4-month work-terms, which alternate with academic semesters. See "Co-operative Education" section for details.

A Co-op application fee of \$390 is assessed after students are accepted into Co-op programs. This includes the Co-op professional development seminars and preparation prior to the first work-term.

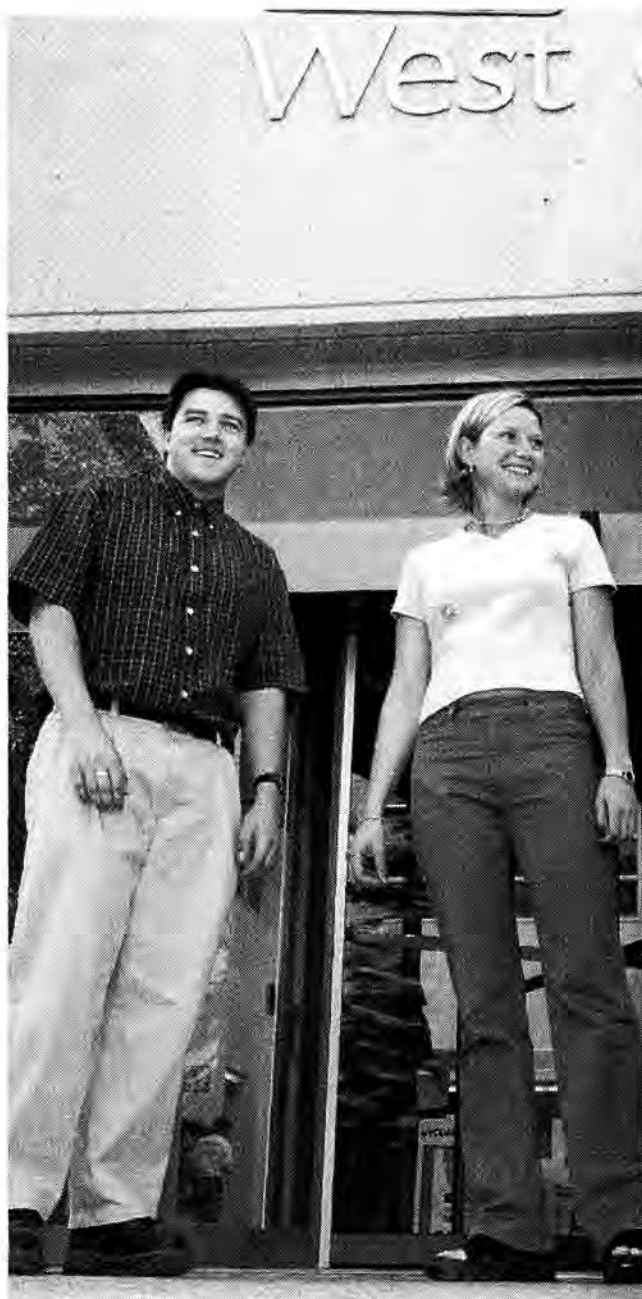
Fees of \$390 per Co-operative Education work-term are assessed thereafter. Co-op students on co-op work-terms will be assessed Students' Association fees at the nine (9) credit level.

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

Music

Students enrolled in the Music Performance Diploma or the Certificate of Achievement in Suzuki Piano Pedagogy will pay a fee of \$225 per semester for private instruction.

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



Number of Credits	Tuition Fees ¹		General Fees				Students' Association Fees ²					
	1000 & 2000 Courses	3000+ Level Courses	Instr. Equip. & Lab	Campus Rec. & Athletics	Insurance	Total General Fees	General & Operating	Health & Dental ^{3,4}	Reflector ^{3,5}	Capital Campaign Fund	Scholarship	Total SA Fees
Initial Credit Fee 70.10												
1	84.70	99.45	7.10	5.45	0.65	13.20	34.72		3.40	6.93	3.00	48.05
2	169.40	198.90	14.20	10.90	0.65	25.75	34.72		3.40	6.93	3.00	48.05
3	254.10	298.35	21.30	16.35	0.65	38.30	34.72		3.40	6.93	3.00	48.05
4	338.80	397.80	28.40	21.80	0.65	50.85	34.72		3.40	6.93	3.00	48.05
5	423.50	497.25	35.50	27.25	0.65	63.40	34.72		3.40	6.93	3.00	48.05
6	508.20	596.70	42.60	32.70	0.65	75.95	34.72		3.40	6.93	3.00	48.05
7	592.90	696.15	49.70	38.15	0.65	88.50	34.72		3.40	6.93	3.00	48.05
8	677.60	795.60	56.80	43.60	0.65	101.05	34.72		3.40	6.93	3.00	48.05
9	762.30	895.05	63.90	49.05	2.95	115.90	72.60	92.00	6.80	13.00	3.00	187.40
10	847.00	994.50	71.00	54.50	2.95	128.45	72.60	92.00	6.80	13.00	3.00	187.40
11	931.70	1,093.95	78.10	59.95	2.95	141.00	72.60	92.00	6.80	13.00	3.00	187.40
12	1,016.40	1,193.40	85.20	65.40	2.95	153.55	72.60	92.00	6.80	13.00	3.00	187.40
13	1,101.10	1,292.85	92.30	65.40	2.95	166.65	72.60	92.00	6.80	13.00	3.00	187.40
14	1,185.80	1,392.30	99.40	65.40	2.95	167.75	72.60	92.00	6.80	13.00	3.00	187.40
15	1,270.50	1,491.75	106.50	65.40	2.95	174.85	72.60	92.00	6.80	13.00	3.00	187.40
16+ Tuition and General fees will be charged at the applicable per credit rate + \$187.40 (Students' Association)												

2003-2004 INTERNATIONAL STUDENT FEE SCHEDULE

Per Semester

Number of Credits	Tuition Fees ¹		General Fees				Students' Association Fees ²					
	1000 & 2000 Courses	3000+ Level Courses	Instr. Equip. & Lab	Campus Rec. & Athletics	Insurance	Total General Fees	General & Operating	Health & Dental ^{3,4}	Reflector ^{3,5}	Capital Campaign Fund	Scholarship	Total SA Fees
Initial Credit Fee 157.25												
1	190.58	223.76	15.98	5.45	0.65	22.08	34.72		3.40	6.93	3.00	48.05
2	381.16	447.52	31.96	10.90	0.65	43.51	34.72		3.40	6.93	3.00	48.05
3	571.74	671.28	47.94	16.35	0.65	64.94	34.72		3.40	6.93	3.00	48.05
4	762.32	895.04	63.92	21.80	0.65	86.37	34.72		3.40	6.93	3.00	48.05
5	952.90	1,118.80	79.90	27.25	0.65	107.80	34.72		3.40	6.93	3.00	48.05
6	1,143.48	1,342.56	95.88	32.70	0.65	129.23	34.72		3.40	6.93	3.00	48.05
7	1,334.06	1,566.22	111.86	38.15	0.65	150.66	34.72		3.40	6.93	3.00	48.05
8	1,524.64	1,790.08	127.84	43.60	0.65	172.09	34.72		3.40	6.93	3.00	48.05
9	1,715.22	2,013.94	143.82	49.05	2.95	195.82	72.60	92.00	6.80	13.00	3.00	187.40
10	1,905.80	2,237.60	159.80	54.50	2.95	217.25	72.60	92.00	6.80	13.00	3.00	187.40
11	2,096.38	2,461.36	175.78	59.95	2.95	238.68	72.60	92.00	6.80	13.00	3.00	187.40
12	2,286.96	2,685.12	191.76	65.40	2.95	260.11	72.60	92.00	6.80	13.00	3.00	187.40
13	2,477.54	2,908.88	207.74	65.40	2.95	276.09	72.60	92.00	6.80	13.00	3.00	187.40
14	2,668.12	3,132.64	223.72	65.40	2.95	292.07	72.60	92.00	6.80	13.00	3.00	187.40
15	2,858.70	3,356.40	239.70	65.40	2.95	308.05	72.60	92.00	6.80	13.00	3.00	187.40
16+ Tuition and General fees will be charged at the applicable per credit rate + \$187.40 (Students' Association)												

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

- The initial credit fee of \$70.10 (\$157.25 International Students) is in addition to the cost per credit. (refer to examples below)
- Co-op students on work-terms will be assessed Students' Association fees at the 9-credit level. Students in the Calgary Conjoint Nursing Program pay student fees to The University of Calgary Students' Union, a portion of which are remitted to the Students' Association of Mount Royal College.
- The Students' Association Health & Dental Plan fees and Reflector fee will apply to Fall and Winter semesters only.
- The Health and Dental Fee is charged to cover insurance premiums for the student health and dental plan. You may opt out of this fee if you have comparable insurance coverage through another source by visiting the Student Health Network office in Wyckham House during the first three weeks of the fall semester. You may activate your coverage by visiting the Student Health Network office in Wyckham House between 8:30 a.m. and 4:30 p.m., Monday to Friday, during the school year. Both the opt-out and the activation forms are also available on-line for your convenience at samrc.com.
- The Reflector Fee is collected by the Students' Association through an agreement with the Reflector – the autonomous student newspaper on campus.

How to calculate regular tuition fees:

- Eg. 1 – 5 credits (1000 or 2000 level) = \$423.50 + Initial Credit Fee \$70.10 = \$493.60 Total Tuition Fees
 Eg. 2 – 5 credits (3000+ level) = \$497.25 + Initial Credit Fee \$70.10 = \$567.35 Total Tuition Fees
 Eg. 3 – 3 credits (1000 or 2000 level) and 3 credits (3000+ level) = \$254.10 + \$298.35 + Initial Credit Fee \$70.10 = \$622.55 Total Tuition Fees

2004-2005 STUDENT FEE SCHEDULE

Per Semester

Number of Credits	Tuition Fees ¹		General Fees			
	1000 & 2000 Courses	3000+ Level Courses	Instr. Equip. & Lab	Campus Rec. & Athletics	Insurance	Total General Fees
Initial Credit Fee 76.75						
1	93.00	107.75	7.10	5.45	0.65	13.20
2	186.00	215.50	14.20	10.90	0.65	25.75
3	279.00	323.25	21.30	16.35	0.65	38.30
4	372.00	431.00	28.40	21.80	0.65	50.85
5	465.00	538.75	35.50	27.25	0.65	63.40
6	558.00	646.50	42.60	32.70	0.65	75.95
7	651.00	754.25	49.70	38.15	0.65	88.50
8	744.00	862.00	56.80	43.60	0.65	101.05
9	837.00	969.75	63.90	49.05	2.95	115.90
10	930.00	1,077.50	71.00	54.50	2.95	128.45
11	1,023.00	1,185.25	78.10	59.95	2.95	141.00
12	1,116.00	1,293.00	85.20	65.40	2.95	153.55
13	1,209.00	1,400.75	92.30	65.40	2.95	166.65
14	1,302.00	1,508.50	99.40	65.40	2.95	167.75
15	1,395.00	1,616.25	106.50	65.40	2.95	174.85
16+	Tuition and General fees will be charged at the applicable per credit rate + Students' Association Fees *					

2004-2005 INTERNATIONAL FEE SCHEDULE

Per Semester

Number of Credits	Tuition Fees ¹		General Fees			
	1000 & 2000 Courses	3000+ Level Courses	Instr. Equip. & Lab	Campus Rec. & Athletics	Insurance	Total General Fees
Initial Credit Fee 172.69						
1	209.25	242.44	15.98	5.45	0.65	22.08
2	418.50	484.88	31.96	10.90	0.65	43.51
3	627.75	727.32	47.94	16.35	0.65	64.94
4	837.00	969.76	63.92	21.80	0.65	86.37
5	1,046.25	1,212.20	79.90	27.25	0.65	107.80
6	1,255.50	1,454.64	95.88	32.70	0.65	129.23
7	1,464.75	1,697.08	111.86	38.15	0.65	150.66
8	1,674.00	1,939.52	127.84	43.60	0.65	172.09
9	1,883.25	2,181.96	143.82	49.05	2.95	195.82
10	2,092.50	2,424.40	159.80	54.50	2.95	217.25
11	2,301.75	2,666.84	175.78	59.95	2.95	238.68
12	2,511.00	2,909.28	191.76	65.40	2.95	260.11
13	2,720.25	3,151.72	207.74	65.40	2.95	276.09
14	2,929.50	3,394.16	223.72	65.40	2.95	292.07
15	3,138.75	3,636.60	239.70	65.40	2.95	308.05
16+	Tuition and General fees will be charged at the applicable per credit rate + Students' Association Fees *					

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

¹ The initial credit fee of \$76.75 (\$172.69 International Students) is in addition to the cost per credit.

* Students' Association fees do not fall within the Government's Tuition Fee Policy. Therefore, the Students' Association is not required to establish a three-year fee plan. Students' Association fees will continue to be established on an annual basis.

2005-2006 STUDENT FEE SCHEDULE

Per Semester

Number of Credits	Tuition Fees ¹		General Fees			
	1000 & 2000 Courses	3000+ Level Courses	Instr. Equip. & Lab	Campus Rec. & Athletics	Insurance	Total General Fees
Initial Credit Fee 83.40						
1	101.30	116.05	7.10	5.45	0.65	13.20
2	202.60	232.10	14.20	10.90	0.65	25.75
3	303.90	348.15	21.30	16.35	0.65	38.30
4	405.20	464.20	28.40	21.80	0.65	50.85
5	506.50	580.25	35.50	27.25	0.65	63.40
6	607.80	696.30	42.60	32.70	0.65	75.95
7	709.10	812.35	49.70	38.15	0.65	88.50
8	810.40	928.40	56.80	43.60	0.65	101.05
9	911.70	1,044.45	63.90	49.05	2.95	115.90
10	1,013.00	1,160.50	71.00	54.50	2.95	128.45
11	1,114.30	1,276.55	78.10	59.95	2.95	141.00
12	1,215.60	1,392.60	85.20	65.40	2.95	153.55
13	1,316.90	1,508.65	92.30	65.40	2.95	166.65
14	1,418.20	1,624.70	99.40	65.40	2.95	167.75
15	1,519.50	1,740.75	106.50	65.40	2.95	174.85
16+	Tuition and General fees will be charged at the applicable per credit rate + Students' Association Fees *					

2005-2006 INTERNATIONAL FEE SCHEDULE

Per Semester

Number of Credits	Tuition Fees ¹		General Fees			
	1000 & 2000 Courses	3000+ Level Courses	Instr. Equip. & Lab	Campus Rec. & Athletics	Insurance	Total General Fees
Initial Credit Fee 187.65						
1	227.93	261.11	15.98	5.45	0.65	22.08
2	455.86	522.22	31.96	10.90	0.65	43.51
3	683.79	783.33	47.94	16.35	0.65	64.94
4	911.72	1,044.44	63.92	21.80	0.65	86.37
5	1,139.65	1,305.55	79.90	27.25	0.65	107.80
6	1,367.58	1,566.66	95.88	32.70	0.65	129.23
7	1,595.51	1,827.77	111.86	38.15	0.65	150.66
8	1,823.44	2,088.88	127.84	43.60	0.65	172.09
9	2,051.37	2,349.99	143.82	49.05	2.95	195.82
10	2,279.30	2,611.10	159.80	54.50	2.95	217.25
11	2,507.23	2,872.21	175.78	59.95	2.95	238.68
12	2,735.16	3,133.32	191.76	65.40	2.95	260.11
13	2,963.09	3,394.43	207.74	65.40	2.95	276.09
14	3,191.02	3,655.54	223.72	65.40	2.95	292.07
15	3,418.95	3,916.65	239.70	65.40	2.95	308.05
16+	Tuition and General fees will be charged at the applicable per credit rate + Students' Association Fees *					

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

¹ The initial credit fee of \$83.40 (\$187.65 International Students) is in addition to the cost per credit.

* Students' Association fees do not fall within the Government's Tuition Fee Policy. Therefore, the Students' Association is not required to establish a three-year fee plan. Students' Association fees will continue to be established on an annual basis.

Financial Aid

Application forms and information for all financial assistance programs described below are available from Student Awards and Financial Aid, Enrollment Services (Room F101).

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

Students must be enrolled in at least three (3) courses and a minimum of nine (9) credits at Mount Royal College to be eligible for student loans.

CANADA STUDENT LOANS PLAN

The Canada Student Loans Plan is designed to assist students whose resources are insufficient to provide for the cost of full-time studies at the post-secondary level. To be eligible, applicants must be Canadian citizens or have landed immigrant status and intend to remain after graduation. The maximum loan to a student for a full academic year is \$5,610 (\$2,805 per semester).

PROVINCE OF ALBERTA ASSISTANCE

The Province of Alberta Students Finance Act provides financial assistance in the form of loans and, in some circumstances, grants to bona fide residents of Alberta who are in need of additional funds to meet their educational expenses. The maximum combined loan (including both Canada and Alberta loans) for an eight-month period is \$11,000. The lifetime loan limit is \$40,000.

MAINTENANCE GRANTS

These grants, to a maximum of \$6,000, are available to disadvantaged students who do not have normal prospects of completing their education without assistance in addition to that provided under other programs. Students considered for these grants include members of special needs groups such as single parents and the disabled.

CANADA STUDY GRANTS

These grants, to a maximum of \$3,500, are available to assist students who demonstrate high financial need and have children or other dependants whose needs are not met through scholarships or student loans. This grant is available to full- and part-time students.

ALBERTA OPPORTUNITY BURSARIES

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

MILLENNIUM BURSARIES

These scholarships, to a maximum of \$3,000, are available to students who are in their second or subsequent year of post-secondary studies and have a minimum financial need of \$8,500.

REPAYMENT

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

WITHDRAWAL

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

PART-TIME STUDENTS

Part-time students who are enrolled in courses (including adult further education courses) approved by the Students Finance Board may be eligible for a bursary of \$300 per semester. These bursaries are awarded on the basis of financial need, as determined by the Board, and are intended to cover the costs of tuition, books, childcare, and travel (if required). Tuition must be paid before applying for a bursary.

ESTIMATE OF FINANCIAL NEED

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

A single student living at home should estimate living costs for one academic year at \$2,720 and living away from home at \$5,840. Living expenses include room and board, transportation, food and clothing, and entertainment.

All applications and pertinent documentation should be reviewed by Student Awards and Financial Aid, Enrollment Services before final assessment by the Students Finance Board.

For information on College awards, see "Scholarships, Bursaries and Awards" section.

Academic Regulations

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

ACADEMIC SEMESTERS

Mount Royal College operates on a 16-week semester system. The Fall Semester normally begins in September and ends in December. The Winter Semester begins in January and ends in April. Full-time students normally enrol for the Fall and Winter Semesters.

The College also offers a Spring/Summer Semester, which begins in May and ends in August; most courses offered during this period are six (6) or eight (8) weeks in length and meet in May and June. Although course offerings are more limited than during the Fall and Winter Semesters, courses from most departments are included. Credits earned may be applied to a student's program in the same manner as credits acquired in other semesters. For more information, please contact the Office of the Registrar, Mount Royal College.

CREDIT HOURS

Traditionally, one hour of credit (credit hour) indicates an hour of lecture or tutorial class per week per semester. With the changing instructional mode, one hour of credit indicates the comparable amount of learning that is actually attained through some combination of lectures, tutorials, laboratory, or field placement activities together with directed independent and/or individualized study.

The College has officially adopted the following formula for converting instructional/contact hours to credit values:

Lecture: One (1) hour of lecture for 16 weeks = One (1) credit hour

Tutorial: One (1) hour of tutorial for 16 weeks = One (1) credit hour

Laboratory: Two (2) or three (3) hours of laboratory for 16 weeks = One (1) credit hour

Practicum, fieldwork, clinical learning: Variable, depending on nature and length of experiential learning activity

ATTENDANCE POLICY

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

It is the responsibility of the student to attend all classes. College policy requires a student to conform to the particular attendance requirements established by the instructor of each course. **STUDENTS SHOULD BE AWARE THEY STAND A CHANCE OF LOSING THEIR SEAT IN A CLASS IF THEY FAIL TO ATTEND THE CLASS ON THE FIRST DAY IT MEETS.** In the situation where circumstances prevent a student from attending the first class, notification to the instructor of expected absence will ensure that the seat in the class is held.

GRADUATION

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

Where a required course for graduation is no longer offered, the department chair may specify an alternative. In extreme cases where students cannot complete their program under the old regulations, they will be phased into the new program without disadvantage. Students who interrupt their program by a break of one semester or more will be required to comply with the new graduation requirements published in the Calendar in effect at the time they resume their registration at the College.

EXAMINATION POLICY

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

In the calculation of the final grade average, the final examination shall comprise not less than 20% nor more than 50% of the final grade. An evaluation accounting for not less than 10% of the total final grade must be completed and the results communicated back to the student prior to five (5) working days before the final withdrawal date for each semester. Any tests carried out during the last two weeks of lectures may not account, in total, for more than 10% of the final grade, except in the case of laboratory or oral testing, take-home examinations, or terminal projects.

STUDENTS MUST BE AVAILABLE FOR EXAMINATIONS UP TO THE LAST DAY OF THE EXAMINATION PERIOD AS SPECIFIED IN THE "ACADEMIC SCHEDULE" SECTION OF THIS CALENDAR.

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

POSTING THE FINAL EXAMINATION TIMETABLE

The Final Examination Timetable shall be prepared and posted by the Office of the Registrar no later than eight (8) weeks before the end of a major (16-week) semester.

DETERMINATION OF A FINAL GRADE

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

DEFERRED EXAMINATION

A student who is unable, for a valid reason, to write a final examination at the scheduled time may apply for a deferred examination. Valid reasons for requesting deferral of a final examination include: personal illness, bereavement, personal injury, religious observances, unavoidable and unanticipated demands in caring for dependants, more than two final examinations being scheduled on one day, and two or more examinations being scheduled at the same time. The application must be supported by a medical certificate if the absence is due to illness or hospitalization. The medical statement must indicate the specific date and time that the student was attended to and must specify that the nature of the illness supports deferment of the final examination. If the intended absence is due to religious conviction, the Registrar and instructor must be informed in writing of the conflict at least two weeks prior to the date of the examination.

If a student becomes ill or is notified of severe emotional distress during an examination, s/he should report at once to the invigilating instructor, hand in his/her unfinished examination paper, and request that it be cancelled. If illness is the cause, s/he must report directly to Health Services so that any subsequent application for a deferred examination may be supported by a medical certificate. Should Health Services be closed, a medical certificate must be obtained from an off-campus physician. The instructor and department chair should be informed of the circumstances in writing, and the medical certificate must be delivered to the Office of the Registrar within 48 hours after the scheduled examination.

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

Students who have more than two (2) exams scheduled on any one day may request and shall be granted a deferral of the third and subsequent examination(s) on that day by the appropriate instructor responsible for the examination.

Loss of Privilege

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

The authority to grant or deny a deferred final examination is vested with the chair of the department that offers the course. Under no circumstances is the deferred examination to be granted after a student has written and failed the original examination.

DEFERRED WORK

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

CORRECTION OF GRADES

Once a student's final grade has been recorded by the Office of the Registrar, an instructor may not request that this final grade be changed unless it was assigned in error. A "Change of Grade" form must be submitted certifying the reasons why the first grade is in error. The form must be signed by the instructor and the department chair offering the course. Requests for a change of grade must reach the Office of the Registrar no later than 30 days after the start of the next major (16-week) semester. **UNDER NO CIRCUMSTANCES WILL INSTRUCTOR-INITIATED GRADE CHANGES BE ACCEPTED AFTER THIS PERIOD.**

TRANSCRIPTS AND THE RELEASE OF INFORMATION

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

Official transcripts are mailed to educational institutions and companies. The cost for each transcript is \$5. Transcripts issued to the student are unofficial and are stamped "issued to student". Transcripts may be ordered by mail, fax, in-person, or on the Web. When ordering transcripts by mail or fax from the Office of the Registrar, the following information should be included in the written request:

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

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

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

RELEASE OF GRADES

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

The College does not mail out final grade statements. Students are responsible for confirming their final grades and academic status at the end of each semester by accessing Student Web Services on the Mount Royal College Web site (www.mtroyal.ca) or by calling the Touch-Tone Final Grade Reporting System at (403) 503-4916. Students may obtain printed copies of their final course grades by accessing Student Web Services (www.mtroyal.ca) from home, from one of the College's Student Computing Centres, or from a public access terminal located outside the Office of the Registrar and the Advising Centre.

NAME AND/OR ADDRESS CHANGE

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

COUNTERFEITING AND ALTERING

No person(s) shall reproduce, copy, misuse, tamper with, or alter in any way, manner, shape, or form whatsoever any official writing, record, document, or identification form used or maintained by Mount Royal College.

ACADEMIC APPEALS AND GRIEVANCES

A. INTRODUCTION

1. General Principles Governing Marks Appeal and Grievance Procedures

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

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

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

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

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

2. Status of Student During Appeal or Grievance Process

During the course of any appeal or complaint procedure, a student retains the right to participate in all classes unless s/he has been disqualified because of a low Grade Point Average or has been suspended from the class or the College under the College's Non-Academic Misconduct Policy. A student disqualified because of a low Grade Point Average who has submitted an appeal may participate in classes if a successful outcome of the appeal could result in the removal of academic disqualification. Grades obtained in courses completed by a student while the appeal process is in progress will not be considered as new evidence. If the loss of an appeal results in a student's being obliged to withdraw from a program or from the College, all grades earned after the filing of the appeal will be purged from the student's record.

B. TYPES OF APPEALS

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

1. Appeals Involving Academic Standing

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

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

C. APPEALS OF FINAL GRADE FOR A COURSE

1. Grounds for Appeal of Final Grade

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

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

2. Procedures for Appeal of Final Grade

Step 1: Informal Discussion with Instructor

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

Step 2: Review of Final Grade by Chair

If satisfaction has not been achieved as a result of the informal discussion and review with the instructor, the student may file a **Final Grade Review Request Form** with the Registrar within fifteen (15) working days from the end of the semester in which the grade was awarded.

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

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

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

- discussion with the instructor and the student;
- examination of the work in dispute;
- a review of the course outline; and
- if possible, review of work submitted by other students.

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

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

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

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

Step 3: Appeal of Final Grade to Faculty Appeals Committee

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

- (i) there is new evidence that was not considered by the chair; or
- (ii) there was a procedural error in reaching the decision; or
- (iii) the findings of the chair were not supported by the evidence.

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

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

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

- (i) refer the matter back to the chair for reassessment; or
- (ii) request that an independent instructor re-mark the work; or
- (iii) convene a formal hearing.

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

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

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

Step 4: Appeal of the Decision of the Faculty Appeals Committee to the College Grievance Committee

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

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

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

3. Composition of the Faculty Appeals Committee

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

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

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

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

4. Disposition of Graded Course Work

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

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

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

5. Challenging the Course Weighting System

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

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

Step 1: Informal Discussion with the Instructor

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

Step 2: Informal Hearing with the Dean/Director

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

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

- (i) a summary of the decision being appealed;
- (ii) grounds for the appeal;
- (iii) the suggested remedy.

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

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

Step 3: Appeal to the Faculty Appeals Committee

If the student is not satisfied with the decision of the dean/director, s/he may request in writing to the Registrar that a Faculty Appeals Committee (to be chaired by a dean/director from another faculty/centre/school) hear the appeal. This written request must be submitted to the Registrar within five (5) working days after the informal hearing decision is released.

Such an appeal will be considered if, and only if, any or all of the following grounds can be convincingly demonstrated to the Chair of the Faculty Appeals Committee:

- (i) there is new evidence not considered by the dean/director at the informal hearing; or
- (ii) there was a procedural error in reaching the informal hearing decision; or
- (iii) the findings of the dean/director at the informal hearing were not supported by the evidence.

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

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

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

Step 4: Appeal of the Decision of the Faculty Appeals Committee to the College Grievance Committee

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

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

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

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

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

1. Complaint and Grievance Procedures

Step 1: Informal Resolution

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

Step 2: Appeal to College Grievance Committee

If a student remains dissatisfied with the outcome of preliminary consultations, a formal appeal for redress of the grievance or removal of the alleged injustice shall be filed with the Registrar within ten (10) working days of the decision, which accounts for the complaint. The grievance shall be expressed in the form of a letter specifying the grounds for the complaint. The supporting documentation should be explicit and, where applicable, the names of witnesses should be indicated. The extent, to which the student has attempted to resolve the problem by discussion with the individual(s) named in the complaint, as well as other College officials, should also be stated. Finally, a suggested remedy should be given.

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

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

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

If the Registrar is the individual named in the complaint, all of the above procedures will be co-ordinated by the Vice-President, Student Affairs and Campus Life.

F. COLLEGE GRIEVANCE COMMITTEE

1. Composition of the College Grievance Committee

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

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

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

2. Jurisdiction of the College Grievance Committee

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

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

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

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

CODE OF STUDENT CONDUCT

The Code of Student Conduct is a comprehensive account of the College's expectations of its students with respect to academic dishonesty and non-academic misconduct. It also guarantees the College's obligations to its students and provides a detailed account of the rights of students under the Code. Finally, it describes the procedures for conducting hearings and appeals and the sanctions related to infractions of the Code.

Academic Dishonesty

Mount Royal is committed to the principle of academic integrity, which, as described by the Center for Academic Integrity, is grounded in a belief in the fundamental values of honesty, trust, fairness, respect and responsibility. From these values flow principles of behaviour that enable academic communities to translate ideals into action.¹ The College expects that all of its members will honour these principles in maintaining the academic standards and integrity of the College community.

Non-Academic Misconduct

Mount Royal expects that its students will behave in a manner, which does not seriously disrupt or adversely affect the College or its educational mission. Behaviour which is subject to disciplinary action under the Code includes violations of established civil and criminal statutes; conduct that threatens the safety or well-being of members of the College community; and any other behaviour that seriously and adversely affects the College's students or employees, its property or its reputation.

The Code of Student Conduct is available through the Enrolment Services, the Students' Association of Mount Royal College or at www.mtroyal.ca www.mtroyal.ca/codeofstudentconduct.

¹The Center for Academic Integrity, Duke University. (www.academicintegrity.org)

Mount Royal is a proud member of this leading organization studying and facilitating conversation concerning academic integrity.

HARASSMENT OR DISCRIMINATION

Sexual harassment and other forms of discrimination are unacceptable at Mount Royal College. In cases of harassment or discrimination or for information about the College's Individual Rights Policy, you are advised to contact the Human Rights Advisors in Room E224.

ACADEMIC DISQUALIFICATION POLICY

Introduction

Mount Royal College is committed to maintaining high standards, encouraging academic success, and indicating to students when their current program of study may be inappropriate or their academic performance may be inadequate. In keeping with these goals, the College reserves the right to warn students regarding their academic status and also to disqualify students from further registration in credit courses at the College for a period of one full academic year (Fall, Winter, and Spring semester) if their academic performance fails to meet the minimum academic standards outlined below.

Academic standards, as defined in this policy, are College-wide and relate to a student's eligibility to continue to register in credit courses at Mount Royal College. Students should be aware that specific programs of study may require conditions in addition to these minimum College-wide standards; failure to meet such program-specific standards can result in the student's being required to withdraw from the program to which s/he was initially admitted and in which s/he is currently enrolled. Information concerning

program-specific requirements is available in the College Calendar and in departmental policies and procedures. The responsibility for being familiar with and fulfilling these program-specific requirements rests with the student. In particular, students enrolled in the Calgary Conjoint Nursing Program should be aware that they are subject to the academic performance regulations established jointly by the Faculty of Health and Community Studies at Mount Royal College and the Faculty of Nursing at the University of Calgary.

Procedure

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

Academic Progress Criteria

1. Students must have attempted a minimum of 18 credits before their academic record will be reviewed at the end of any given academic year. Students who have accumulated fewer than 18 credits will be deemed eligible to continue their studies until such time as they have attempted at least 18 credits.
2. Those students who have attempted at least 18 credits (including courses from which they withdraw) will be considered ineligible to continue their studies at the College and will be academically disqualified if their cumulative Grade Point Average at the time of the annual academic progress review is less than 1.50.
3. Students may request the Office of the Registrar to perform a manual re-calculation of their cumulative Grade Point Average to include only the highest grade awarded for repeated course work and to exclude grades in any courses that were taken more than six (6) years previously. If, as a result of this manual re-calculation, the revised cumulative Grade Point Average exceeds 1.50, the student will not be academically disqualified and will be permitted to continue his or her studies at the College.
4. Students who are registered in credit courses at the time of their disqualification will have their registration canceled; any tuition and mandatory fees that have been assessed and paid for those courses will be refunded.

Academic Warning

The Office of the Registrar will issue an official academic warning to those students whose cumulative Grade Point Average at the end of any semester of study is less than 2.00. Students who are issued an official academic warning are strongly encouraged to meet with their academic advisor and/or a College counsellor to review their academic standing and how best it might be improved in the following semester of studies.

Length of Academic Disqualification

Students who are academically disqualified will not be permitted to resume their studies at the College for a full academic year (the Fall, Winter, and Spring semester immediately following their disqualification).

Re-admission After Academic Disqualification

Students who have been academically disqualified must apply for re-admission in accordance with the application deadlines for new students that are specified in the "Academic Schedule" published in the College Calendar.

Prior to making application for re-admission, disqualified students must meet and consult with a College counsellor regarding their academic plans. The counsellor will indicate to the Office of the Registrar when this consultation has occurred in order to complete the student's application procedure.

Under exceptional circumstances involving documented medical reasons or serious domestic affliction, a student may request that the Registrar waive a second or subsequent disqualification if s/he withdraws from all courses during the academic year to which s/he has been readmitted and if, as a consequence, his or her Cumulative Grade Point Average at the time of the annual academic review falls below 1.50. The request for consideration of a waiver and the exceptional circumstances must have occurred prior to the end of the student's final examination period.

APPEAL PROCEDURES

Procedures for Appealing Academic Disqualification

Only under exceptional circumstances involving medical reasons and/or serious domestic affliction may a student appeal an academic disqualification ruling. The exceptional circumstances must have occurred prior to the end of the student's final examination period.

The prospective appellant shall meet with the Registrar or designate to review the disqualification appeal criteria and process before initiating a formal appeal of the disqualification ruling.

The "Disqualification Appeal" form, along with the required supporting documentation from a medical doctor and/or a counsellor, must be submitted to the Office of the Registrar no later than June 30 for those students who have been ruled academically disqualified at the end of the Winter Semester and no later than July 30 for those students who have been ruled academically disqualified at the end of the Spring Semester.

Student Status Pending the Outcome of a Disqualification Appeal

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

Disqualification Appeals Committee

An Academic Disqualification Appeals Committee will be established for the purpose of hearing petitions from students who have been academically disqualified and who are able to document the exceptional circumstances involving medical reasons and/or serious domestic affliction that may have resulted in the original disqualification ruling.

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

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

Decision of the Disqualification Appeals Committee

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

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

Academic Status

GRADING SYSTEM

Description	Alpha Grade	4.0 Point Scale	Intervals
Excellent	A+	4.0	12
	A	4.0	11
	A-	3.7	10
Good	B+	3.3	9
	B	3.0	8
	B-	2.7	7
Satisfactory	C+	2.3	6
	C	2.0	5
	C-	1.7	4
Poor	D+	1.3	3
Minimal Pass	D	1.0	2
Failure	F	0.0	1

Symbols (not calculated in Grade Point Average)

AU	– Audit
CR	– Prior Learning Credit*
EF	– Indicates unsatisfactory performance in an experiential learning course (practicum, fieldwork, internship, or clinical placement)
EP	– Indicates successful completion of an experiential learning course (practicum, fieldwork, internship, or clinical placement)
F	– Fail (Co-op courses only)
I	– Incomplete
NC	– No Prior Learning Credit*
P	– Pass (Co-op courses only)
Q	– Unassigned Grade
W	– Withdrawal

* Refer to the Prior Learning Assessment and Recognition policy and procedures in the "Transfer Credit and Evaluation of Prior Learning" section.

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

AU	The "AU" grade is given for all courses audited.
F	Failure in one course does not necessitate the repetition of all courses. Depending on program regulations, a student may be required to repeat the failed course prior to proceeding to further core or required courses.
I	A student may receive an interim grade of "I" if term work has not been completed to the satisfaction of the instructor. The decision as to whether or not the student will be permitted to enter into a contract for the completion of a course will rest with the instructor concerned. If the instructor is not available, the student should contact the appropriate chair. The agreement must be arranged prior to the deadline for submission of final grades to the Office of the Registrar and must be completed within a maximum of 60 days after that time. At the end of the 60 day period, the "I" grade will be changed to an "F" grade or another letter grade depending upon either successful completion or termination of a contractual agreement.
Q	The "Q" grade is an administrative grade.
W	A student receives a "W" grade following official withdrawal from a course after the registration adjustment (drop/add) deadlines. No withdrawals are permitted after the last day of lectures. Students accumulating "W" grades should familiarize themselves with the implications this may have in relation to the Academic Disqualification Policy. A course in which a "W" grade has been assigned is included in the attempted credits for that semester.

Special Grading Conditions: Departments offering courses requiring a student to demonstrate a satisfactory standard of performance in designated skills before a passing grade in the course can be awarded may, subject to the approval of the dean or director, use alternative grading systems for those courses. The grading of such courses may vary considerably from the normal grading system. In such cases, the grading system to be used must be communicated to the students in the course outline distributed at the beginning of the semester. Failure to attain a passing standard for any component of such a course may result in a failing grade for the course. If the course is a program requirement, the student may, in consequence of failure in the course, be required to withdraw from the program.

GRADE POINT AVERAGE

The Grade Point Average is determined by dividing the total grade points earned by the number of credit hours attempted. The "AU", "CR", "I", "NC", "P", "Q", and "W" grades are not included in calculating the Grade Point Average. Academic upgrading courses (those numbered 0100-0999) are also not included in calculating the Grade Point Average.

Example: Assume a student earns the following grades: Administration – A, Chemistry – B, English – C, Geology – D, German – F, Mathematics – I, and Psychology – W.

	Grade	Credits	Quality	Points
ADMN 1120	A	4	x	4 = 16
CHEM 2201	B	3	x	5 = 15
ENGL 1112	C	2	x	4 = 8
GEOL 2201	D	1	x	4 = 4
GERM 2205	F	0	x	3 = 0
MATH 1224	I	0	x	5* = 0
PSYC 2205	W	0	x	3* = 0
		20		43

Total Grade Points **43**

Total Credits* **20***

Grade Point Average **= 2.15**

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

DEAN'S HONOUR ROLL

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

PRESIDENT'S HONOUR ROLL

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

REPETITION OF A COURSE

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

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

STATEMENT OF STUDENT RIGHTS AND RESPONSIBILITIES

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

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

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

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

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

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

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

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

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

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

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

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

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

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

6. **RIGHT:** To the confidentiality of their transcript and the grade assigned for each course, except by their express written permission. The College reserves the right to confirm or deny questions concerning students' registration and/or completion of a program. The College reserves the right to make transcripts available for authorized purposes within the College without student permission (e.g. for scholarship and financial aid eligibility, program advising, etc.).

RESPONSIBILITY: To respect the confidentiality of the academic records of other students.

7. **RIGHT:** To view in the Office of the Registrar the College's official student record as contained in their permanent file.

RESPONSIBILITY: To respect College regulations regarding the viewing of the official student record.

8. **RIGHT:** To have access to a place in each core or required course of the program in which they are registered at least once during the normal length of the program for full-time students.

RESPONSIBILITY: To take each core or required course of the program in which they are registered as soon as a place becomes available after the prerequisites for those courses have been met.

9. **RIGHT:** To have the graduation requirements of the program in which they are registered remain unchanged from those in effect when they registered in that program. If and when the requirements are changed, students registered in that program will be given the choice of which curriculum to follow except where the change is dictated by external agencies.

RESPONSIBILITY: To endeavor to complete the program under the curriculum best suited to their personal circumstances in view of the reasons for the change.

10. **RIGHT:** To have the length of the program in which they are registered remain unchanged from the length of the program when they registered in that program. If and when the length of a program is changed, students registered in that program will be given the choice of which curriculum to follow except in cases where the length of the program is dictated by external agencies.

RESPONSIBILITY: To endeavour to complete the program under the curriculum best suited to their personal circumstances in view of the reasons for the change.

11. **RIGHT:** To have the opportunity to complete, within its normal duration, the program in which they are registered as a full-time student if and when that program is discontinued by the College.

RESPONSIBILITY: To consider the reasons for the discontinuation of the program and to endeavour to complete the program within its normal duration for full-time students or choose an alternative based on that consideration.

12. **RIGHT:** To be given a written outline, at the beginning of the courses in which they are registered, of the objectives of the course, the evaluation system to be used, the requirements regarding class attendance and punctuality, the format and due dates of major assignments, as well as penalties if they are to be employed. In the event that circumstances beyond the control of the instructor compel substantial changes to course content and/or classroom procedures, rules, and regulations, the students registered in the course will be given written notice of such changes.

RESPONSIBILITY: To make themselves aware of and to follow the requirements of the written course outline even when they are absent from particular classes.

13. **RIGHT:** To have course times, as scheduled in the College timetable at the time of registration, remain unchanged except in exceptional circumstances as determined by the College and to have classes start and end at the scheduled times.

RESPONSIBILITY: To arrive on time for their classes and to remain for the duration of those classes, except in exceptional circumstances.

14. **RIGHT:** To be notified, whenever possible, of class cancellations in advance of the class meeting.

RESPONSIBILITY: To accept exceptional circumstances and to be prepared to spend the time on other useful endeavours.

15. **RIGHT:** To the assurance that various sections of the same course have common course-specific objectives and comparable requirements and evaluation standards and to have these described in the course outline.

RESPONSIBILITY: To respect the faculty member's right to determine the course content, instructional methodology, and evaluation procedures within the guidelines set for the course.

16. **RIGHT:** To have access to a review with the instructor of in-course tests, examinations, and course assignments within 14 days after they have been evaluated and to have supervised access to final examinations, in the departmental office and without benefit of a review with the instructor or other College employee, within 14 days after the release of final grades by the Office of the Registrar.

RESPONSIBILITY: To request a review or access to tests, examinations, or course assignments, if they wish such review or access, within the 14-day time period.

17. **RIGHT:** To have student views taken into consideration in College-sponsored evaluations of instruction and student-oriented services and to be assured that their individual contributions will be kept confidential.

RESPONSIBILITY: To participate in such evaluations when requested.

18. **RIGHT:** To have appeal and grievance procedures established by the College and printed in the College Calendar or, when such publication is not timely, posted at the Office of the Registrar and at locations other than the Lincoln Park campus where credit courses are offered.

RESPONSIBILITY: To make themselves aware of appeal and grievance procedures.



General Graduation Requirements

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

APPLICATION TO GRADUATE

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

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

LETTER OF PERMISSION

Students who wish to complete relevant course work for a baccalaureate applied degree, diploma, or certificate program at another recognized or accredited post-secondary institution must receive prior approval by completing and submitting a Letter of Permission Form which may be obtained from the Office of the Registrar. The "Letter of Permission" must be signed by the appropriate department chair(s) and returned to the Office of the Registrar for final approval and processing. The "Letter of Permission" must be requested during the last semester of attendance at Mount Royal College. A copy of the "Letter of Permission" will be sent to the post-secondary institution at which the student intends to complete the outstanding course work for a baccalaureate applied degree, diploma, or certificate program. The outstanding course work must be completed within two semesters after leaving Mount Royal College.

GRADUATION REQUIREMENTS – BACCALAUREATE APPLIED DEGREE PROGRAMS

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

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

Credit Requirements

- a minimum of 120 credits (to include a minimum of 90 credits of academic course work and a minimum of 30 credits of Directed Field Studies) or as specified in the program pattern.

Grade Point Average Requirement

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

Residence Requirement

- at least 50 percent of the core/major course requirements that are deemed integral to the baccalaureate applied degree program must be completed as a registered student of Mount Royal College.
- the entire work placement component of a baccalaureate applied degree program (a minimum of two semesters or 30 credits) must normally be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

Time Limitations

- all program requirements must be completed within eight (8) years of initial admission to and enrolment in a baccalaureate applied degree program.
- the prior learning of all students entering baccalaureate applied degree programs will be fully assessed at the point of admission for possible advanced standing or transfer credit. Applicable credit for prior learning which is recognized at the point of entry into the program will remain valid for the same time limit (8 years) as is permitted to complete the program.

English Requirement

- English 2201 or any other 2200-level (or higher) English course of at least three credits.

Computer Science Requirement

- successful completion of Computer Science 1205, 1207, 1209 as appropriate.

Entrepreneurship Studies Requirement

- successful completion of an Entrepreneurship course of at least 3 credits

If Entrepreneurship is the major discipline or area of focus of the baccalaureate applied degree program, an elective must be substituted for this requirement.

Arts and Science Requirements

- a minimum of six (6) appropriate Arts and Science courses (a minimum of 18 credits). There are seven (7) areas of approved Arts and Science courses and a student must successfully complete at least one (1) course from each of four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior-level (numbered 3300 or higher). See below for a complete listing of approved Arts and Science Requirement courses and respective areas.

Note: English 3363 is not considered to be a senior-level Arts and Science course for graduation purposes.

Program Pattern Requirements

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

RESTRICTIONS AND INTERPRETATIONS FOR BACCALAUREATE APPLIED DEGREE PROGRAMS

Internal Program Transfer – Advanced Standing

- students who wish to apply credits obtained under one Mount Royal College baccalaureate applied degree, diploma, or certificate program towards the graduation requirements of another baccalaureate applied degree program may not transfer more than 15 academic courses (normally a minimum of 45 credits).

Advanced and Senior-Level Course Requirements

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

Arts and Science Requirements

- to comply with the Arts and Science Requirements listed in the program course outline, at least six (6) courses must be chosen from each of four (4) different areas and at least two (2) of these courses must be at the senior-level (numbered 3300 or higher). There are seven (7) Arts and Science areas in total from which to choose. Please note the restrictions outlined in this section. See below for a full listing of Arts and Science Requirement courses and respective areas.

Note: English 3363 is not considered to be a senior-level Arts and Science course for graduation purposes.

- any course specified for graduation as a program requirement may not also be used to satisfy the Arts and Science Requirements.
- no course shall be deemed to be part of the Arts and Science Requirements if:
 - it is less than 3 credits; or
 - it is numbered below 1110; or
 - it is a high school or matriculation equivalent (see list of high school/matriculation equivalent courses in the section entitled “High School Matriculation Equivalents”).
 - English 1112 cannot be used for graduation purposes.

Program Pattern Requirements

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

Directed Readings Restriction

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

Courses that Cannot be Used for Graduation Purposes

- courses numbered from 0100 to 0999 and English 1112.
- no course may be presented to fulfill more than one graduation requirement; for example, English 2201 may not be presented as an Area 2 Communications course if this course is also being used to satisfy the English Requirement.

- no high school or matriculation equivalent course (level 30 or lower) may be used for graduation purposes (see list of high school/matriculation equivalent courses in the section entitled “High School Matriculation Equivalents”).

DIPLOMA PROGRAMS

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

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

Credit Requirements

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

Residence Requirement

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

Grade Point Average Requirement

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

Advanced and Senior-Level Course Requirements

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

English Requirement

- successful completion of English 1112 or 2201 or any other 2200-level (or higher) English course of at least 3 credits.

Arts and Science Requirements

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

Program Pattern Requirements

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

RESTRICTIONS AND INTERPRETATIONS FOR DIPLOMA PROGRAMS

Internal Program Transfer – Advanced Standing

- students who wish to apply credits obtained under one Mount Royal College baccalaureate applied degree, diploma, or certificate program towards the graduation requirements of another diploma program may not transfer more than ten (10) courses (normally a minimum of 30 credits).

Advanced and Senior-Level Course Requirements

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

English Requirement

- students will be placed in English 1112 or 2201 on the basis of their English Placement Test results.
- students may substitute any other English course (except English 0115, 0130 or 1217) provided that the final grade is a "C" or higher.

Arts and Science Requirements

- to comply with the Arts and Science Requirements listed in the program course outline, one (1) course must be chosen from each of four (4) different areas. There are seven (7) areas in total from which to choose. Please note the restrictions outlined in this section. See below for a full listing of Arts and Science Requirement courses and the respective areas.
- any course specified for graduation as a program requirement may not also be used to satisfy the Arts and Science Requirements.
- no course shall be deemed to be part of the Arts and Science Requirements if:
 - it is less than 3 credits; or
 - it is numbered below 1110; or
 - it is a high school or matriculation equivalent (see list of high school/matriculation equivalent courses in the section entitled "High School Matriculation Equivalents").

Program Pattern Requirements

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

Directed Readings Restriction

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

Courses That Cannot Be Used For Graduation Purposes

- courses numbered from 0100 to 0999.
- no course may be presented to fulfill more than one graduation requirement; for example, English 1112 may not be presented as an Area 2 Communications course if this course is also being used to satisfy the English Requirement.
- no high school or matriculation equivalent course (level 30 or lower) may be used for graduation purposes (see list of high school/matriculation equivalent courses in the section entitled "High School Matriculation Equivalents").

ARTS AND SCIENCE REQUIREMENTS – BACCALAUREATE APPLIED DEGREE AND DIPLOMA PROGRAMS

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

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

Area 1. Behavioural Sciences (Arts)

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

Area 2. Communications (Arts)

- Applied Communications 2261
- all English courses except English 0115, 0130. **Note:** English 3363 is not considered to be a senior-level Arts and Science course for graduation purposes. English 1112 cannot be used for graduation purposes for baccalaureate applied degree programs.
- Humanities 2203
- all Speech courses

Area 3. Fine Arts, Physical Education (Arts)

- Art History 2201, 2203, 3303 and 3307
- Education 2209, 3307 and 3491
- Interior Design 3309
- all Music courses (please note the restrictions listed in this section)
- Physical Education 1215, 1225, 2243, 2245, 2255, 2257, 2263 and 3331
- Recreation Studies 1111 and 1132
- all Theatre Arts courses except Theatre Arts 1105, 1205, 1206, and 1207 (please note the restrictions listed in this section)

Area 4. Humanities (Arts)

- all Chinese courses
- Classics 2211
- all French courses* (see exceptions under course descriptions)
- all German courses* (see exceptions under course descriptions)
- all Humanities courses except Humanities 2203 and 2205
- Japanese 2205 and 2207
- all Linguistics courses
- all Philosophy courses
- all Religious Studies courses
- Romance Studies 2299
- all Spanish courses* (see exceptions under course descriptions)

Area 5. Mathematical Sciences (Science)

- all Astronomy courses
- Computer Science 1230, 1371, 2203, 2215 and 3309
- all Mathematics courses except Mathematics 0110, 0120, 0130, and 0131
- all Physics courses except Physics 0130

Area 6. Natural Sciences (Science)

- all Biochemistry courses
- all Biology courses (plus Physical Education 1224)* except Biology 0115 and 0130
- all Chemistry courses except Chemistry 0115 and 0130
- all Geography courses except Geography 3341, 3351, 3365 and 3381
- all Geology courses
- Humanities 2205
- all Microbiology courses
- all Natural Science courses
- Psychology 3375
- all Zoology courses

Area 7. Social Sciences (Arts)

- Applied Policy Studies 3303
- all Canadian Studies courses
- all Economics courses
- Geography 3341, 3351, 3365 and 3381
- all History courses
- all Political Science courses except Political Science 2285
- all Women's Studies courses

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

CERTIFICATE PROGRAMS

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

Credit Requirements

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

Residence Requirement

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

Grade Point Average Requirement

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

Program Pattern Requirements

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

RESTRICTIONS AND INTERPRETATIONS FOR CERTIFICATE PROGRAMS

Internal Program Transfer – Advanced Standing

- Students who wish to apply credits obtained under one Mount Royal College certificate, diploma, or baccalaureate applied degree program towards the graduation requirements of another certificate program may not transfer more than five (5) courses (normally a minimum of 15 credits).

Advanced and Senior-Level Courses

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

Program Pattern Requirements

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

Directed Readings Restriction

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

Courses That Cannot Be Used For Graduation Purposes

- Courses numbered from 0100 to 0999.
- No course may be presented to fulfill more than one graduation requirement.
- No high school or matriculation equivalent course (level 30 or lower) may be used for graduation purposes except where specifically designated in the program pattern (see list of high school/matriculation equivalent courses in the section entitled "High School Matriculation Equivalents").

TIME LIMITATION – BACCALAUREATE APPLIED DEGREE COURSE WORK

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

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

TIME LIMITATION – DIPLOMA OR CERTIFICATE COURSE WORK

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

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



Instructional Departments

ACADEMIC DEVELOPMENT CENTRE

Director, J. Zimmer 240-7204

Department: 240-6042

Curriculum Development Co-ordinator, D. Watts 240-6494
Professional Development Co-ordinator, E. Mullen 240-6062
Instructional Design Co-ordinator, N. Vaughan 240-6220
START Program Co-ordinator, R. Scaddan 240-7214
Media Productions, W. Williams 240-6564
Distributed Learning Centre, D. Flynn 240-7231
Educational Technology Training, A. Reil 240-7002

BISSETT SCHOOL OF BUSINESS

Dean, W. Fraser 240-6842

School: 240-6833

Chair, Accounting and Financial Management, Business Administration and Insurance, B. Hibberd
Chair, Aviation, General Business, Human Resources, Marketing Management, S. Rose
Chair, Bachelor of Applied Business and Entrepreneurship, Bachelor of Commerce, M. Haworth

Faculty:

D. Ailwright, General Business; M. Brown, Entrepreneurship; V. Calvert, Entrepreneurship; D. Fetherson, Business Law and Communications; I. Gilborn, Accounting; V. Gough, Entrepreneurship; D. Haidey, Marketing and Entrepreneurship; M. Haworth, Mathematics and Statistics; B. Hibberd, Accounting; W. Irvine, Accounting; M. Jerry, Mathematics and Statistics; V. Kinneer, Accounting; R. Kurji, Accounting; D. Lazdowski, Marketing; D. MacPherson, Accounting; S. McManus, Insurance and Law; M. Pasternak, General Business, Communications; B. Pier, Accounting; S. Quinn, Human Resources; B. Quiring, Communications; L. Rankin, Mathematics and Statistics; R. Rohl, Accounting; S. Rose, General Business; V. Thomas, Human Resources; D. Woods, Marketing and International.

Degree Program:

Bachelor of Applied Business Administration – Accounting
Bachelor of Applied Business and Entrepreneurship (Small Business, International Business, Computer Information Systems, and Sport and Recreation)
Bachelor of Applied Financial Services
Bachelor of Applied International Business and Supply Chain Management

Diploma Programs:

Aviation
Business Administration
• General Business
• Human Resources – Co-operative Education
• Marketing Management
Business Administration and Insurance – Co-operative Education

Certificate Programs:

Business Administration
• Advanced Accounting
• Human Resources
• Marketing Management

University Transfer Program:

Bachelor of Commerce

Courses Offered:

Accounting, Administration, Air Flight Training, Entrepreneurship, Financial Services, International Business and Logistics and Supply Chain Management

CENTRE FOR COMMUNICATION STUDIES

Director, H. Elliott 240-6412

Centre: 240-6901

Chair, Broadcasting, I. Ratuszniak
Chair, Electronic Publishing, R. MacDonald
Acting Chair, Freelance Writing and Technical Communication, J. Robertson
Chair, Journalism, R. MacDonald
Chair, Public Relations, J. Robertson

Faculty:

R. Bragg, Journalism; W. Bruno, Visual Communications; M. Chikinda, Broadcasting (Radio); T. Field, Journalism; R. MacDonald, Journalism; G. Montgomery, Broadcasting (Television); I. Ratuszniak, Broadcasting (Television Operations); J. Robertson, Public Relations, G. Ruhl, Technical Communication; S. Snow-Capparelli, Journalism; A. Strichuk, Electronic Publishing; W. Wood, Public Relations; L. Zeng, Electronic Publishing.

Degree Program:

Applied Communications (Electronic Publishing, Journalism, Public Relations, and Technical Communication specializations)

Diploma Program:

Broadcasting

Certificate Program:

Freelance Writing
Technical Writing – Certificate of Achievement

Courses Offered:

Bachelor of Applied Communications, Communications, and Freelance Writing

DIVISION OF STUDENT AFFAIRS AND CAMPUS LIFE

Vice-President, K. Robson 240-6068

Executive Director, Enrolment Management, L. Wallace-Hulecki 240-6365

Office of Enrollment Services

Executive Director, Enrollment Management
Lynda Wallace-Hulecki 240-6365

Registrar, M. vanThiel 240-6347

Director of Student Recruitment and Client Relations, R. Paquette 240-6765

Co-ordinator, Admissions Services, G. Amy 240-6355

Co-ordinator, Continuing Education Registration, R. Peters 240-6392

Co-ordinator, Credit Registration and Access Services, L. Keon 240-6345

Co-ordinator, Enrolment Support Services, A. MacKichan 240-6350

Co-ordinator, Registration and Information Services,
City Centre Campus, L. Henry 240-5504

Co-ordinator, Scheduling Services, V. Simmonds 240-6586

Co-ordinator, Student Records and Transcripts (Credit), Vacant 240-6356

Co-ordinator, Testing Services, M. Furdievich 240-6368

Student Awards Officer, L. Runions 240-6306

Systems Co-ordinator, I. Mathers 240-6948

Transfer Co-ordinator/Articulation Officer, E. May 240-6733

Campus Life

Director, B. Fleming, 240-6506

Manager, Athletics, M. Kosak 240-7211

Manager, Campus Recreation, C. Dawe 240-6515

Co-ordinator, Recreation Facilities, C. Aubin 240-6524

Career Services 240-6307

Manager, Career Services, C. Bradley 240-6232

Baccalaureate Applied Degree and Co-operative Education Co-ordinators: L. Bullough, T. Coak, S. Davis-Schuetz, D. Dunn, D. Fellows, A. Heinze, S. Lenci, D. MacNeil, C. MacPherson, T. Matthews, M. Pottinger, B. Richardson, S. Sandberg

Co-ordinators, Career Education and Student Employment, E. Balych 240-6308, P. Valenzuela 240-6309

Chaplaincy 240-8942

Chaplains: M. Gafne 240-8904, W. Lorentzon 240-8942

Child Care Centre 240-6995

Director, D. Shepherd-Chisholm 240-6410

Counselling Centre 240-6362

Head of Counselling, J. Miller 240-6378

Counsellors: J. Dobbs, N. Kutlesa, S. Lazarovitz, K. Morel, K. Offet-Gartner, D. Sales.

Health Services 240-6326

Head of Health Services, S. Dunlop 240-6326

Doctors: M. Davies; J. Hanson; A. Keashley.

Nurses: C. Dafoe; S. Dunlop; D. Zinselmeyer.

Human Rights Services 240-6584

Human Rights Advisor, D. Chabot 240-7288

Learning Skills Centre 240-6452

Manager, C. Foran 240-5934

Library 240-6140

Director, Library Services, R. Thrasher 240-6134

Librarian, I. Watt 240-7737

Co-ordinator, Access Services, P. Herscovitch 240-6022

Co-ordinator, Access Services, C. Sinanan 240-6128

Co-ordinator, Instruction/Information, R. Sherwin 240-7045

Instructional Services Librarians: P. Herscovitch 240-6022, M. MacMillan 240-6135, M. Millard 240-6136, J. Monteith 240-6126

Co-ordinator, Technical Services, P. Taylor 240-6137, J. Monteith 240-6821

City Centre Campus, Library Supervisor, P. Bannister 240-5507

Residence Life Program 240-6275

Manager, G. Racher 240-6279

FACULTY OF ARTS

Dean, M. Mertin 240-6960

Associate Dean, A. Pett 240-6455

Degree Program:

Bachelor of Arts – Athabasca University at Mount Royal College (majors in English, History, and Psychology)

University Transfer Program:

Bachelor of Arts

Department of Behavioural Sciences

Department: 240-6425

Chair, L. Wertzler 240-6438

Faculty:

J. Cormack, Anthropology, Archaeology; R. Genereux, Psychology; J. Johnson, Psychology; M. Kanwar, Sociology; B. Matthews, Sociology; B. McLeod, Psychology; A. Morin, Psychology; I. Naested, Education; T. Nielsen, Sociology; N. Ogden, Psychology; V. Raab, Psychology; B. Ravelli, Sociology; M. Roberts, Psychology; J. Robertson, Anthropology, Archaeology; S. Sikora, Education; G. Stawn, Sociology; D. Swenson, Sociology; J. Taylor, Psychology; G. Thurlow, Psychology; F. Ulmer, Anthropology; A. Vernon, Psychology; L. Wertzler, Psychology.

University Transfer Program:

Bachelor of Education

Courses Offered:

Anthropology, Archaeology, Education, Psychology, and Sociology

Department of English

Department: 240-6451

Chair, C. Werier 240-6453

Faculty:

Y. Asante; W. Bunn; J. Drover; L. Easton; B. Everest; H. Garand; R. Harrison; K. Hewson; D. Hyttenrauch; K. Manarin; E. Mullen; J. Paquette; D. Patterson; S. Reed; S. Smulders; A. Torrence; M. Trono; C. Werier.

Courses Offered:

English

Department of Humanities

Department: 240-6054

Chair, M. Gardiner 240-6541

Faculty:

T. Brown, History, Humanities; D. Clemis, History; S. Engler, Humanities, Religious Studies; M. Gardiner, Philosophy; D. Jensen, Humanities, Religious Studies; S. MacRae, Philosophy; P. Morton, Humanities, Philosophy; S. Murray, History, Humanities; J. Pettit, Canadian Studies, History; P. Roome, Canadian Studies, History, Women's Studies; K. Street, Canadian Studies, History, Women's Studies; T. Wood, Philosophy.

Courses Offered:

Canadian Studies, History, Humanities, Philosophy, Religious Studies, and Women's Studies

Department of Interior Design

Department: 240-6100

Chair, J. McFarland 240-6107

Faculty:

T. Almond; S. Craig-Mason; P. Dozois; F. Harks; J. McFarland; J. Smith.

Degree Program:

Bachelor of Applied Interior Design

Courses Offered:

Art History, and Interior Design

Department of Languages

Department: 240-6528

Chair, M. Beauvilain 240-5960

Faculty:

M. Beauvilain, French; D. Daum, Classics; B. Glazer, French; N. Lombardi, Spanish; M.J. Plaza, Spanish; A. Sassine, French; C. Sessarego, Spanish; T. Vanderweide, Linguistics.

Courses Offered:

Chinese, Classics, French, German, Japanese, Linguistics, Romance Studies, and Spanish

Department of Policy Studies

Department: 240-6527

Chair, D.R. Sabiston 240-6546

Faculty:

D. Bratt, Political Science, Policy Studies; K. Brownsey, Political Science, Political Economy, Policy Studies; M. Carey, Political Science, Policy Studies; M. Fellows, Economics, Policy Studies; B. Foster, Policy Studies, Political Science; R. Kosztirko, Economics, Political Economy, Policy Studies; M. McGregor, Economics; M. Mertin, Political Science; V. Nallainayagam, Economics; D.R. Sabiston, Economics, Policy Studies; L. Williams, Political Science, Policy Studies.

Degree Program:

Bachelor of Applied Nonprofit Studies

Bachelor of Applied Policy Studies

Courses Offered:

Applied Policy Studies, Economics, Nonprofit Studies, and Political Science

FACULTY OF CONTINUING EDUCATION AND EXTENSION

Dean, D. Spaulding 240-7722/240-7790

Arts/Science and Technology, Program Director,
S. Cheney 240-6864

Business Education and Training, Program Director,
N. MacIntosh 240-6014

Community and Health Studies, Program Director,
E. Danelesko 240-7723

Credit Extension and Part-Time Studies, Acting Program Director,
D. Spaulding 240-7722

Transitional Vocational Program, Program Administrator,
V. Parrish 240-6588

Extension Certificates:

- Acupressure Therapy
- Addiction Studies
- Aromatherapy
- Basic Public Relations
- Canadian Association of Petroleum Production Accountants
- Cisco Networking Academy
- Conflict Resolution
- Desktop Publishing
- Event Management
- Forum for International Trade Training
- Fundraising Management
- Funeral Director and Embalmer
- Linux
- Management Development
- Massage Therapy Professional
- Nonprofit Management
- Object Oriented Programming

- Oracle Database Administration
- Personal Fitness Trainer
- Petroleum Land Contract Administration – Foundation and Advanced
- Professional Sales Training
- Project Management and Project Management On-line
- Reflexology Therapy
- Sport Massage
- Telecommunications Management
- Travel Education
- Voluntary and Non-Profit Sector Management
- Web Design

FACULTY OF HEALTH AND COMMUNITY STUDIES

Dean, B. Hendrickson 240-6988

Department of Advanced Specialty Health Studies

Department: 240-6755 or 240-6053

Acting Chair, B. Metcalf 240-6887

Advanced Studies in Critical Care Nursing, Co-ordinator Critical Care Nursing Stream,
L. Estabrooks 240-6324

Advanced Studies in Critical Care Nursing, Co-ordinator Emergency Nursing Stream,
C. Carter-Snell 240-6679

Advanced Studies in Mental Health, Program Co-ordinator,
F. Jackson 240-6041

Forensic Studies, Program Co-ordinator,
C. Carter-Snell 240-6679

Gerontology: Studies in Aging, Program Co-ordinator,
D. McDermid 240-6882

Maternal Infant Child Healthcare, Program Co-ordinator,
T. Sherrow 240-7054

Faculty:

J. Blenkinsopp, Advanced Studies in Critical Care Nursing; C. Carter-Snell, Advanced Studies in Critical Care Nursing, Forensic Studies; L. Estabrooks, Advanced Studies in Critical Care Nursing; F. Jackson, Advanced Studies in Mental Health; H. Mackin, Advanced Studies in Critical Care Nursing; D. McDermid, Gerontology: Studies in Aging; B. Metcalf, Gerontology: Studies in Aging; S. Moore, Advanced Studies in Mental Health, Gerontology: Studies in Aging; C. Pooler, Advanced Studies in Critical Care Nursing; P. Price, Advanced Studies in Critical Care Nursing; T. Sherrow, Maternal Infant Child Healthcare; L. Slater-MacLean, Advanced Studies in Critical Care Nursing.

Certificate Programs – Distance Delivery:

Advanced Studies in Critical Care Nursing

Advanced Studies in Mental Health

Forensic Studies – Certificate of Achievement

Gerontology: Business and Entrepreneurship
(Pending Approval of Alberta Learning)

Gerontology: Studies in Aging

Maternal Infant Child Healthcare

Courses Offered:

Advanced Studies in Critical Care Nursing, Advanced Studies in Mental Health, Forensic Studies, Gerontology, and Maternal Infant Child Healthcare.

Department of Child and Youth Studies

Department: 240-5968

Chair, D. Clark 240-6941

Faculty:

J. Baxter, Early Childhood Care and Education; D. Clark, Child Studies; M. Kingsmith, Child and Youth Care Counsellor; S. McLean, Child and Youth Care Counsellor; E. Murray, Child Studies; C. Smey-Carston, Early Childhood Care and Education; J. Wainwright, Early Childhood Care and Education.

Degree Program:

Bachelor of Applied Child Studies

Diploma Programs:

Child and Youth Care Counsellor
Early Childhood Care and Education

Courses Offered:

Child and Youth Care Counsellor, Child Studies, and Early Childhood Care and Education

Department of Justice Studies

Department: 240-6379

Chair, D. King 240-6381

Faculty:

D. King; J. Holmgren-Richards; R. LaHaye; J. Winterdyk.

Degree Program:

Bachelor of Applied Justice Studies

Courses Offered:

Applied Justice

Department of Physical Education and Recreation Studies

Department: 240-6500

Chair, C. London 240-6496

Faculty:

A. Derbyshire; J. Jarrell; G. Koroluk; M. Lafave; D. Legg; C. London; D. Nelson; J. Pavelka; S. Price; I. Sherrington; J. Vandertuin; D. Watts.

Degree Program:

Bachelor of Applied Business and Entrepreneurship – Sport and Recreation
Bachelor of Applied Ecotourism and Outdoor Leadership

Advanced Certificate Program:

Athletic Therapy

University Transfer Program:

Bachelor of Physical Education

Courses Offered:

Ecotourism and Outdoor Leadership, Physical Education and Recreation Studies

Department of Social Work and Disability Studies

Department: 240-6448

Chair, M. Clark 240-6984

Faculty:

C. Anderson, Social Work; L. Armstrong, Social Work; L. Fountain, Social Work; R. Grenville, Social Work; M. Lemiskä, Social Work; L. Snow; A. Wight-Felske, Disability Studies.

Diploma Programs:

Disability Studies
Social Work

Courses Offered:

Disability Studies, Social Work

Department of Undergraduate Nursing Studies

Department: 240-6883

Chair, P. Nordstrom 240-6549

Faculty:

D. Asquith; A. Barkman; D. Bateman; C. Boyle; J. Collins; G. Currie; A. Dobbie; S. Duhamel; Y. Hayne; L. Judd; S. King; D. Krecsy; M. McGuire; P. McMullin; D. Michael; M. Mitchell; M. Montgomery; C. Murray; H. Myllykoski; D. Nasr; P. Nordstrom; J. Osuji; P. Pryma; E. Schow; S. Stanhope-Goodman; M. Thorson; R. Weisgerber; C. Whiting; M. Will; J. Woods.

Degree Program:

Bachelor of Nursing – Athabasca University at Mount Royal College
Bachelor of Nursing: Calgary Conjoint Nursing Program
(admission suspended)

Courses Offered:

Health Studies, Nursing

FACULTY OF SCIENCE AND TECHNOLOGY

Dean, B. Lane 240-6966

University Transfer Program:

Bachelor of Science

Department of Chemical, Biological and Environmental Sciences

Department: 240-6163

Chair, M. Pollock 240-6686

Faculty:

K. Cummins, Chemistry; K. Hoehn, Biology; D. Leask, Environmental Technology; T. MacAlister, Biology; J. Meeking, Biology; S. Morante, Chemistry; F. Muhammad, Biology; T. Nickle, Biology; R. Owen, Biology; I. Paul, Biology; M. Pollock, Biology; R. Saint-Fort, Chemistry; B. Seveck, Biology; L. Shaw, Chemistry; S. Varkey, Chemistry.

Degree Program:

Bachelor of Applied Industrial Ecology

Certificate Program:

Environmental Technology

Courses Offered:

Biochemistry, Biology, Chemistry, Environmental Technology, Industrial Ecology, Microbiology, Natural Science, and Zoology

Department of Computer Science and Information Systems

Department: 240-6149

Chair, C. MacKimmie 240-6065

Faculty:

R. Connolly; G. Cross; J. Gartaganis; C. Hepler; S. Ittyipe; P. Kelly; C. MacKimmie; N. McCrabbe; P. Pospisil; M. Schroeder; K. Tam; C. Vargas; W. Paterson; R. Yumol.

Degree Program:

Bachelor of Applied Business and Entrepreneurship – Computer Information Systems

University Transfer Program:

Bachelor of Science – Computer Science

Diploma Program:

Computer Information Systems Diploma

Certificate Program:

Computer Science

Courses Offered:

Computer Science

Department of Earth Sciences

Department: 240-6165

Chair, J. Cox 240-6160

Faculty:

J. Cox, Geology; W. Haglund, Geology; B. McNicol, Geography; P. Van Bakel, Geography.

Courses Offered:

Geography and Geology

Department of Mathematics, Physics and Engineering

Department: 240-6147

Chair, J. Springer 240-6646

Faculty:

D. Dang, Engineering; D. Guriderson, Mathematics; W. He, Mathematics; C. Jefferies, Engineering; I. Lagu, Mathematics; R.L. LaHaye, Mathematics; S. Liu, Mathematics and Statistics; J. Miller-Young, Engineering; J. Penfold, Physics and Astronomy; J. Springer, Mathematics; Q. Syed, Physics; P. Thangarajah, Mathematics; P. Zizler, Mathematics.

University Transfer Program:

Bachelor of Engineering

Courses Offered:

Astronomy, Engineering, Mathematics, and Physics

INTERNATIONAL EDUCATION

Director, L. Smith 240-5531

Manager, International Projects, D. MacDonald 240-6791

Manager, Languages Institute, D. Wood 240-5513

Instructional Staff:

ESL

A. Arnold; J. Baker; M. Barby; Z. Drabinsky; E. Fagan; P. Goodwin; T. Hanson; D. Kinjo; G. Landreville; S. Marendiuk; P. Moran; S. Murji; C. Musa; E. Newman; M. O'Toole; S. Rhodes; A. Roudstein; C. Szabo; A. Trussler; R. Wallace; C. Wannamaker; J. Warkentin; L. Wilhelm.

Foreign Languages

R. Alvarez; I. Arosteguy; R. Baumann; E. Beck; M. Bijak; G. Boido; Q. Chow; Y. Cressman; F. Davalos; M. Torres de Dubon; E. Dubon; D. James; L. Karame; H. Krebs; P. McGrory; D. Mesquita Schmidt; H. Misztak-Lepa; E. Montalvo; C. Rawn; C. Recabal; S. Rossi; S. Saccomani; M. Santos; V. Sassine; E. Tiefenthaler; A. Trudel; L. Wang; T. Yoshizumi.

MOUNT ROYAL COLLEGE CONSERVATORY

Director: P. Dornian 240-6595

Manager, General Conservatory Programs: S. Nadler

Manager, Academy, Choral and Credit Program: W. van der Sloot

Faculty:

See Academic Staff listing at back of Calendar.

Department of Theatre, Speech and Music Performance

Department: 240-6139

Chair, D. Rathbun 240-6906

Faculty:

R. Ayles, Theatre Arts; T. Blackstone, Music; J.P. Fournier, Theatre Arts; D. Rathbun, Theatre Arts; A. Scrimger, Speech.

Diploma Programs:

Music Performance

Theatre Arts

- Performance
- Technical

Courses Offered:

Music, Speech, and Theatre Arts



Academic Programs

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

DEGREE PROGRAMS

Baccalaureate Applied Degree Programs

These are four-year applied programs of study which integrate six (6) semesters of academic course work and two (2) semesters of Directed Field Studies (paid work experience). The baccalaureate applied degree programs currently offered at Mount Royal College are:

Bachelor of Applied Business Administration – Accounting

Bachelor of Applied Business and Entrepreneurship

- Computer Information Systems
- International Business
- Small Business
- Sport and Recreation

Bachelor of Applied Child Studies

Bachelor of Applied Communications

- Electronic Publishing
- Journalism
- Public Relations
- Technical Communication

Bachelor of Applied Ecotourism and Outdoor Leadership

Bachelor of Applied Financial Services

Bachelor of Applied Industrial Ecology

- Biogeochemical Stream
- Physical Processes Stream

Bachelor of Applied Interior Design

Bachelor of Applied Justice Studies

Bachelor of Applied Nonprofit Studies

Bachelor of Applied Policy Studies

Degree Programs – Athabasca University at Mount Royal College

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

Bachelor of Nursing (with Diploma Exit)

DIPLOMA PROGRAMS

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

Aviation

Broadcasting

Business Administration:

- General Business Administration
- Human Resources
- Marketing Management

Business Administration and Insurance

Child and Youth Care Counsellor

Disability Studies

Early Childhood Care and Education

Music Performance

Physical Education – Physical Activity and Sport Administration (Admission Suspended)

Social Work

Theatre Arts:

- Performance
- Technical

ARTS AND SCIENCE DIPLOMA PROGRAM

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



CERTIFICATE PROGRAMS

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

Athletic Therapy

Business Administration:

- Advanced Accounting
- Human Resources
- Marketing Management

Computer Science

Environmental Technology

Freelance Writing (Admission Suspended)

Post-Basic Nursing (Distance Delivery):

- Advanced Studies in Critical Care Nursing
 - Critical Care Nursing
 - Emergency Nursing
- Advanced Studies in Mental Health
- Forensic Studies – Certificate of Achievement
- Gerontology: Studies in Aging
- Maternal Infant Child Healthcare
 - Child Health Nursing
 - Neonatal Healthcare
 - Neonatal Nursing
 - Perinatal Nursing

Suzuki Piano Pedagogy – Certificate of Achievement

Technical Writing – Certificate of Achievement

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

UNIVERSITY TRANSFER

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

Bachelor of Arts

Bachelor of Commerce

Bachelor of Education

Bachelor of Engineering

Bachelor of Physical Education

Bachelor of Science

Bachelor of Science – Computer Science

MISCELLANEOUS PROGRAMS

General Arts and Science:

- academic upgrading
- general interest
- academic upgrading/university transfer combined

General Arts and Science students who successfully complete all graduation requirements are eligible to be awarded an Arts and Science Certificate or Diploma in General Studies. See "General Studies" section for specific graduation requirements.

PROGRAMS WITH A CO-OPERATIVE EDUCATION COMPONENT

Business Administration Diploma – Human Resources

Business Administration and Insurance Diploma

PROGRAMS WITH A DIRECTED FIELD STUDIES COMPONENT

Bachelor of Applied Business Administration – Accounting

Bachelor of Applied Business and Entrepreneurship

- Computer Information Systems
- International Business
- Small Business
- Sport and Recreation

Bachelor of Applied Child Studies

Bachelor of Applied Communications

- Electronic Publishing
- Journalism
- Public Relations
- Technical Communication

Bachelor of Applied Ecotourism and Outdoor Leadership

Bachelor of Applied Financial Services

Bachelor of Applied Industrial Ecology

- Biogeochemical Stream
- Physical Processes Stream

Bachelor of Applied Interior Design

Bachelor of Applied Justice Studies

Bachelor of Applied Nonprofit Studies

Bachelor of Applied Policy Studies

TRANSFER OF CREDIT TO OTHER EDUCATIONAL INSTITUTIONS

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

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

Bachelor of Applied Business Administration – Accounting

PROGRAM OFFERED

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

PROGRAM CONSULTANTS

Dean, Bissett School of Business
W. Fraser

Chair, Bachelor of Applied Business Administration – Accounting
B. Hibberd

Work Experience Co-ordinator, Accounting and Financial Management
K. Summers

GENERAL INFORMATION

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

In addition to developing the fundamental skills required of accountants, the Bachelor of Applied Business Administration – Accounting program emphasizes global skills required to be successful in today's workforce. These include the ability to research, communicate well, think critically, reason ethically, utilize technology, and work effectively in a team environment.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to an applied baccalaureate degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Business Administration – Accounting degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Mathematics 30 – Pure (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Business Administration – Accounting degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure (or their equivalents).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Business Administration – Accounting degree program on the basis of standing obtained at a recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure or Applied (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16 week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16 week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for the programs on the basis of the following criteria:

- preference will be given to applicants with 65% or above in English 30 and Mathematics 30 – Pure;
- applicants may be required to submit a statement of intent and interest in the program.

Final selection decisions will be made by the program admissions committee on the basis of these criteria.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Business Administration – Accounting Degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

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

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

To be eligible to participate in a Directed Field Studies course, students must have successfully completed Administration 1222, 1228 and 1210 with a minimum grade of "C+". Students must also have completed Administration 1280 and 1225 with a minimum grade of "C+", or be enrolled in these courses with an academic recommendation from the instructor.

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

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

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Business Administration – Accounting.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Business Administration – Accounting degree program must be completed as a registered student of Mount Royal College. Normally, the entire work experience component of the Bachelor of Applied Business Administration – Accounting program must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

Note: Field studies will normally be taken in the sixth and seventh semesters but can be taken in other patterns between the fifth and eighth semester with the prior approval of the program chair.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 132 credits.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program.

See "General Graduation Requirements" section.

DIPLOMA EXIT

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

CURRICULUM

Bachelor of Applied Business Administration – Accounting

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Administration 1120 – Principles of Accounting	4
Administration 1150 – Principles of Marketing	3
Economics 2201 – Principles of Microeconomics OR	
Economics 2203 – Principles of Macroeconomics	3
Arts and Science Requirement	3
Total Credits	17

Semester 2	Credits
Administration 1210 – Business Communications	3
Administration 1220 – Financial Accounting	4
Administration 1224 – Management Accounting I	4
Administration 1264 – Business Statistics	5
Arts and Science Requirement	3
Total Credits	19

Semester 3	Credits
Administration 1221 – Intermediate Accounting I	4
Administration 1228 – Management Accounting II	3
Administration 1230 – Business Law	3
Administration 1265 – Management Information Systems	3
Arts and Science Requirement	3
Total Credits	16

Semester 4	Credits
Administration 1222 – Intermediate Accounting II	.4
Administration 1223 – Computerized Accounting	.4
Administration 1227 – Managerial Finance	.4
Administration 1280 – Introduction to Personal and Corporate Income Tax	.3
Arts and Science Requirement	.3
Total Credits	.18

Business Administration Diploma Exit. See note in this section.

Semester 5	Credits
Accounting 4403 – Accounting Theory**	.3
Administration 1225 – Principles of Audit	.3
Administration 1381 – Advanced Financial Accounting	.4
Administration 1382 – Advanced Management Accounting	.4
Arts and Science Requirement	.3
Total Credits	.17

Semester 6	Credits
Administration 2010 – Directed Field Studies I	.15
Total Credits	.15

Semester 7	Credits
Administration 3010 – Directed Field Studies II	.15
Total Credits	.15

Semester 8	Credits
Administration 1276 – Organizational Behaviour	.3
Entrepreneurship 1232 – Entrepreneurship Studies	.3
Approved Option*	.3
Approved Option*	.3
Arts and Science Requirement	.3
Total Credits	.15
Total Credits for Graduation	.132

* Approved Options must be selected from the following list:

Accounting 4401 – International Business	.3
Accounting 4405 – Operations Management	.3
Accounting 4407 – Advanced Finance	.3
Accounting 4409 – Management Audit	.3
Accounting 4411 – Public Sector Finance	.3
Administration 1325 – Advanced Audit	.3
Administration 1365 – Advanced Management Information Systems	.3
Administration 1380 – Advanced Taxation	.3
Administration 1383 – Management Processes and Problems	.3
International Business 3301 – Global Entrepreneurship	.3
International Business 3303 – International Finance	.3

** With permission of the program chair, students who wish to enhance their skills in a specific business area may replace Accounting 4403 with an appropriate course in Administration, International Business, Computer Science, Economics, Entrepreneurial Studies, or English Composition.

Note: Arts and Science Requirements must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six (6) credits) must be at the senior-level (numbered 3300 or higher). See "General Graduation Requirements" section for full listing of approved Arts and Science Requirements, areas, and restrictions.



Bachelor of Applied Business and Entrepreneurship

PROGRAMS OFFERED

Bachelor of Applied Business and Entrepreneurship –
Computer Information Systems – BBE (Applied)

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

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

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

PROGRAM CONSULTANTS

Dean, Bissett School of Business
W. Fraser

Chair, Bachelor of Applied Business and Entrepreneurship
M. Haworth

Chair, Computer Science and Information Systems
C. MacKimmie

Chair, Physical Education and Recreation Studies
C. London

Work Experience Co-ordinator, Computer Information Systems
M. Taylor

GENERAL INFORMATION

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

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

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

The Computer Information Systems stream, offered jointly by the Department of Computer Science and Information Systems and the Bissett School of Business, offers a forward-looking combination of computer and business courses. Students develop the expertise required by today's and tomorrow's computing professionals. With their blend of business and technical knowledge, graduates are suited to work in small or large companies, act as self-employed consultants, or start their own businesses. They will be prepared to be at the forefront of the new area of electronic commerce.

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

The Small Business stream focuses on the skills and attitudes necessary to launch a small business. This innovative program includes a wide range of entrepreneurship, computer science, arts and science, and business courses. A unique feature of the program is the two 4-month Directed Field Studies where students must start and operate their own business. This experience provides graduates with the skills and knowledge to start and manage new enterprises.

The Sport and Recreation stream addresses the needs of the Sport and Recreation sector through a broad and integrated offering of courses and practical experience. The business courses emphasize the development of skills and attitudes for success in an entrepreneurial environment, while sport and recreation courses emphasize specific technical material and competencies related to the field. The balance of this four-year degree comprises College wide requirements including English, Arts and Science Requirements, and two 4-month Directed Field Studies. In the second Directed Field Studies, students will have an opportunity to develop and launch their own venture.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to an applied baccalaureate degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Business and Entrepreneurship degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Mathematics 30 (Pure or Applied) or their equivalents.

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Business and Entrepreneurship degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 (Pure or Applied) or their equivalents.

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Business and Entrepreneurship degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 (Pure or Applied) or their equivalents.

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied baccalaureate degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied baccalaureate degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for the programs on the basis of the following criteria:

- preference will be given to applicants with 65% or above in the prerequisite subjects English 30 and Mathematics 30 (Pure or Applied);
- applicants will be required to submit a statement of intent and interest in the program;
- applicants who meet the above criteria may be required to attend an interview; and
- for the computer information systems applicants, preference will be given to applicants who have completed an approved programming course.

Final selection decisions will be made by the program admissions committee on the basis of these criteria.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Business and Entrepreneurship program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment, are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Business and Entrepreneurship degree programs must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Business and Entrepreneurship degree programs must obtain a minimum grade of "C" in all required core courses in the program and maintain a minimum overall Grade Point Average of 2.00. Depending on which of the four (4) Bachelor of Applied Business and Entrepreneurship streams the student is enrolled; core courses are designated with "COMP", "ENTR", "INBU", "PHED", and "RECR". Students are only able to repeat core courses once in order to obtain the minimum grade of "C". Failure to meet this requirement will result in withdrawal from the program.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Business and Entrepreneurship degree programs.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Business and Entrepreneurship degree program must be completed as a registered student of Mount Royal College. Normally, the entire work experience component of the Bachelor of Applied Business and Entrepreneurship degree program must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 128-133 credits (to include a minimum of 99-102 credits of academic course work and a minimum of 30 credits of work experience).
- Successful completion of the two (2) Directed Field Studies, ENTR 2010, 2011, ENTR 3010, 3011 and ENTR 2015, 3015.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core "COMP", "ENTR", "INBU", "PHED", and "RECR" courses, all approved business options, the Arts and Science Requirements, and the English requirement.
- A minimum grade of "C" in all required core "COMP", "ENTR", "INBU", "PHED", and "RECR" courses in the program, including the two Directed Field Studies – ENTR 2010, 2011, ENTR 3010, 3011, and ENTR 2015, 3015.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Business and Entrepreneurship – Computer Information Systems

The Computer Information Systems stream of the Bachelor of Applied Business and Entrepreneurship Program concentrates on the practical application of computer systems in a business environment. Students acquire a solid foundation in programming, systems analysis and design, Internet development, hardware and networking support, and an in-depth knowledge of successful business practices.

In today's business environment, computing professionals require both strong technical and business skills. The demand for people with computer expertise continues to grow. A career in the computer field is challenging and rewarding, but it is also demanding. Industry is seeking people with higher skill and educational levels than in the past and, consequently, a great deal of work is required to be successful in this program. If you wish to become a computer professional, you should be able to think, write, and speak clearly and logically, enjoy solving problems, pay attention to detail, and work effectively with others. Keyboarding speed and accuracy are assets.

Students will broaden their learning by extending it to a relevant work experience during two 4-month Directed Field Studies. Jobs for Directed Field Studies I will normally be arranged through Career Services at the College. Students will be expected to demonstrate their entrepreneurial abilities by independently generating their own opportunities for Directed Field Studies II.

Graduates may expect to find work as programmers or junior analysts, as user and technical support specialists, as web developers, or database developers.

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Administration 1120 – Principles of Accounting	4
Computer Science 1171 – Introduction to Computer Systems and Applications	4
Computer Science 1271 – Introduction to Programming	4
Arts and Science Requirement	3
Total Credits	19

Semester 2	Credits
Administration 1210 – Business Communications	3
Computer Science 1273 – Software Development	5
Computer Science 1274 – Building Internet Solutions	4
Entrepreneurship 2201 – Introduction to Entrepreneurship	3
Arts and Science Requirement	3
Total Credits	18

Semester 3	Credits
Administration 1150 – Principles of Marketing	3
Computer Science 1233 – Microcomputer Hardware and Operating Systems	4
Computer Science 1276 – Rapid Systems Development	4
Computer Science 1281 – Systems Analysis	4
Arts and Science Requirement	3
Total Credits	18

Semester 4	Credits
Administration 1130 – Principles of Management	3
Computer Science 1270 – Data Communications and Networks	3
Computer Science 1278 – Database Management Systems	4
Entrepreneurship 2221 – Financial Management for Non-Financial Managers	3
Arts and Science Requirement	3
Total Credits	16

Entrepreneurship 2011 – Directed Field Studies I	15
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Semester 5	Credits
Administration 1154 – Professional Selling	3
Administration 1276 – Organizational Behavior	3
Computer Science 4403 – Object-Oriented Design and Development	4
Computer Science 4405 – Emerging Technologies and Their Evaluation	3
Arts and Science Requirement	3
Total Credits	16

Entrepreneurship 3011 – Directed Field Studies II	15
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Semester 6	Credits
Computer Science 4401 – System Implementation	3
Computer Science 4407 – Distributed Systems	3
Computer Science 4409 – Designing and Implementing Electronic Commerce	3
Entrepreneurship 4433 – Business Plan Development	3
Arts and Science Requirement	3
Total Credits	15

Total Credits for Graduation	132
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Diploma Exit Provisions

Students entering the Bachelor of Applied Business and Entrepreneurship Studies – Computer Information Systems degree program should be aware that there are provisions for them to exit with a Diploma in Computer Information Systems in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Further details can be found in the section "Computer Science and Information Systems".

Bachelor of Applied Business and Entrepreneurship – International

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

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

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

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

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

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Administration 1120 – Principles of Accounting	4
Administration 1150 – Principles of Marketing	3
Entrepreneurship 2201 – Introduction to Entrepreneurship	3
Entrepreneurship 2261 – Statistical Applications for Small Business	4
Total Credits	18

Semester 2	Credits
Administration 1210 – Business Communications	3
Computer Science 1207 – Introduction to Computing Applications for Small Business and Entrepreneurship	3
Entrepreneurship 2237 – Human Resources for Small Business	3
Entrepreneurship 3320 – Accounting Applications for Small Business	4
Arts and Science Requirement	3
Total Credits	16

Semester 3	Credits
Administration 1227 – Managerial Finance	4
Administration 1329 – Management Accounting for Small Business	4
Computer Science 3307 – Computing Applications in Small Business and Entrepreneurship	4
International Business 3301 – Global Entrepreneurship	3
International Business 3306 – International Trade Research	3
Total Credits	18

Semester 4	Credits
Entrepreneurship 3333 – New Venture Feasibility	3
International Business 3303 – International Finance	3
International Business 3304 – International Trade Logistics	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15

Directed Field Studies I	15
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Semester 5	Credits
International Business 3302 – International Marketing	3
International Business 3305 – International Market Entry and Distribution	3
International Business 3307 – International Trade Law	3
Philosophy 3329 – Business Ethics	3
Arts and Science Requirement	3
Total Credits	15

Directed Field Studies II	15
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Semester 6	Credits
Administration 1154 – Professional Selling	3
Entrepreneurship 4435 – Small Business Strategy	4
International Business 4408 – International Trade Management	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	16

Total Credits for Graduation	128
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Bachelor of Applied Business and Entrepreneurship – Small Business

The small business option of the Bachelor of Applied Business and Entrepreneurship Degree Program provides graduates with the hands-on skills and knowledge to successfully launch and operate their own business venture. This program received national recognition in 1999 when it received the Award for Most Innovative Undergraduate Entrepreneurship Degree Program from the Canadian Council for Small Business and Entrepreneurship (CCSBE). The unique educational program includes thirteen specialized courses in entrepreneurship that cover all aspects of starting and operating a business. Students are required to start their own new venture in at least one of the two 4-month Directed Field Studies, which are an integral component of the program. Skilled faculty mentors with small business experience guide students as they encounter the challenges and rewards of creating their own business.

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Administration 1120 – Principles of Accounting	4
Administration 1150 – Principles of Marketing	3
Entrepreneurship 2201 – Introduction to Entrepreneurship	3
Entrepreneurship 2261 – Statistical Applications for Small Business	4
Total Credits	18

Semester 2	Credits
Administration 1210 – Business Communications	3
Computer Science 1207 – Introduction to Computing Applications for Small Business and Entrepreneurship	3
Entrepreneurship 2237 – Human Resources for Small Business	3
Entrepreneurship 3320 – Accounting Applications for Small Business	4
Arts and Science Requirement	3
Total Credits	16

	Credits
Administration 1227 – Managerial Finance4
Administration 1329 – Management Accounting for Small Business4
Computer Science 3307 – Computing Applications in Small Business and Entrepreneurship4
Entrepreneurship 2251 – Market Research for Small Business4
Business Option3-4
Total Credits	19-20

	Credits
Administration 1154 – Professional Selling3
Entrepreneurship 3331 – Law for Small Business3
Entrepreneurship 3333 – New Venture Feasibility3
Arts and Science Requirement3
Business Option3-4
Total Credits	15-16

Directed Field Studies I15

	Credits
Entrepreneurship 4427 – Entrepreneurial Finance3
Entrepreneurship 4431 – Leadership Development3
Philosophy 3329 – Business Ethics3
Arts and Science Requirement3
Arts and Science Requirement3
Total Credits	15

Directed Field Studies II15

	Credits
Entrepreneurship 4434 – Small Business Practicum4
Entrepreneurship 4435 – Small Business Strategy4
Arts and Science Requirement3
Arts and Science Requirement3
Business Option3-4
Total Credits	17-18

Total Credits for Graduation130 – 133

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

Bachelor of Applied Business and Entrepreneurship – Sport and Recreation

The Sport and Recreation stream of the Bachelor of Applied Business and Entrepreneurship degree will be jointly offered by the Bissett School of Business and the Department of Physical Education and Recreation Studies in a collaborative manner. Core courses in the program offered by the Bissett School of Business emphasize the development of skills and attitudes necessary for success in an entrepreneurial business environment. Course offerings from the Department of Physical Education and Recreation Studies develop the Sport and Recreation competencies and the specific technical and theoretical background that will allow graduates to be successful in sport and recreation positions. The remainder of the curriculum consists of the College-wide requirements for English, Arts and Science Requirements, Computers, Physical Education options and Directed Field Studies. The combination of entrepreneurial and sport and recreation courses will create a graduate ideally suited for small business and self-employment in the field of sport and recreation.

Semester 1	Credits
Administration 1150 – Principles of Marketing3
Entrepreneurship 2201 – Introduction to Entrepreneurship3
Physical Education 1201 – Foundation of Sport and Recreation3
Physical Education 1203 – Organization and Administration of Sport and Recreation3
Physical Education Option	1.5
Physical Education Option3
Total Credits	16.5

Semester 2	Credits
English 2201 or any 2200-level (or higher) English4
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship3
Physical Education 1216 – Program Planning for Physical Activity and Sport3
Recreation Studies 1203 – Community Development3
Physical Education Option	1.5
Arts and Science Requirement3
Total Credits	17.5

Semester 3	Credits
Administration 1120 – Principles of Accounting4
Entrepreneurship 2261 – Statistical Applications for Small Business4
Recreation Studies 1217 – Marketing for Sport and Recreation3
Recreation Studies 1247 – Theory and Practice in Leadership3
Arts and Science Requirement3
Total Credits	17

Semester 4	Credits
Administration 1210 – Business Communications3
Applied Communications 2251 – Introduction to Fund Development3
Physical Education 1261 – Organizing Special Events	1.5
Recreation Studies 1207 – Commercial Recreation3
Arts and Science Requirement3
Arts and Science Requirement3
Total Credits	16.5

Semester 5 (Spring/Summer)	Credits
Entrepreneurship 2015 – Directed Field Studies I	15
Total Credits	15
Semester 6	Credits
Administration 1154 – Professional Selling	3
Entrepreneurship 2221 – Finance for Non-Financial Managers	3
Entrepreneurship 2237 – Human Resources for Small Business	3
Entrepreneurship 2251 – Market Research for Small Business	4
Arts and Science Requirement	3
Total Credits	16
Semester 7	Credits
Entrepreneurship 3015 – Directed Field Studies II	15
Total Credits	15
Semester 8	Credits
Administration 1230 – Business Law	3
Entrepreneurship 3333 – New Venture Feasibility	3
Physical Education 1267 – Issues and Trends in Sport and Recreation	3
Physical Education Option	3
Arts and Science Requirement	3
Total Credits	15
Total Credits for Graduation	128.5

Note: Arts and Science courses must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior-level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

According to College policy relating to applied baccalaureate degree programs, successful completion of an Entrepreneurship course is a graduation requirement for all applied baccalaureate degree programs. In the Bachelor of Applied Business and Entrepreneurship degree programs, an elective course has been substituted for this Entrepreneurship Studies graduation requirement.

DIPLOMA EXIT PROVISIONS

Students entering the Bachelor of Applied Business and Entrepreneurship Studies – Sport and Recreation degree program should be aware that there are provisions for them to exit with a Diploma in Business and Entrepreneurship – Sport and Recreation in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Diploma in Business and Entrepreneurship – Sport and Recreation may be obtained from the chair or the program advisor for the Bachelor of Applied Business and Entrepreneurial Studies – Sport and Recreation degree.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Bachelor of Applied Child Studies

PROGRAM OFFERED

Bachelor of Applied Child Studies – BChSt (Applied)

PROGRAM CONSULTANTS

Dean, Faculty of Health and Community Studies
B. Hendrickson

Chair, Department of Child and Youth Studies
D. Clark

Co-ordinator, Child Studies
D. Clark

Work Experience Co-ordinator, Child Studies
Vacant

GENERAL INFORMATION

With increasing evidence regarding the importance of supporting children's development during the early years, there is a need for professionally trained and skilled staff to provide ongoing treatment, support and services to children and families.

The Bachelor of Applied Child Studies combines six (6) semesters of academic study with two (2) terms of Directed Field Studies. This unique interdisciplinary program draws on the disciplines of Early Childhood Education, Disability Studies, Social Work, Child and Youth Care, Health Studies and Business to prepare students to work with diverse groups of children, provide support to parents in child rearing, and contribute to community services development. Graduates of the Bachelor of Applied Child Studies will be prepared to develop, implement and co-ordinate new and flexible child centred services to meet the unique needs of each community. They will be able to apply their knowledge of child, family and community development to develop and implement a variety of assessment strategies, plan, develop and implement a wide range of preventive and interventive programs for children and families, and evaluate programs. Graduates will be able to communicate effectively with children and adults, understand the ethical foundations of human service providers, and apply knowledge of leadership and management in professional roles in the community. In addition, graduates will learn effective teamwork, critical thinking, information access and retrieval, and computer skills.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to this applied degree program.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Child Studies on the basis of their secondary school standing if they present five (5) appropriate grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) grade 12 subjects used in the calculation of this admission average must include English 30 and Social Studies 30 (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Child Studies degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester to which they are seeking entry;
- they present a grade of 50% or higher in English 30 and Social Studies 30 (or their equivalents).

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Child Studies on the basis of post-secondary standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours), with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher in English 30 and Social Studies 30 (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16 week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of the regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program either on the basis of their secondary school standing or on the basis of maturity once the major (16 week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements will be selected on the basis of a personal profile and letters of reference that will document and attest to:

- volunteer or work experience with children or families;
- appropriate interpersonal skills;
- motivation, maturity and career goals; and
- academic success.

In some cases an interview may also be required for clarification.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Child Studies degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

In order to ensure the protection of clients, students will be expected to provide an up-to-date criminal record check, at their expense, before beginning their first observations in the first semester. In consultation with faculty, the chair may judge that there is evidence that a student is professionally unsuitable or a risk to clients. In such a case, the chair may prohibit a student from attending or completing Directed Field Studies.

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

CONTINUANCE IN THE PROGRAM

Students accepted into the applied degree program must comply with all College policies and regulations relating to applied degrees and continuance. Students enrolled in the applied degree program must obtain a minimum grade of "C" in all required core courses, program required courses, and options in areas of concentration and maintain a minimum overall Grade Point Average of 2.00.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Child Studies degree program.

RESIDENCE REQUIREMENT

At least 50% of the core/major course requirements that are deemed integral to the applied degree program must be completed as a registered student of Mount Royal College. Normally, the entire Directed Field Studies component of the applied degree program (30 credits) must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 122 credits, of which 30 credits will be for Directed Field Studies.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) terms of Directed Field Studies.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Child Studies

The interdisciplinary educational program in the Bachelor of Applied Child Studies combines theoretical knowledge with practical skills to prepare students to take leadership roles in the provision of services for children and families in community settings.

Semester 1	Credits
Child Studies 2201 – Factors Affecting Development I: Social and Environmental Conditions	1.5
Child Studies 2243 – Observation Seminar II: Observing Children, Youth and Adults	1.5
Child Studies 2281 – Interdisciplinary Practice I: Introduction to Child Focused Services	3
Computer Science 1209 – Introduction to Computers for Applied Degrees	3
Psychology 2205 – Principles of Psychology	3
Social Work 1111 – Effective Interpersonal Communication for the Helping Professionals	3
Total Credits	15
Semester 2	Credits
English 2201 or any 2200-level (or higher) English	4
Child Studies 2211 – Factors Affecting Development II: Disabling Conditions	1.5
Child Studies 2241 – Observation Seminar I: Observing Children	1.5
Child Studies 2283 – Interdisciplinary Practice II: Supporting Healthy Children	3
Psychology 3351 – Developmental Psychology	3
Sociology 3371 – Sociology of Families*	3
Total Credits	16
Semester 3	Credits
Arts and Science Requirement	3
Child Studies 3301 – Child and Family Policies	3
Child Studies 3303 – Working with Families in Child Focused Services	3
Child Studies 3305 – Diversity Issues	2
Child Studies 3341 – Observation Seminar III: Observing Inclusive Child Focused Settings	1.5
Child Studies 3381 – Interdisciplinary Practice with Children III: Working with Children and Youth at Risk	3
Total Credits	15.5

	Credits
Arts and Science Requirement	3
Child Studies 3307 – Working with Communities	3
Child Studies 3309 – Interviewing Techniques for Children, Youth and Adults	3
Child Studies 3311 – Management of Human Services	3
Child Studies 3343 – Observation Seminar IV: Networking Skills for Child Focused Agencies	1.5
Total Credits	13.5

Child Studies 2010 – Directed Field Studies15

	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Child Studies 4401 – Working with Groups	3
Child Studies 4441 – Observation Seminar V: Observing Specialized Services for Children and Youth	1.5
Child Studies 4481 – Interdisciplinary Practice IV: Interventions with Children	3
Entrepreneurship 1232 – Entrepreneurship Studies	3
Total Credits	16.5

	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Child Studies 4403 – Planning and Conducting Agency Based Research	3
Child Studies 4405 – Ethics and Ethical Issues in the Human Services Field	2
Child Studies 4407 – Leadership in Human Services	3
Child Studies 4443 – Observation Seminar VI: Observing Community Collaboration	1.5
Total Credits	15.5

Child Studies 3010 – Directed Field Studies15

Total Credits for Graduation122

* Prerequisite Waived.

Note: Arts and science courses must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

Sequence of Directed Field Studies

Directed Field Studies occur after the fourth and sixth semesters. Students may be on a Directed Field Studies in Spring/Summer, Fall or Winter.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Bachelor of Applied Communications

PROGRAMS OFFERED

Bachelor of Applied Communications – Electronic Publishing – BC (Applied)

Bachelor of Applied Communications – Journalism – BC (Applied)

Bachelor of Applied Communications – Public Relations – BC (Applied)

Bachelor of Applied Communications –
Technical Communication – BC (Applied)

Certificate of Achievement – Introductory – Technical Writing

Certificate of Achievement – Intermediate – Technical Writing

PROGRAM CONSULTANTS

Director, Centre for Communication Studies
H. Elliott

Program Chair, Journalism
R. MacDonald

Program Chair, Public Relations
J. Robertson

Program Chair, Electronic Publishing and Technical Writing
R. MacDonald

Work Experience Co-ordinator, Electronic Publishing
and Technical Communication
K. Csabay

Work Experience Co-ordinator, Journalism
S. Sandberg

Work Experience Co-ordinator, Public Relations
B. Richardson

GENERAL INFORMATION

The Bachelor of Applied Communications combines six (6) semesters of academic study and two (2) semesters of work experience. This is a unique program designed to prepare graduates for work in a rapidly changing information age. Graduates will gain advanced skills in research, analysis, writing, and oral and graphic presentation of information with relevant computer and other technological support. Graduates will develop leadership, entrepreneurship, team-building, critical thinking, and problem-solving abilities and knowledge. This program emphasizes continuous, practical application of theoretical learning in four streams: Electronic Publishing, Journalism, Public Relations, and Technical Communication.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to a Bachelor of Applied Communications degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Communications degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include:

- Electronic Publishing – English 30 and Mathematics 30 (Pure or Applied), or Mathematics 31 (or equivalents);
- Journalism – English 30 and Social Studies 30 (or equivalents);
- Public Relations – English 30 and Social Studies 30 (or equivalents); and
- Technical Communication – English 30 and one of Biology 30, Chemistry 30, Mathematics 30 (Pure or Applied), Mathematics 31, Physics 30 or Science 30.

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Communications degree program on the basis of maturity if:

- a. they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- b. they present a grade of 50% or higher on:
 - Electronic Publishing – English 30 and Mathematics 30 (Pure or Applied), or Mathematics 31 (or equivalents);
 - Journalism – English 30 and Social Studies 30 (or equivalents);
 - Public Relations – English 30 and Social Studies 30 (or equivalents); and
 - Technical Communication – English 30 and one of Biology 30, Chemistry 30, Mathematics 30 (Pure or Applied), Mathematics 31, Physics 30 or Science 30.

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Applied Communications degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- a. they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four-point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- b. they are considered to be in good standing by the post-secondary institution attended most recently; and
- c. they present a grade of 50% or higher on:
 - Electronic Publishing – English 30 and Mathematics 30 (Pure or Applied), or Mathematics 31 (or equivalents);
 - Journalism – English 30 and Social Studies 30 (or equivalents);
 - Public Relations – English 30 and Social Studies 30 (or equivalents); and
 - Technical Communication – English 30 and one of Biology 30, Chemistry 30, Mathematics 30 (Pure or Applied), Mathematics 31, Physics 30 or Science 30.

~~Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16 week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. (The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation.) Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program, either on the basis of their secondary school standing or on the basis of maturity once the major (16 week) semester has elapsed.~~

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for this program on the basis of the following criteria:

- performance on entrance tests;
- writing skills as demonstrated in a portfolio of applicant-written materials and/or an applicant-written statement of intent and interest in the program, as required by the program chairs administering the Bachelor of Applied Communications degree program; and
- for those meeting the above criteria, results of interviews as required by the program chairs administering the Bachelor of Applied Communications degree program.

Final selection decisions will be made by the program chairs on the basis of these criteria.

PUBLIC RELATIONS PROGRAM

More specific information on the application/interview/selection process for the Public Relations stream is available on our Web site at www.mtroyal.ca or by phoning (403) 240-6958.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Communications degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Communications degree program must comply with all College policies and regulations relating to baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Communications degree program must obtain a minimum overall Grade Point Average of 2.00. Students with a Grade Point Average of less than 2.00 will be disqualified from the program for one year. After one year, they may reapply for admission. Directed Field Studies are program requirements. A student who fails a Directed Field Studies course may be required to withdraw from the program.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Communications degree program.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Communications degree program must be completed as a registered student of Mount Royal College. Normally, the entire work experience component of the Bachelor of Applied Communications degree program (30 credits) must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of the total required credits for graduation as indicated in each of the four (4) specializations.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) semesters of Directed Field Studies.
- Minimum grade of "C" in all core courses. The Technical Communication specialization also requires a minimum grade of "C" in all courses in Areas of Intensive Study.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Communications – Electronic Publishing

With the development of new and emerging media, such as Web-based communication and CDs, opportunities for access to, and distribution of, information are increasing exponentially each year. Electronic publishing is one of the key growth sectors of the modern economy.

As graduates in electronic publishing, students will be both generalists and specialists. They will gain a generalist's understanding of the design and publishing industries, both traditional and new-media. Students will also have advanced skills and knowledge in the field of Internet publishing.

The aim of the Electronic Publishing stream in the Bachelor of Applied Communications degree is to produce a communications generalist with extensive knowledge of the publishing industry, both traditional and new-media. The graduate will have advanced skills and knowledge in the field of Internet publishing. The graduate will also be able to advance to managerial levels in publishing environments, based upon knowledge of publishing history and emerging trends; design; graphics and graphic software; editorial and communication theory; technical processes for outputting; marketing and costing; management of projects, and general entrepreneurial and managerial practice.

Potential employers of the graduate in Bachelor of Applied Communications – Electronic Publishing include:

- book publishers
- periodical publishers
- content and information providers
- Internet design firms
- communications departments
- design studios
- printing firms
- advertising agencies

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Applied Communications 2205 – Principles of Graphics I	3
Applied Communications 2271 – Publishing – Origins to Today	3
Computer Science 1209 – Introduction to Computing for Applied Degrees	3
Total Credits	16

Semester 2	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Applied Communications 2273 – Introduction to Digital Layout	3
Applied Communications 2279 – Standard and Digital Photography	4
Freelance Writing 1311 – Writing for Business	3
Total Credits	16

Semester 3	Credits
Applied Communications 3373 – Digital Illustration	3
Applied Communications 3375 – Principles of Graphics II	3
Applied Communications 3379 – Advanced Digital Photography	3
Administration 1130 – Principles of Management	3
Computer Science 1371 – Internet Development I	3
Total Credits	15

Semester 4	Credits
Arts and Science Requirement	3
Applied Communications 3377 – Pre-press Technique	3
Applied Communications 3381 – Magazine Production I	3
Administration 1269 – Project Management	3
Computer Science 2215 – Introduction to Programming	4
Total Credits	16

Applied Communications 2017 – Directed Field Studies I

Semester 5	Credits
Applied Communications 2241 – Introduction to Public Relations	3
Applied Communications 4401 – Theories of Human Communication	3
Applied Communications 4473 – Publications, Markets and Distribution	4
Applied Communications 4481 – Magazine Production II	3
Computer Science 1373 – Internet Development II	3
Total Credits	16

Applied Communications 3017 – Directed Field Studies II Option

Semester 6	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Applied Communications 4409 – Issues in Communications, Law and Ethics	3
Applied Communications 4463 – The Editorial Function	3
Applied Communications 4483 – Magazine Production III	2
Entrepreneurship 1232 – Entrepreneurship Studies	3
Total Credits	17

Applied Communications 3017 – Directed Field Studies II

Total Credits for Graduation

Note: Arts and science courses must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior-level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved arts and science courses, areas, and restrictions.

Bachelor of Applied Communications – Journalism

The best of journalism is accomplished by people with a thorough grasp of the fundamentals of reporting, writing, editing and illustrating news, and a deep-going curiosity about how and why the world works or, often, does not work. Graduates of the Bachelor of Applied Communications – Journalism degree program will be solidly grounded in journalism's fundamentals and will be equipped to work in broadcast, on-line and print media. Journalists in the program will produce broadcast news and news for on-line publication and will work for a program newspaper. Two semesters of paid work experience through Directed Field Studies will be an integral element of the program.

The education of journalists to at least an intermediate level in disciplines other than journalism is a primary objective of the program. To that end, each journalist in the program will be encouraged to complete a planned pattern of five or more courses in humanities, social science, science or other discipline by making use of the Arts and Science Requirements and option opportunities in the curriculum. International exchange opportunities may be offered to qualified individuals in the program. Courses in languages other than English will be useful to those seeking international opportunities and who are not already bilingual or multilingual. Persons entering the program will be expected already to have mastered basic computer word processing and file management skills.

Note: A Journalism degree candidate must complete all courses in his or her program, Arts and Science Requirements and options included, with a final grade of "C" or better to continue in the program, except that a maximum of two courses in total in the first two semesters of the program may be completed with a pass grade of less than "C".

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Arts and Science Requirement	3
Applied Communications 2207 – News Agenda I	1
Applied Communications 2209 – Introduction to Journalism on the World Wide Web	3
Applied Communications 2211 – Newswriting and Reporting I	4
Total Credits	18

Semester 2	Credits
Arts and Science Requirement	3
Applied Communications 2217 – News Agenda II	1
Applied Communications 2219 – Broadcast Journalism I	3
Applied Communications 2221 – Newswriting and Reporting II	3
Applied Communications 2223 – Photojournalism I	3
Computer Science 1215 – Computer Applications and Issues for Journalists	3
Total Credits	16

Semester 3	Credits
Arts and Science Requirement	3
Applied Communications 3315 – Photojournalism II	3
Applied Communications 3319 – Broadcast Journalism II	3
Applied Communications 3325 – News Agenda III	1
Applied Communications 3327 – Newsroom I	5
Applied Communications 2263 – Stylistics	3
Total Credits	18

Semester 4	Credits
Applied Communications 2227 – Journalism and Law	3
Applied Communications 3317 – Issues in Journalism	3
Applied Communications 3335 – News Agenda IV	1
Applied Communications 3337 – Newsroom II	5
Applied Communications 3345 – The Journalist's Workplace I	1
Applied Communications 3329 – Broadcast Journalism III	3
News Reporting OR Applied Communications 3339 – Broadcast Journalism III News Production	3
Total Credits	16

Applied Communications 2011 – Directed Field Studies I	15
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Semester 5	Credits
Senior Arts and Science Requirement	3
Applied Communications 4407 – Web Journalism I	3
Applied Communications 4415 – History of Journalism	3
Applied Communications 4425 – The Journalist's Workplace II	1
Option	3
Option	3
Total Credits	16

Applied Communications 3011 – Directed Field Studies II	15
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Semester 6	Credits
Senior Arts and Science Requirement	3
Applied Communications 4401 – Theories of Human Communication	3
Applied Communications 4435 – The Journalist's Workplace III	1
Entrepreneurship 1232 – Entrepreneurship Studies	3
Journalism Senior Option	3
Option	3
Total Credits	16

Total Credits for Graduation	130
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Journalism Senior Options:

Applied Communications 4419 – Photojournalism III	3
Applied Communications 4427 – Web Journalism II	3
Applied Communications 4437 – Newsroom III	3
Applied Communications 4439 – Broadcast Journalism IV	3

Note: Arts and science Requirements must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior-level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas, and restrictions. Option courses are any courses chosen by the degree candidate in any discipline or disciplines at the post-secondary level.

Sequence of Directed Field Studies

First Directed Field Studies occur in the Spring/Summer Semester after the fourth academic semester. Second Directed Field Studies occur prior to the sixth academic semester. Second Directed Field Studies may occur in Spring/Summer, Fall or Winter.

Bachelor of Applied Communications – Public Relations

Globalization, workplace turbulence and new technologies are changing the way we live and the way we do business. The public relations profession came of age in the twentieth century and now, more than ever, must keep pace with the rapid changes in organizations and in the communities in which they operate.

At Mount Royal College, the Bachelor of Applied Communications – Public Relations is designed for individuals interested in applying human and organizational communication processes to assist organizations to meet their goals and objectives. Students accepted to the program will learn strategic skills such as crisis and issue management, communication planning, international public relations, investor relations, and human and organizational communication theory. As well, training is offered in essential skills such as writing for a variety of audiences, layout and design, special event planning, and training in the use of the new media.

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Applied Communications 2241 – Introduction to Public Relations	3
Applied Communications 2245 – Interpersonal Communications	3
Administration 1130 – Principles of Management	3
Computer Science 1205 – Introduction to Computing for Applied Communications	3
Total Credits	16

Semester 2	Credits
Arts and Science Requirement	3
Applied Communications 2203 – Applied Visual Communication I	4
Applied Communications 2211 – Newswriting and Reporting I OR Applied Communications 2261 – Technical Writing I	4
Applied Communications 2247 – Public Relations Management	4
Applied Communications 2249 – Applied Writing I for Public Relations	4
Total Credits	19

Semester 1	Credits
Arts and Science Requirement	3
Senior English Requirement	3
Applied Communications 3341 – Media Relations	3
Applied Communications 3355 – Research Methods for Public Relations	4
One of:	
Applied Communications 2219 – Broadcast Journalism I	3
OR	
Applied Communications 3303 – Photojournalism I	3
OR	
Freelance Writing 1305 – Writing for Publication	3
Total Credits	16

Semester 2	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Applied Communications 3343 – Communications and Organizational Dynamics	3
Applied Communications 3349 – Applied Writing II for Public Relations	4
Administration 1150 – Principles of Marketing	3
Total Credits	16

Applied Communications 2013 – Directed Field Studies I	15
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Semester 3	Credits
Arts and Science Requirement	3
Applied Communications 2263 – Stylistics	3
Applied Communications 4401 – Theories of Human Communication	3
Applied Communications 4441 – Strategic Communication Planning	4
Entrepreneurship 1232 – Entrepreneurship Studies	3
Total Credits	16

Applied Communications 3013 – Directed Field Studies II	15
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Semester 4	Credits
Arts and Science Requirement	3
Applied Communications 3351 – New Media for Public Relations	3
Applied Communications 4451 – Issues in Public Relations	3
Two of:	
Applied Communications 4445 – Investor Relations	3
OR	
Applied Communications 4447 – International Public Relations	3
OR	
Applied Communications 4449 –	
Fund Development and Corporate Philanthropy	3
Total Credits	15

Total Credits for Graduation	128
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Note: Arts and science courses must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior-level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

Bachelor of Applied Communications – Technical Communication

Look around, and you will find technical writing everywhere – in science, technology and business. The range of opportunities for technical writers is growing; they write instructions, documentation for computer programs, brochures that describe products, reports and manuals for government and business, and multi-media CD ROMs for training and entertainment.

The program covers specialized areas in technical and report writing, graphic design and desktop publishing, marketing, document management, and writing in hypertext environments. In addition, intensive study options in business, computers, or science give students a flexible background to support their writing.

Semester 1 – Fall	Credits
English 2201 or any 2200-level (or higher) English	4
Applied Communications 2211 – Newswriting and Reporting I OR	
Applied Communications 2241 – Introduction to Public Relations	3-4
Applied Communications 2261 – Technical Writing I	4
Computer Science 1202 – Database Design	3
Computer Science 1205 – Introduction to Computing	
for Applied Communications	3
Total Credits	17-18

Semester 2 – Winter	Credits
Arts and Science Requirement	3
Applied Communications 2203 – Applied Visual Communication I	4
Applied Communications 2263 – Stylistics	3
Applied Communications 2267 – Structuring Information and Hypertext	3
Computer Science 2215 – Introduction to Programming	4
Total Credits	17

Semester 3 – Fall	Credits
Arts and Science Requirement	3
Applied Communications 3365 – Technical Writing II	4
Applied Communications 4463 – The Editorial Function	3
Entrepreneurship 1232 – Entrepreneurship Studies	3
Core Course in Area of Intensive Study	3
Total Credits	16

Semester 4 – Winter	Credits
Arts and Science Requirement	3
Senior English Requirement	3
Applied Communications 3305 – Research Methods I	4
Applied Communications 3363 – Software and System Documentation	4
Computer Science 1371 – Internet Development I	3
Total Credits	17

Spring/Summer	Credits
Applied Communications 2015 – Directed Field Studies I	15

Semester 5 – Fall	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Applied Communications 4401 – Theories of Human Communication	3
Applied Communications 4467 – Advanced Technical Documentation	3
Core Course in Area of Intensive Study	3
Total Credits	15

Winter	Credits
Applied Communications 3015 – Directed Field Studies II	15

Semester 6 – Fall	Credits
Arts and Science Requirement	3
Applied Communications 4409 – Issues in Communications, Law and Ethics	3
Applied Communications 4465 – Scripting Instructional Multimedia	3
Applied Communications 4469 – Portfolio	2
Core Course in Area of Intensive Study	3
Total Credits	14
Total Credits for Graduation	126-127

Note: Arts and science courses must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

Area of Intensive Study (A.I.S.) for Technical Communication

Students must complete three (3) courses in an approved area of study. There are two options for completing this requirement.

Option One: Computer Science A.I.S.

Students taking their A.I.S. courses in Computer Science will take the following:

1. Computer Science 1281 – Systems Analysis
2. Computer Science 1233 – Micro Hardware and Operating Systems
3. Computer Science 1270 – Networks OR
Computer Science 1373 – Internet Development II

Option Two: A.I.S. in an Approved Area

Those wishing to pursue three (3) non-computer science intensive study courses may do so in a variety of technical and scientific fields. Recommended fields are mathematics, business and economics, natural and earth sciences, and health and life sciences.

Sequence of Directed Field Studies

Directed Field Studies terms may occur after the fourth academic semester. Students who come into the program with prior learning may be eligible before the fourth semester. Students may do a Directed Field Studies in Spring/Summer, Fall or Winter.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

TECHNICAL WRITING – INTRODUCTORY CERTIFICATE OF ACHIEVEMENT

GENERAL INFORMATION

The Technical Writing – Introductory – Certificate of Achievement program can be taken as a part-time program of studies. It provides a solid foundation in theory and applied skills and prepares students for entry-level positions in the expanding field of technical writing in business, industry, and technological and scientific communities.

Graduates will serve as entry-level technical writers in documentation departments. The courses are transferable to the Bachelor of Applied Communications – Technical Communication degree program. Certificate graduates must meet all the admission requirements for the degree program in order to be considered for admission to the degree.

Admission Requirements Applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted.

Qualified applicants will be considered for admission to the Technical Writing – Introductory – Certificate of Achievement program on the basis of their academic records, with preference given to those with the highest grades in English 30 and one of Mathematics 30 (Pure or Applied), or Mathematics 31 (or equivalents).

Graduation Requirements Students are required to complete the five (5) courses included in Technical Writing – Introductory – Certificate to receive the Certificate of Achievement.

CURRICULUM

Technical Writing – Introductory – Certificate of Achievement

Required Courses	Credits
English 2201 or any 2200-level (or higher) English	4
Applied Communications 2203 -- Applied Visual Communications I	4
Applied Communications 2261 – Technical Writing I OR	
English 3363 – Technical Writing	4
Applied Communications 2263 – Stylistics	3
Applied Communications 2267 – Structuring Information and Hypertext	3
Total Credits	18

TECHNICAL WRITING – INTERMEDIATE – CERTIFICATE OF ACHIEVEMENT

GENERAL INFORMATION

The Technical Writing – Intermediate – Certificate of Achievement program can be taken as a part-time program of studies. It prepares students for junior-level positions as technical writers in documentation departments. Graduates will serve as researchers and writers of multimedia on-line help, web-based communication and scientific documentation. The courses are transferable to the Bachelor of Applied Communications – Technical Writing degree program. Certificate graduates must meet all the admission requirements for the degree program in order to be considered for admission to the degree.

Admission Requirements Applicants must possess the equivalent of the Technical Writing – Introductory – Certificate of Achievement.

Graduation Requirements Students are required to complete the five (5) courses included in Technical Writing – Intermediate Certificate to receive the Certificate of Achievement.

CURRICULUM

Technical Writing – Intermediate – Certificate of Achievement

Required Courses	Credits
Applied Communications 2241 – Introduction to Public Relations	3
Applied Communications 3305 – Research Methods I	4
Applied Communications 3365 – Technical Writing II	4
Applied Communications 4409 – Issues in Communications, Law and Ethics ..	3
Applied Communications 4465 – Scripting Instructional Multimedia	3
Total Credits	17

Bachelor of Applied Ecotourism and Outdoor Leadership

PROGRAM OFFERED

Bachelor of Applied Ecotourism and Outdoor Leadership – BEOL (Applied)

PROGRAM CONSULTANTS

Dean, Faculty of Health and Community Studies

B. Hendrickson

Chair, Department of Physical Education and Recreation Studies

C. London

Work Experience Co-ordinator, Ecotourism and Outdoor Leadership

A. Heinze

GENERAL INFORMATION

Mount Royal College and Medicine Hat College have collaborated to design a unique Bachelor of Applied Ecotourism and Outdoor Leadership degree program that recognizes the demand for participation in tourism and outdoor activities. The degree provides a solid interdisciplinary base in tourism and business, sociocultural heritage, outdoor pursuits, environmental science and leadership and communication.

The Bachelor of Applied Ecotourism and Outdoor Leadership degree program is an intensive program which combines eight semesters of academic study (two of which will be work experience terms), twenty three courses designed specifically for ecotourism and outdoor leadership, Arts and Science Requirements, and options. The specialized courses and work experience terms provide graduates with knowledge, skills and experience to provide and administer ecotourism and outdoor activities within natural, cultural and historical environments.

Exposure to practical problems and opportunities are provided through the application of experiential learning activities including field trips, expeditions, research projects, research activities, visitations, leadership opportunities, independent learning, technology enhanced learning and professional certification.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to an applied baccalaureate degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Ecotourism and Outdoor Leadership degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Biology 30 (or their equivalents); Social Studies 30 is recommended.

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Ecotourism and Outdoor Leadership degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and Biology 30 (or their equivalents); Social Studies 30 is recommended.

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Ecotourism and Outdoor Leadership degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and Biology 30 (or their equivalents); Social Studies 30 is recommended.

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied baccalaureate degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied baccalaureate degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for this program on the basis of the following criteria:

- preference will be given to applicants with 65% or above in the prerequisite subjects (English 30 and Biology 30); Social Studies 30 is recommended;
- applicants will be required to complete a questionnaire and a statement of intent and interest in the program; and
- applicants who meet the above criteria may be required to attend an interview.

Final selection decisions will be made by the program admissions committee on the basis of these criteria.

Note: The Bachelor of Applied Ecotourism and Outdoor Leadership degree program will require students to participate in vigorous physical activities. Applicants should be physically active and healthy.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Ecotourism and Outdoor Leadership program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Ecotourism and Outdoor Leadership degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Ecotourism and Outdoor Leadership degree program must maintain a minimum grade of "C" (2.00 GPA) in each of the required core courses in the program and maintain a minimum overall Grade Point Average of 2.00. Core courses are designated with "ETOL", "RECR", and "PHED".

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Ecotourism and Outdoor Leadership degree program.

DURATION OF THE PROGRAM

Students may apply to exit from the Bachelor of Applied Ecotourism and Outdoor Leadership degree with a diploma in Outdoor Pursuits after successfully completing the diploma program requirements. Students who decide to exit the Bachelor of Applied Ecotourism and Outdoor Leadership degree program with a Diploma – Outdoor Pursuits, must apply to the department and declare their intentions prior to January 1 of the second year of the applied baccalaureate degree program. Students who choose the Diploma – Outdoor Pursuits exit may apply for readmission to the Bachelor of Applied Ecotourism and Outdoor Leadership degree, but must meet the requirements for applied baccalaureate degree continuation and have successfully completed the courses required in the first two years of the applied baccalaureate degree. Students continuing in the applied baccalaureate degree after January 1 of the second year of the program are not eligible to apply for an exit Diploma – Outdoor Pursuits unless they meet the diploma exit requirements. Students choosing the diploma exit option must consult with an academic advisor in the Department of Physical Education and Recreation Studies.

RESIDENCE REQUIREMENTS

At least 50% of the core course requirements that are deemed integral to the Bachelor of Applied Ecotourism and Outdoor Leadership degree program must be completed as a registered student of Mount Royal College. Normally, the entire work experience component of the Bachelor of Applied Ecotourism and Outdoor Leadership degree program must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 127.5 credits (to include a minimum of 97.5 credits of academic course work and a minimum of 30 credits of work experience).
- Successful completion of the two Directed Field Studies, ETOL 2010 and ETOL 3010.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core "ETOL", "PHED" and "RECR" courses, all approved options, the Arts and Science Requirements. English 2201 and Computer Science 1209.
- A minimum grade of "C" (2.00 GPA) in all required core "ETOL", "PHED" and "RECR" courses in the program, including successful completion of the two Directed Field Studies, ETOL 2010 and ETOL 3010.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Ecotourism and Outdoor Leadership

Semester 1 (Fall)	Credits
Ecotourism and Outdoor Leadership 2201 – Foundations of Outdoor Leadership	3
Ecotourism and Outdoor Leadership 2203 – Foundations of Ecotourism	3
Biology 1210 – Ecology	4
Physical Education 1250 – Introductory Canoeing	1.5
Physical Education 1251 – Introductory Kayaking	1.5
Physical Education 1253 – Introductory Rock Climbing	1.5
Physical Education 1254 – Introductory Mountaineering	1.5
Total Credits	16

Semester 2 (Winter)	Credits
English 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Ecotourism and Outdoor Leadership 3301 – Wilderness and Remote Emergency Response	3
Applied Communications 2245 – Interpersonal Communications	3
Physical Education 1173 – Wilderness Survival Techniques	1.5
Physical Education 1258 – Back Country Skiing	1.5
Total Credits	16

Semester 3 (Fall)	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Ecotourism and Outdoor Leadership 3303 – Expedition I (August)*	3
Ecotourism and Outdoor Leadership 3305 – Program Planning	3
Computer Science 1209 – Introduction to Computing for Applied Degrees	3
Physical Education 1255 – Mountain Bike Trekking	1.5
Recreation Studies 1247 – Theory and Practice in Leadership	3
Total Credits	19.5

Semester 4 (Winter)	Credits
Arts and Science Requirement	3
Ecotourism and Outdoor Leadership 2401 – Ecotourism Facilitation Skills	3
Ecotourism and Outdoor Leadership 3307 – Administration of Outdoor Centres	3
Administration 1130 – Principles of Management	3
Recreation Studies 1217 – Marketing for Sport and Recreation	3
Total Credits	15

Semester 5 (Spring/Summer)	Credits
Ecotourism and Outdoor Leadership 2010 – Directed Field Studies**	15

Semester 6 (Fall)	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Ecotourism and Outdoor Leadership 3309 – Individual Projects	3
Geography 2201 – The Physical Environment	4
Natural Sciences 1112 – An Introduction to Current Environmental Issues	3
Total Credits	16

Semester 7 (Winter)	Credits
Ecotourism and Outdoor Leadership 3010 – Directed Field Studies**	15

Semester 8 (Fall)	Credits
Ecotourism and Outdoor Leadership 4403 – Expedition II	3
Ecotourism and Outdoor Leadership 4405 – Issues in Ecotourism	3
Ecotourism and Outdoor Leadership 4409 – Applied Leadership	3
Entrepreneurship 1232 – Entrepreneurial Studies	3
Geography 3327 – Tourism and Recreation Geography	3
Total Credits	15
Total Credits for Graduation	127.5

* Ecotourism 3303 will commence prior to the start of the Fall Semester with a 10 day expedition in late August. Students will be responsible for personal subsistence costs associated with Ecotourism and Outdoor Leadership 3303. For details on the date, consult an advisor in the Department of Physical Education and Recreation Studies.

** This is a four month paid Directed Field Studies. Students should be prepared to cover their expenses for out-of-town placements.

Note: Arts and Science Requirements must be selected from four (4) different areas. At least two (2) arts and science courses (a minimum of six [6] credits) must be at the senior level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas and restrictions.

According to College policy relating to applied degree programs, successful completion of a Computer Science course is a graduation requirement for all applied degree programs.

DIPLOMA EXIT PROVISIONS

Students entering the Bachelor of Applied Ecotourism and Outdoor Leadership degree program should be aware that there are provisions for them to exit with a Diploma in Outdoor Pursuits in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Diploma in Outdoor Pursuits may be obtained from the chair or the program advisor for the Bachelor of Applied Ecotourism and Outdoor Leadership degree.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Bachelor of Applied Financial Services

PROGRAM OFFERED

Bachelor of Applied Financial Services – BFS (Applied)

PROGRAM CONSULTANTS

Dean, Bissett School of Business
W. Fraser

Program Chair, Bachelor of Applied Financial Services
B. Hibberd

GENERAL INFORMATION

The Bachelor of Applied Financial Services is a collaborative degree offered in conjunction with Lakeland Community College and Fairview Community College. The degree integrates the principles of financial services with work experience to provide graduates with the competencies required for employment in a variety of financial planning positions. Academic studies are linked with the work place through Directed Field Studies courses.

Growth in the financial services industry is resulting in exceptional career opportunities in banking, insurance, accounting and the investment industry. The financial services courses in the program satisfy the course requirements necessary to write the examination leading to the CFP™ (Certified Financial Planner) designation and the work experience component of the field studies can be applied toward the work requirement component of the CFP program.

In addition to developing the fundamental skills required of professionals in the financial services industry, the Bachelor of Applied Financial Services program emphasizes global skills required to be successful in today's workforce. These include the ability to research, communicate well, think critically, reason ethically, utilize technology, and work effectively in a team environment.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to an applied baccalaureate degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Financial Services degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Mathematics 30 – Pure (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Financial Services degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure (or their equivalents).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Financial Services degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied baccalaureate degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied baccalaureate degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for this program on the basis of the following criteria:

- preference will be given to applicants with 65% or above in English 30 and Mathematics 30 – Pure; and
- applicants may be required to submit a statement of intent and interest in the program.

Final selection decisions will be made by the program admissions committee on the basis of these criteria.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Financial Services degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Financial Services degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Financial Studies degree program must maintain a minimum overall Grade Point Average of 2.00.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Financial Services degree program.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Financial Services degree program must be completed as a registered student of Mount Royal College. However, if a course or courses required to meet graduation requirements are only offered by another educational institution, these may be taken outside the normal residency requirements with the prior approval of the program chair.

Normally, the entire work experience component of the Bachelor of Applied Financial Services degree program must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 126 credits.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Financial Services

Semester 1	
English 2201 or any 2200-level (or higher) English	4
Administration 1120 – Principles of Accounting	4
Administration 1161 – Mathematics of Finance	3
Computer Science 1209 – Introduction to Computing for Applied Degrees	3
Economics 2201 – Principles of Microeconomics OR Economics 2203 – Principles of Macroeconomics	3
Total Credits	17
Semester 2	
Arts and Science Requirement	3
Administration 1140 – Principles and Practice of Insurance	3
Administration 1210 – Business Communications	3
Administration 1227 – Managerial Finance	4
Administration 1229 – Financial Accounting for Business Decision Making	4
Total Credits	17
Semester 3	
Arts and Science Requirement	3
Administration 1150 – Principles of Marketing	3
Administration 1264 – Business Statistics	5
Administration 1280 – Introduction to Personal and Corporate Income Tax	3
Financial Services 2201 – Retirement Planning	4
Total Credits	18
Semester 4	
Arts and Science Requirement	3
Arts and Science Requirement	3
Administration 1170 – Human Resources Practices	3
Financial Services 2203 – Income Tax Planning	4
Financial Services 2205 – Strategic Investment Planning	4
Total Credits	17
Semester 5	
Administration 1132 – Introduction to the Stock Market	3
Administration 1230 – Business Law	3
Financial Services 2207 – Risk Management and Estate Planning	4
Financial Services 3301 – Canadian Securities Course 1	4
Arts and Science Requirement	3
Total Credits	17
Semester 6	
Arts and Science Requirement	3
Administration 1154 – Professional Selling	3
Entrepreneurship 3333 – New Venture Feasibility	3
Entrepreneurship 4431 – Leadership Development	3
Financial Services 3303 – Canadian Securities Course 2	1
Total Credits	13

	Credits
Financial Services 2010 – Directed Field Studies I*	15
Total Credits	15
	Credits
Financial Services 3010 – Directed Field Studies II*	15
Total Credits	15
Total Credits for Graduation	129

* Directed Field Studies will normally be taken in the seventh and eighth semesters but can be taken in other patterns between the fifth and eighth semester with the prior approval of the program chair.

FINANCIAL SERVICES DIPLOMA EXIT:

Students entering the Bachelor of Applied Financial Services degree program should be aware that there are provisions for them to exit with a Diploma in Financial Services in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Diploma in Financial Services may be obtained from the chair or the program advisor for the Bachelor of Applied Financial Services degree.

Note: Arts and Science courses must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas and restrictions.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Bachelor of Applied Industrial Ecology

PROGRAMS OFFERED

Bachelor of Applied Industrial Ecology – Biogeochemical Stream –
BIE (Applied)

Bachelor of Applied Industrial Ecology – Physical Processes Stream –
BIE (Applied)

PROGRAM CONSULTANTS

Dean, Faculty of Science and Technology
B. Lane

Chair, Department of Chemical, Biological and Environmental Sciences
M. Pollock

Program Co-ordinators, Bachelor of Applied Industrial Ecology
R. Owen, R. Saint-Fort

Work Experience Co-ordinator, Industrial Ecology
Vacant

GENERAL INFORMATION

Industrial Ecology offers a framework within which to improve knowledge and decisions about materials use, waste reduction, and pollution prevention. The field of industrial ecology seeks to provide a rigorous technical understanding that fosters systems of production and consumption that can be sustained for very long periods of time, even indefinitely, without causing significant environmental harm. Industrial ecology takes a systems analysis view of industry by developing strategies to facilitate more efficient use of material and energy resources whilst reducing the release of hazardous as well as non-hazardous wastes to the environment. Industrial ecology can facilitate the emergence of an economy that cycles virtually all of the materials it uses, emitting only micro amounts of wastes and pollutants, while providing high and increasing services to the large and expanding human population.

Public awareness on the part of governments and many industries has established strong and active measures responsible for preventing pollution through a regulatory approach. However, society and business are moving from this "end-of-pipe" regulation and control philosophy, to the realisation that embedding responsible environmental stewardship into every process, product and service is economically beneficial and will lead to long-term sustainability.

Graduates from the Bachelor of Applied Industrial Ecology degree program will be well prepared to apply their skills in areas of the new economy including, but not limited to, sustainable development, market based initiatives, energy efficiency, and pollution prevention. They will have a professional sense of social, cultural, scientific and economic responsibility and will understand the relationship of society to industry and development. The graduate will be competent and will have industrial skills blended with a liberal arts general education component. This will produce an individual with breadth and flexibility to problem solve, think creatively, manage and adapt to a rapidly changing world.

Upon completion of the Bachelor of Applied Industrial Ecology program the graduate will be able to:

- Determine the degree of sustainability of processes and operations, and implement practical solutions to sustainability issues.
- Incorporate pollution prevention principles in decision-making process.
- Assess, advise, and evaluate on energy and efficiency issues.
- Apply principles of by-product synergism and other market-based concepts.
- Incorporate Life Cycle Assessment and Management techniques.
- Demonstrate proactive posture in regulatory management.
- Assess and evaluate best available technology solutions in decommissioning issues.
- Make recommendations on the design initiatives for the environment.
- Communicate effectively and persuasively on issues related to sustainable development.
- Contribute to the assessment of Human Health Issues, economic factors, and cultural issues using the principles of industrial ecology.

The Bachelor of Applied Industrial Ecology degree has two (2) main streams. The Biogeochemical Stream provides a comprehensive grounding in all major aspects of industrial ecology, and will be the normal route of entry into the field. The Physical Processes Stream emphasises engineering aspects of the field, and the prevention of atmospheric pollution. There is also a Transition Stream for applicants with relevant education and/or work experience.

The Bachelor of Applied Industrial Ecology program combines six (6) semesters of academic study and two (2) semesters of Directed Field Studies (work-terms). This applied degree program will emphasize continuous, practical application of theoretical learning.

ADMISSION REQUIREMENTS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to the Bachelor of Applied Industrial Ecology program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Industrial Ecology degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%.

Biogeochemical Stream

Five (5) Grade 12 subjects used in the calculation of this admission average must include Chemistry 30 and Mathematics 30 – Pure (or their equivalents) with a minimum grade of 60% in each subject and a passing grade in English 30 and either Biology 30 or Physics 30 (or their equivalents).

Physical Processes Stream

Five (5) Grade 12 subjects used in the calculation of this admission average must include English 30, Mathematics 30 – Pure, Mathematics 31, Chemistry 30 and Physics 30 (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Industrial Ecology degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and

Biogeochemical Stream

- they present Chemistry 30 and Mathematics 30 – Pure (or their equivalents) with a minimum grade of 60% in each subject and a passing grade in English 30 and either Biology 30 or Physics 30 (or their equivalents).

Physical Processes Stream

- they present a grade of 50% or higher in English 30, Mathematics 30 – Pure, Mathematics 31, Chemistry 30 and Physics 30 (or their equivalents).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Industrial Ecology degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- a. they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- b. they are considered to be in good standing by the post-secondary institution attended most recently;

Biogeochemical Stream

- they present Chemistry 30 and Mathematics 30 – Pure (or their equivalents) with a minimum grade of 60% in each subject and a passing grade in English 30 and either Biology 30 or Physics 30 (or their equivalents).

Physical Processes Stream

- they present a grade of 50% or higher in English 30, Mathematics 30 – Pure, Mathematics 31, Chemistry 30 and Physics 30 (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements will be selected on the basis of the following criteria:

- normally preference will be given to the applicants with the highest academic standing in Chemistry 30 and Mathematics 30 – Pure (or their equivalents).
- A personal interview may be required.

TRANSITION STREAM – ADMISSION REQUIREMENTS

Applicants will be considered eligible for admission to the Bachelor of Applied Industrial Ecology degree program (Transition Stream) if they possess a diploma in Environmental Technology and are currently employed in the environmental industry or are recent graduates of the Mount Royal College program in Environmental Technology. This option will be available for a four year period, beginning September, 2001 and running until September 2004. Applicants may require courses beyond those listed in the transition stream if they do not already have the prerequisites for the courses listed in the transition stream. Industrial Ecology options will be determined in consultation with the program advisor. The Directed Field Studies components of the Bachelor of Applied Industrial Ecology degree program will be developed in consultation with the department.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Industrial Ecology degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

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

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

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

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Industrial Ecology degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Industrial Ecology degree program must obtain a minimum grade of "C" in all required core courses in the program and maintain a minimum overall Grade Point Average of 2.00.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Industrial Ecology degree program.

RESIDENCE REQUIREMENTS

At least 50% of the core course requirements that are deemed integral to the Bachelor of Applied Industrial Ecology degree program must be completed as a registered student of Mount Royal College. Normally, the entire Directed Field Studies (work experience) component of the Bachelor of Applied Industrial Ecology degree program (30 credits) must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 132 credits of which 30 credits will be for work experience.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of the two (2) semesters of work experience.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Industrial Ecology – Biogeochemical Stream (Direct Entry)

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	.4
Industrial Ecology 2201 – Introduction to Industrial Ecology	.3
Chemistry 2209 – General Chemistry for Engineers	.4
Mathematics 2285 – Calculus with Applications	.4
Arts and Science Requirement	.3
Total Credits	.18

Semester 2	Credits
Industrial Ecology 2205 – Data Processing and Statistics	.3
Biology 2211 – Terrestrial Ecology	.3
Chemistry 3357 – Industrial Organic Chemistry	.4
Microbiology 1217 – Applied Industrial Microbiology	.3
Arts and Science Requirement	.3
Total Credits	.16

Semester 3	Credits
Industrial Ecology 3321 – Water Pollution and Surface Water Analysis I	.3
Industrial Ecology 3333 – Groundwater Contamination	.4
Biology 2219 – Aquatic Ecology	.3
Computer Science 1209 – Computing for Applied Degrees	.3
Arts and Science Requirement	.3
Total Credits	.16

Semester 4	Credits
Industrial Ecology 3303 – Life-Cycle Assessment	.4
Industrial Ecology 3315 – Applied Instrumentation	.3
Industrial Ecology 3323 – Watershed Management	.3
Industrial Ecology 3335 – Issues in Environmental Assessment	.3
Arts and Science Requirement	.3
Total Credits	.16

Semester 5	Credits
Industrial Ecology 2010 – Directed Field Studies I	.15

Semester 6	Credits
Industrial Ecology 4405 – Air Quality	.3
Industrial Ecology 4411 – Industrial Sanitation	.2
Industrial Ecology 4423 – Market Based Initiatives	.3
Industrial Ecology 4431 – Management of Residuals	.3
Industrial Ecology 4433 – Quality Assurance/Quality Control	.4
Industrial Ecology 4441 – Site System Remediation Design	.4
Total Credits	.19

Semester 7	Credits
Industrial Ecology 3010 – Directed Field Studies II	.15

Semester 8	Credits
Industrial Ecology 4407 – Pollution Prevention: Toward Zero Emissions	.3
Industrial Ecology 4415 – Industrial Ecology Project	.2
Industrial Ecology 4417 – Design for the Environment	.3
Entrepreneurship 1232 – Entrepreneurship Studies	.3
Arts and Science Requirement	.3
Arts and Science Requirement	.3
Total Credits	.17

Total Credits for Graduation	.132
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Diploma Exit

Students who successfully complete the first four semesters of the Bachelor of Applied Industrial Ecology (20 courses) in the Biogeochemical Stream will be awarded a Diploma in Environmental Technology. To be eligible the students must have selected their four arts and science courses from four (4) different areas.

Bachelor of Applied Industrial Ecology – Physical Processes Stream

Semester 1	Credits
Industrial Ecology 2201 – Introduction to Industrial Ecology	.3
Chemistry 2209 – General Chemistry for Engineers	.4
Mathematics 1217 – Calculus for Engineers and Scientists I	.4
Mathematics 2221 – Linear Algebra for Scientists and Engineers	.4
Arts and Science Requirement	.3
Total Credits	.18

Semester 2	Credits
English 2201 or any 2200-level (or higher) English	.4
Chemistry 2210 – Behaviour of Liquids, Gases, Solids	.4
Engineering 1233 – Computing for Engineers I	.4
Mathematics 1219 – Multivariate Calculus for Engineers	.4
Arts and Science Requirement	.3
Total Credits	.19

Semester 3	Credits
Industrial Ecology 3333 – Groundwater Contamination	.4
Industrial Ecology 4433 – Quality Assurance/Quality Control	.4
Mathematics 1307 – Differential Equations	.4
Arts and Science Requirement	.3
Arts and Science Requirement	.3
Total Credits	.18

Semester 4	Credits
Industrial Ecology 3303 – Life-Cycle Assessment	.4
Industrial Ecology 3307 – Air Pollution Monitoring	.4
Engineering 1319 – Statistics for Engineers	.4
Arts and Science Requirement	.3
Arts and Science Requirement	.3
Total Credits	.18

Semester 5	Credits
Industrial Ecology 2010 – Directed Field Studies I	.15

Semester 6	Credits
Industrial Ecology 4401 – Environmental Systems Modelling	.4
Industrial Ecology 4423 – Market Based Initiatives	.3
Industrial Ecology 4441 – Site System Remediation Design	.4
Mathematics 3361 – Numerical Analysis	.4
Total Credits	.15

Semester 7	Credits
Industrial Ecology 3010 – Directed Field Studies II	.15

Semester 8	Credits
Industrial Ecology 4407 – Pollution Prevention: Toward Zero Emissions	.3
Industrial Ecology 4415 – Industrial Ecology Project	.2
Industrial Ecology 4417 – Design for the Environment	.3
Engineering 3309 – Heat and Mass Transport	.4
Entrepreneurship 1232 – Entrepreneurship Studies	.3
Total Credits	.15

Total Credits for Graduation	.133
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Bachelor of Applied Industrial Ecology – Transition Stream

Open to Environmental Technology graduates currently employed in a related field and/or recent graduates of Mount Royal College with a diploma in Environmental Technology.

Semester 1	Credits
Industrial Ecology 2201 – Introduction to Industrial Ecology	.3
Industrial Ecology Option	.3
Industrial Ecology Option	.3
Approved Mathematics Option*	.4
Arts and Science Requirement	.3
Total Credits	.16

Semester 2	Credits
Industrial Ecology 3303 – Life-Cycle Assessment	.4
Industrial Ecology 4407 – Pollution Prevention – Toward Zero Emissions	.3
Entrepreneurship 1232 – Entrepreneurship Studies	.3
Industrial Ecology Option	.3
Arts and Science Requirement	.3
Total Credits	.16

Industrial Ecology 2010 – Directed Field Studies I	.15
Industrial Ecology 3010 – Directed Field Studies II	.15
Total Credits for Graduation	.62

*Approved Mathematics Options: Mathematics 2211 and 2251

Note: Graduates of the program who plan to apply to the Alberta Society of Engineering Technologists (ASET) for certification should consider taking a calculus course as this is one requirement.



Bachelor of Applied Interior Design

PROGRAM OFFERED

Bachelor of Applied Interior Design – BID (Applied)

PROGRAM CONSULTANTS

Dean, Faculty of Arts
M. Mertin

Chair, Department of Interior Design
J. McFarland

Work Experience Co-ordinator, Interior Design
D. Fellows

GENERAL INFORMATION

The interior design field is both dynamic and exciting. It challenges the professional practitioner to analyze a client's needs, goals, and life safety requirements and to apply the analysis to buildable solutions which are functional, safe and aesthetically unified. This complex task requires sound analytical and communication skills as well as strong capabilities in space planning, construction detailing, visual representation and business practices. Combined with an understanding of relevant building codes and legislation, an awareness of historical precedent, and a consideration of social issues and responsibilities, these skills and capabilities provide the professional interior designer with the tools to develop life enhancing interior environments.

The Bachelor of Applied Interior Design program at Mount Royal College emphasizes both theoretical and practical skill building relative to the demands of the interior design profession. This is accomplished through six semesters of studio-based projects, seminars, and lectures as well as two semesters devoted to paid work experience within the design industry. Emphasis is placed on the development of skills in residential and commercial space planning, colour and material selection, construction detailing and specification, and interior design contract administration.

In addition to developing the fundamental skills required of interior design practitioners, the Bachelor of Applied Interior Design program emphasizes global skills required to be successful in today's workforce. These include the ability to research, communicate well, think critically, reason ethically, and work effectively in a team environment.

Given the broad based application of creative problem solving skills developed in this program, employment opportunities for graduates are far-ranging. Students may enter into the profession directly as intern interior practitioners, or become involved in careers such as facility management, construction management, building development and leasing, or sales and marketing of interior design related products. Recognition as a professional interior designer is achieved after the successful completion of professional practice examinations. In order to be eligible to write these exams, interior design interns are required to have seven years of combined education and work experience in the design profession. Students should note that qualifications for professional status vary from province to province.

The study of interior design requires considerable commitment of time outside regular classroom and studio instruction to provide the student with the understanding necessary to complete the program.

GENERAL ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are four (4) equally acceptable admission routes or qualification categories for applicants seeking entry to the Bachelor of Applied Interior Design program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Interior Design degree program on the basis of their secondary school standing if they present five (5) appropriate grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 with a grade of at least 65% and Mathematics 30 – Pure (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Interior Design degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present English 30 with a grade of at least 65% and Mathematics 30 – Pure (or their equivalents).
 - in the case where these specific academic requirements have not been met, related prior learning and work experience will be assessed by the department through relevant documentation. If admitted on this basis, students may be required to fulfil the English and mathematics requirements with specified College arts and science courses.

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Interior Design degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and

- c. they present English 30 with a grade of at least 65% and Mathematics 30 – Pure (or their equivalents).
- in the case where these specific academic requirements have not been met, related prior learning and work experience will be assessed by the department through relevant documentation. If admitted on this basis, students may be required to fulfill the English and mathematics requirements with specified College arts and science courses.

4. Admission on the Basis of Transfer from an Accredited School of Interior Design

Applicants will be considered eligible for admission to the Bachelor of Applied Interior Design program on the basis of transfer from an accredited school of Interior Design if:

- a. transcripts and portfolio of student work demonstrate eligibility for transfer; and
- b. seats are available in the Bachelor of Applied Interior Design program.

Request for admission on this basis must be submitted on or before the deadline for applications to the Bachelor of Applied Interior Design program.

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied baccalaureate degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied baccalaureate degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

In addition to meeting the general admission requirements, applicants will be screened to ensure that they meet basic standards that will give them a realistic chance for success in the Bachelor of Applied Interior Design program. Screening procedures include a portfolio assignment, which will include drawings assessed by the department faculty. After February 28, all qualified applicants will be sent further instructions regarding these screening procedures.

APPLICATION DEADLINE

Applications must be received by February 28 for the following academic year.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Interior Design program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CONTINUANCE IN THE PROGRAM

Students who fail to achieve a minimum grade of "C" (2.00 GPA) in each of the required core courses in the program will not be allowed to continue in interior design core courses in the subsequent semester, and must repeat any required core courses in which the "C" minimum was not met. This grade requirement does not apply to the English requirement, the six arts and science courses, and approved options. A minimum grade of "C" is required in all interior design core courses in order to qualify for a degree. If students wish to be re-admitted to the Bachelor of Applied Interior Design program to continue their studies, they must provide a letter of intent to the Department of Interior Design four (4) months prior to the commencement of the semester in which they are seeking re-admittance.

RECOGNITION OF PRIOR LEARNING

At the time of admission, the prior learning of all students entering applied baccalaureate degree programs will be assessed for possible advanced standing or transfer credit. Applicable credit for prior learning, which may include work experience, is recognized at the time of entry into the program and will remain valid for the same time limit (8 years) as is permitted to complete the program.

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Students receive 15 credits for the successful completion of each semester.

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study, rather than immediate employment, are encouraged to discuss their post-graduate education plans and options with their program advisor.

CURRICULUM

Bachelor of Applied Interior Design

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement*	3
Interior Design 2211 – Design I	4
Interior Design 2213 – Representation I	2
Interior Design 2231 – Colour and Light	2
Interior Design 3309 – History of Interiors	3
Total Credits	18

Semester 2	Credits
Interior Design 2221 – Design II	4
Interior Design 2223 – Representation II	2
Interior Design 2225 – Construction Fundamentals I	4
Interior Design 2229 – Lighting	1
Interior Design 2233 – Materials	1
Interior Design 2235 – Universal Design	1
Computer Science 1209 – Introduction to Computing for Applied Degrees	3
Total Credits	16

Semester 3	Credits
Arts and Science Requirement*	3
Interior Design 3301 – Design III	4
Interior Design 3305 – Construction Fundamentals II	4
Interior Design 3313 – Representation III	2
Interior Design 3317 – Interior Design Business I	2
Interior Design 3335 – Building Code and Systems I	1
Total Credits	16

Semester 4	Credits
Arts and Science Requirement*	3
Interior Design 3311 – Design IV	4
Interior Design 3315 – Construction Fundamentals III	4
Interior Design 3323 – Representation IV	2
Interior Design 3327 – Interior Design Business II	1
Interior Design 3331 – Computer Drafting	2
Total Credits	16

Semester 5	Credits
Interior Design 2010 – Directed Field Studies	15
Total Credits	15

Semester 6	Credits
Senior Arts and Science Requirement*	3
Interior Design 4401 – Design V	4
Interior Design 4405 – Construction Fundamentals IV	4
Interior Design 4407 – Interior Design Business III	3
Interior Design 4413 – Representation V	2
Interior Design 4435 – Building Code and Systems II	1
Total Credits	17

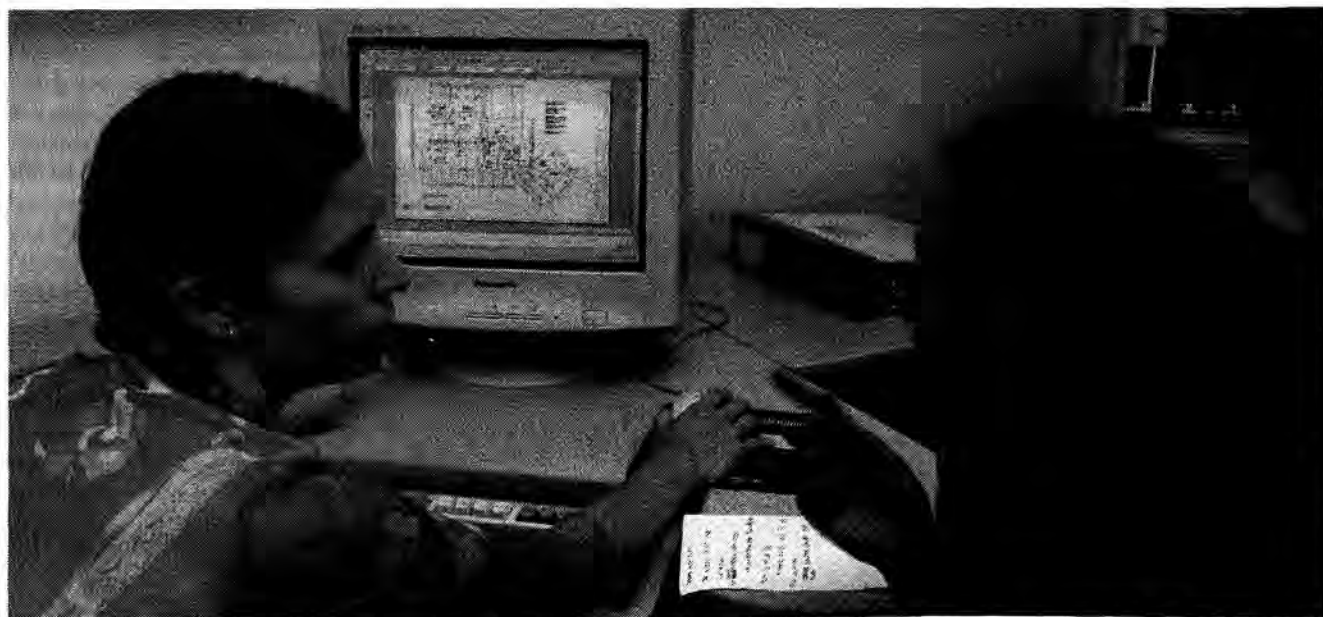
Semester 7	Credits
Interior Design 3010 – Directed Field Studies	15
Total Credits	15

Semester 8	Credits
Senior Arts and Science Requirement*	3
Junior or Senior Arts and Science Requirement*	3
Interior Design 4411 – Design VI	3
Interior Design 4415 – Construction Fundamentals V	3
Interior Design 4421 – Design Issues	2
Entrepreneurship 1232 – Entrepreneurship Studies	3
Total Credits	17

Total Credits for Graduation130

* Although Arts and Science Requirements are listed in specific semesters above, these courses can be taken at any time during the 8-semester program. Students who enter the program with completed Arts and Science courses may enroll in fewer credits than are listed above.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Bachelor of Applied International Business and Supply Chain Management

PROGRAM OFFERED

Bachelor of Applied International Business and Supply Chain Management
– BIBSM (Applied)

PROGRAM CONSULTANTS

Dean, Bissett School of Business
W. Fraser

Chair, Bachelor of Applied International Business
and Supply Chain Management
B. Hibberd

GENERAL INFORMATION

The Bachelor of Applied International Business and Supply Chain Management Program is designed to meet the demand for supply chain professionals in the global economy. Supply chain management includes management of the flow and transportation of goods, from raw materials through to the consumer, including the related information flows. Through efficiencies in procurement, transportation, physical distribution, and customer relations, companies achieve significant economic advantages.

Areas of study include production planning logistics management, purchasing, inventory management, material handling, transportation, enterprise resource planning (ERP), customer relations, and global logistics. Also covered are information systems and electronic business (e-commerce) – crucial to effective logistics management.

The program curriculum includes three years of classroom study and one year of local or international on-the-job training. Course credits may be transferable to professional programs such as the Certified Professional Purchaser (CPP) and the Canadian Institute of Traffic and Transportation (CITT).

Graduates will be prepared for careers in demand forecasting, professional purchasing, electronic business, and international trade as well as management positions in transportation, inventory, warehousing, distribution and customer service.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to an applied baccalaureate degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied International Business and Supply Chain Management degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Mathematics 30 – Pure (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied International Business and Supply Chain Management degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure (or their equivalents).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied International Business and Supply Chain Management degree program on the basis of standing obtained at a recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16 week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16 week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for the programs on the basis of the following criteria:

- preference will be given to applicants with 65% or above in English 30 and Mathematics 30 – Pure;
- applicants may be required to submit a statement of intent and interest in the program.

Final selection decisions will be made by the program admissions committee on the basis of these criteria.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied International Business and Supply Chain Management degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

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

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied International Business and Supply Chain Management program must comply with all College policies and regulations relating to applied degrees and continuance. Students enrolled in the Bachelor of Applied International Business and Supply Chain Management degree program must maintain a minimum overall Grade Point Average of 2.00.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied International Business and Supply Chain Management.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied International Business and Supply Chain Management degree program must be completed as a registered student of Mount Royal College.

Note: Field studies will normally be taken in the sixth and seventh semesters but can be taken in other patterns between the fifth and eighth semesters with the prior approval of the program chair.

Normally, the entire work experience component of the Bachelor of Applied International Business and Supply Chain Management program must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 126 credits.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied International Business and Supply Chain Management

Semester 1	Credits
English 2201 or any 2200-level (or higher) English	4
Administration 1121 – Financial Accounting Concepts	4
Administration 1150 – Principles of Marketing	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	17
Semester 2	Credits
Administration 1230 – Business Law	3
Administration 1264 – Business Statistics	5
Administration 1276 – Organizational Behaviour	3
Computer Science 2203 – Introduction to Computers	3
Logistics and Supply Chain Management 1201 – Introduction to Logistics and Supply Chain Management	3
Total Credits	17
Semester 3	Credits
International Business 3308 – International Business and Trade Management	3
Logistics and Supply Chain Management 3301 – Introduction to Physical Distribution	3
Logistics and Supply Chain Management 3303 – Fundamentals of Purchasing	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15

Semester 4	Credits
Administration 1227 – Managerial Finance	4
Administration 1250 – International Marketing	3
Administration 1261 – Principles of Quality Management	4
Logistics and Supply Chain Management 3305 – Physical Distribution and Logistics	3
Logistics and Supply Chain Management 3307 – Introduction to E-business	3
Total Credits	17

Semester 5	Credits
Directed Field Studies I*	15
Total Credits	15

Semester 6	Credits
Administration 1265 – Management Information Systems	3
International Business 3303 – International Finance	3
Logistics and Supply Chain Management 4401 – Inventory Management	3
Logistics and Supply Chain Management 4403 – Production and Operations Management	3
Logistics and Supply Chain Management 4405 – Materials and Warehouse Management	3
Total Credits	17

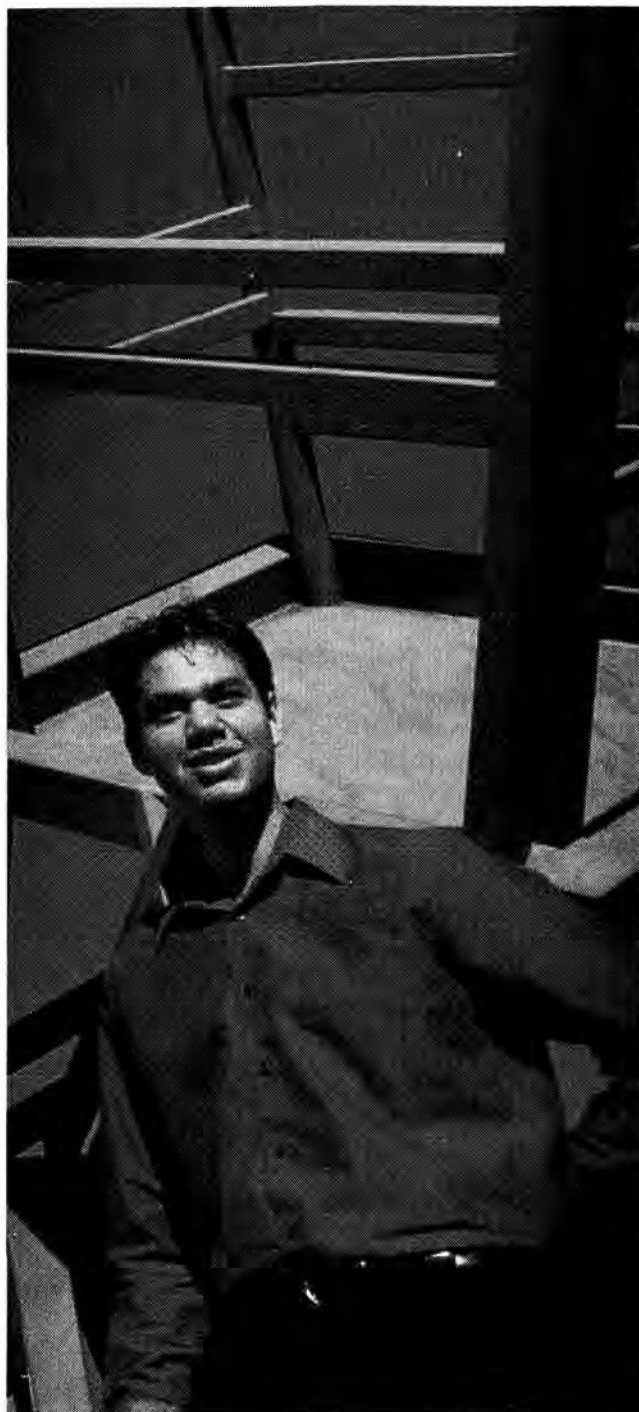
Semester 7	Credits
Directed Field Studies II*	15
Total Credits	15

Semester 8	Credits
Logistics and Supply Chain Management 4407 – Business Negotiations/Project Management	3
Logistics and Supply Chain Management 4409 – Supply Chain Decision-Making	3
Logistics and Supply Chain Management 4411 – E-business Execution	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15
Total Credits for Graduation	126

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

Note: Applied Degree: Arts and Science courses must be selected from four (4) different Areas. At least two (2) Arts and Science courses (a minimum of six (6) credits) must be at the senior level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

* Directed Field Studies may be taken in other patterns with the permission of the Program Chair.



Bachelor of Applied Justice Studies

PROGRAM OFFERED

Bachelor of Applied Justice Studies – BJSt (Applied)

PROGRAM CONSULTANTS

Dean, Faculty of Health and Community Studies
B. Hendrickson

Chair, Department of Justice Studies
D. King

Work Experience Co-ordinator, Justice Studies
M. Miron

GENERAL INFORMATION

This program provides professional preparation for students wishing to pursue careers in Law Enforcement and Correctional Services as well as a practice-based foundation for students seeking entrance to further studies in Law at universities in Alberta.

Across Canada, Criminology, Criminal Justice and Justice Studies departments in colleges and universities are establishing partnerships with Justice agencies. For Mount Royal College this collaboration has led to a unique curriculum, which emphasizes both practical applied skills, while also stressing values, ethical considerations, and the development of a broad knowledge of justice system issues.

While demonstrating entry-level skills necessary for employment, graduates of this program will possess a conceptual understanding of the criminal justice system as well as the practical application of related skills. In addition to specific course and program outcomes, students will be required to demonstrate the following College-wide abilities: thinking skills, communication, information access and retrieval, ethical reasoning, group effectiveness, and computer literacy.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to an applied degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Justice Studies degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30, Mathematics 30 (Pure or Applied) and Social Studies 30 (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Justice Studies degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30, Mathematics 30 (Pure or Applied), Social Studies 30 (or their equivalents).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Justice Studies degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30, Mathematics 30 (Pure or Applied) and Social Studies 30 (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. (The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation.) Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements will be selected on the basis of a personal profile including:

- information concerning their academic background
- evidence of relevant work or volunteer experience
- evidence of the applicant's awareness of current Justice/Criminology issues

Consideration will be given to applicant's grades in the courses presented at the time of application. A police security clearance will be required of all applicants who are selected for this program.

Note: Applications must be received by March 15 for Fall Semester admissions.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Justice Studies degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Graduating applied degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Justice Studies degree program must comply with all College policies and regulations relating to applied baccalaureate degrees and continuance. Students who do not successfully complete any work experience component of an applied baccalaureate degree program shall be required to withdraw from the program, subject to department review.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Justice Studies degree program.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Justice Studies degree program must be completed as a registered student of Mount Royal College. Normally, the entire work experience component of the Bachelor of Applied Justice Studies degree program (30 credits) must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 123 credits, of which 30 credits will be for work experience semesters.
- Successful completion of the two (2) semesters of work experience.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Minimum grade of "C" in all "AJUS" designated courses in the program, including the two Directed Field Studies – AJUS 2010 and AJUS 3010.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Justice Studies

The transition to an integrated Justice Studies degree at Mount Royal College, from existing specialized criminology diplomas, represents a natural evolution of the curriculum. Driven by a transition to a community-based philosophy in the delivery of justice related services in Alberta, employers are now seeking candidates who demonstrate skills and abilities beyond what has traditionally been required. It is within the framework of a practice-oriented education that "front-line" employees are expected to apply their concrete knowledge to the workings of justice.

The Applied Degree in Justice Studies is structured around the belief that an abilities-based education requires careful sequencing of alternate educational opportunities, such as abilities-based courses, knowledge-based courses, and work placement experiences.

A Forensic Studies option focus is available within the Bachelor of Applied Justice Studies degree program. Students can take up to three (3) designated Web based courses in the credit Forensic Studies Certificate at Mount Royal College and apply those courses towards the Bachelor of Applied Justice Studies. Students who successfully complete a minimum of four (4) Forensic Studies courses may qualify for the Forensic Studies Certificate of Achievement. Please contact the Co-ordinator of the Forensic Studies program for details.

Semester 1	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Applied Justice 2201 – Introduction to Criminology	3
Applied Justice 2203 – Introduction to the Justice System	3
Computer Science 1209 – Introduction to Computing for Applied Degrees	3
Total Credits	15

Semester 2	Credits
Arts and Science Requirement	3
English 2201 or any 2200-level (or higher) English	4
Applied Justice 2209 – Selected Issues in Human Justice	3
Applied Justice 2211 – Introduction to Human Relations	3
Applied Justice 2213 – Diversity Issues and the Criminal Justice System	3
Total Credits	16

Semester 3	Credits
Arts and Science Requirement	3
Applied Justice 3301 – Human Rights and Civil Liberties	3
Applied Justice 3305 – Aberrant Behaviour OR Forensic Studies 4403 – Forensic Psychiatric and Corrections Populations	3
Applied Justice 4403 – Young Persons in Conflict with the Law	3
Political Science 2201 – Introduction to Government and Politics	4
One of the following:	
Political Science 2201 – Introduction to Government and Politics	4
OR	
Political Science 3321 – The Canadian State	3
OR	
Forensic Studies 4411 – Crime Scene Investigation and Evidence	3
OR	
Forensic Studies 4407 – Forensic Science	3
Total Credits	15-16

Semester 4	Credits
Applied Justice 3307 – Professional Ethics in Criminal Justice	3
Applied Justice 3309 – Intervention Strategies	3
Applied Justice 3311 – Criminal Law	3
Applied Justice 3313 – Interviewing Skills	3
Psychology 3312 – Behavioural Statistics	4
Total Credits	16

Semester 5	Credits
Applied Justice 2010 – Directed Field Studies**	15

Semester 6	Credits
Arts and Science Requirement	3
Applied Justice 4401 – Quantitative Research Methods	4
Entrepreneurship 1232 – Entrepreneurship Studies	3
Political Science 3343 – Law, Politics and the Judicial Process	5
Total Credits	15

Semester 7	Credits
Arts and Science Requirements	3
Applied Justice 3303 – Criminological Theory	3
Applied Justice 4405 – Qualitative Research Methods	3
Applied Justice 4407 – Conflict Resolution	3
Justice Studies Option*	3
Total Credits	15

Semester 8	Credits
Applied Justice 3010 – Directed Field Studies**	15

Total Credits for Graduation 122-123

* Justice Studies Options: Applied Justice 4411, 4413, 4415, 4417 and Forensics 4401, 4403, 4405, 4407, 4409 or 4411.

** Directed Field Studies usually occur after the fourth academic semester. Students may be on a Directed Field Studies project in Spring, Fall or Winter. Core Applied Justice Studies courses will be offered in a rotation that allows students to complete their program requirements in three and a half to four academic years.

DIPLOMA EXIT PROVISIONS

Students entering the Bachelor of Applied Justice Studies degree program should be aware that there are provisions for them to exit with a Professional Studies Diploma, Justice Studies in the event that they change their educational or career plans following acceptance into and commencement of the degree program. In order to qualify for the exit diploma, students must successfully complete all the courses outlined in Semesters 1 through 4 (inclusive) in the Bachelor of Applied Justice Studies program plan published in the College Calendar. Students must earn a minimum of "C" in all "AJUS" designated courses in Semester 1 through 4 (inclusive) in the Bachelor of Applied Justice Studies, as well as a minimum overall Grade Point Average of 2.00 in all courses in Semesters 1 through 4 (inclusive) of the Bachelor of Applied Justice Studies degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Professional Studies Diploma, Justice Studies may be obtained from the chair or the program advisor for the Bachelor of Applied Justice Studies degree.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Bachelor of Applied Nonprofit Studies

PROGRAM OFFERED

Bachelor of Applied Nonprofit Studies – BNpSt (Applied)

PROGRAM CONSULTANTS

Chair, Department of Policy Studies
D. Sabiston

Program Co-ordinator, Applied Nonprofit Studies Program
B. Foster

GENERAL INFORMATION

The size and scope of the nonprofit sector in Canada is extensive. Currently there are over 175,000 nonprofit organizations providing services in the areas such as health care, arts, culture, recreation, human services, sports, education, environment, and international development. The nonprofit sector is a major employer, providing over 1.3 million jobs. With annual revenues of \$90 billion and assets over \$120 billion, the nonprofit sector is comparable in size to the entire economy of British Columbia. The Bachelor of Applied Nonprofit Studies is designed to provide graduates with the skills and experience to become leaders within Canada's nonprofit sector.

Nonprofit studies is an emerging area of specialization that addresses a broad range of issues including public policy, service delivery, business, economics, volunteerism, social change, and community development. Until recently, nonprofit studies were only available at the graduate level, usually within business or policy studies departments at a small number of Canadian universities. The Bachelor of Applied Nonprofit Studies is the first program of its kind in Canada. By building on the strengths of a number of Mount Royal College faculties and departments – such as Policy Studies, Justice Studies, Communications, Social Work, technology and Business – an interdisciplinary course of studies has been developed that provides students with the core skills necessary to become valued employees within one of Canada's fastest growing sectors.

Students who graduate from the Bachelor of Applied Nonprofit Studies program will have the theoretical background and practical skills to understand and apply to such areas as cross-sectoral relationships, funding and economics, quantitative and qualitative analysis, communications, law and ethics, and entrepreneurial business practices for the nonprofit sector.

Recent surveys of the nonprofit sector show that:

- Across North America nonprofit agencies are growing faster and hiring more people than any other sector
- Nonprofit organizations are seeking employees with both a theoretical and an applied knowledge base
- Nonprofit organizations prefer employees with directly related field experience

Graduates will have a depth of training and practical experience that will make them desirable employees throughout the nonprofit sector.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to the Bachelor of Applied Nonprofit Studies degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Nonprofit Studies degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Social Studies 30 (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Nonprofit Studies degree program on the basis of maturity if:

- a. they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- b. they present a grade of 50% or higher on English 30 and Social Studies 30 (or their equivalents).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Nonprofit Studies degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- a. they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four-point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- b. they are considered to be in good standing by the post-secondary institution attended most recently; and
- c. they present a grade of 50% or higher on English 30 and Social Studies 30 (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Nonprofit Studies degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs, Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

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

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Nonprofit Studies degree program must comply with all College policies and regulations relating to baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Nonprofit Studies degree program must obtain a minimum overall Grade Point Average of 2.00, with a minimum grade of "C" in all required core courses including Directed Field Studies. Because of the interdisciplinary nature of the program, core courses are defined as all courses in the program except:

- Arts and Science Requirements (6 courses)
- English
- Computer Science 1205 or 1207

Students with a Grade Point Average of less than 2.00 will be disqualified from the program for one year. After one year, they may reapply for admission. Grades assigned to Directed Field Studies are included in the calculation of the Grade Point Average.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Nonprofit Studies degree program.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Nonprofit Studies degree program must be completed as a registered student of Mount Royal College. Normally, the entire Directed Field Studies component of the Bachelor of Applied Nonprofit Studies degree program (30 credits) must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of the required 125 credits for graduation as specified in the program.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) semesters of Directed Field Studies.
- Minimum grade of "C" in all core courses.

See "General Graduation Requirements" section.

DIPLOMA EXIT

The Bachelor of Applied Nonprofit Studies includes a two-year diploma option. Students may exit the degree program and receive a Professional Studies (Nonprofit Studies) diploma after completing their second year of studies. Students completing the diploma program in nonprofit studies at Grant MacEwan College will be eligible for credit in the Bachelor of Applied Nonprofit Studies program at Mount Royal College.

CURRICULUM

Bachelor of Applied Nonprofit Studies

Semester 1	Credits
Arts and Science Requirement	3
English 2201 or any 2200-level (or higher) English	4
Nonprofit Studies 2201 – Canada's Nonprofit Sector – Foundations	4
Administration 1120 – Principles of Accounting	4
Administration 1130 – Principles of Management	3
Total Credits	18
Semester 2	Credits
Arts and Science Requirement	3
Administration 1210 – Business Communications	3
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship OR	
Computer Science 1209 – Introduction to Computing for Applied Degrees	3
Entrepreneurship 2237 – Human Resources for Small Business	3
Recreation Studies 1147 – Introduction to Voluntarism	3
Total Credits	15
Semester 3	Credits
Arts and Science Requirement	3
Nonprofit Studies 3301 – Statistical Applications for the Nonprofit Sector	4
Administration 1150 – Principles of Marketing	3
Applied Communications 2241 – Introduction to Public Relations	3
Political Science 2201 – Introduction to Government and Politics	4
Total Credits	17

Semester 4	Credits
Arts and Science Requirement	3
Nonprofit Studies 3303 – Law for Nonprofit Sector	3
Nonprofit Studies 3305 – Program Planning and Assessment for the Nonprofit Sector	3
Applied Communications 2251 – Introduction to Fund Development	3
Applied Policy Studies 3301 – Introduction to Public Policy	3
Total Credits	15

Semester 5	Credits
Arts and Science Requirement	3
Nonprofit Studies – Board Governance	3
Nonprofit Studies – Ethical Issues in the Nonprofit Sector	3
Social Work 1221 – Community Organizations	3
Approved Option 1 (minimum of 2 credits)	3
Total Credits	15

Semester 6	Credits
Directed Field Studies*	15

Semester 7	Credits
Directed Field Studies*	15

Semester 8	Credits
Arts and Science Requirement	3
Nonprofit Studies – Strategic Management for the Nonprofit Sector	3
Applied Communications 4449 – Fund Development and Corporate Philanthropy3	3
Entrepreneurship 4431 – Leadership Development	3
Approved Option 2 (minimum of 2 credits)	3
Total Credits	15
Total Credits for Graduation	125

* Directed Field Studies semesters may occur anywhere after Semester 4 and before Semester 8.

PROPOSED OPTION AREAS

Students can select from any of the approved options below to satisfy requirements for Approved Option 1 and Approved Option 2. Students may take options other than those below with approval of their department. Courses selected to satisfy Approved Option requirements may not also be used to satisfy Arts and Science Requirements.

Human Services Options

For students who want to specialize in the human services area of the nonprofit sector.

		Credits
Advanced Studies in Mental Health 4409 –		
Mental Health Practice in the Community		3
Anthropology 2213 – Contemporary Indian Issues in Canada		3
Child Studies 2201 – Factors Affecting Development I:		
Social and Environmental Conditions		1.5
Child Studies 2211 – Factors Affecting Development II: Disabling Conditions ..		1.5
Child Studies 3311 – Management of Human Services		3
Child Studies 4405 – Ethics and Ethical Issues in the Human Services Field ..		2
Criminology 1208 – Young Persons in Conflict with the Law		3
Disability Studies 1111 – Overview of Disability Studies:		
Services and Partnerships		2
Disability Studies 1205 – Practices, Issues and Trends		
in Community Rehabilitation		3
Gerontology 4401 – Perspectives in Gerontology		3
Gerontology 4403 – Health and Aging		3
Recreation Studies 1203 – Recreation and Community Development		3

Social Policy Options

For students who want to specialize in social or public policy issues relevant to the nonprofit sector.

Credits	
Child and Youth Care Counsellor 1210 – Policies, Systems, and Issues Regarding Children and Youth	3
Political Science 2223 – Conflict and Unity: Canadian Issues	3
Political Science 2283 – Issues and Trends in World Politics	3
Political Science 3398 – Policies and the Media	3

Business and Communications Options

For students who want to develop advanced business, communications, or technical skills for special positions within the nonprofit sector.

	Credits
Administration 1229 – Financial Accounting for Business Decision Making	4
Administration 1269 – Project Management	3
Applied Communications 2249 – Applied Writing I for Public Relations	4
Applied Communications 3343 – Communications and Organizational Dynamics	3
Computer Science 3307 – Computing Applications in Small Business and Entrepreneurship	4
English 3307 – Advanced Writing*	4
Entrepreneurship 1232 – Entrepreneurship Studies	3
Entrepreneurship 2201 – Introduction to Entrepreneurship	3
Freelance Writing 1301 – Stylistics*	3

* Credit will be allowed for only one of Applied Communications 2263, English 3307 or Freelance Writing 1301.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

Bachelor of Applied Policy Studies

PROGRAM OFFERED

Bachelor of Applied Policy Studies – BPSt (Applied)

PROGRAM CONSULTANTS

Dean, Faculty of Arts
M. Mertin

Chair, Department of Policy Studies
C.M. Fellows

Work Experience Co-ordinator, Policy Studies
Vacant

GENERAL INFORMATION

Policy studies is the integration of politics and economics in both the public and private sectors at the level of policy determination. Although policy studies is related to the disciplines of political science and economics, it is a field of study in its own right. Until recently, policy studies programs were available only at the graduate level, usually within political science departments. With the Bachelor of Applied Policy Studies, Mount Royal College joins a small number of universities in Canada who offer policy studies at the undergraduate level. The department offering the degree at Mount Royal College encompasses the disciplines of economics and political science in addition to policy studies. Consequently it was able to build an integrated curriculum with a much better balance between economics and political science than is usually found.

Students who graduate from the Bachelor of Applied Policy Studies program will have the theoretical background and practical skills – quantitative, computer analysis, writing and presentation – to understand the evolving relationships between business, governments, non-governmental organizations, and interest groups, (policy communities). The applied nature of the degree, encompassing two semesters of Directed Field Studies in paid and supervised work-terms, will give graduates hands-on experience in a policy environment. Graduates will be able to apply their skills to research, develop, and evaluate policy proposals and will be qualified for positions such as management and communications assistants, planning and co-ordination officers, and policy and economic analysts in private, public and not-for-profit sectors.

Statistics indicate that in Alberta alone positions available to policy studies graduates will increase 30 per cent by 2005. Several factors have contributed to this increased need for graduates with policy studies skills:

- current and projected attrition rates in existing policy-related positions;
- population growth and an increasing need for policy-related services; and
- the increasing regulatory complexity of the new global economy.

With their intensive training and practical experience, graduates with the Bachelor of Applied Policy Studies will be in a good position to take advantage of this expanding market for their skills.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to the Bachelor of Applied Policy Studies degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Policy Studies degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Mathematics 30 – Pure (or their equivalents) with a minimum grade of 60% in each subject and a passing grade in Social Studies 30 (or its equivalent).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Policy Studies degree program on the basis of maturity if:

- a. they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- b. they present a grade of 60% or higher on English 30, Mathematics 30 – Pure, and a grade of at least 50% on Social Studies 30 (or their equivalents).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Policy Studies degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- a. they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four-point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- b. they are considered to be in good standing by the post-secondary institution attended most recently; and
- c. they present a grade of 60% or higher on English 30, Mathematics 30 – Pure, and a grade of at least 50% on Social Studies 30 (or their equivalents).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. (The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation.) Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

Additional Admission Requirements Qualified applicants who satisfy the minimum academic admission requirements will be selected on the basis of a resume including the names and addresses of three references that may be contacted, as well as a detailed covering letter stating motivation, interest in and expectations of the program and career goals. It should also outline those aspects in the applicant's resume, which would make her/him a suitable applicant for this program.

In some cases, an interview may also be required to provide further clarification.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Policy Studies degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

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

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

Students accepted into the Bachelor of Applied Policy Studies degree program must comply with all College policies and regulations relating to baccalaureate degrees and continuance. Students enrolled in the Bachelor of Applied Policy Studies degree program must obtain a minimum overall Grade Point Average of 2.00, with a minimum grade of "C" in all required core courses. Students with a Grade Point Average of less than 2.00 will be disqualified from the program for one year. After one year, they may reapply for admission. Directed Field Studies are program requirements. A student who fails a Directed Field Studies required course may fail the program.

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Policy Studies degree program.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Policy Studies degree program must be completed as a registered student of Mount Royal College. Normally, the entire work experience component of the Bachelor of Applied Policy Studies degree program (30 credits) must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of the total required 125 credits for graduation as specified in the program.
- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- Successful completion of two (2) semesters of Directed Field Studies.
- Minimum grade of "C" in all core courses.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Policy Studies

Semester 1	Credits
Arts and Science Requirement	3-4
Arts and Science Requirement	3-4
English 2201 or any 2200-level (or higher) English	4
Economics 2201 – Principles of Microeconomics	3
Political Science 2201 – Introduction to Political Science	4
Total Credits	17-19

Semester 2	Credits
Arts and Science Requirement	3-4
Applied Policy Studies 2209 – Methodology and Statistics	3
Economics 2203 – Principles of Macroeconomics	3
Economics 2245 – Managerial Economics	3
Political Science 3321 – Canadian State	3
Total Credits	15-16

Semester 3	Credits
Arts and Science Requirement	3-4
Applied Policy Studies 3301 – Introduction to Public Policy	3
Applied Policy Studies 3303 – Federalism	3
Economics 3303 – Intermediate Economic Theory	3
Political Science 3329 – Alberta and Provincial Politics	3
Total Credits	15-16

Semester 4	Credits
Applied Policy Studies 3305 – Interest Groups and Group Behavior	4
Economics 3355 – Canadian Public Finance	3
Entrepreneurship 1232 – Entrepreneurship Studies	3
Political Science 3359 – Comparative Government and Politics	3
Political Science 3381 – Introduction to International Relations	3
Total Credits	16

Semester 5	Credits
Applied Policy Studies 2010 – Directed Field Studies I*	15

Semester 6	Credits
Applied Policy Studies 3010 – Directed Field Studies II*	15

Semester 7	Credits
Arts and Science Requirement	3-4
Applied Policy Studies 4431 – Managing and Implementing Public Policy	3
English 3363 – Technical Writing	3
Political Science 3398 – Politics and the Media	3
Political Science 3485 – The Politics of the International Economic Order	3
Total Credits	15-16

Semester 8	Credits
Arts and Science Requirement	3-4
Applied Policy Studies 4421 – International Trade	3
Applied Policy Studies 4433 – Integrative Professional Practice	5
Applied Policy Studies 4443 – Survey of Public/Private Law Principles	3
Computer Science 3309 – Information Technology and Society	3
Total Credits	17-18

Total Credits for Graduation	125-131
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* Directed Field Studies semesters may occur anywhere after Semester 4 and before Semester 8.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Bachelor of Arts – Athabasca University at Mount Royal College

PROGRAM OFFERED

Bachelor of Arts – Athabasca University at Mount Royal College (with a major in English, History, or Psychology)

PROGRAM CONSULTANTS

Mount Royal College

Dean, Faculty of Arts

M. Mertin

Chair, Department of English

C. Werier

Chair, Department of Humanities

M. Gardiner

Chair, Department of Behavioural Sciences

L. Wertzler

Athabasca University

Chair, Centre for Language and Literature

M. Hamilton

Chair, Centre for Psychology

G. Peruniak

Chair, Centre for State and Legal Studies

A. Finkel

GENERAL INFORMATION

In January 2000, the Government of Alberta responded to the need for greater accessibility to higher education by granting funding for an innovative new Bachelor of Arts program, which would combine the strengths of two Alberta educational institutions.

Athabasca University is Canada's leading distance-education university. Unlike traditional campus-based universities, most of Athabasca University's students are home-based, taking courses where and when it suits them, rather than at set times in a classroom. Since its inception in the early '70's, Athabasca University has gained an international reputation for expertise in the field of distance learning, providing students with a variety of traditional and non-traditional methods to obtain their degrees. The Bachelor of Arts with Mount Royal College will give students an opportunity to take advantage of the traditional strengths of Athabasca University while also having access to the intimate, student-centered teaching that is a hallmark of a Mount Royal College education. Mount Royal College has a long history of serving the needs of its students in an intimate setting that focuses on student success and satisfaction. Although Mount Royal College offers a number of Applied Baccalaureate Degrees in various program areas, up until Fall 2000, students who wanted to complete a Bachelor of Arts degree had to transfer to another institution to complete their degree. With the advent of the Bachelor of Arts with Athabasca University, students will be able to complete their degree studies on campus at Mount Royal College.

Students will graduate with a Bachelor of Arts from Athabasca University (with a major in English, History, or Psychology). Students must take a total of 40 courses to graduate. Of those courses, 30 will be Mount Royal College courses and 10 will be Athabasca University courses. Except in unusual circumstances, courses (whether Mount Royal College or Athabasca University courses) will be offered on-site at Mount Royal College. Course numbers beginning with an "A" designate Athabasca University courses taught at Mount Royal College (e.g. ENGL A344).

For some courses, prerequisites may vary depending on whether the course is taught on site at Mount Royal College or through Athabasca University distance delivery.

GENERAL ACADEMIC ADMISSION REQUIREMENTS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry into the Athabasca University Bachelor of Arts.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Arts degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%.

The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and either Mathematics 30 (Pure or Applied) or a second language at the 30-level (or equivalent).

Note: Students choosing to major in Psychology must present a grade of 50% or better in Mathematics 30 – Pure (or equivalent).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Arts degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and either Mathematics 30 (Pure or Applied) or a second language at the 30-level (or equivalents).

Note: Students choosing to major in Psychology must present a grade of 50% or better in Mathematics 30 – Pure (or equivalent).

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Arts degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four-point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and

- b. they are considered to be in good standing by the post-secondary institution attended most recently; and
- c. they present a grade of 50% or higher on English 30 and Mathematics 30 (Pure or Applied) or a second language at the 30-level (or equivalents).

Note: Students choosing to major in Psychology must present a grade of 50% or better in Mathematics 30 – Pure (or equivalent).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to the Bachelor of Arts degree program unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. (The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation.) Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to the Bachelor of Arts degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Arts degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

TRANSFER CREDIT EVALUATIONS

MRC will collect the documentation and undertake an 'unofficial' evaluation to the best of their ability. This will assist in advising students. MRC will pass on the documentation and unofficial evaluation to AU. AU will then do the official evaluation and notify the student and MRC of the results.

RECOGNITION OF PRIOR LEARNING

At the time of admission, the prior learning of all students entering the Bachelor of Arts degree program will be assessed for possible advanced standing or transfer credit. Applicable credit for prior learning which is recognized at the time of entry into the program will remain valid for the same time limit (10 years) as is permitted to complete the program. Students will be allowed to go to either Athabasca University or Mount Royal College to apply for Prior Learning Assessment.

GOVERNING INSTITUTION'S ACADEMIC AND NON-ACADEMIC POLICIES AND PROCEDURES

The following table shows policies related to courses, with the three columns at the right indicating which institution's policy governs depending on the type of course being delivered. Athabasca University courses delivered at Mount Royal include "dually-designated" and "nominated" courses when students elect to take them as Athabasca University courses.

Course Related Policies

Policy	AU Courses not delivered at MRC	AU Courses delivered at MRC	MRC Courses
Registration	AU	MRC	MRC
Fees	AU	AU	MRC
Withdrawal Deadlines	AU	MRC	MRC
Refund Deadlines	AU	MRC	MRC
Refund Amount	AU	—	MRC
Exam Schedules	AU	MRC	MRC
Exam Policies (supplemental)	AU	—	—
Grading	AU	AU	MRC
Course Appeals and Grievances	AU	AU	MRC
Extensions	AU	—	—
Audits	AU	MRC	MRC
Change of Delivery Mode	AU	—	—
Notification of Grades	AU	MRC/AU (official)	MRC

Note: In the table above, any column with a — indicates that the policy does not apply because that service is not allowed.

PROGRAM/INSTITUTION RELATED POLICIES

Students initiating appeals related to non-academic misconduct matters, academic matters, and course-related issues are governed **exclusively** by the regulations and procedures of the governing institution. Students may therefore not access or utilize the appeal procedures of the other institution.

Non-Academic Misconduct:

Students will be governed by the policies of the institution where the offence is alleged to have been committed.

- Appeals go to the institution that made the original decision.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
 - disruption of university or college activities
 - unauthorized entry or use of university or college facilities
 - misappropriation, misuse, or damage of university or college property
 - physical abuse, dangerous activity of person or property
 - written/verbal abuse
 - sexual harassment
 - refusing to provide identification
 - smoking in prohibited areas

Academic Misconduct:

- Course-related issues will be dealt with by the institution whose course it is (e.g. issues related to AU courses delivered at MRC go to AU as outlined in the preceding chart).
- Student appeals will be dealt with by the governing institution.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
 - admissions offences
 - plagiarism
 - cheating
 - misuse of confidential material
 - misrepresentation of facts
 - misuse of computer software licenses

COURSE APPEALS AND GRIEVANCES

Students seeking to appeal a course grade for Mount Royal College will be subject to the academic appeals and grievances policies as outlined in the Mount Royal College Calendar. Appeals related to Athabasca University courses will be governed by the policies outlined in the Athabasca Calendar.

- Examples include grading issues
- Student appeals will be dealt with by the governing institution as indicated in the preceding table
- Students **MAY NOT** appeal to the other institution.

PROGRAM PROGRESSION

Athabasca University makes decisions regarding program progression and deals with appeals related to such decisions.

RESIDENCE REQUIREMENTS

Athabasca University Residence Requirement

Students receiving a Bachelor of Arts degree from Athabasca University must take at least ten (10) courses specifically designated as Athabasca University courses. Students can fulfill this residence requirement in the following ways:

- a. Some courses will be cross-listed in the Schedule of Classes. If a course is listed, for instance, as Psychology 3383 (Athabasca University PSYC A356), the student has the choice of enrolling in the course as an Athabasca University or as a Mount Royal College student. If the student enrolls in the course as an Athabasca University student, the course will count as one of the 10 Athabasca University courses. A student may not take a course as a Mount Royal College student and then decide later that he or she wants it to count towards Athabasca University residency.
- b. Some Athabasca University courses will be offered on-site at Mount Royal College. Students may take such courses to fulfill the Athabasca University requirement.
- c. Students may take a course directly from Athabasca University using distance delivery. This option will be useful for people who want to accelerate the pace of their program, want to take an Athabasca University course not offered at Mount Royal College, or who like the idea of working independently.
- d. Students may take an Athabasca University course using paced classroom/videoconference delivery at Athabasca University's Calgary Learning Centre (1040-7th Avenue S.W.).

Mount Royal College Residence Requirement

Students must take at least ten (10) courses designated as Athabasca University courses. Of the remaining thirty (30) courses required for the degree, at least 50% of the courses must be Mount Royal College courses. This works out to a minimum of 15 courses (normally a minimum of 30 credits) taken directly through Mount Royal College.

GRADUATION/CONVOCATION APPLICATIONS

Students must apply to Athabasca University to graduate. Students applying to Athabasca University to graduate must do so by the date published in the Athabasca University Calendar.

GENERAL DEGREE REQUIREMENTS

In order to graduate, students must take a minimum of forty (40) courses. They must present a minimum number of courses in the following specified areas and levels:

1. Athabasca University Courses*10
(Courses taken directly from Athabasca University or "AU designated" courses taken at Mount Royal College.)

2. Total minimum Arts (Humanities and Social Sciences) courses**32
 - Minimum courses in Humanities Area of Study***6
 - Minimum courses in Social Science Area of Study6
3. Science Area of Study2
4. Courses at the senior (3000 or 4000) level****25
 - Course in major at the senior (3000 or 4000) level
 - English and History major10
 - Psychology major11
 - Courses at the 4000 level6
 - Courses in major at the 4000 level4

* Athabasca University offers a number of six credit (full year) courses. For purposes of graduation, these will count as two courses.

** See "Definitions" for information on Athabasca University Areas of Study including Humanities, Social Sciences and Science.

*** Mount Royal College's English 1112 and 2201 will not satisfy the Humanities Area of Study requirement in this program, though they may count either at the preparatory or the junior level, toward the total number of credits needed for the degree. (Athabasca University's equivalent courses: ENG 155, 177, 187 and 255 also will not satisfy the Humanities Area of Study requirement.)

**** In general, Mount Royal College courses at the 3000 and 4000 levels are equivalent to Athabasca University courses at the 300 and 400 levels. Exceptions are listed in the Bachelor of Arts AU at MRC Handbook.

MAXIMUM COURSES ALLOWED

Athabasca University sets limits on the number of courses* from certain areas that may be applied towards a degree. If a student exceeds the following limits, the courses in excess of the maximums will not count toward his or her degree.

- In any one discipline18
- Applied Studies6
- At the preparatory level2
- At the junior level in any one discipline5

Please see the "Specific Requirements in Each Major" and "Curriculum" sections of this Calendar. In addition, the Bachelor of Arts AU at MRC Handbook contains information such as transfer anomalies, advising resources, and program planning. The Handbook is available from Athabasca University or from Mount Royal College Advising Centre.

* Athabasca University offers a number of six-credit (full year) courses. For purposes of graduation, these courses will count as two courses.

Courses in Major (compulsory)12-15

Minimum senior (3000 or 4000) level courses in major (including a minimum of four (4) courses at the 4000 level). In general, Mount Royal College courses at the 3000 and 4000 levels are equivalent to Athabasca University courses at the 300 and 400 levels. There are exceptions to this rule, however. For information regarding these exceptions, see the "Specific Requirements for Each Major" section of this program description.

- English and History10
- Psychology11

ENGLISH REQUIREMENT

All students enrolled in the Bachelor of Arts program must fulfill an Athabasca University English Writing Requirement before they can graduate. Students may fulfill this requirement in one of the following ways:

1. Have credit for English 2201 (Athabasca University equivalent = ENGL 255).
2. Have a grade of "B" or better in a 2000-level English Literature course (English 2210, 2211, 2231, 2235, 2237).

3. Pass the Alberta Universities Writing Competence Test. This test is offered several times a year by the University of Calgary's Effective Writing Program. For more information on the test, phone the Effective Writing Centre at (403) 220-7255. As of June 2002, the cost for writing this test was \$50.

SPECIFIC REQUIREMENTS FOR EACH MAJOR

Each major (English, History, and Psychology) has specific requirements which are outlined below.

Double Majors

Students enrolled in the Bachelor of Arts – Athabasca University at Mount Royal College program may choose to declare a double major in two of the three majors offered at Mount Royal College (English, History, and Psychology). Double majors in subjects other than English, History, or Psychology are not allowed at Mount Royal College. Students wishing to undertake a double major must fulfill all the requirements for both majors. Depending upon the majors chosen, this may greatly restrict course selection or require the completion of more than 40 courses.

BACHELOR OF ARTS WITH A MAJOR IN ENGLISH

Students must fulfill all the requirements listed in the "General Degree Requirements" for the Bachelor of Arts. In addition, they must fulfill the following requirements specific to a major in English:

Twelve (12) courses designated as English Literature courses in the Mount Royal College or Athabasca University Calendars. These courses must include:

- two (2) junior English Literature courses (excluding English 1112, 1217, 1241, 2201, and 2243)
- ten (10) courses at the senior (3000 or 4000) level. At least four (4) of these courses must be taken at the 4000 level.

NOTES:

1. Mount Royal College's English 1112, 1217, 1241, 2201, 2243, and 3363 will not count toward the major in English, but may count towards the total number of credits required for a degree.
2. Although students may graduate with a Bachelor of Arts with a major in English with only 12 English Literature courses, it is strongly recommended that students increase that number to 18 courses (the maximum number of courses allowed in any one discipline). This will give more breadth to the student's major.
3. To achieve a balanced major in English, students should select courses to cover British, Canadian, and American literature, and the major literary genres and historical periods.

CURRICULUM

Bachelor of Arts with a Major in English

The structure of the Bachelor of Arts with a major in English is very flexible. This sample curriculum represents one way in which a student might structure his or her degree program. In selecting senior courses (semesters 3-8) students must remember to take at least ten (10) courses designated as Athabasca University courses and that they must take at least six courses at the 4000 level (at least four of which must be in their major). For purposes of the degree program, a 4000-level course is defined as follows:

1. any Mount Royal College course with a 4000 number,
2. any Athabasca University course with a 400 number,
3. any Mount Royal College course which transfers to Athabasca University at the 400 level (for example, Mount Royal College English 3303 = Athabasca University ENGL 423; Mount Royal College Psychology 3371 = Athabasca University PSYC 402).

When choosing senior courses, students are strongly encouraged to consult a departmental advisor.

Recommended options include History, Languages, Linguistics, Philosophy, Psychology, and Religious Studies.

Semester 1	Credits
English 2201- Intermediate Composition*	4
English 2210 OR	
English Literature course	3
Science Option	3-4
Social Science Option	3
Humanities Option	3
Total Credits	16-17

* This requirement can be waived if you receive a "B" or higher in a 2000-level English Literature course.

Semester 2	Credits
English 2211 OR	
English Literature course	3
Science Option	3-4
Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15-16

Semester 3	Credits
English 3302 – Contemporary Theoretical Practices OR	
3000-level English course	3
3000-level English Literature Course	3
Social Science Option	3
Humanities or Social Science Option	3
Humanities, Science, or Social Science Option	3
Total Credits	15

Semester 4	Credits
English 3303 – Advanced Contemporary Theoretical Practices (ENGL A423) OR	
3000-level English	3
3000-level English Literature Course	3
Social Science Option	3
Humanities or Social Science Option	3
Humanities, Science, or Social Science Option	3
Total Credits	15

Semester 5	Credits
3000-level English Course	3
4000-level English Course	3
Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Semester 6	Credits
3000-level English Course	3
4000-level English Course	3
Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

	Credits
3000-level English Course	3
4000-level English Course	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

	Credits
3000-level English Course	3
4000-level English Course	3
4000-level English Course	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Total Credits for Graduation121-123

BACHELOR OF ARTS WITH A MAJOR IN HISTORY

Students must fulfill all the requirements listed in the "General Degree Requirements" for a Bachelor of Arts from Athabasca University. In addition, they must fulfill the following requirements specific to a major in History:

Fourteen (14) courses (maximum 18) designated as History major courses which include the following:

- 4 History courses at the junior level:
 - History 2201 – Europe to 1500
 - History 2203 – Europe Since 1500
 - History 2231 – Canada, Origins to 1867
 - History 2233 – Modern Canada, 1867-1967
- At least 10 courses (maximum 14 courses) in designated History major courses (see below) at the senior (3000 and 4000 level). This includes:
 - at least 4 courses at the 4000-level
 - at least 2 senior courses in European History
 - at least 2 senior courses in Canadian History

Note: Six credit courses count as two courses.

Overview of Designated History Major Courses

Designated History Major courses consist of the following (for a complete list of designated History Major courses, please consult your departmental advisor):

1. Any Athabasca University course with a "HIST" designation plus any course from the list of "Available elective History major courses" listed in the Athabasca University Calendar.
2. Students may use up to three of the following Mount Royal College 3000-level courses as designated History major courses.
 - History 3305 – Health, Disease and Medicine in Western Society, 1492 to the Present
 - History 3317 – Women in Industrial Europe, 1750 to the Present
 - History 3328 – Alberta: Past and Present
 - History 3331 – Canadian Social Development
 - History 3337 – Modern European Intellectual History
 - History 3347 – Western Canada
 - History 3355 – Migration and Multiculturalism in the United States
 - History 3357 – Topics in American Culture
 - History 3363 – War and Society in 20th Century Europe

Note: Although most students will need to take more than three courses from this list to fulfill their degree requirements, only three may be used towards the Athabasca University residency requirement.

3. Students may register in any of the following Mount Royal College History courses that are direct equivalents to Athabasca University History courses.

- Mount Royal College Canadian Studies 2231 – Introduction to Canadian Studies/Athabasca University HIST 326 – Contemporary Canada: Canada After 1945
- Mount Royal College History 2219 – The United States, 1865 to the Present/Athabasca University HIST 380 – Twentieth-Century United States
- Mount Royal College History 3333 – The Renaissance/Athabasca University HIST 373 – The Renaissance
- Mount Royal College History 3335 – The Northern Renaissance and Reformation/Athabasca University HIST 374 – The Northern Renaissance and Reformation
- Mount Royal College History 3345 – First Nations in Canada: Co-operation, Coercion and Confrontation/Athabasca University NTST 369 – History of Canada's First Nations from 1830
- Mount Royal College History 3365 – World War II/Athabasca University HIST 367 – World War II
- Mount Royal College Humanities 3309 – Ancient Greece/Athabasca University HUMN 309 – Ancient Greece

4. Students may register in the following combinations of Mount Royal College courses which together will be equivalent to a specific Athabasca University course:

- Mount Royal College History 3347 – Western Canada + Mount Royal College History 3328 – Alberta: Past and Present = Athabasca University HIST 338 – History of the Canadian West (6 credit course)
- Mount Royal College History 3331 – Canadian Social Development + Mount Royal College Canadian Studies 2231 – Introduction to Canadian Studies = Athabasca University HIST 329 – The Social History of Canada (6 credit course)

Note: A student may not count a course twice towards his or her major. If, for instance, a student counts Canadian Studies 2231 + History 3331 as equivalent to Athabasca University HIST 329, he or she cannot also count Canadian Studies 2231 as the equivalent of Athabasca University HIST 326. No double counting of courses is allowed.

5. Students may register in any of the Athabasca University History courses Mount Royal College will offer on site at the Mount Royal College Campus.

CURRICULUM

Bachelor of Arts with a Major in History

This sample curriculum represents one way in which a student might structure his or her degree program. In selecting senior courses (semesters 3-8), students must remember to take at least ten (10) courses designated as Athabasca University courses and that they must take at least six courses at the 4000 level (at least four of which must be in their major). For purposes of the degree program, a 4000-level course is defined as follows:

1. any Mount Royal College course with a 4000 number,
2. any Athabasca University course with a 400 number,
3. any Mount Royal College course which transfers to Athabasca University at the 400 level (for example, Mount Royal College English 3303 = Athabasca University ENGL 423; Mount Royal College Psychology 3371 = Athabasca University PSYC 402).

When choosing senior courses, students are strongly encouraged to consult a departmental advisor.

Recommended options include Anthropology, Archaeology, Canadian Studies, English, Humanities, Languages, Philosophy, Political Science, Religious Studies, Sociology, and Women's Studies.

Semester 1	
History 2201 – Europe to 1500	4
History 2231 – Canada, Origins to 1867	4
Science Option	3-4
English 2201*	4
Social Science Option	3
Total Credits	18-19

* This requirement can be waived if you receive a "B" or higher in a 2000-level English Literature course.

Semester 2	
History 2203 – Europe Since 1500	4
History 2233 – Modern Canada, 1867-1967	4
Science Option	3-4
Social Science Option	3
Humanities or Social Science Option	3
Total Credits	17-18

Semester 3	
Senior course in Canadian or European History	3
3000-level History course	3
Social Science Option	3
Humanities, Science, or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Semester 4	
Senior course in Canadian or European History	3
3000-level History course	3
Social Science Option	3
Humanities, Science, or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Semester 5	
Senior course in Canadian or European History	3
3000- or 4000-level History course	3
Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Semester 6	
Senior course in Canadian or European History	3
3000- or 4000-level History course	3
Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Semester 7	
4000-level History course	3
4000-level History course	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

4000-level History course	3
4000-level History course	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15
Total Credits for Graduation	125-127

BACHELOR OF ARTS WITH A MAJOR IN PSYCHOLOGY

Students must fulfill all the requirements listed in the General Degree Requirements for a Bachelor of Arts from Athabasca University. In addition, they must fulfill the following requirements specific to a major in Psychology.

- The following three (3) Core Courses:
 - MRC Psychology 2205 (Principles of Psychology)
 - MRC Psychology 3312 (Behavioral Statistics). This course transfers as AU Math 215.
 - MRC Psychology 3313 (Experimental Psychology) or PSYC A 404
- Two (2) courses in Literature. (English 1112, 1217, 1241, 2201, 2243, 3307, and 3363 will not satisfy this requirement. These courses, however, count toward the total number of credits needed for the degree).
- One course in each of the sub areas. (See notes).

Notes

- Psychology 3312 is a core course. However, it is not included as one of the 18 Psychology courses allowed in the major since Psychology 3312 transfers to AU as a math course (AU Math 215).
- At least four (4) psychology courses taken during the degree must transfer to AU as 400 level AU courses.
- The Psychology Courses taken must include a minimum of one course in each of the following sub areas: Applied Psychology, Developmental Psychology, Human Interaction and Adjustment, Learning and Cognition, and Physiological Psychology

Sub area 1 – Applied Psychology

Students may consult the extensive list of options printed in the Athabasca University Calendar. In subsequent years, Mount Royal College will offer a number of courses from the following list, or students can fulfill their Applied Psychology option by taking a course directly from Athabasca University.

- No direct Mount Royal College equivalent/Athabasca University PSYC 340 – Introduction to Applied Social Psychology
- No direct Mount Royal College equivalent/Athabasca University PSYC 342 – Psychology of Aesthetics
- No direct Mount Royal College equivalent/Athabasca University PSYC 343 – Issues and Strategies in Counselling Women (6 credits)
- No direct Mount Royal College equivalent/Athabasca University PSYC 389 – An Introduction to Learning Disabilities
- No direct Mount Royal College equivalent/Athabasca University PSYC 400 – Teaching and Managing the Child with Learning Difficulties (6 credits)
- No direct Mount Royal College equivalent/Athabasca University PSYC 405 – Creating a Working Alliance
- No direct Mount Royal College equivalent/Athabasca University PSYC 432 – Psychology and the Built Environment
- No direct Mount Royal College equivalent/Athabasca University PSYC 470 – Consultation and Collaboration for Students with Special Needs
- No direct Mount Royal College equivalent/Athabasca University PSYC 471 – Managing Behavioural Problems in the Classroom
- No direct Mount Royal College equivalent/Athabasca University PSYC 488 – Introduction to the Process of Counselling

Sub area 2 – Developmental Psychology

- Psychology 3351 – Developmental Psychology/Athabasca University PSYC 323 – Developmental Psychology
- Psychology 3353 – Psychology of Aging/Athabasca University PSYC 381 – The Psychology of Adult Development
- Psychology 3355 – Adolescence/Athabasca University PSYC 350 – Adolescent Development

Sub area 3 – Human Interaction and Adjustment

- Psychology 3345 – Social Psychology/Athabasca University PSYC 379 – Social Psychology
- Psychology 3383 – Personality/Athabasca University PSYC 356 – Introduction to Personality
- Psychology 3385 – Introduction to Abnormal Psychology/Athabasca University PSYC 435 – Abnormal Psychology

Sub area 4 – Learning and Cognition

- Psychology 3365 – Cognitive Psychology/Athabasca University PSYC 355 – Cognitive Psychology
- No direct Mount Royal College equivalent/Athabasca University PSYC 387 – Learning

Sub area 5 – Physiological Psychology

- Psychology 3371 – Behavioural Neuroscience/Athabasca University PSYC 402 – Biological Psychology

CURRICULUM

Bachelor of Arts with a Major in Psychology

Psychology 2205 is a prerequisite for most Mount Royal College Psychology courses. As such, it should be taken during the first year of the program.

It is recommended that students consult with advisors and consider their planned area of specialization within Psychology when selecting options. The following sample curriculum represents ONE way in which a student might structure his or her degree program. In selecting courses, students must remember the following:

- To take at least ten (10) courses designated as AU courses in order to satisfy the AU residency requirement.
- To take at least six courses at the 4000 level (at least four of which must be in Psychology).
- To take at least 11 senior (3000 or 4000 level) Psychology courses.

For purposes of this degree program, the following Psychology courses will be counted as 3000-level courses:

- All MRC Psychology courses with a 3000 number except Psychology 3325 (transfers as an AU 200 level course), Psychology 3312 (transfers as AU Math 215) and the MRC courses listed below that count as 4000 level courses.
- Any other MRC Psychology courses that transfer as AU 300 level courses, including Psychology 2227.
- Any AU Psychology course with a 300 number, including ones taken at MRC.

For this degree program, the following Psychology courses will be counted as 4000-level courses:

- Any MRC Psychology course with a 4000 number.
- Any other MRC Psychology courses that transfer as AU 400 level courses, including Psychology 3313 (transfers as AU 404), Psychology 3371 (transfers as AU 402), and Psychology 3385 (transfers as AU 435).
- Any AU Psychology course with a 400 number, including ones taken at MRC.

When choosing senior courses, students are strongly encouraged to consult a departmental advisor.

Semester 1	Credits
Psychology 2205	3
Literature Requirement	3
Humanities Option	3
Science Option	3-4
Humanities or Social Science Option	3
Total Credits	15-16

Semester 2	Credits
Psychology Option	3
Literature Requirement	3
Science Option	3-4
Humanities or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15-16

Semester 3	Credits
Psychology 3312 – Behavioural Statistics	4
Psychology Sub area requirement	3
English 2201*	4
Humanities, Science, or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	17

* This requirement can be waived if you receive a "B" or better in a 2000-level English Literature course.

Semester 4	Credits
Psychology 3313 – Experimental Psychology I (PSYC A404)	4
Psychology Sub area requirement	3
Humanities Option	3
Humanities, Science, or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	16

Semester 5	Credits
Psychology Sub area requirement	3
4000-level Psychology Course	3
Humanities Option	3
Humanities, Science, or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Semester 6	Credits
Psychology Sub area requirement	3
4000-level Psychology Course	3
Humanities Option	3
Humanities, Science, or Social Science Option	3
Humanities or Social Science Option	3
Total Credits	15

Semester 7	Credits
Psychology Sub area requirement	3
4000-level Psychology Course	3
3000-or 4000-level Psychology Course	3
Humanities Option	3
Science or Social Science Option	3-4
Total Credits	15-16

Semester 8	Credits
4000-level Psychology Course	3
3000- or 4000-level Psychology Course	3
3000- or 4000-level Psychology Course	3
Option	3
Option	3
Total Credits	15
Total Credits for Graduation	123-126

DEFINITIONS

Applied Studies

- Courses that apply knowledge and skills to a particular professional area such as Administrative Studies, Nursing, Engineering, and Education are called Applied Studies. For a list of which College courses fall under this designation, please consult the "Transferable Options to Athabasca University" sheet, available from the Mount Royal College Advising Centre.

Area of Study

- The term "area of study" refers to groups of related subjects. Thus, "Humanities," "Science," and "Social Science" are Areas of Study. In contrast, Psychology is defined as a "discipline" within the Social Sciences Area of Study. For a list of what courses fit under which Area of Study, please see the "Transferable Options to Athabasca University" sheet, available from the Mount Royal College Advising Centre.

Arts

- Studies in two fundamental areas of human knowledge – Humanities and Social Sciences – are called Arts.

Discipline

- The word "discipline" refers to courses in a specific subject area; for example, English, Biology, or Accounting. Please note the difference between a "Discipline" and an "Area of Study." The term "Discipline" refers to a specific subject such as English, History, Psychology, or French, while the term "Area of Study" refers to an entire group of disciplines. Thus, Psychology is a Discipline within the Social Sciences Area of Study.

Humanities

- Humanities courses include most courses in Art History, English, French, German, History, Humanities*, Linguistics**, Philosophy, Religious Studies, Spanish, and Theatre Arts. You must present at least 6 Humanities courses in order to graduate.

* Women's Studies 3341 counts as a Humanities course.

** Linguistics courses must be evaluated by course. For example, Linguistics 2211 and 2213 are considered to be part of the Social Sciences area. Linguistics 3321 counts as a Humanities course, and Linguistics 3331 counts as an Applied Studies option.

Junior-Level

- Junior-level courses are usually introductory or survey courses. Most carry a "2000" number designation and are considered to be equivalent to first year University courses.

Preparatory-Level

- Preparatory-level courses are courses that prepare students for University or College study. Normally, these courses have a "1000" number. Examples of courses at the preparatory level are English 1112 and Mathematics 1205. A number of 2000-level language courses are also considered to be at the preparatory level. Please note that while you may count 2 courses at the preparatory level towards your degree, such courses will not count towards your major. English 1112, for instance, will not count as one of the specific English courses you need to receive a major in English.

Residence Requirement

- **This requirement is essential to your graduation and must be monitored carefully as you continue in your program.** Athabasca University requires that you take 10 courses specifically designated as Athabasca University courses. For a full discussion of the residency requirements, please see the beginning of this section.

Science

- Science courses include most courses in Astronomy, Biochemistry, Biology, Chemistry, Computer Science, Geography*, Geology, Mathematics, Microbiology, Physics, Psychology**, and Zoology. You must present at least 2 Science courses in order to graduate.

* Depending on the course, Geography is considered either a Science or a Social Science. Check to make sure which area your course falls into.

** According to the Athabasca University Calendar, "the following courses can satisfy either the Social Science or the Science area of study requirements, but not both." If you wish to use one of these courses as a Science course, you must specifically request the change.

- PSYC 289 – Psychology as a Natural Science = Mount Royal College Psychology 2205 – Principles of Psychology
- PSYC 355 – Cognitive Psychology = Mount Royal College Psychology 3365 – Cognitive Psychology
- PSYC 387 – Learning
- PSYC 402 – Biological Psychology = Mount Royal College Psychology 3371 – Behavioural Neuroscience
- PSYC 404 – Experimental Psychology = Mount Royal College Psychology 3313 – Experimental Psychology I

Social Science

- Social Science is an area of university study that normally includes most courses in Anthropology, Archaeology, Canadian Studies, Economics, Geography*, Political Science, Psychology**, Sociology, and Women's Studies courses. Humanities 2203 and Religious Studies 3381 also count as Social Sciences. You must present at least 6 Social Science courses in order to graduate.

* Depending on the course, Geography is considered either a Science or a Social Science. Check to make sure which area your course falls into.

** Please see the above note for a list of Psychology Courses which may count as Science courses.

Please Note: Athabasca University requires that students take courses in three areas of study: Social Science, Science, and Humanities. The "Arts and Science Requirements" required for other Mount Royal College programs and Applied Degrees do not apply to the Bachelor of Arts Degree Program.

Aviation

PROGRAM OFFERED

Diploma – Aviation

PROGRAM CONSULTANTS

Dean, Bissett School of Business

W. Fraser

Chair, Aviation

S. Rose

Program Manager, Aviation

E. Vogan

Chief Flight Instructor

M. Cunningham

GENERAL INFORMATION

The Aviation Diploma program is designed to meet the requirements of Canada's aviation industry. It provides students with a Commercial Pilot's Licence and Multi-Engine Instrument Rating, together with a strong science and business background and the aeronautical subjects associated with flight in modern high performance aircraft. Students who wish to continue their education at university are encouraged to take appropriate university transfer courses.

Student success rates in Air Flight Training courses are significantly increased for those students successfully completing Physics 30. Therefore, it is strongly recommended that students planning to apply to the Aviation Diploma Program include Physics 30 in their selection of high school courses. Physics 30 will become an admission requirement for the Aviation Diploma Program in Fall 2004.

The program is certified by Transport Canada and approval of the Integrated Commercial Pilot License is pending. The instructors are predominantly Airline Transport-rated Pilots with Class 1 and 2 instructional classifications.

ADMISSION REQUIREMENTS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to the Aviation Diploma at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Aviation Diploma on the basis of secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Mathematics 30 – Pure (or their equivalents).

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Aviation Diploma on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure (or their equivalents).

- * The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Aviation Diploma on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 – Pure (or their equivalents at a post-secondary level).

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to the Aviation Diploma program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to the Aviation Diploma program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

ADDITIONAL ADMISSION REQUIREMENTS

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for the program on the basis of the following criteria:

- preference will be given to applicants with 65% or above in the prerequisite subjects (English 30 and Mathematics 30 – Pure) or their equivalents;
- applicants will be required to submit a statement of intent and interest in the program;
- applicants who meet the above criteria may be required to attend an interview.

PHYSICAL

Medical clearance to Category 1 Standards by a Transport Canada approved doctor. Applicants should be aware that the major airlines do have vision restrictions that are more stringent than the basic Transport Canada requirements.

PRIVATE PILOT'S LICENCE:

Applicants must possess a Canadian Private Pilot's Licence by the commencement of the semester* to which they are seeking entry. Possession of a Private Pilot's Licence is not essential prior to being accepted. We may give preference to those holding a Private Pilot's Licence or those with significant progress toward it. Applicants may be provisionally accepted subject to their being in possession of a Private Pilot's Licence by the commencement of the semester*.

- * The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

PROGRAM DEPOSIT

All students accepted into the Aviation program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

FLIGHT TRAINING FEES

The fees will vary for individual students. Because of the escalation in gasoline prices and aircraft insurance, it is also difficult to estimate costs. For planning purposes, the sum of \$43,000 may be used to cover tuition, books, flying and simulator fees.

Students in the Aviation program will be required to deposit \$8,000 for each semester. This sum must be deposited with the Fees Office at the time of registration.

FINANCIAL ASSISTANCE

Due to the cost of this program, students may be eligible for the maximum Canada Student Loan and Government of Alberta Loan. Please refer to the section on Financial Aid for further information.

Advance savings to complement the loan funds are essential. All fees for the program are to be paid to Mount Royal College.

GRADUATION REQUIREMENTS

- Minimum overall Grade Point Average of 2.00 on all courses included in the program.
- A minimum grade of "C" is required in all Air Flight Training courses.

CONTINUANCE IN THE PROGRAM

In addition to the general graduation requirements students must achieve the following:

1. A minimum grade of "C" is required in all Air Flight Training (AIRF) courses.
2. Continuing satisfactory progress is required in flight training as outlined in "Flight Training Requirements". In the case of extenuating circumstances such as Transport Canada requirements or weather, some extensions may be granted at the discretion of the Chief Flight Instructor.

FLIGHT TRAINING REQUIREMENTS

To continue in the Aviation program, a student must meet the following minimum requirements at the end of each semester. No extensions will be granted unless under extreme circumstances and on the recommendation of the Dean.

Semester 1

- 8 dual flying lessons in College aircraft
- 4 hours dual simulator in College simulators
- 25 hours total flying time in College aircraft
- A Night Rating completed in the College aircraft
- Navigation exercises 1, 2, 3
- Commercial Pilot's written test completed

Semester 2

- A cumulative total of 17 dual flying lessons in College aircraft
- 8 hours dual simulator in College simulators
- A cumulative total of 70 hours flying time in College aircraft
- 100 hours total flying time in all types of College aircraft
- Commercial Pilot's Flight Test completed
- Navigation exercises 4, 5, 6, 7

Semester 3

- A cumulative total of 24 dual flying lessons in College aircraft
- 12 hours dual simulator in College simulators
- A total of 100 hours of pilot-in-command time
- A cumulative total of 105 hours total flying time in College aircraft
- Multi-Engine Rating
- Navigation exercises 8, 9, 10

Semester 4

- Successful completion of the Transport Canada Multi-Engine Instrument Rating
- A total of 22 hours of twin-engine flying in the College aircraft. Such flying shall comprise at least 9 hours of dual and solo training towards the Multi-Engine Rating and 13 hours of dual towards an Instrument Rating on Multi-Engine aircraft.
- 14 hours in College simulators

CURRICULUM

Diploma – Aviation

Semester 1	
Air Flight Training 1101 – Commercial Pilot's License	4
Air Flight Training 1130 – Aircraft Engines	3
Geography 1109 – Aviation Meteorology (Introductory)	4
Mathematics 2249 – Introductory Calculus OR Mathematics 2251 – Calculus I	4
Physics 1243 – Basic Physics for Aviation	5
Total Credits	20

Semester 2	
Arts and Science Requirement	3
Air Flight Training 1111 – Introduction to the Aviation Industry	3
Air Flight Training 1240 – Aviation Management	3
Geography 1209 – Aviation Meteorology (Advanced)	4
One of:	
Computer Science 2203 – Introduction to Computers OR	3
Computer Science 1371 – Internet Development I OR	3
Computer Science 2215 – Introduction to Programming OR	4
Computer Science 1230 – Intermediate Microcomputer Applications	3
Total Credits	16-17

Semester 3	
English 1112 or 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Arts and Science Requirement	3
Air Flight Training 1202 – Multi-Engine Instrument Rating	3
Administration 1277 – Employee Training and Development OR	
Administration 1170 – Introduction to Human Resources	3
Total Credits	16

Semester 4	
Arts and Science Requirement	3
Air Flight Training 1206 – Advanced Aircraft Operations, Performance and Flight Planning	3
Air Flight Training 1210 – Aircraft Systems	3
Air Flight Training 1242 – Human Factors and Aviation Safety	3
Administration 1210 – Business Communications	3
Physical Education 1173 – Wilderness Survival Techniques	1.5
Total Credits	16.5

Total Credits for Graduation 68.5-69.5

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

Broadcasting

PROGRAM OFFERED

Diploma – Broadcasting

PROGRAM CONSULTANTS

Director, Centre for Communication Studies
H. Elliott

Acting Program Chair, Broadcasting
M. Chikinda

GENERAL INFORMATION

The Broadcasting program at Mount Royal College offers participants the knowledge and skills necessary to qualify for entry-level positions in the broadcasting industry.

Theoretical learning and tutorials in radio and television practice are combined with practical experience in on-campus and off-campus radio and television stations.

The program of study emphasizes broadcast journalism, announcing, commercial writing, producing and presenting, program writing, and radio and television operations and production. Program participants in Semester 4 will specialize in one of: television operations and production, television news writing, reporting and presenting, or television commercial writing, producing and presenting.

UNIVERSITY TRANSFER

Information on specific transfer possibilities is available from the program chair, Broadcasting.

ADMISSION REQUIREMENTS

Applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older, by the last day of the semester to which they are being admitted. Applicants must be able to keyboard accurately at 30 words per minute.

ADDITIONAL ADMISSION REQUIREMENTS

In addition to meeting general admission requirements, diploma program applicants will be assessed to ensure they have a realistic chance for success in the Broadcasting program. Assessment procedures include compulsory attendance at a departmental testing program and the submission of a portfolio. Better-qualified applicants will be interviewed by department faculty. After application for admission, applicants will be sent detailed information on the assessment procedures to be followed.

PROGRAM DEPOSIT

All students accepted into the Broadcasting program will be required to pay a \$125 non-refundable admission deposit, within two weeks of notification of acceptance into the program.

CONTINUANCE IN THE PROGRAM

Program participants who fail to achieve a minimum of a "C" grade in any required course in the program will be disqualified and will not be permitted to continue in the program in the subsequent semester. This grade requirement applies to all courses in the program except the four Arts and Science Requirements. Participants who have been disqualified may apply for re-admission to the program and, if re-admitted, must repeat any required courses in which the "C" minimum was not met.

ADDITIONAL EXPENSES

Participants in the Broadcasting program can expect to incur at least \$1000 in expenses for materials and supplies during the course of the program.

CURRICULUM

Diploma – Broadcasting

Semester 1	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Communications 1112 – Introduction to Radio Writing	3
Communications 1114 – Introduction to Broadcast Journalism (Radio)	3
Communications 1116 – Introduction to Radio Operations	3
Speech 1111 – Oral Interpretation I	3
Total Credits	19

Semester 2	Credits
Arts and Science Requirement	3
Communications 1201 – Advanced Radio Operations	2
Communications 1206 – Radio Performance	3
One of:	
Communications 1202 – Radio Commercial Writing	4
OR	
Communications 1203 – Radio News	4
Total Credits	12

Spring Semester (6 Weeks)	Credits
Communications 1209 – Television Operations	2
Total Credits	2

Semester 3	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Communications 1204 – Broadcast Journalism (Television)	2
Communications 1240 – Television Program Production and Television Operations	4
Communications 1241 – Television Commercial Writing and Production	4
Total Credits	16

Choice of Three Specialization Options:

Option 1:

Communications 1211 – Advanced Television Production	5
Communications 1213 – Extended Broadcast Studies	3

Option 2:

Communications 1247 – Television News Production	5
Communications 1248 – Television News and Documentary Writing	3

Option 3:

Communications 1242 – Advanced Television Commercial Writing/Producing ..	5
Communications 1245 – Advertising for Broadcasters	3

Students taking Options 1, 2 or 3 must also take:

Communications 1144 – Introduction to Digital Photography OR	
Communications 1246 – Broadcast Sales	3

Total Credits11

Choice of:

Communications 1205 – Radio Practicum	2
OR	

Communications 1281 – Television Practicum	2
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Total Credits2

Total Credits for Graduation60

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Business Administration

PROGRAMS OFFERED

- Diploma – Business Administration – Accounting and Financial Management* (Admission Suspended)
- Diploma – Business Administration – General Business
- Diploma – Business Administration – Human Resources (Co-op)
- Diploma – Business Administration – Marketing Management
- Certificate – Business Administration – Advanced Accounting
- Certificate – Gerontology: Business and Entrepreneurship (Pending Approval of Alberta Learning)
- Certificate – Business Administration – Human Resources
- Certificate – Business Administration – Marketing Management
- University Transfer – Bachelor of Commerce

* The Bissett School of Business also offers a separate diploma in Business Administration and Insurance, a Bachelor of Applied Accounting Degree, and a Bachelor of Applied Business and Entrepreneurship Degree with options in Computer Information Systems, International Business and Small Business (consult the separate program description found elsewhere in this Calendar).

PROGRAM CONSULTANTS

Dean, Bissett School of Business
W. Fraser

Program Chair, Accounting and Financial Management, Business Administration and Insurance
B. Hibberd

Program Chair, Aviation, General Business, Human Resources, Marketing Management
S. Rose

Program Chair, Bachelor of Applied Business and Entrepreneurship, Bachelor of Commerce
M. Haworth

Co-operative Education Co-ordinator, Human Resources
M. Dang

GENERAL INFORMATION – DIPLOMA PROGRAMS

The program leading to a Diploma in Business Administration has six objectives:

1. to provide the student with the basic tools to appreciate and understand the junior and mid-management functions of business;
2. to contribute to the liberal education of the student;
3. to provide basic training in specific areas such as accounting, marketing management, and human resources;
4. to provide courses which are transferable to universities and/or professional societies such as C.M.A., C.G.A., C.A., C.I.M., and C.H.R.P.;

5. to provide a basis for effective self-learning through exposing the student to the broad, underlying fields of knowledge that are basic to business, such as the humanities, social and natural sciences;
6. to provide the opportunity for co-operative education work experience related to the student's field of study.

Methods of instruction include a combination of lecture, tutorial, directed study, independent study and labs. The average class sizes are in the range of 25-35 students to allow interaction between faculty and students. The Case Method is an integral part of some courses to develop skills in problem solving.

ADMISSION REQUIREMENTS

Applicants must have the equivalent of an Alberta High School Diploma with a minimum grade of 50% in English 30 or 33 and Mathematics 30 (Pure or Applied). Preference will be given to students with a 60% average in English 30 and Mathematics 30 – Pure, OR 65% in English 33 and Mathematics 30 – Applied.

Mature applicants who do not meet the above requirements will write a series of entrance examinations. These will include tests in English and mathematics. A mature student is defined as one who is 18 years of age or older and has been out of high school for at least one year.

PROGRAM DEPOSIT

All students accepted into Business Administration programs will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CURRICULUM

The Business Administration Diploma program allows the student to major in one of three (3) patterns.

Diploma – Accounting and Financial Management (Admission Suspended)

Individuals, businesses, government and non-profit organizations all need information to guide their investing, financing and operating decisions. Accounting and financial management majors develop the skills required to prepare, analyse and communicate information essential for successful decision-making. The role of computers in information production and analysis is emphasized throughout the curriculum.

After graduation many students decide to pursue a professional accounting designation with either the Society of Management Accountants (C.M.A.) or the Certified General Accountants Association (C.G.A.), or the Institute of Chartered Accountants (C.A.). Students should contact the Bissett School of Business for further information on the specific requirements of each professional accounting body.

Semester 1	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Administration 1120 – Principles of Accounting	4
Administration 1150 – Principles of Marketing	3
Economics 2201 – Principles of Microeconomics OR Economics 2203 – Principles of Macroeconomics	3
Total Credits	17

Semester 2	Credits
Arts and Science Requirement	3
Administration 1210 – Business Communications	3
Administration 1220 – Financial Accounting	4
Administration 1224 – Management Accounting I	4
Administration 1264 – Business Statistics	5
Total Credits	19

Semester 3	Credits
Arts and Science Requirement	3
Administration 1221 – Intermediate Accounting I	4
Administration 1228 – Management Accounting II	3
Administration 1230 – Business Law	3
Administration 1265 – Management Information Systems	3
Total Credits	16

Semester 4	Credits
Arts and Science Requirement	3
Administration 1222 – Intermediate Accounting II	4
Administration 1223 – Computerized Accounting	4
Administration 1227 – Managerial Finance	4
Administration 1280 – Introduction to Personal and Corporate Income Tax	3
Total Credits	18

Total Credits for Graduation	70
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For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

CO-OPERATIVE EDUCATION OPTION

The Accounting and Financial Management program has a Co-operative Education option that blends academic study with relevant, paid work experience. Students apply for admission into the Co-op program during their first semester of studies. Preference will be given to students with a Grade Point Average of 2.70 or higher.

To be eligible for their first work term students must have successfully completed Administration 1120, 1150, 1210, 1220, 1224, 1264 and Economics 2201 or 2203. They must have a "C" or better in Administration 1120, 1220 and 1224 and an overall Grade Point Average of 2.00 or better.

To be eligible for their second work term students must have successfully completed Administration 1221, 1228 and 1230. They must obtain a grade of "C" or better in Administration 1221 and 1224 and have an overall Grade Point Average of 2.00 or better.

See the "Co-operative Education" section of this Calendar for additional details concerning the Co-op process, fees, Admission Requirements and graduation requirements. For additional information, contact Co-operative Education at (403) 240-6915, Room A200.

Diploma – Marketing Management

The Marketing Management diploma is designed to provide the student with the educational background necessary to function successfully in selling, advertising, marketing research, retail management and other marketing occupations. The student will understand the risks, rewards and challenges inherent in a marketing career, while developing the ability to analyze data, think critically and communicate findings effectively both in written and oral formats. Students also undertake a career launch project spanning three (3) core marketing courses in which they may assess their individual skill sets, research the job market, network, and interview professionals working in the field.

Semester 1	Credits
Administration 1120 – Principles of Accounting OR	
Administration 1121 – Financial Accounting Concepts	4
Administration 1130 – Principles of Management	3
Administration 1150 – Principles of Marketing	3
Administration 1170 – Introduction to Human Resources	3
Economics 1205 – Introduction to Business Economics OR	
Economics 2201 – Principles of Microeconomics OR	
Economics 2203 – Principles of Macroeconomics	3
Total Credits	16

Semester 2	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Administration 1154 – Professional Selling	3
Administration 1161 – Mathematics of Finance	3
Administration 1229 – Financial Accounting for Business Decision Making	4
Administration 1257 – Business to Business Marketing *1	3
Total Credits	17

Semester 3	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Administration 1210 – Business Communications	3
Administration 1258 – Marketing Research	3
Administration 1259 – Marketing Decision Making	3
Total Credits	15

Semester 4	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Administration 1230 – Business Law	3
Administration 1333 – Strategic Management *2	3
Marketing Option *3	3
Total Credits	15

Total Credits for Graduation	63
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*1. Prerequisite – Administration 1150.

*2. Prerequisite – Administration 1120, 1130, 1150, 1161, 1229, 1259.

*3. Choose one of: Administration 1250, 1253, 1254, 1255, 1256.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

Diploma – Human Resources

The purpose of this two-year diploma program is to provide full-time students with the knowledge, skills, attitudes, and experience necessary for a successful career in the human resources industry. We promote the Human Resources Co-operative Education Diploma option, which offers a blend of academic study with relevant, paid work experience. Students apply for admission into the Co-op program during their first semester. Preference will be given to students with a Grade Point Average of 2.7 or higher.

The role of the Co-operative Education Department is to assist students in locating suitable employment opportunities and to prepare them to compete for job opportunities that are directly related to their field of study. Careful monitoring by the College and supervision by the employer provide students with valuable insights into the attitudes and behaviour appropriate in an industry setting. Co-operative Education opens doors to opportunity.

Professional development seminars, career coaching by co-op program coordinators, and opportunities to network with the business community are special features of co-op programs. Students develop skills in the areas of communication, leadership, adaptability, and teamwork, as well as a sense of professionalism and ethics. Co-op students gain a broader understanding of the workplace and of their own chosen field while building the skills necessary to plan their future career path and to conduct an effective job search.

To be eligible for their first work-term, students must have successfully completed Administration 1170 and 1274 with a grade of "C" or higher. To be eligible for their second work-term students must have a "C" or higher in Administration 1273 and 1277. An overall Grade Point Average of 2.00 must be maintained to participate in a work-term.

Co-operative Education, as defined by the Canadian Association for Co-operative Education, is a process of education which formally integrates academic study with work experience in co-operating employer organizations. The standard program pattern alternates periods of academic study with periods of work experience in the human resources industry.

The Co-op Department makes every effort to provide an adequate number of acceptable job opportunities for co-op students; however, placement cannot be guaranteed. Students are encouraged to participate in the job search, and may find it necessary to relocate in order to accept positions outside of Calgary, or perhaps Alberta. Students are usually considered trainees and should be prepared to receive entry-level wages. Positions are potentially in a variety of industries including oil and gas, insurance, telecommunications, IT, non-profit and government organizations.

Jobs performed can include:

- Assistant Recruiter
- Compensation and Benefits Assistant
- Payroll Assistant
- Human Resources Assistant
- Employee Relations Assistant
- Various administrative duties

Students must successfully complete both work-terms and all four academic semesters in order to graduate.

For additional information about co-operative education, contact the Career Services Department at (403) 240-6844, Room A200.

Non-Co-operative Education Stream

Career changers, mature students and lifelong learners already enrolled in the Human Resources Certificate may complete the Mount Royal College Human Resources Diploma in a non-Co-op program. The academic requirements of this option are identical to the Co-op program.

Graduation Requirements

To graduate, all students must meet the following criteria:

- Achieve a minimum grade of "C" in all required human resources courses.
- Successfully complete all the courses in the curriculum with a minimum overall Grade Point Average of 2.00.

Students pursuing the Co-op Education option must also meet the following criteria:

- Obtain a "pass" grade for COOP 0001 (Orientation to Co-operative Education) as a prerequisite to Work-Term 1.
- Complete two work-terms (and obtain a "pass" grade), normally four months long, but no less than 12 weeks in duration.
- Obtain a "Satisfactory" or better rating on all work-term evaluations.
- Obtain a "Satisfactory" or better rating for each work-term report.
- Complete a workbook in the first work-term and a project for the second work-term.
- Comply with all specified academic and ethical regulations.

Employer evaluations will remain a part of the student's records in the Career Services Department, thereby recognizing the employer as an integral partner in Co-operative Education.

Human Resources Diploma – Co-operative Education Option

Semester 1 (Fall)	Credits
Administration 1120 – Principles of Accounting	
OR	
Administration 1121 – Financial Accounting Concepts	4
Administration 1130 – Principles of Management	3
Administration 1150 – Principles of Marketing	3
Administration 1170 – Introduction to Human Resources	3
Administration 1274 – Employee Selection and Recruiting	3
Co-op 0001 – Orientation to Co-operative Education	0
Total Credits	16

Semester 2 (Winter)	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Administration 1229 – Financial Accounting for Business Decision Making	4
Administration 1275 – Compensation and Benefits	3
Administration 1276 – Organizational Behaviour	3
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship	3
Total Credits	17

Work-Term 1 (Spring/Summer)	Credits
Arts and Science Requirement	3
Co-op 0002 – Work-Term I	0
Total Credits	3

Semester 3 (Fall)	Credits
Administration 1161 – Mathematics of Finance	3
Administration 1210 – Business Communications	3
Administration 1273 – Labour Relations	3
Administration 1277 – Employee Training and Development	3
Economics 1205 – Introduction to Business Economics	3
Total Credits	15

Work-Term 2 (Winter)	Credits
Arts and Science Requirement	3
Co-op 0003 – Work II	0
Total Credits	3

Semester 4 (Spring)	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Administration 1230 – Business Law	3
Total Credits	9
Total Credits for Graduation	63

Human Resources Diploma – Non-Co-operative Education Stream

Semester 1 (Fall)	Credits
Administration 1120 – Principles of Accounting OR	
Administration 1121 – Financial Accounting Concepts	4
Administration 1130 – Principles of Management	3
Administration 1150 – Principles of Marketing	3
Administration 1170 – Introduction to Human Resources	3
Administration 1274 – Employee Selection and Recruiting	3
Total Credits	16

Semester 2 (Winter)	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Administration 1229 – Financial Accounting for Business Decision Making	4
Administration 1275 – Compensation and Benefits	3
Administration 1276 – Organizational Behaviour	3
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship	3
Total Credits	17

Semester 3 (Fall)	Credits
Administration 1210 – Business Communications	3
Administration 1273 – Labour Relations	3
Administration 1277 – Employee Training and Development	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15

Semester 4 (Winter)	Credits
Administration 1161 – Mathematics of Finance	3
Administration 1230 – Business Law	3
Economics 1205 – Introduction to Business Economics	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15
Total Credits for Graduation	63

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

Diploma – General Business Administration

This pattern was developed for students who wish to obtain a well-rounded education in Business Administration. In addition to the required administration courses, students will be exposed to specialized areas in accounting, marketing, human resources and integrative business material.

Semester 1	Credits
Administration 1120 – Principles of Accounting OR	
Administration 1121 – Financial Accounting Concepts	4
Administration 1130 – Principles of Management	3
Administration 1150 – Principles of Marketing	3
Administration 1170 – Introduction to Human Resources	3
Economics 1205 – Introduction to Business Economics OR	
Economics 2201 – Principles of Microeconomics OR	
Economics 2203 – Principles of Macroeconomics	3
Total Credits	16

Semester 2	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Administration 1154 – Professional Selling	3
Administration 1161 – Mathematics of Finance	3
Administration 1229 – Financial Accounting for Business Decision Making	4
Total Credits	17

Semester 3	Credits
Arts and Science Requirement	3
Administration 1210 – Business Communications	3
Administration 1224 – Management Accounting I	4
Administration 1233 – Small Business Entrepreneurship and Management	3
Administration 1259 – Marketing Decision Making	3
Total Credits	16

Semester 4	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Administration 1230 – Business Law	3
Administration 1333 – Strategic Management	3
Approved Option*	3
Total Credits	15

Total Credits for Graduation 64

* An approved option is any Business Administration, Computer Science or Economics course, excluding Administration 1116, 1131 and Economics 1160.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

UNIVERSITY TRANSFER BACHELOR OF COMMERCE

For information on university transfer to the Faculty of Management, the University of Calgary refer to the section entitled "University Transfer Programs – Mount Royal College". A sample pattern of study for transfer students attending Mount Royal College is outlined.

GENERAL INFORMATION – CERTIFICATE PROGRAMS

Three patterns have been designed to provide students with a sound foundation in business. The timetable is arranged so that the part-time and evening students, as well as full-time students, can be accommodated.

ADMISSION REQUIREMENTS

The certificate programs are primarily intended for the working adult who has expressed a desire to improve his/her business knowledge or who desires a change in career. Departmental approval is required for admission.

PROGRAM DEPOSIT

All students accepted into Business Administration programs will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CURRICULUM

These programs are specialized in nature and cover three areas of career interest. Students will take a small number of required courses and specialize in one of the following areas: Advanced Accounting, Marketing Management or Human Resources.

Certificate – Advanced Accounting

Program Prerequisites

The prerequisites for admittance into the Advanced Accounting Certificate program are Administration 1120/1220 or 1121 or the consent of the Department.

	Credits
Administration 1221 – Intermediate Accounting I	.4
Administration 1222 – Intermediate Accounting II	.4
Administration 1224 – Management Accounting I	.4
Administration 1225 – Principles of Auditing	.3
Administration 1227 – Managerial Finance	.4
Administration 1280 – Introduction to Personal and Corporate Income Tax	.3
Approved Option	.3-4
Approved Option	.3-4
Total Credits for Graduation	.34-38

Students will choose their approved options from the list below.

	Credits
Administration 1223 – Computerized Accounting	.4
Administration 1228 – Management Accounting II	.3
Administration 1230 – Business Law	.3
Administration 1262 – Applied Statistical Analysis I	.4
Administration 1263 – Applied Statistical Analysis II	.4
Administration 1265 – Management Information Systems	.3
Administration 1276 – Organizational Behaviour	.3
Administration 1381 – Advanced Financial Accounting	.4
Administration 1382 – Advanced Managerial Accounting	.4
Administration 1383 – Management Processes and Problems	.4

Certificate – Gerontology: Business and Entrepreneurship

(Pending Approval of Alberta Learning)

This unique certificate is a stream of the Gerontology: Studies in Aging Certificate program and combines courses in gerontology and business. By 2021, 14 million Canadians will be age 50 or over, and these 'boomers' will change the face of business. This program is designed to prepare graduates to build on existing careers by expanding into new growth industries related to seniors-related services and business. See the "Gerontology: Studies in Aging" section of this Calendar for details.

Certificate – Human Resources

Core Requirements	Credits
Administration 1131 – Introduction to Business	.3
Administration 1170 – Introduction to Human Resources	.3
Administration 1210 – Business Communications	.3
Administration 1276 – Organizational Behaviour	.3
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship	.3
Total Credits	.15

Students must take any 3 of the following courses.

Courses	Credits
Administration 1273 – Labour Relations	.3
Administration 1274 – Employee Selection and Recruiting	.3
Administration 1275 – Compensation and Benefits	.3
Administration 1277 – Employee Training and Development	.3
Total Credits	.9
Total Credits for Graduation	.24

Certificate – Marketing Management

Core Requirements	Credits
Administration 1130 – Principles of Management	.3
Administration 1150 – Principles of Marketing	.3
Administration 1154 – Professional Selling	.3
Administration 1210 – Business Communications	.3
Total Credits	.12

Students must take any 4 of the following courses.

Courses	Credits
Administration 1161 – Mathematics of Finance	.3
Administration 1250 – International Marketing	.3
Administration 1253 – Retail Management	.3
Administration 1254 – Sales Management	.3
Administration 1255 – Services Marketing	.3
Administration 1256 – Introduction to Advertising and Sales Promotion	.3
Administration 1257 – Business to Business Marketing	.3
Administration 1258 – Marketing Research	.3
Administration 1259 – Marketing Decision Making	.3
Total Credits	.12
Total Credits for Graduation	.24

Note: Prerequisites for these courses must be followed.

Business Administration and Insurance

PROGRAM OFFERED

Diploma – Business Administration and Insurance –
Co-operative Education Program

PROGRAM CONSULTANTS

Dean, Bissett School of Business
W. Fraser

Program Chair, Business Administration and Insurance
B. Hibberd

Co-operative Education Co-ordinator
D. MacNeil

GENERAL INFORMATION

The purpose of this two-year diploma program is to provide full-time students with the knowledge, skills, attitudes, and experience necessary for a successful career in the insurance industry. Graduates can expect to find career opportunities in such areas as customer service (as agents or brokers), underwriting, claims adjusting, and risk management.

The nine insurance courses in this diploma program are offered in co-operation with the Insurance Institute of Canada (IIC). Successful completion of these courses (including IIC examinations) earns students credit toward their CIP (Chartered Insurance Professional) designation. Students also take business courses that will help them to operate successfully in a complex industry environment.

This is a co-operative education diploma. Co-operative education is a quality-assured work/study process that enables students to alternate studies at the College with paid, practical work experience. Students are guided through the process that helps to bridge the transition from the classroom to the workplace.

The role of the Co-operative Education Department is to assist students in locating suitable employment opportunities and to prepare them to compete for job opportunities that are directly related to their field of study. Careful monitoring by the College and supervision by the employer provide students with valuable insights into the attitudes and behaviour appropriate in an industry setting. Co-operative Education opens doors to opportunity.

Professional development seminars, career coaching by co-op program co-ordinators, and opportunities to network with the business community are special features of co-op programs. Students develop skills in the areas of communication, leadership, adaptability, and teamwork, as well as a sense of professionalism and ethics. Co-op students gain a broader understanding of the workplace and of their own chosen field while building the skills necessary to plan their future career path and to conduct an effective job search.

Co-operative Education, as defined by the Canadian Association for Co-operative Education, is a process of education which formally integrates academic study with work experience in co-operating employer organizations. The standard program pattern alternates periods of academic study with periods of work experience in the insurance industry.

The Co-op Department makes every effort to provide an adequate number of acceptable job opportunities for co-op students; however, placement cannot be guaranteed. Students are encouraged to participate in the job search, and may find it necessary to relocate in order to accept positions outside of Calgary, or perhaps Alberta. Students are usually considered trainees and should be prepared to receive entry-level wages. Positions are frequently found with insurance companies, brokerages, claims adjusters, direct writers and independent insurance agencies.

Jobs performed can include:

- Assistant Marketer
- Broker Trainee/Customer Service Representative
- Claims Service Representative
- Claims Trainee
- Field Underwriter
- Personal Lines Data Entry Clerk
- Underwriter Trainee

Students must successfully complete both work-terms and all four academic semesters in order to graduate.

For additional information about co-operative education, contact the Career Services Department at (403) 240-6844, Room A200.

ADMISSION REQUIREMENTS

The Business Administration and Insurance program is a limited enrolment program. Applicants must have the equivalent of an Alberta High School Diploma with a minimum grade of 50% in English 30 or 33 and Mathematics 30 (Pure or Applied). Preference will be given to students with a 60% average in English 30 and Mathematics 30 – Pure, or 65% in English 33 and Mathematics 30 – Applied. Mature applicants (defined as 18 years of age and older who have been out of high school for at least one year, and who do not meet the admission requirements) may write a series of entrance examinations. These will include tests in English and mathematics.

ADDITIONAL ADMISSION REQUIREMENTS

In addition to meeting the general admission requirements, applicants will be assessed to ensure they have a realistic chance for success in the Business Administration and Insurance program and in the field of property and casualty insurance. Applicants may be interviewed by an admissions committee.

PROGRAM DEPOSIT

All students accepted into the Business Administration and Insurance program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CO-OP REGISTRATION

Co-op students register for an orientation course and two (2) work-terms in addition to their academic diploma requirements:

- COOP 0001 Orientation to Co-operative Education – First Fall Semester
- COOP 0002 Work-Term 1 – May – August
- COOP 0003 Work-Term 2 – January – April

Each work-term is recorded on the student's transcript with a Pass/Fail designation. This Pass/Fail designation carries no credit value and is not included in the calculation of the student's Grade Point Average.

CO-OP FEES

A fee of \$390 is assessed for the Co-op professional development seminars and preparation prior to the first work-term. Fees of \$390 per Co-operative Education work-term are assessed thereafter. These fees must be paid or notice of financial assistance provided by the fee deadline for the semester in which the placement occurs.

CONTINUANCE IN THE PROGRAM

Students must comply with the Co-operative Education policies approved by the College, and with the regulations outlined in "The Works" given to all students accepted into co-op programs. Students must achieve a minimum grade of "C" in all core courses in the program and maintain a minimum overall Grade Point Average of 2.00, subject to College policy concerning the first academic semester.

WORK-TERM ELIGIBILITY

Eligibility for the first work-term (taken in the spring/summer after completing two academic semesters) requires a cumulative Grade Point Average of 2.00 at the end of the second semester, and a "C" or better in Administration 1140 and 1143. Eligibility for the second work-term (taken in the Winter Semester after completing three academic semesters) requires a cumulative Grade Point Average of 2.00 or better at the end of the third semester and a "C" or better in Administration 1140, 1141, 1143, 1144 and 1145.

SUBSTITUTION OF CIP COURSES

Students may be granted credit for one course from the Insurance Institute of Canada (IIC) to be used in place of a Mount Royal College insurance course. In addition, students who have received a mark lower than "C" in a Mount Royal College insurance course, but have received a passing grade on the corresponding IIC examination, may be granted credit in lieu of the earned grade on their Mount Royal College insurance course up to a maximum of one course.

GRADUATION REQUIREMENTS

To graduate, students must meet the following criteria:

- Achieve a minimum grade of "C" in all insurance courses.
- Successfully complete all courses in the curriculum with a minimum overall Grade Point Average of 2.00.
- Obtain a "pass" grade for COOP 0001 (Orientation to Co-operative Education) as a prerequisite to Work-Term 1.
- Complete two work-terms (and obtain a "pass" grade), normally four months long, but no less than 12 weeks in duration.
- Obtain a "Satisfactory" or better rating on all work-term evaluations.
- Obtain a "Satisfactory" or better rating for each work term report.
- Complete workbook in the first work-term and project for the second work-term.
- Comply with all specified academic and ethical regulations.

Employer evaluations will remain a part of the student's records in the Career Services Department, thereby recognizing the employer as an integral partner in Co-operative Education.

CURRICULUM

Diploma – Business Administration and Insurance

Semester 1 (Fall)	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Administration 1120 – Principles of Accounting	4
Administration 1140 – Principles and Practice of Insurance	3
Administration 1143 – Automobile Insurance	3
Arts and Science Requirement	3
Orientation to Co-operative Education	*NC
Total Credits	17

Semester 2 (Winter)	Credits
Administration 1141 – Insurance on Property I	3
Administration 1144 – Claims I	3
Administration 1210 – Business Communications	3
Administration 1229 – Financial Accounting For Business Decision Making	4
Administration 1230 – Business Law	3
Total Credits	16

Spring/Summer Session	Credits
First Insurance Work-term	*NC
Administration 1145 – Personal Lines Production	3
Total Credits	3

Semester 3 (Fall)	Credits
Administration 1150 – Principles of Marketing	3
Administration 1241 – Fraud Awareness and Prevention	3
Administration 1249 – Liability Insurance	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15

Winter Session	Credits
Second Insurance Work-term	*NC
Arts and Science Requirement	3
Total Credits	3

Semester 4 (Spring/Summer)	Credits
Administration 1246 – Specialty Lines	3
Administration 1247 – Risk Management and Commercial Lines I	3
Administration 1276 – Organizational Behaviour	3
Total Credits	9
Total Credits for Graduation	63

* NC – No Credit Value

For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled "General Graduation Requirements".

Child and Youth Care Counsellor

PROGRAM OFFERED

Diploma – Child and Youth Care Counsellor

PROGRAM CONSULTANTS

Dean, Faculty of Health and Community Studies
B. Hendrickson

Chair, Department of Child and Youth Studies
D. Clark

Co-ordinator, Child and Youth Care Counsellor
M. Kingsmith

GENERAL INFORMATION

The Child and Youth Care Counsellor Diploma is a comprehensive two-year program that prepares graduates to work with at-risk youth and their families. The children and youth may have suffered physical, sexual, or emotional abuse, neglect, failure, family breakdown, and may have behavioural or learning difficulties. The scope of future employment opportunities includes: group homes; institutional settings; young offender centres; school liaison work; child development assistant (school setting); outreach/street programs; mental health centres; family and community based programs; therapeutic foster care; and day treatment programs.

Preparation for a career in child and youth care demands a commitment to learning the essential components of developing healthy, caring relationships. The dynamics of abuse and neglect and the treatment of these issues are explored through courses in professionalism, children and the law (Child Welfare Act and Young Offender Act), psychology, treatment methods, counselling skills, and caring for youth at-risk. Training in group process, family dynamics, and ethics are also offered to enhance personal development and growth.

Selections are based on the assessment of applicants' professional suitability including motivation to become a child and youth care counsellor, relevant volunteer or work experience, interpersonal communication skills, physical health, self-motivation, and academic ability.

Graduates of the Child and Youth Care Counsellor program are eligible for transfer to the University of Victoria, School of Child and Youth Care for completion of a Bachelor of Arts in Child and Youth Care. Students may also transfer to Malaspina University College and University College of the Fraser Valley.

ADMISSION REQUIREMENTS

Applicants must be 19 years of age or older by **May 1** in the year in which they apply and preference will be given to those who possess a high school diploma or equivalent. New students are only accepted for Fall enrolment and it is to your advantage to apply as early as possible since the program accommodates only a limited number of students.

Application Deadline

Deadline for applications to the Child and Youth Care Counsellor program is **March 15** for the following academic year.

The following criteria are used to assess applications:

1. Volunteer or work experience with children or families is essential, particularly with those children living in the child welfare system.
2. Applicants must complete an entrance test to evaluate their English and writing skills. To be exempt from this test, applicants must have a 65% or better grade in English 30 OR have completed a college or university English course with a minimum of a "C" grade OR have taken the entrance test within the previous two years.
3. Letters of reference and a personal interview are required to assess knowledge of the child and youth care field, practical experience, and personal suitability.

PROGRAM DEPOSIT

All students accepted into the Child and Youth Care Counsellor program will be required to pay a \$125 non-refundable admission deposit, within two weeks of notification of acceptance into the program.

CONTINUANCE IN THE PROGRAM

In order to be considered as a continuing student of record in the Child and Youth Care Counsellor program, students must maintain a minimum "C" grade in all child and youth care counsellor courses (ie. Child and Youth Care Counsellor 1110, 1132). A "C" grade average or 2.00 Grade Point Average must be maintained in all non-child and youth care counsellor courses required to complete the program. All prerequisite courses must be completed before moving on to the next core child and youth care counsellor courses.

Students who are no longer students of record in the Child and Youth Care Counsellor program may apply for re-admission to the program. Students may repeat courses only at the discretion and with permission of the child and youth care coordinator.

FIELDWORK PLACEMENTS

The program has a major field placement component. During the first year students will observe different agencies while gaining information about many others. This experience assists in determining a successful placement in the second year. As part of an integration of practice and theory, students are in a fieldwork placement two days (15 hours) per week for the entire second year of the program, provided all prerequisite requirements have been met. Students apply for fieldwork placements through an interview process and must show a high level of commitment and professional suitability. **Both a Criminal and Child Welfare Record Check will be required prior to commencement of any fieldwork experience.** All students will be required to have a current CPR and First Aid Certificate prior to entry into the second year fieldwork placement.

CURRICULUM

Students who do not follow the course pattern specified in the Calendar cannot be guaranteed the availability of Child and Youth Care Counsellor core courses and may not be able to graduate in their preferred semester.

Diploma – Child and Youth Care Counsellor

Semester 1	Credits
English 1112 or 2201 or any 2200-level (or higher) English	.4
Arts and Science Requirement (recommended Psychology 2205)	.3
Arts and Science Requirement	.3
Child and Youth Care Counsellor 1110 – Fundamental Skills in Interviewing	.3
Child and Youth Care Counsellor 1132 – The Profession of Child and Youth Care	.3
Total Credits	.16

Semester 2	Credits
Arts and Science Requirement	.3
Child and Youth Care Counsellor 1130 – Substance Abuse and Related Health Issues	.3
Child and Youth Care Counsellor 1142 – Fieldwork	.3
Child and Youth Care Counsellor 1221 – Fundamental Skills in Counselling	.3
Child and Youth Care Counsellor 1232 – Caring for Children/Youth at Risk	.3

Psychology 3351 – Developmental Psychology	.3
Total Credits	.18

Semester 3	Credits
Child and Youth Care Counsellor 1210 – Policies, Systems, and Issues Regarding Children and Youth	.3
Child and Youth Care Counsellor 1216 – Treatment Methods I	.3
Child and Youth Care Counsellor 1241 – Practicum	.6
Psychology 3355 – Adolescence	.3
Total Credits	.15

Semester 4	Credits
Arts and Science Requirement	.3
Child and Youth Care Counsellor 1226 – Treatment Methods II	.3
Child and Youth Care Counsellor 1235 – Youth Care Practice with Families	.3
Child and Youth Care Counsellor 1242 – Practicum	.6
Total Credits	.15
Total Credits for Graduation	.64

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Computer Science and Information Systems

PROGRAMS OFFERED

- University Transfer – Bachelor of Science (Computer Science)
- Bachelor of Applied Business and Entrepreneurship – Computer Information Systems
- Diploma – Computer Information Systems
- Certificate – Computer Science

PROGRAM CONSULTANTS

- Dean, Faculty of Science and Technology
B. Lane
- Chair, Department of Computer Science and Information Systems
C. MacKimmie

GENERAL INFORMATION

With the increased use of computers in all areas, the demand for employees with computer skills continues to grow. Positions such as application development (analysis and programming), user support, technical support, web site development and administration and electronic commerce are available. Personnel in small organizations may be involved in several of these areas. Employment opportunities are excellent.

If you are considering a career in the computer field, you should be able to think, write, and speak clearly and logically, and you should enjoy solving problems. It is essential that you be able to work quickly and neatly, paying attention to detail and demonstrating creativity. You must also be able to work effectively with others. Keyboarding speed and accuracy are assets.

A career in the computer field is challenging and rewarding, but it is also demanding. Industry is seeking people with higher skill and educational levels than in the past and, consequently, a great deal of work is required to be successful in one of these programs.

BACHELOR OF SCIENCE – COMPUTER SCIENCE

The department offers a two-year Bachelor of Science – Computer Science university transfer program. This program offers the first two years of the University of Calgary's degree program (see "University Transfer" section for further information).

BACHELOR OF APPLIED BUSINESS AND ENTREPRENEURSHIP – COMPUTER INFORMATION SYSTEMS

This program, offered jointly by the Department of Computer Science and Information Systems and the Bissett School of Business, offers a forward looking combination of computer and business courses. Throughout six (6) academic semesters, students will develop the expertise required by today's and tomorrow's computing professionals.

The program concentrates on the practical application of computer systems in a business environment. Students acquire a solid foundation in programming, systems analysis and design, Internet development, hardware and networking support, and an in-depth knowledge of standard business practices. Students will widen their learning by extending it to the workplace

during two four-month Directed Field Studies semesters where they will gain hands-on work experience. This program provides a broad education and prepares graduates for the lifelong learning necessary in the computer information processing world.

The degree has been developed with the support of senior managers from Calgary businesses to ensure that the curriculum meets their needs. As information technology continues to change the way that companies do business, more and more employers are looking for computer professionals with a solid business background. Employees with both computer and business knowledge can work more effectively in a team environment, understand their clients' needs, and are more likely to be considered for advancement. With their blend of business and technical knowledge, graduates will be suited to work in small or large companies, act as self-employed consultants, or start their own businesses.

See Bachelor of Applied Business and Entrepreneurship – Computer Information Systems found elsewhere in the calendar for complete information.

PROGRAM DEPOSIT

All students accepted into the Computer Science and Information Systems program will be required to pay a \$125 non-refundable admission deposit, within two weeks of notification of acceptance into the program.

CURRICULUM

Bachelor of Applied Business and Entrepreneurship – Computer Information Systems

Semester 1	
English 2201 or any 2200 level (or higher) English	4
Administration 1120 – Principles of Accounting	4
Computer Science 1171 – Introduction to Computer Systems and Applications	4
Computer Science 1271 – Introduction to Programming	4
Arts and Science Requirement	3
Total Credits	19
Semester 2	
Administration 1210 – Business Communications	3
Computer Science 1273 – Software Development	5
Computer Science 1274 – Building Internet Solutions	4
Entrepreneurship 2201 – Introduction to Entrepreneurship	3
Arts and Science Requirement	3
Total Credits	18
Semester 3	
Administration 1150 – Principles of Marketing	3
Computer Science 1233 – Microcomputer Hardware and Operating Systems	4
Computer Science 1276 – Rapid Systems Development	4
Computer Science 1281 – Systems Analysis	4
Arts and Science Requirement	3
Total Credits	18

	Credits
Administration 1130 – Principles of Management	3
Computer Science 1270 – Data Communications and Networks	3
Computer Science 1278 – Database Management Systems	4
Entrepreneurship 2221 – Financial Management for Non-Financial Managers	3
Arts and Science Requirement	3
Total Credits	16

Entrepreneurship 2011 – Directed Field Studies I	15
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	Credits
Administration 1154 – Professional Selling	3
Administration 1276 – Organizational Behaviour	3
Computer Science 4403 – Object-Oriented Design and Development	4
Computer Science 4405 – Emerging Technologies and Their Evaluation	3
Arts and Science Requirement	3
Total Credits	16

	Credits
Computer Science 4401 – System Implementation	3
Computer Science 4407 – Distributed Application Development	3
Computer Science 4409 – Designing and Implementing Electronic Commerce	3
Entrepreneurship 4433 – Business Plan Development	3
Arts and Science Requirement	3
Total Credits	15

Entrepreneurship 3011 – Directed Field Studies II	15
Total Credits for Graduation	132

Further details (e.g. on admission requirements, and graduation requirements) can be found in the section for the Bachelor of Applied Business and Entrepreneurship.

DIPLOMA – COMPUTER INFORMATION SYSTEMS

The Computer Information Systems Diploma prepares students for employment in the computer field immediately upon graduation. It is intended for students with prior business experience and/or post-secondary educational qualifications who wish to become computer specialists.

The Admission Requirements for the Bachelor of Applied Business and Entrepreneurship – Computer Information Systems (found elsewhere in this calendar) also apply for this diploma.

The curriculum consists of the first four academic semesters of the Bachelor of Applied Business and Entrepreneurship – Computer Information Systems degree. In addition to the College graduation requirements for diplomas listed in the section entitled "General Graduation Requirements", a minimum grade of "C" must be attained in all Computer Science and Entrepreneurship courses. A student may not repeat a Computer Science or an Entrepreneurship course more than once.

GENERAL INFORMATION – CERTIFICATE PROGRAM

The certificate program is a one-year program for students from a variety of backgrounds with **prior business experience and/or post-secondary educational qualifications**. It is an advanced certificate designed to build on existing business knowledge. It will provide a foundation for mature individuals to change careers into areas requiring knowledge of computing in the area of existing expertise.

The certificate program can be tailored to the student's needs. Students must contact the department prior to applying to discuss acceptability of qualifications and individual circumstances.

ADMISSION REQUIREMENTS

Enrolment is limited to those with relevant professional, educational, or work experience. Preference will be given to applicants with a post-secondary educational qualification such as a degree or diploma. A minimum of the equivalent of an Alberta High School Diploma is required. A prior programming course is strongly recommended. Contact the department (403) 240-6149 for recommended courses and further information.

PROGRAM DEPOSIT

All students accepted into the Computer Science Certificate program will be required to pay a \$125 non-refundable admission deposit, within two weeks of notification of acceptance into the program.

CURRICULUM

Certificate – Computer Science

Core Requirements	Credits
Approved Computer Science Option*	3-5
Approved Computer Science Option*	3-5
Approved Computer Science Option*	3-5
Approved Computer Science Option*	3-5
Approved Computer Science Option*	3-5
Approved Option**	3
Approved Option**	3
Approved Option**	3
Approved Option**	3
Elective	3
Total Credits for Graduation	30-40

* Approved Computer Science Options are normally chosen from one of the two groups below. Others must be approved by the Department Chair prior to registration.

** An Approved Option is any course relevant to the student's occupation. These may include any Business Administration, Computer Science or Science course. Others must be approved by the Department Chair prior to registration.

Group I (End User Pattern)	Credits
Computer Science 1171 – Introduction to Computer Systems and Applications ..	4
Computer Science 1202 – Database Design and Programming	3
Computer Science 1230 – Intermediate Microcomputer Applications	3
Computer Science 1233 – Microcomputer Hardware and Operating Systems ..	4
Computer Science 1371 – Internet Development I	3
Computer Science 1373 – Internet Development II	3
Computer Science 2215 – Introduction to Programming	4

Group II (Technical Pattern)	Credits
Computer Science 1171 – Introduction to Computer Systems and Applications ..	4
Computer Science 1233 – Microcomputer Hardware and Operating Systems ..	4
Computer Science 1270 – Data Communications and Networks	3
Computer Science 1271 – Introduction to Programming	4
Computer Science 1274 – Building Internet Solutions	4
Computer Science 4401 – System Implementation	3

Disability Studies

PROGRAM OFFERED

Diploma – Disability Studies

PROGRAM CONSULTANTS

Dean, Faculty of Community Studies

B. Hendrickson

Chair, Department of Social Work and Disability Studies

M. Clark

Co-ordinator, Disability Studies

A. Wight-Felske

GENERAL INFORMATION

The Disability Studies diploma program will provide students with advanced skills and knowledge required to create an environment of emotional and social support for disabled persons in the community. As a part of a team of professionals, graduates design and implement intervention/teaching plans in residential, social, employment and recreation settings. The diploma program combines theory with supervised practical experience.

DIPLOMA PROGRAM

All students entering the diploma program will be required to complete the core courses and the Arts and Science Requirements.

UNIVERSITY TRANSFER

This program can also serve as the basis of admission into the third-year of the Bachelor of Community Rehabilitation program at the University of Calgary. Additional information is available from the co-ordinator of the Disability Studies program at Mount Royal College. Refer to the University of Calgary Calendar for additional admission requirements.

Following completion of the Disability Studies diploma, students may continue to take courses at Mount Royal College to provide the equivalent of a third-year of credit toward the Bachelor of Community Rehabilitation degree at the University of Calgary. Students wishing to do so should contact their program advisor following their acceptance into the Disability Studies program.

PROVINCIAL GUIDELINES

The Provincial Rehabilitation and Disability Studies college programs have agreed to broad course content areas. The agreement facilitates transfer between the first and second year for Rehabilitation and Disability Studies students among Alberta Colleges.

ADMISSION REQUIREMENTS

If you have an Alberta High School Diploma (or equivalent) you may qualify for admission. In addition applicants must have either English 30 (or equivalent) or have a passing grade in English 1112 at Mount Royal College (or equivalent).

Preference will be given to individuals who have direct experience supporting persons with disabilities, whether in work, school, volunteer or family contexts. You are required to submit a letter or other form of evidence describing your experience with persons with disabilities.

If you do not have a high school diploma but have a strong interest in supporting persons with disabilities, you may submit an application. You must also submit a letter describing your rationale for special consideration to the Registrar, Mount Royal College. Your application will be assessed by the Disability Studies Admissions Committee and a final decision will be made by that committee.

PROGRAM DEPOSIT

All students accepted into the Disability Studies program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

INTERNATIONAL PRACTICUM OPPORTUNITY

Students may have an opportunity to complete their first or second year practicum in an international placement during the Spring Semester.

CURRICULUM

Diploma – Disability Studies

English 2201 or any 2200-level (or higher) English	4
Disability Studies 1111 – Overview of the Field of Disability Studies	2
Disability Studies 1113 – Assessment and Life Style Planning	3
Disability Studies 1115 – Disabling Conditions	3
Disability Studies 1151 – Fieldwork I	1
Health Studies 1112 – General Health Care	3
Total Credits	16

Disability Studies 1117 – Disability and Social Policy	3
Disability Studies 1119 – Working with Groups	3
Disability Studies 1121 – Teaching and Learning	3
Disability Studies 1123 – Supporting Clients with Difficult and Challenging Behaviours	2
Disability Studies 1153 – Fieldwork II	1
Psychology 3325 – Life-Span Development	3
Total Credits	15

Spring Semester	Credits
Disability Studies 1161 – Introductory Practicum	4
Total Credits	4

Semester 3	Credits
Disability Studies 1201 – Helping Skills for Supporting Individuals	3
Disability Studies 1203 – Family and Disability	3
Disability Studies 1261 – Practicum in Individual and Family Supports	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15

Semester 4	Credits
Disability Studies 1205 – Practices, Issues and Trends in Community Rehabilitation	3
Disability Studies 1207 – Community Development and Disability	3
Disability Studies 1263 – Practicum in Community and Outreach Supports	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	15
Total Credits for Graduation	65

Note: Students will be accepted into practica on the basis of academic performance, professional suitability, fitness and conduct.

To be placed in the following practicum courses (Disability Studies 1161, 1261 and 1263), students must obtain a minimum Grade Point Average of 2.00 in all courses other than Arts and Science Requirements.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Early Childhood Care and Education

PROGRAMS OFFERED

Diploma – Early Childhood Care and Education
Certificate – Early Childhood Care and Education

PROGRAM CONSULTANTS

Dean, Faculty of Health and Community Studies
B. Hendrickson
Chair, Department of Child and Youth Studies
D. Clark
Co-ordinator, Early Childhood Care and Education
C. Smey Carston

GENERAL INFORMATION

The Early Childhood Care and Education programs allow students to develop knowledge, skills and attitudes to interact with young children while working in a group care setting. The program will prepare students for employment as early childhood professional able to work in a variety of settings for young children. The program focuses on understanding the developmental needs of children from infancy to age eight and planning, implementing and evaluating developmentally appropriate play for young children.

The diploma program is for individuals who wish to acquire skills, knowledge and attitudes in the field of early childhood education on a full-time basis. Courses generally are offered during the day over Fall and Winter semesters for two years.

The certificate program is a part-time program primarily intended for adults currently employed in child care settings who have expressed a desire to further their skills, knowledge or attitudes but also for people who wish to acquire education in the field of early childhood education.

Upon successful completion of the diploma program, students will be eligible for Level III Certification through Alberta Day Care Staff Qualifications Board. Students may exit after the first year of the diploma, apply for a Mount Royal College Certificate and be eligible for Level II Certification. (See program exit note below.) After the successful completion of one three credit course, students will be eligible for Level I Certification.

PROVINCIAL GUIDELINES

The Provincial Early Childhood Education programs have agreed to broad course content areas and the number of hours of instruction for each content area to facilitate transfer between Alberta colleges. As a result of this agreement students transferring from other programs may find they need to register for additional courses to meet the Provincial guidelines.

ADMISSION REQUIREMENTS

Applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted. All applicants must write the English Placement test and must be eligible for English 1112 or higher.

Applicants will be required to submit a current resume along with a current reference. As part of the application process, students will also receive a form with a series of reflective questions. Applicants should complete these questions and submit them with the reference and resume. Final documentation must be submitted to the Office of the Registrar before **August 1**. Students will be required to present a current police security check prior to the field placement (Semester 1) and prior to each practicum placement (Semester 2 and 3).

After applying for admission, applicants will be sent further instructions about these requirements.

Applicants entering this program on a full-time or part-time basis will be required to complete the Application for Admission Form.

PROGRAM EXIT:

Students who successfully complete the first two semesters of studies and have a Grade Point Average of at least 2.00 or higher, including the following courses, may apply for a Certificate in Early Childhood Care and Education: Early Childhood Care and Education 1104, 1107, 1109, 1110, 1120, 1180, 1213, 1282, and Health 1213. Students must complete English 1112 or 2201 or any 2200-level (or higher) English. Upon successful completion of these courses, students will also be eligible for Level II Certification through the Alberta Day Care Staff Qualifications Board.

PROGRAM DEPOSIT

All students accepted into the Early Childhood Care and Education programs will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CONTINUANCE IN THE PROGRAM

Students must have an overall Grade Point Average of 2.00 or better in core Early Childhood Care and Education courses to continue in the program. Students must successfully complete Early Childhood Care and Education 1282 to enrol in Early Childhood Care and Education 1285.

CURRICULUM

Diploma – Early Childhood Care and Education

Semester 1	
English 1112 or 2201 or any 2200-level (or higher) English	4
Early Childhood Care and Education 1104 – Introduction to Early Childhood Education	3
Early Childhood Care and Education 1107 – Diversity in Early Childhood Settings	2
Early Childhood Care and Education 1109 – Principles of Development	4
Early Childhood Care and Education 1180 – Field Work	3
Total Credits	16

Semester 1	Credits
Early Childhood Care and Education 1110 – Learning Through Play I	3
Early Childhood Care and Education 1120 – Learning Through Play II	3
Early Childhood Care and Education 1213 – Communicating with Parents and Professionals in	
Early Childhood Settings	3
Early Childhood Care and Education 1282 – Practicum I	4
Health Studies 1213 – Nutrition and Health	2
Total Credits	15

Semester 2	Credits
Early Childhood Care and Education 1121 – Learning Through Play III	3
Early Childhood Care and Education 1211 – Child, Family and Community	3
Early Childhood Care and Education 1215 – Young Children with Special Needs	3
Early Childhood Care and Education 1285 – Practicum II	6
Arts and Science Requirement	3
Total Credits	18

Semester 3	Credits
Early Childhood Care and Education 1217 – Professional Practices in Early Childhood Organizations	3
Early Childhood Care and Education 1219 – Connecting with Communities: Working Effectively in a Community Context	3
Early Childhood Care and Education 1220 – Issues in Early Childhood Education	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	18
Total Credits for Graduation	.67

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

Certificate – Early Childhood Care and Education

Semester 1	Credits
Early Childhood Care and Education 1104 – Introduction to Early Childhood Education	3
Early Childhood Care and Education 1180 – Field Work	3
Total Credits	6

Semester 2	Credits
Early Childhood Care and Education 1107 – Diversity in Early Childhood Settings	2
Early Childhood Care and Education 1109 – Principles of Development	4
Total Credits	6

Semester 3	Credits
Early Childhood Care and Education 1110 – Learning Through Play I	3
Health Studies 1213 – Nutrition and Health	2
Total Credits	5

Semester 4	Credits
Early Childhood Care and Education 1120 – Learning Through Play II	3
Early Childhood Care and Education 1213 – Communicating with Parents and Professionals in	
Early Childhood Settings	3
Early Childhood Care and Education 1282 – Practicum I	4
Total Credits	10

Note: Students must complete English 1112 or 2201 prior to graduation 4

Total Credits for Graduation31

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".



Environmental Technology

PROGRAM OFFERED

Certificate – Environmental Technology

PROGRAM CONSULTANTS

Dean, Faculty of Science and Technology
B. Lane

Chair, Department of Chemical, Biological and Environmental Sciences
M. Pollock

Program Co-ordinator, Environmental Technology Program
R. Saint-Fort

GENERAL INFORMATION

This program provides a good basic training in the theory and techniques of environmental control. It is aimed at those individuals possessing on-the-job experience of an environmental nature and/or a diploma in a related field. The timetable may be arranged to accommodate part-time and evening students who are employed full-time and who wish to broaden their background. Certain courses are designed to allow students, in consultation with the instructor and advisor, to select specific topics to be covered during the course. These topics will be selected with the intent of making them relevant to the student's interests and needs.

Upon completion of the program, graduates can apply to the Alberta Society of Engineering Technologists for certification.

ADMISSION REQUIREMENTS

Applicants must meet the general College admission requirements. The certificate program is restricted to persons with experience in environmental management and/or related fields.

Students petitioning for registration in this program do so in consultation with the program advisor.

Students may progress at their own rate; however, it is recommended that the certificate requirements be completed within three years. Laboratory requirements will depend upon the student's background. Enrolment may be limited in the program.

PROGRAM DEPOSIT

All students accepted into the Environmental Technology Certificate program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

NON-CERTIFICATE STUDENTS

Persons wishing to take certain courses in the program but not intending to obtain a certificate may register for those courses with the permission of the program advisor.

CURRICULUM

This program is offered on a part-time basis and may take more than one year to complete.

Certificate – Environmental Technology

Industrial Ecology 3303 – Life Cycle Assessment	4
Industrial Ecology 3323 – Watershed Management	3
Industrial Ecology 4405 – Air Quality	3
Industrial Ecology 4407 – Pollution Prevention: Toward Zero Emissions	3
Industrial Ecology 4431 – Management of Residuals	3
Industrial Ecology 4433 – Quality Assurance/Quality Control	4
Directed Reading 1199 – Graduation Research Project	4
Approved Option	3-4
Approved Option	3-4
Approved Option	3-4
Total Credits for Graduation	32-36

Select Approved Options

Industrial Ecology 2201 – Introduction to Industrial Ecology	3
Industrial Ecology 3307 – Air Pollution Monitoring	4
Industrial Ecology 3315 – Applied Instrumentation	3
Industrial Ecology 3333 – Groundwater Contamination	4
Industrial Ecology 4411 – Industrial Sanitation	2
Industrial Ecology 4417 – Design for the Environment	3
Industrial Ecology 4441 – Site System Remediation Design	4



Freelance Writing

PROGRAM OFFERED

Certificate – Freelance Writing (Admission Suspended for Fall 2003)

PROGRAM CONSULTANTS

Director, Centre for Communication Studies
H. Elliott

Program Chair, Freelance Writing
W. Bruno

GENERAL INFORMATION – CERTIFICATE PROGRAM

The Freelance Writing Certificate introduces students to the norms of professionalism in freelancing. Students learn to develop, sell, and write to a wide range of markets. Students practice such forms as fiction and non-fiction, poetry, business writing, and scriptwriting for media such as radio, television, promotional/educational video, and the stage.

They explore the magazine industry and learn to target their articles, features, and reviews toward specific magazines. The program includes editorial practice and intensive exposure to the business skills needed to establish a freelance enterprise.

ADMISSION REQUIREMENTS

Applicants must possess a baccalaureate degree from an accredited or recognized post-secondary institution.

Applicants will be required to submit a letter outlining the reasons they wish to join the program and at least one sample of their writing, at least four (4) pages in length. They will also be required to attend a personal interview at which they will write a short exercise.

PROGRAM DEPOSIT

All students accepted into the Freelance Writing Certificate program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CURRICULUM

Semester 1	Credits
Freelance Writing 1301 – Stylistics	3
Freelance Writing 1303 – The Creative Writer	3
Freelance Writing 1305 – Writing for Publication	3
Freelance Writing 1307 – Business Principles and Practices for Writers	3
Freelance Writing 1309 – Scriptwriting I	3
Total Credits	15

Semester 2	Credits
Freelance Writing 1311 – Writing for Business	3
Freelance Writing 1313 – Advanced Creative Writing	3
Freelance Writing 1315 – The Art of the Review	3
Freelance Writing 1319 – Scriptwriting II	3
Applied Communications 4463 – The Editorial Function	3
Total Credits	15

Total Credits for Graduation 30



General Arts and Science

PROGRAM OFFERED

General Arts and Science

PROGRAM CONSULTANTS

Dean, Faculty of Arts
M. Mertin

Dean, Faculty of Science and Technology
B. Lane

GENERAL INFORMATION

Mount Royal College has a unique and highly flexible pattern of studies called General Arts and Science. You may wish to spend as little as one semester (four months) or as long as you require in General Arts and Science and you can tailor your program to your particular needs and goals.

General Arts and Science is designed primarily for students who would like to combine different types of study, who are undecided about their post-secondary goals, or who need to upgrade.

You may wish to apply for General Arts and Science:

- if you wish to explore options to determine your educational goals;
- if you want to combine different types of study;
- if you are interested either in making up high school deficiencies or in taking high school courses that you need for university entrance;
- if you would like to take one of Mount Royal College's diploma/degree programs but you do not presently satisfy the entrance requirements or the program is already full.

ADMISSION REQUIREMENTS

Applicants to the General Arts and Science program must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted.

PROGRAM DEPOSIT

All students accepted into the General Arts and Science program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CURRICULUM

The General Arts and Science program will vary in length depending on the needs and goals of the student.

Possible courses which can be taken within the General Arts and Science program include:

- high school equivalencies that you may require for entrance into a Mount Royal College degree or diploma program or for university entrance;
- English or Arts and Science courses, which are required within a specific applied degree, diploma, university transfer program at Mount Royal College. This would enable you to start taking the courses towards your diploma before gaining admission to the program;
- general interest college or university level courses.



General Studies

PROGRAMS OFFERED

- Arts and Science – Diploma – General Studies (Arts)
- Arts and Science – Diploma – General Studies (Science)
- Arts and Science – Certificate – General Studies

PROGRAM CONSULTANTS

Dean, Faculty of Arts
M. Mertin

Dean, Faculty of Science and Technology
B. Lane

GENERAL INFORMATION – DIPLOMA PROGRAM

The General Studies diploma is available to students who have completed the required courses from a broad range of arts and science offerings. Students have the flexibility to design individual programs in their area of interest.

This program is ideally suited to those who wish to obtain a general education and/or wish to transfer to another post-secondary institution, and who also wish to obtain a credential.

Students may take transfer or non-transfer courses, but those wishing to receive transfer credit at another post-secondary institution should consult the calendar of the receiving institution and/or the Transfer Guide to select courses that will be acceptable. Students are encouraged to consult an academic advisor at the College who will assist in planning a program which conforms to the requirements of the institution chosen.

ADMISSION REQUIREMENTS

Applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and are 18 years of age or older by the last day of the semester to which they are being admitted.

PROGRAM DEPOSIT

All students accepted into the Arts and Science Diploma program in General Studies will be required to pay a \$100 non-refundable admission deposit within two weeks of notification of acceptance into the program.

GRADUATION REQUIREMENTS – GENERAL STUDIES DIPLOMA (ARTS)

Requirements	Minimum Credits
English 1112 or 2201 or approved English	.3-4
Four Arts and Science courses*	.12
Twelve Arts and Science courses (including at least one Science course)	
Three of these courses must be at the senior-level (1300 or 3300 level)	.36
Three electives**	.9
Minimum Credits for Graduation	.60
Total Credits will vary if students take courses that carry more than four credits.	

* Students must complete one course from each of four (4) of the seven (7) arts and science areas. Refer to the "General Graduation Requirements – Arts and Science Requirements" section in this Calendar.

** Students should consult "Restrictions and Interpretations for Diploma Programs" before choosing their electives.

GRADUATION REQUIREMENTS – GENERAL STUDIES DIPLOMA (SCIENCE)

Requirements	Minimum Credits
English 1112 or 2201 or approved English	.3-4
Four Arts and Science courses*	.12
Twelve Arts and Science courses (including at least eight Science courses)	
Three of these courses must be at the senior-level (1300 or 3300 level)	.36
Three electives**	.9
Minimum Credits for Graduation	.60
Total Credits will vary if students take courses that carry more than four credits.	

* Students must complete one course from each of four (4) of the seven (7) arts and science areas. Refer to the "General Graduation Requirements – Arts and Science Requirements" section in this Calendar.

** Students should consult "Restrictions and Interpretations for Diploma Programs" before choosing their electives.

GENERAL STUDIES DIPLOMA (SCIENCE – GEOGRAPHY)

Requirements	Credits
English 1112 or 2201	4
Arts and Science option	3
Arts and Science option	3
Arts and Science option	3
Arts and Science option	3
Arts and Science option	3
Geography 2201 – The Physical Environment	4
Geography 2203 – The Human Environment	4
Geography 3305 – Weather and Climate	4
Geography 3307 – Landform Processes and Morphology	4
Geography 3331 – Mapping and GIS	3
Geography 3333 – Introduction to Remote Sensing	3
Geography Elective	3
Geography Elective	3
Archaeology 2201 – Introduction to Archaeology	4
Computer Science 2203 – Introduction to Computers OR	3
Computer Science 2215 – Introduction to Programming	4
Mathematics 1224 – Introduction to Statistics	5
Elective	3
Elective	3
Elective	3
Minimum Credits for Graduation	68-69

For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled "General Graduation Requirements".

GENERAL INFORMATION – CERTIFICATE PROGRAM

The General Studies Certificate is available to students who have completed the required courses from a broad range of arts and science offerings. Students have the flexibility to design individual programs in their area of interest.

This program is ideally suited to those who wish to obtain a general education and/or wish to transfer to another post-secondary institution, and who also wish to obtain a credential.

Students may take transfer or non-transfer courses, but those wishing to receive transfer credit at another post-secondary institution should consult the calendar of the receiving institution and/or the Transfer Guide to select courses that will be acceptable to the receiving institution. Students are encouraged to consult an academic advisor at the College who will assist in planning a program which conforms to the requirements of the institution chosen.

ADMISSION REQUIREMENTS

Eligibility is restricted to those students who possess the equivalent of an Alberta High School Diploma OR have left high school and are 18 years of age or older by the last day of the semester to which they are being admitted.

PROGRAM DEPOSIT

All students accepted into the Arts and Science Certificate program in General Studies will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

Requirements	Minimum Credits
English 1112 or 2201 or approved English	3-4
One Arts course	3
One Science course	3
Seven other Arts and Science courses	21
Minimum Credits for Graduation	30

Note: Total Credits will vary if students take courses that carry more than four (4) credits.

For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled "General Graduation Requirements".



Music

PROGRAM OFFERED

Diploma – Music Performance

Certificate of Achievement – Suzuki Piano Pedagogy

PROGRAM CONSULTANTS

Director, Mount Royal College Conservatory

P. Dornian

Chair, Department of Theatre, Speech and Music Performance

D. Rathbun

GENERAL INFORMATION

In response to the special needs of young musicians who may have the potential to become professional performers, Mount Royal College has developed a diploma program in Music Performance with streaming to fit the needs of different instruments. Our program is unique in that it provides the academic rigour of the conventional music performance program while enhancing the emphasis on the development of performing skills.

The diploma in Music Performance is designed to prepare students for positions in professional performing organizations or for further studies, by allowing them approximately five (5) hours a day for concentrated practice and by giving them the opportunity to develop their performance skills under very careful guidance.

Recognizing that many students will want to pursue a Bachelor of Music, the diploma in Music Performance is fully transferable within the Alberta post-secondary system.

ADMISSION REQUIREMENTS

Applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted.

Note: Those students lacking Alberta senior matriculation requirements should be advised that they may encounter difficulty should they wish to transfer to other Canadian institutions.

ADDITIONAL ADMISSION REQUIREMENTS

Applicants who meet the general requirements above will be selected on the basis of their standing in the following:

Performance Background

- Applicants must exhibit proof of performance skills at, or equivalent to, at least a Grade X Conservatory level. Students must be able to present major works of the repertoire on their instrument.

Audition and Interview

- Applicants will be required to have a half-hour audition at which they must play representative works from different periods, as well as a brief interview to discuss goals and objectives.

Placement Tests

- Placement tests in music theory, history and keyboard may be required at the discretion of the audition committee.

PROGRAM DEPOSIT

All students accepted into the Music Performance program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

ADDITIONAL FEES

There is also an additional fee of \$225 per semester over and above the standard College fees.

CONTINUANCE IN THE PROGRAM

Students who fail to achieve a minimum grade of "C-" (1.70 Grade Point Average) in each of the required core courses in the program will not be allowed to continue in Music Performance Diploma core courses in the subsequent semester, and must repeat any required core courses in which the "C-" minimum was not met. This grade requirement does not apply to the English requirement or the four Arts and Science Requirements. A minimum grade of "C-" is required in all Music Performance core courses in order to qualify for a diploma.

CURRICULUM

Diploma – Music Performance – Classical

Semester 1	Credits
Arts and Science Requirement3
MUSD 1100 Level – Principal Instrument or Voice4
MUSC 1104 – Chamber Ensemble I OR Approved Language Requirement – Voice*2-3
MUSC 1109 – Theory of Music I3
One of MUSC 1115, 1214, 1215, or 1216 – Chorus OR one of MUSC 1119, 1219, 1220 or 1221 – Orchestra1
MUSC 2201 – Introduction to Music History3
Total Credits16-17

Semester 2	Credits
Arts and Science Requirement3
MUSD 1200 Level – Principal Instrument or Voice4
MUSC 1120 – Chamber Music II OR Approved Language Requirement – Voice*2-3
MUSC 1123 – Theory of Music II3
One of MUSC 1214, 1215, or 1216 – Chorus OR one of MUSC 1219, 1220, or 1221 – Orchestra1
MUSC 2241 – History of Musical Style I3
Total Credits16-17

Semester 3	Credits
English 1112 or 2201 (see note below)	.4
Arts and Science Requirement	.3
MUSD 1300 Level – Principal Instrument or Voice	.4
MUSC 1230 – Chamber Music III OR Approved Language Requirement – Voice*	.2-3
MUSC 2109 – Theory of Music III	.3
MUSC 3343 – History of Musical Style II	.3
One of MUSC 1215 or 1216 – Chorus OR one of MUSC 1220 or 1221 – Orchestra	.1
Total Credits	.20-21

Semester 4	Credits
Arts and Science Requirement	.3
MUSD 1400 Level – Principal Instrument or Voice	.4
MUSC 1216 – Chorus IV OR MUSC 1221 – Orchestra IV	.1
MUSC 1240 – Chamber Ensemble IV (not required for Voice)	.0-2
MUSC 1250 – Recital	.2
MUSC 2123 – Theory of Music IV	.3
MUSC 3345 – History of Musical Style III	.3
Total Credits	.16-18
Total Credits for Graduation	.68-73

Diploma – Music Performance – Jazz

Semester 1	Credits
English 1112 or 2201 (see note below)	.4
Arts and Science Requirement	.3
MUSD 1100 Level – Principal Instrument or Voice	.4
MUSC 1104 – Chamber Ensemble I	.2
MUSC 1137 – Jazz Theory and Composition I	.3
MUSC 1234 – Jazz History I	.3
One of MUSC 1115, 1214, 1215, or 1216 – Chorus OR one of MUSC 1119, 1219, 1220 or 1221 – Orchestra	.1
Total Credits	.20

Semester 2	Credits
Arts and Science Requirement	.3
Arts and Science Requirement	.3
MUSD 1200 Level – Principal Instrument or Voice	.4
MUSC 1120 – Chamber Music II	.2
MUSC 1237 – Jazz Theory and Composition II	.3
One of MUSC 1214, 1215, or 1216 – Chorus OR one of MUSC 1219, 1220, or 1221 – Orchestra	.1
Total Credits	.16

Semester 3	Credits
Arts and Science Requirement	.3
MUSD 1300 Level – Principal Instrument or Voice	.4
MUSC 1230 – Chamber Music III	.2
MUSC 2109 – Theory of Music III	.3
MUSC 2201 – Introduction to Music History	.3
MUSC 2261 – Jazz Arranging I	.2
MUSC 2281 – Jazz Improvisation I	.1.5
One of MUSC 1215 or 1216 – Chorus OR one of MUSC 1220 or 1221 – Orchestra	.1
Total Credits	.19.5

Semester 4	Credits
MUSD 1400 Level – Principal Instrument or Voice	.4
MUSC 1240 – Chamber Ensemble IV	.2
MUSC 1216 – Chorus IV OR MUSC 1221 – Orchestra IV	.1
MUSC 1250 – Recital	.2
MUSC 2123 – Theory of Music IV	.3
MUSC 2263 – Jazz Arranging II	.2
MUSC 2283 – Jazz Improvisation II	.1.5
Total Credits	.15.5

Total Credits for Graduation .71

* Students in the Vocal Stream will enrol in one of French 2209/2211/2213/2219/2221 or German 2205/2207/2225/2227 to satisfy this core requirement. All other instrumental streams will enrol in Chamber Ensemble, as described above.

** All Non-Piano majors will be required to demonstrate Grade 5 proficiency at the piano by the end of Semester 3.

For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and Arts and Science Requirements, refer to the section entitled "General Graduation Requirements".

SUZUKI PIANO PEDAGOGY – CERTIFICATE OF ACHIEVEMENT

GENERAL INFORMATION – ADMISSION REQUIREMENTS

The Certificate of Achievement in Suzuki Piano Pedagogy is an advanced certificate, designed to follow a two-year diploma in Music Performance, Bachelor of Music in piano performance or equivalent*. Applicants will be required to demonstrate the necessary piano performance skills and musical background to be accepted into the program. In addition, an audition and interview for the program will be required prior to acceptance.

Given the limited number of places available in the program, priority will be given to applicants who have developed a high level of piano performance, are seriously committed to a career in piano teaching, are highly motivated and possess a strong interest in the Suzuki Method philosophy and pedagogy.

* Equivalent programs include but are not limited to: Bachelor of Arts with a major in music, Bachelor of Music Education, ARCT.

Applicants who have not completed two full-length recitals (from one to one and one-half hours duration) as part of another credit program will be required to complete a full-length recital during the Year 2 Winter Semester in order to qualify for graduation from the Certificate of Achievement in Suzuki Piano Pedagogy program.

PROGRAM DEPOSIT

All students accepted into the Certificate of Achievement in Suzuki Piano Pedagogy will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

ADDITIONAL FEES

There is also an additional fee of \$225 per semester over and above the standard College fees.

CONTINUANCE IN THE PROGRAM

Participants who fail to achieve a minimum grade of "C" (2.00 Grade Point Average) in each of the courses in the program will not be allowed to continue in Suzuki Piano Pedagogy courses in the subsequent semester, and must repeat any courses in which the "C" minimum was not met.

GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all Suzuki Piano Pedagogy courses (total of 18 credit hours) in order to qualify for graduation.

CURRICULUM

Certificate of Achievement – Suzuki Piano Pedagogy

Semester 1 – Fall	Credits
MUSC 1161 – Suzuki Piano Pedagogy I	3
MUSC 1163 – Suzuki Piano Repertoire Applications I	3
Semester 2 – Winter	Credits
MUSC 1261 – Suzuki Piano Pedagogy II	3
MUSC 1263 – Suzuki Piano Repertoire Applications II	3
Summer	Credits
MUSC 1265 – Suzuki Summer Institute I	1
Semester 3 – Fall	Credits
MUSC 1267 – Suzuki Piano Apprentice Teaching I	2
Semester 4 – Winter	Credits
MUSC 1269 – Suzuki Piano Apprentice Teaching II	2
Summer	Credits
MUSC 1271 – Suzuki Summer Institute II	1



Nursing and Health Studies

PROGRAMS OFFERED

- Bachelor of Nursing – Athabasca University at Mount Royal College – Degree
- Calgary Conjoint Nursing Program – Degree (Admission Suspended)
- Advanced Studies in Critical Care Nursing – Critical Care Nursing – Post-Basic Certificate
- Advanced Studies in Critical Care Nursing – Emergency Nursing – Post-Basic Certificate
- Advanced Studies in Mental Health – Post-Basic Certificate
- Forensic Studies – Certificate of Achievement
- Gerontology: Studies in Aging – Certificate
- Gerontology: Business and Entrepreneurship – Certificate (Pending Approval of Alberta Learning)
- Maternal Infant Child Healthcare – Child Health Nursing – Post-Basic Certificate
- Maternal Infant Child Healthcare – Neonatal Healthcare – Post-Basic Certificate
- Maternal Infant Child Healthcare – Neonatal Nursing – Post-Basic Certificate
- Maternal Infant Child Healthcare – Perinatal Nursing – Post-Basic Certificate

PROGRAM CONSULTANTS

- Dean, Faculty of Health and Community Studies
B. Hendrickson
- Acting Chair, Department of Advanced Specialty Health Studies
B. Metcalf
- Program Co-ordinator, Advanced Studies in Critical Care Nursing
L. Estabrooks
- Program Co-ordinator, Advanced Studies in Mental Health
F. Jackson
- Program Co-ordinator, Forensic Studies
C. Carter-Snell
- Program Co-ordinator, Gerontology: Studies in Aging
D. McDermid
- Program Co-ordinator, Maternal Infant Child Healthcare
T. Sherrow
- Department Chair, Undergraduate Nursing Studies
P. Nordstrom

GENERAL INFORMATION – BACHELOR OF NURSING – ATHABASCA UNIVERSITY AT MOUNT ROYAL COLLEGE – DEGREE

The Bachelor of Nursing – Athabasca University (AU) at Mount Royal College (MRC) Program is a four-year integrated degree program, with an optional diploma exit route. The curriculum is offered on-site at Mount Royal College; select courses are also offered through distance delivery.

This partnership will offer students the opportunity to take advantage of the traditional strengths of distance education through Athabasca University while also having access to the intimate, student-centred teaching that is a hallmark of a Mount Royal College education. The broad range of courses offered by these educational institutions will support students in the pursuit of their nursing career goals.

This degree program prepares students for professional careers as registered nurses in a variety of settings. Students will benefit from the program's flexibility, accessibility, accelerated program of study, strong emphasis on practice preparation and specialization opportunities.

The program is offered over four (4) Fall/Winter Semesters with optional Spring Semesters. Most courses will be offered in both Fall and Winter Semesters to facilitate an accelerated program of study. Students completing all degree requirements will be awarded a Bachelor of Nursing (BN) degree by Athabasca University. An optional diploma exit is available. Students selecting this route will be awarded a diploma in Nursing by Mount Royal College.

APPLICATION TO PROGRAM

Prospective students will apply using the Mount Royal College Application for Admission form. Students admitted to the program will register for on-site classes through Mount Royal College's registration system. Students electing to take an Athabasca University course through distance delivery will register in the course through Athabasca University.

ADMISSION REQUIREMENTS

The deadline for application to the Bachelor of Nursing – Athabasca University at Mount Royal College program is **March 15** for the following academic year. After **March 15**, no admission can be given to any applicant regardless if they meet the required average for guaranteed admission or minimum admission requirements.

Note: Enrolment in this program is limited. The guaranteed enrolment provision will apply to applicants during the priority application period (December 1 – January 31 for the following Fall Semester). Guaranteed admission will be extended if space permits. The guaranteed admission criteria are subject to review and change on an annual basis.

The **MINIMUM Admission Requirements for the Bachelor of Nursing** – Athabasca University at Mount Royal College – Degree are as follows.

1. Admission on the Basis of Secondary School Standing

An overall average of 65% and no grade below 50% in the following:

- English 30 and Biology 30
- Mathematics 30 – Pure
- One of: Chemistry 30, Physics 30, or Science 30
- One other appropriate Grade 12 subject

Applicants coming directly from high school or coming solely with a high school background are guaranteed admission if they meet an 80% and above matriculation average in the five courses specified above and they apply by the application deadline of **March 15**. Conditional acceptance will be given to students with an 80% and above matriculation average in the five courses specified above based on midterm/final grades received by the Office of the Registrar as of **April 30**. Conditionally accepted high school applicants must then meet the minimum admission requirements of 65% with no grade below 50% in the five specified courses by **August 1**.

For applicants not meeting the 80% matriculation average, consideration will be given to those with the highest overall average in the five courses specified above.

2. Admission on the Basis of Maturity

- An applicant who is at least 20 years of age by the commencement of the semester
- An overall average of 65% and no grade below 50% in the following:
 - English 30 and Biology 30
 - Mathematics 30 – Pure
 - One of: Chemistry 30, Physics 30, or Science 30

Consideration will be given to students with the highest overall average in English, Biology, and Mathematics or their equivalents.

3. Admission on the Basis of Post-Secondary Standing

To be assessed under this admission category, the post-secondary courses must have been completed at an institution from which Mount Royal College and Athabasca University normally accept transfer credit.

For admission on the basis of post-secondary standing, consideration will be given to students with the highest Grade Point Average (GPA) determined by the five most recently completed post-secondary courses.

- Applicants will have completed the equivalent of five (5) courses and be in good standing at a recognized post-secondary institution (i.e. 5 semester courses with a minimum of 15 credits)
- Have a minimum 2.00 Grade Point Average on a 4 point grading scale in the 5 most recently completed post-secondary courses
- Have a grade of 50% or higher in:
 - English 30 and Biology 30
 - Mathematics 30 – Pure
 - One of: Chemistry 30, Physics 30, or Science 30 (or their equivalents)

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. (The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation.) Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to a degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

Students in this category must provide evidence of completion of the specified high school courses, but these courses will not be used to compute the Grade Point Average.

Applicants who have completed five post-secondary courses with an overall Grade Point Average of 3.30 and apply for admission by the application deadline, March 15 are guaranteed admission. If you are currently attending a post-secondary institution, you will be given a conditional acceptance based on five post-secondary courses completed with an overall Grade Point Average of 3.30.

For applicants not meeting the 3.30 Grade Point Average, consideration will be given to the highest overall Grade Point Average in the five most recently completed courses.

4. Admission on the Basis of Prior Learning Assessment and Recognition (PLAR)

Prospective students may also apply for prior learning assessment and credit toward the program. Contact the Academic Advisor in the Mount Royal College Undergraduate Nursing Studies Department.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Nursing – Athabasca University at Mount Royal College – Degree program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

PRIOR LEARNING ASSESSMENT AND RECOGNITION

Students seeking Prior Learning Assessment and Recognition should consult the institution that offers the particular course in which they wish their prior learning to be recognized. Both Athabasca University and Mount Royal College consider applications for Prior Learning Assessment.

TRANSFER CREDIT ASSESSMENT

Mount Royal College will collect the documentation and undertake an 'unofficial' evaluation, which students can use to assist their selection. Athabasca University will perform the official evaluation and notify the student and Mount Royal College of the results. To receive decisions on transfer credit by the first day of classes, official final transcripts, including final course grades for all courses for which transfer credit is being sought, must be submitted to the Office of the Registrar at Mount Royal College by May 31. Transfer credit towards Mount Royal College nursing courses will be limited to courses that have been successfully completed within seven years from the date of initial registration in the student's original nursing program.

REGULATIONS

Students are responsible for familiarizing themselves with the policies and procedures of Athabasca University and Mount Royal College as outlined in their respective Calendars and the Student Handbook. Refer to the Student Handbook for details.

GOVERNING INSTITUTION'S ACADEMIC AND NON-ACADEMIC POLICIES AND PROCEDURES

The following table shows policies related to courses, with the three columns at the right indicating which institution's policy governs depending on the type of course being delivered. Athabasca University courses delivered at Mount Royal include "dually-designated" and "nominated" courses when students elect to take them as Athabasca University courses.

Course Related Policies

Policy	AU Courses not delivered at MRC	AU Courses delivered at MRC	MRC Courses
Registration	AU	MRC	MRC
Fees	AU	AU	MRC
Withdrawal Deadlines	AU	MRC	MRC
Refund Deadlines	AU	MRC	MRC
Refund Amount	AU	—	MRC
Exam Schedules	AU	MRC	MRC
Exam Policies (supplemental)	AU	—	—
Grading	AU	AU	MRC
Course Appeals and Grievances	AU	AU	MRC
Extensions	AU	—	—
Audits	AU	MRC	MRC
Change of Delivery Mode	AU	—	—
Notification of Grades	AU	MRC/AU (official)	MRC

Note: In the table above, any column with a — indicates that the policy does not apply because that service is not allowed.

PROGRAM/INSTITUTION RELATED POLICIES

Students initiating appeals related to non-academic misconduct matters, academic matters, and course-related issues are governed exclusively by the regulations and procedures of the governing institution. Students may therefore not access or utilize the appeal procedures of the other institution.

Non-Academic Misconduct:

- Students will be governed by the policies of the institution where the offence is alleged to have been committed.
- Appeals go to the institution that made the original decision.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
 - disruption of university or college activities
 - unauthorized entry or use of university or college facilities
 - misappropriation, misuse, or damage of university or college property
 - physical abuse, dangerous activity of person or property
 - written / verbal abuse
 - sexual harassment
 - refusing to provide identification
 - smoking in prohibited areas

Academic Misconduct:

- Course-related issues will be dealt with by the institution whose course it is (e.g. issues related to Athabasca University courses delivered at Mount Royal College go to Athabasca University as outlined in the preceding chart).
- Student appeals will be dealt with by the governing institution.
- Students **MAY NOT** appeal to the other institution.
- Examples include:
 - admissions offences
 - plagiarism
 - cheating
 - misuse of confidential material
 - misrepresentation of facts
 - misuse of computer software licenses

COURSE APPEALS AND GRIEVANCES

Students seeking to appeal a course grade for Mount Royal College will be subject to the academic appeals and grievances policies as outlined in the Mount Royal College Calendar. Appeals related to Athabasca University courses will be governed by the policies outlined in the Athabasca Calendar.

- Examples include grading issues
- Student appeals will be dealt with by the governing institution as indicated in the preceding table
- Students **MAY NOT** appeal to the other institution.

PROGRAM PROGRESSION

Athabasca University makes decisions regarding program progression and deals with appeals related to such decisions.

DURATION OF THE PROGRAM

Program requirements for degree completion can be completed in four (4) academic years. Students have seven (7) calendar years from date of initial registration in the Bachelor of Nursing – Athabasca University at Mount Royal College – Degree to complete all requirements. Students seeking an extension beyond seven (7) years may be required to complete additional course work.

Program requirements for the diploma exit route can be completed in three (3) academic years. Students will have a maximum of five (5) calendar years from the date of initial registration in the program to complete the course requirements for the diploma exit route. Students selecting diploma exit must declare their intention to do so a minimum of six (6) calendar months prior to anticipated completion of all diploma exit requirements. Forms are available through the Undergraduate Nursing Studies Academic Advisor at Mount Royal College.

Students selecting the diploma exit option may apply for readmission to the Bachelor of Nursing – Athabasca University at Mount Royal College – Degree to complete the degree requirements. No additional course work beyond completion of the original degree requirements will be required. Remaining degree requirements must be completed within four (4) calendar years of diploma exit. Students seeking an extension beyond the four (4) year time limit may be required to complete additional course work.

CANADIAN REGISTERED NURSE (RN) EXAMINATION

Students will be eligible to write the Canadian Registered Nurse Examination upon satisfactory completion of all program requirements for the diploma exit or degree completion routes. Students are responsible for all costs related to the examination.

STUDENTS WITH DISABILITIES

When warranted, and without compromising academic and professional nursing practice standards, Athabasca University and Mount Royal College will provide reasonable accommodation for the students with documented disabilities. Students need to fulfill program requirements to be eligible for graduation.

POLICIES RELATIVE TO NURSING PRACTICE EXPERIENCE

Students must demonstrate satisfactory clinical performance as delineated in the course syllabus.

Students' nursing practice experiences may be scheduled at varied hours, including evenings, nights and weekends. Approximately half of each student's clinical placements will be in community settings. Students may be required to complete practice experiences at sites distant to their place of

residence. An out-of-town practice experience may be scheduled. All travel and accommodation costs associated with practice experiences are the responsibility of the student.

Participants in practice, tutorial and laboratory sessions is mandatory. A student who is unable to attend practice experiences due to exceptional circumstances, and therefore, is unable to meet course objectives may apply to the chair for a deferral of course work. Students are cautioned that even if a deferral is granted, required practice and/or tutorial experiences may not be immediately available and student progress through the program may be delayed as a result.

A student may be prohibited from attending or completing a practice experience if there is evidence to suggest that the student's physical and/or psychological health may be detrimental to patients or patient care.

Proof of up-to-date immunization status is required for all professional practice courses and is the responsibility of the student.

C.P.R. CERTIFICATION

Students must provide proof of current C.P.R. Certification at the Basic Rescuer or Basic Cardiac Life Support Level C on an annual basis. Evidence of certification is to be shown to the clinical instructor prior to the beginning of all clinical experiences.

CRIMINAL RECORD CHECK

Provincial legislation requires that new employees and volunteers in publicly funded agencies including; hospitals, seniors' lodges, group homes and nursing homes are subject to a criminal record check. In some cases, agencies may require students to provide proof of a criminal record check prior to commencing a clinical course. Thus, students may be required to obtain more than one criminal record check during their program of studies. All costs related to the criminal record check are the responsibility of the student.

If a student is denied a clinical placement, then the student will be unable to meet course requirements and will be required to withdraw from the program. Refer to the statement regarding Criminal Record and Other Background Checks in this Calendar.

GRADING SYSTEM

Students taking Mount Royal College courses will follow the grading system of Mount Royal College. Students enrolled in Athabasca University courses will follow the grading system of Athabasca University.

CONTINUANCE IN THE PROGRAM

In order to be considered a continuing student of record in the Bachelor of Nursing – Athabasca University at Mount Royal College program, the student must achieve a minimum "C" grade in all Mount Royal College nursing courses and 60% in all Athabasca University nursing courses. (Courses with the prefix NURS are considered nursing courses. The required Health Studies course, HLTH 320, from Athabasca University is also considered a nursing course.) Students are required to achieve a passing grade in all non-nursing courses. To be eligible for graduation, the student must achieve an overall average of 65% in Athabasca University courses, and a minimum Grade Point Average of 2.00 in Mount Royal College courses.

Grades below a "C" in Mount Royal College nursing courses or below 60% in Athabasca University nursing courses must be cleared by repeating those courses before students may progress to any further nursing courses. Students are permitted one re-registration in each course within the program. Students with two failures in the same nursing course will be withdrawn from the program and will not be eligible for re-admission.

INTERRUPTION OF PROGRAM

Students who interrupt their program are advised that they will be required to comply with any regulations that may have come into effect in regard to their program and requirements. Students will be required to re-apply for admission and notify the Department of Undergraduate Nursing Studies at Mount Royal College in writing by **March 15** of their intention to return for the following Fall Semester or by **October 1** for the following Winter Semester. Students can be admitted to AU individualized study courses the first day of any month, however, if they have interrupted their program for one major semester (i.e. Fall or Winter), they must re-apply to Mount Royal College to re-establish their registration in the program. Students who are required to withdraw for academic reasons must re-apply for admission.

TUITION AND FEES

Courses designated as Athabasca University courses will be charged Athabasca University tuition. When students are enrolled in Mount Royal College courses they will be assessed Mount Royal College tuition rates.

GRADUATION REQUIREMENTS

To be eligible for graduation, students must satisfactorily complete all program requirements for either the diploma exit or degree completion route. In either case, students must maintain an overall average of 65% (which would be a minimum Grade Point Average of 2.00) to be eligible for graduation.

Students completing degree requirements will be awarded a Bachelor of Nursing degree by Athabasca University. Students completing diploma exit requirements will be awarded a diploma from Mount Royal College.

Students exiting with a diploma must complete Nursing 4445 in lieu of Nursing 4443 as the last course in their program of studies.

GRADUATION/CONVOCATION APPLICATIONS

Students exiting with Diploma apply to Mount Royal College, students going on to BN apply to Athabasca University. Students applying to Athabasca University to graduate must do so by the date published in the Athabasca University Calendar.

PROGRAM OF STUDY

Students' progression through the program is facilitated through two strategies. First, some courses will be offered in both Fall and Winter Semesters, and some will be offered in the Spring Semesters. Second, Athabasca University courses must be completed by distance delivery or on-site at Mount Royal College. Mount Royal College courses will be offered only on-site.

Students will register for all on-site courses at Mount Royal College, regardless if the course is designated as an Athabasca University or Mount Royal College course.

To fulfill Athabasca University residency requirements for degree completion, students must complete 30 credits offered through Athabasca University. Of these, 21 credits must be in nursing courses; the remaining 9 credits may be earned in required support and/or Arts and Science Requirement courses. Two of the Arts and Science Requirement courses must be completed at the senior (300 or 400) level. Athabasca University courses are indicated in italics in the following list of courses. Students are responsible for ensuring they have met the residency requirements. Athabasca University courses may be taken on-site or by distance delivery. Students taking Athabasca University distance courses will register directly with Athabasca University.

To fulfill Mount Royal College Arts and Science Requirements, at least one course must be chosen from each of four different areas. There are seven areas in total from which to choose. The approved Arts and Science Requirement courses and the respective areas are listed in the Mount Royal College Calendar.

Required support courses (i.e. English, Biology, Psychology and Statistics) and Arts and Science Requirement courses may be taken at either Athabasca University or Mount Royal College. These are indicated with an asterisk (*) in the following list of courses.

The Senior-Level Nursing Option (NURS A4XX) is required to fulfill the Athabasca University residence requirement. Appropriate nursing courses are listed in the Athabasca University Calendar. Students may also choose to register in a course offered through the Department of Undergraduate Nursing Studies (e.g. Nursing 4461) or the post-basic certificate programs at Mount Royal College to fulfill this course requirement.

CURRICULUM

Bachelor of Nursing – Athabasca University at Mount Royal College – Degree

Year I

Fall Semester	Credits
English 2201 – Intermediate Composition OR ENGL A255 – Introductory Composition* OR Any 200 university or 2200-level English course (or equivalent or higher level)	4/3
Biology 1220 – Anatomy and Physiology I OR BIOL A235 – Human Anatomy and Physiology*	4/3
Nursing 2265 – Health Patterns of Populations	3
Arts and Science Requirement*	3
Arts and Science Requirement*	3
Total Credits	17/15

Winter Semester	Credits
Biology 1221 -Anatomy and Physiology II OR BIOL A235 – Human Anatomy and Physiology*	4/3
Nursing 2201 – Understanding Health	4
Nursing 2203 – Professional Nursing Practice I	3
NURS A326 – Health Assessment and Health Promotion with Individuals	3
Arts and Science Requirement*	3
Total Credits	17/16

Year II

Fall Semester	Credits
Nursing 3301 – Theoretical Foundations of Professional Nursing	4
Nursing 3303 – Professional Nursing Practice II	6
Nursing 3305 – Pathophysiology	4
Nursing 3307 – Nursing Therapeutics and Pharmacology	3
Total Credits	17

Winter Semester	Credits
Nursing 4401 – Adult Health	3
Nursing 4403 – Professional Practice in Adult Health	4
Nursing 4411 – Family Newborn Health	3
Nursing 4413 – Professional Practice in Family Newborn Health	4
NUTR A330 – Introductory Nutrition OR NUTR A331 – Nutrition for Health	3
Arts and Science Requirement*	3
Total Credits	20

Year III

Fall Semester	Credits
Nursing 4421 – Child Health	3
Nursing 4423 – Professional Practice in Child Health	4
Nursing 4431 – Mental Health	3
Nursing 4433 – Professional Practice in Mental Health	4
HLST A320 – Teaching and Learning for Health Professionals	3
Total Credits	17

Winter Semester	Credits
Nursing 4441 – Seniors Health	3
Nursing 4443 – Professional Practice in Seniors Health (diploma exit students complete Nursing 4445 in lieu, see below)	4
NURS A328 – Understanding Research	3
Psychology 3325 – Life Span Development OR PSYC A323 – Developmental Psychology*	3
One of: Anthropology 3307 – Introduction to Anthropological Statistics OR Mathematics 3333 – Statistics for Life Sciences OR MATH A215 – Introduction to Statistics*	3
Total Credits	16

Nursing 4445 – Consolidated Clinical Experience (for diploma in lieu of Nursing 4443)	8
Optional Diploma Exit	105/108

Year IV

Fall Semester	Credits
NURS A432 – Management and Leadership in Nursing Practice	4
NURS A434 – Community Health Promotion	4
NURS A438 – Trends and Issues in Nursing and Health Systems	3
Total Credits	11

Winter Semester	Credits
Nursing 5583 – Independent Professional Practice Specialty Focus	9
NURS A4XX – Senior Level Nursing Option*	3
Total Credits	12
Degree Completion	127/124

Notes:

- Arts and Science Requirements courses are listed in the Mount Royal College Calendar in the "General Graduation Requirements" section and in the Athabasca University Calendar as Undergraduate Courses.
- At least two of the Arts and Science Requirements must be completed at the senior level for degree completion.
- Courses may not necessarily be offered in the sequence shown. Students are responsible to ensure that all prerequisite and co-requisite requirements are met prior to registering in a course.
- Athabasca University and Mount Royal College reserve the right to make whatever changes are necessary to the content and the hours of instruction of individual nursing courses in the program.

ATHABASCA UNIVERSITY COURSES

The partnership between Athabasca University and Mount Royal College provides students the opportunity to enroll in courses offered at both institutions. Course descriptions for Athabasca University courses are available in the Athabasca University Calendar. The following lists the required and optional Athabasca University core courses.

Required Athabasca University Courses

HLST A320 – Teaching and Learning for Health Professionals
NURS A326 – Health Assessment and Health Promotion with Individuals
NURS A328 – Understanding Research
NURS A432 – Management and Leadership in Nursing Practice
NURS A434 – Community Health Promotion
NURS A438 – Trends and Issues in Nursing and Health Systems
NURS A4XX – Senior Level Nursing Option
NUTR A330 – Introductory Nutrition or NUTR A331 – Nutrition for Health

Courses which may be taken through Athabasca University or Mount Royal College:

BIOL A235 – Human Anatomy and Physiology
ENGL A255 – Introductory Composition
MATH A215 – Introduction to Statistics
PSYC A323 – Developmental Psychology
An additional 12 credits of Arts and Science Requirements/electives.

THE CALGARY CONJOINT NURSING PROGRAM

(Admission Suspended)

The University of Calgary and Mount Royal College have decided to phase-out the Calgary Conjoint Nursing Program. The last class was admitted September 2000.

The Calgary Conjoint Nursing Program is a four-year collaborative program offered by two institutions – Mount Royal College and the University of Calgary – with one curriculum taught by teams from the two nursing faculties.

The program is designed to maximize the human, educational and material resources of the three pre-existing basic nursing programs in Calgary. The program enhances the opportunities for individuals to be prepared at the baccalaureate level for entry into professional nursing practice. The program provides effective, comprehensive education, which prepares graduates to assume beginning roles as caring, competent practitioners of nursing. The program also provides distinct educational opportunities and uses unique resources which enable graduates to be responsive to the health care needs of a changing society. The final year of the program is uniquely designed to allow students to have a focused learning experience, gaining knowledge and skills in a chosen area of nursing practice. By combining knowledge of nursing theory and practice with study in the humanities, and the social, physical and biological sciences, graduates develop frameworks for nursing practice and a sound foundation for professional development.

The program is offered over four (4) Fall/Winter Sessions with one additional concentrated five week clinical experience occurring at the end of the third year in the Spring/Summer Session. Throughout the program, students will study on two campus sites. There is a provision for students to select a diploma in Nursing by exiting from Mount Royal College after the third year. Students who choose the diploma option may apply to re-enter the Calgary Conjoint Nursing program within three years of leaving (or if longer than three years with consent of the faculty) to complete the remaining year of degree requirements.

Prospective students for this program must apply on the University of Calgary "Application for Admission" form; those who are admitted to the program will register in classes through the University of Calgary's registration system, when enrolled at the University of Calgary, and be assessed for tuition at the standard University of Calgary rate. When students are enrolled in courses at

Mount Royal College, they will register in classes through Mount Royal College's registration system and be assessed tuition at the University of Calgary rate.

The MINIMUM admission requirements for the Calgary Conjoint Nursing Program are as follows:

1. **Standard admission:** An overall average of 65% on English 30, Mathematics 30, Chemistry 30, Biology 30 and one other "30-level" 5-credit subject, with no grade lower than 50%. (Consult the admissions regulations in the "Academic Regulations" section of the University of Calgary Calendar for further details.)
2. **Adult Student admission:** A grade of at least 50% in each of English 30, Mathematics 30, Biology 30, and Chemistry 30 and an overall average of 65%. The fifth 5 credit subject is waived. (Consult the admission regulations in the "Academic Regulations" section of the University of Calgary Calendar for further details.)
3. Applicants who are successful in gaining admission must provide proof of current C.P.R. Certification at the Basic Rescuer or Basic Cardiac Life Support. Evidence of such certification is to be shown to the clinical instructor.

Students will be responsible for obtaining course training and certification.

All students entering the Calgary Conjoint Nursing Program will take their first year of studies at the University of Calgary; they will enroll at Mount Royal College for their second year of classes; in the third and fourth years, they will enroll at Mount Royal College or the University of Calgary.

The Calgary Conjoint Nursing Program is presently in the development stage and therefore the University of Calgary and Mount Royal College reserves the right to make whatever changes are necessary to the content and the hours of instruction of individual nursing courses in the program.

CRIMINAL RECORD CHECK

Students in the program who are seeking employment as student nurses, graduate nurses, or Registered Nurses, or who wish to be volunteers in health care agencies in Alberta should be aware of the following regulation.

Provincial legislation requires that new employees and volunteers in publicly funded agencies including hospitals, seniors' lodges, group homes and nursing homes are subject to a criminal record check. This means that a criminal record check will be required prior to employment in health care in Alberta. Please contact the Human Resources Department of the agency at which you will be employed if you require further information.

Some agencies where students complete clinical practicums require a criminal record check of students. Hence, students may be required to undergo a criminal record check prior to commencement of a clinical course. Students will be advised of any such requirement prior to the commencement of the course.

CALGARY CONJOINT NURSING PROGRAM (C.C.N.P.) REGULATIONS

Students enrolled in the C.C.N.P. with provisions for a Bachelor of Nursing degree from the University of Calgary should familiarize themselves with policies of Faculty of Nursing in the University of Calgary Calendar.

DURATION OF PROGRAM

Except with special permission of the two program heads, the Bachelor of Nursing degree must be completed within seven (7) calendar years from the date of initial registration in the program. Students wishing to exit with a Mount Royal College Nursing Diploma at the end of third year must declare their intentions to do so by **December 1** of third year, and will have a maximum of five (5) calendar years from the date of initial registration in the program to complete the course requirements for the nursing diploma.

Students exiting from the conjoint program with a nursing diploma may apply for readmission into the program to enable completion of the fourth year and exit with a Bachelor of Nursing degree. No additional coursework is required for diploma graduates from the conjoint program in order to be readmitted into the fourth and final year of the program, space permitting and within a three year time limit. The final year must be completed within two years.

REGISTRATION EXAMINATIONS (CNATS)

In order to be considered eligible to write the nurse registration examinations, conjoint students are required to complete the fourth year of the program, or if exiting with a diploma, they must complete the third year of the program; in either case, a 2.50 Grade Point Average is required.

STUDENTS WITH DISABILITIES

When warranted, and without compromising academic and professional nursing practice standards, Mount Royal College shall provide academic accommodation for the students with documented disabilities.

POLICIES RELATIVE TO CLINICAL EXPERIENCE

Students may be required to complete clinical experience at sites other than the location of their residence. Students' clinical experiences may be scheduled at varied hours, including evenings, nights and weekends. An out of town clinical experience may be scheduled.

Students must demonstrate satisfactory clinical performance as delineated in the behavioural objectives of the course. Participation in all activities that are related to clinical courses is mandatory.

Failure to fully participate in clinical and tutorial sessions will be reviewed by the faculty members teaching the course. Students are advised that evaluation will be based in large on measure of their day-to-day performance.

A student who does not meet the course objectives due to absence may apply to the chair for a deferral of term work. Students are cautioned that, even under extenuating circumstances, added clinical or tutorial experience is not always available, and therefore, in such cases, permission to defer term work will be denied.

The chair may prohibit a student from attending or completing a clinical experience if it is believed that there is evidence to suggest that the student's physical and/or psychological health may be detrimental to patients or patient care.

CONTINUANCE IN THE PROGRAM

In order to be considered as continuing students of record in the Calgary Conjoint Nursing Program, students must maintain a minimum "C" grade in all clinical nursing courses. Students may carry a maximum of one "D" grade (i.e. "D+" or "D") in a non-clinical nursing course.

Students who receive a second "D" grade in non-clinical nursing courses must clear one of these two "D" grades before progressing to further nursing courses.

Students who fail to attain satisfactory standing as defined above in either a clinical nursing course or a co-requisite theory nursing course may be required to repeat both courses, and will meet with the program chair to determine their progress through the program.

"F" grades in all required nursing courses must be cleared by repeating those courses before students may progress to any further nursing courses. "F" grades in required support courses must be cleared by repeating those courses. "F" grades in optional support courses must be cleared by repeating those courses or by substituting other approved options in their place.

All grades (including original ~~grades in repeated courses~~) are used in the calculation of Grade Point Averages for purposes of the official university transcript of record and for progression in the Nursing program as outlined in the sections "Students Previously in Satisfactory Standing" and "Students on Probation".

WITHDRAWAL FROM NURSING COURSES

Nursing students may withdraw from core nursing courses in accordance with the University of Calgary deadline (i.e. the last day of classes). Students registered in non-nursing courses to satisfy open option requirements follow the withdrawal date at Mount Royal College.

ACADEMIC APPEAL AND GRIEVANCE PROCESS

Calgary Conjoint Nursing Program students who register in courses at the University of Calgary or Mount Royal College, will be subject to the rules of academic and non-academic misconduct of that institution, as outlined in their respective calendar.

- Students will be governed by the regulations and procedures of the institution where they have established registration.
- Students found guilty of academic or non-academic misconduct will have an appropriate notation placed on their official transcript.
- Students wishing to appeal a misconduct decision must adhere to the procedure of the institution where they are registered.
- See section on "Academic Appeals and Grievances" in the "Academic Regulations" section of this Calendar.

Students previously in satisfactory standing:

- will retain that standing if they have achieved a Grade Point Average of at least 2.00 (first and second years) or at least 2.50 (third and fourth years) on all courses taken since their previous review;
- will be placed on probation for a maximum of one academic year if they have achieved a Grade Point Average of 1.70 to 1.99 (first and second years) and 2.00 to 2.49 (third and fourth years) since their last review;
- will be placed on probation if they are required to repeat any nursing course, regardless of their Grade Point Average;
- will be required to withdraw if they have a Grade Point Average of less than 1.70 (first and second years) or less than 2.00 (third and fourth years) since their last review;
- will be allowed academic probationary status only once while registered in the Calgary Conjoint Nursing Program;
- may repeat a course previously failed or one in which a higher grade is sought. However, students usually will be permitted to repeat a particular course only once. Exceptions in unusual circumstances are made at the discretion of the program chair;
- will be required to withdraw when s/he has accumulated ten (10) "W" grades.

Students on Probation:

- may be permitted to proceed to a higher level non-clinical nursing course with the consent of the chair, and as space permits;
- will be reinstated in satisfactory standing if they have achieved the required cumulative Grade Point Average over all courses taken since and including those on their previous review;
- will be required to withdraw if they fail to achieve the required cumulative Grade Point Average over all courses taken since and including those on their previous review;
- will be required to withdraw if they fail to obtain satisfactory standing in any subsequent nursing course, regardless of cumulative Grade Point Average.

Note: Students placed on probation or required to withdraw will be advised in writing.

GRADUATION REQUIREMENTS

To be awarded the Bachelor of Nursing Degree from the University of Calgary, conjoint nursing students must maintain a Grade Point Average of 2.00 in the first and second years and 2.50 in the third and fourth years as set out in the Academic Performance Regulations section of the University of Calgary Calendar. Conjoint students who opt for the nursing diploma exit at the end of third year will convocate from Mount Royal College.

Students in the fourth year of the program who are in unsatisfactory standing may not retroactively apply for the RN diploma exit.

Students who choose to exit with an RN diploma are required to complete all Nursing and support courses in the first three years of the curriculum.

DEGREES WITH DISTINCTION

To obtain a degree with distinction in the Faculty of Nursing, students must attain a Grade Point Average of 3.60 or better over ten full-course equivalents taken at the University of Calgary during the final two years of the Bachelor of Nursing Program. The same regulation applies to conjoint students who may complete some of their Bachelor of Nursing Program at Mount Royal College.

REVISED CURRICULUM

The curriculum of the Calgary Conjoint Nursing Program is being revised. All students entering the program in Fall Sessions 1999 and thereafter will follow the revised curriculum. Students admitted prior to Fall semester 1999 will be allowed to reduce the number of options they are required to complete by two.

Calgary Conjoint Nursing Program (Admission Suspended)

Semester 1 (Fall) Implemented Fall 1999	Credits
English Option	4
Nursing 2271 – The Nature of Nursing	4
Nursing 2273 – Foundations for Professional Practice	4
Zoology 269 (U of C)	3
Open Option	3
Total Credits	18

Semester 2 (Winter) Implemented Winter 2000	Credits
Biology 2231 – Introduction to Biology I	4
Nursing 2275 – Nursing in Health Care	3
Nursing 2277 – Clinical Practice of Nursing	3
Nursing 2279 – Health Assessment	4
Nursing 2283 – Pathophysiology	5
Total Credits	19

Semester 3 (Fall) Implemented Fall 2000	Credits
Nursing 3325 – Pharmacology and Related Therapeutics	3
Nursing 3381 – Families and Mental Health Nursing	5
Nursing 3382 – Mental Health and Illness Practices	5
Psychology 3325 – Life Span Development	3
Total Credits	16

Semester 4 (Winter) Implemented Winter 2001	Credits
Nursing 3375 – Public Health Patterns	3
Nursing 3383 – Adult Health and Illness	5
Nursing 3384 – Adult Health and Illness Practicum	6
Open Option	3-4
Total Credits	17-18

Semester 5 (Fall) Implemented Fall 2001	Credits
Nursing 4473 – Nursing in Health Care (Families)	4
Nursing 4474 – Clinical Practice of Nursing (Families)	6
Nursing 4479 – Nursing Research	3
Statistics Option	3-4
Total Credits	16-17

Semester 6 (Winter) Implemented Winter 2002	Credits
Nursing 4475 – Nursing in Health Care (Communities)	3
Nursing 4476 – Clinical Practice of Nursing (Communities)	6
Nursing 4477 – Issues in Nursing and Health Care	3
Philosophy 3313 – Bio-Medical Ethics	3
Total Credits	15

Spring Semester Implemented Spring 2002	Credits
Nursing 4480 – Integrated Clinical Practice	5
Total Credits	5

Optional Diploma Exit

Semester 7 (Fall) Implemented Fall 2002	Credits
Nursing 5571 – Concepts in Professional Practice	3
Nursing 5572 – Nursing Focus I	8
Senior Open Option	3-4
Total Credits	14-15

Semester 8 (Winter) Implemented Winter 2003	Credits
Nursing 5574 – Nursing Focus II	8
Senior Open Option	3-4
Senior Open Option	3-4
Total Credits	14-16
Total Credits for Graduation	134-139

- Students may take any one of the following statistics courses: Anthropology 3307 (prerequisite waived), Mathematics 1211, 1225, 3333, Psychology 3312, 3313 (prerequisite required).
- Nursing 3381/3382 and 3383/3384 may not necessarily be offered in the sequence shown.
- Nursing 4473/4474 and 4475/4476 may not necessarily be offered in the sequence shown.

POST-BASIC CERTIFICATES

CRIMINAL RECORD CHECK

Provincial legislation requires that new **employees** and **volunteers** in publicly funded agencies including hospitals, seniors' lodges, group homes and nursing homes are subject to a criminal record check. In some cases, agencies may require students to provide proof of a criminal record check **prior to commencing** a clinical course. All costs related to the criminal record check are the responsibility of the student.

If a student is denied a placement because of his/her criminal record check, then the student will be required to withdraw from the program. Refer to the statement regarding Criminal Record and Other Background Checks in the Admission section of this Calendar.

CERTIFICATE – ADVANCED STUDIES IN CRITICAL CARE NURSING

GENERAL INFORMATION

The certificate program is designed for post-basic study for registered nurses seeking to develop knowledge, skills and expertise in the areas of critical care and emergency nursing. The program is designed with theoretical and clinical courses that prepare practitioners to deal effectively with the critically ill and emergency patients in rural, regional and large city hospitals.

The program offers a Critical Care Nursing Stream and an Emergency Nursing Stream each with two (2) levels. Upon completion of Level I courses, students receive a Certificate in Advanced Studies in Critical Care Nursing. Level II courses offer students the opportunity to pursue more focused and advanced study in critical care or emergency nursing. Upon completion of Level II, students receive a Certificate of Achievement in Advanced Studies in Critical Care Nursing that reflects their particular area of focus.

Students may study part-time or full-time. Students will have two years to complete Level I and a further two years to complete Level II of the program.

Theory courses are designed for distance learning incorporating a combination of print material, teleconference, video conference, optional on-campus seminars/tutorials, video/audio tapes, electronic mail and student/instructor telephone conferences. In addition, several courses have been designed to offer the option of Internet/Web/CDROM delivery.

Each course will require from ten to twelve hours per week study time. Optional on-campus seminars/tutorials are offered for some courses.

Clinical practica are arranged for each student by the program faculty in critical care units or emergency departments that meet the student's learning needs, skill development and competence (as assessed by program faculty). Ongoing supervision and guidance are provided jointly through a preceptorship experience in conjunction with program faculty. Clinical agencies are pre-approved to meet objectives of the Advanced Critical Care Nursing program.

Students may be required to complete a criminal record check prior to commencing their clinical experience, depending on the institution.

UNIVERSITY TRANSFER

The Advanced Studies in Critical Care Nursing Certificate is transferable to post-registered nursing baccalaureate programs at most Alberta universities. Students must meet the admission requirements for the university of their choice. Please contact the program chair for further information regarding transfer credit.

ADMISSION REQUIREMENTS

1. Graduation from an approved school of nursing and current active registration with the Alberta Association of Registered Nurses (AARN) or, if from another country, eligibility for registration with the AARN. Evidence of current, active registration with the AARN is required prior to registering for clinical courses.
2. One year recent hospital nursing experience preferred.

Undergraduate student nurses or other allied health professionals may be considered on approval of department chair.

Applicants must submit the following documents:

1. A completed Mount Royal College "Application for Admission" form (available from the Office of the Registrar).
2. One official nursing school transcript and transcripts for any post-secondary educational courses or programs.
3. A letter of reference from the basic nursing program or from the latest employer.

4. Basic Life Support Certificate in Cardiopulmonary Resuscitation (must be obtained prior to clinical practicum).
5. An interview may be required, either in person or by telephone.

The application deadlines for admission to the part-time program beginning in September and January are **May 15** and **November 1** respectively. All documentation should be received by these dates. It is also anticipated there may be registered nurses who would be interested in taking selected courses without completing the whole program; however, application to the program must be completed.

FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the Alberta Association of Registered Nurses (AARN), the Students' Finance Board, and Student Awards and Financial Aid (Mount Royal College). Other possible sources of funding may include: Health Regions; Alumni Associations and Specialty Interest Groups.

PRIOR LEARNING ASSESSMENT AND RECOGNITION

Before making application for "Prior Learning Assessment", students should consult with the program co-ordinator. Recognition for prior learning may be given to students who have clinical experience and/or national certification in specialty areas (e.g. Critical Care or Emergency Nursing).

ADVANCED STUDIES IN CRITICAL CARE NURSING (ACCN)

Theory courses in the Advanced Studies in Critical Care Nursing Post-Basic Certificate program are offered on a home study basis (distance delivery) in the Fall and Winter Semesters. Clinical practice courses are organized in intensive care units or emergency units in the Fall, Winter and Spring Semesters.

CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses and a minimum of 22 credits for the Critical Care Nursing and the Emergency Nursing Streams.

A Certificate of Achievement is awarded upon successful completion of 10 – 11 additional credits in a focus area of choice.

CURRICULUM

Certificate – Advanced Studies in Critical Care Nursing – Critical Care Nursing

Critical Care Stream

Care Requirements – Level I	Credits
Advanced Studies in Critical Care Nursing 4401 – Critical Care Nursing: Physiology	5
Advanced Studies in Critical Care Nursing 4405 – Critical Care Nursing: Pathophysiology	4
Advanced Studies in Critical Care Nursing 4407 – Pharmacology for the Acutely Ill	4
Advanced Studies in Critical Care Nursing 4431 – Critical Care and Emergency Nursing: Assessment	3
Advanced Studies in Critical Care Nursing 4481 – Critical Care Nursing: Clinical I	6
Level I Total Credits for Graduation with a Certificate in Advanced Studies in Critical Care Nursing	22

Certificate – Advanced Studies in Critical Care Nursing – Emergency Nursing

Emergency Stream

Core Requirements – Level I	Credits
Advanced Studies in Critical Care Nursing 4431 – Critical Care and Emergency Nursing: Assessment	3
Advanced Studies in Critical Care Nursing 4451 – Emergency Nursing – Pathophysiology	5
Advanced Studies in Critical Care Nursing 4453 – Emergency Nursing Part A: Management of the Acutely Ill and Injured	4
Advanced Studies in Critical Care Nursing 4455 – Emergency Nursing Part B: Management of the Acutely Ill and Injured	4
Advanced Studies in Critical Care Nursing 4491 – Emergency Nursing – Clinical I	6
Level I Total Credits for Graduation with a Certificate in Advanced Studies in Critical Care Nursing	22

Level II – Advanced Studies in Critical Care Nursing

Critical Care and Emergency Streams

Core Requirements – Level II

Level II Advanced Studies in Critical Care Nursing students are required to take 2 theory courses and a focused clinical practicum. At least one of the theory courses must be from Mount Royal College. Students determine their desired clinical focus and plan courses to facilitate learning in this area prior to the clinical experience. The student then plans clinical objectives in consultation with program faculty which meet their clinical focus.

Theory Courses	Credits
Courses which are considered for theory options in level II include:	
Advanced Studies in Critical Care Nursing 4407 – Pharmacology for the Acutely Ill	4
Advanced Studies in Critical Care Nursing 4411 – Issues in Critical Care and Emergency Nursing	3
Advanced Studies in Critical Care Nursing 4413 – Advanced Trauma Care*	3
Advanced Studies in Critical Care Nursing 4415 – Advanced Cardiac Care*	3
Forensic Studies 4405 – Forensic Studies: Victims of Violence	3

* Students in the Critical Care stream must take at least one of these courses and the related clinical section.

Other courses from Mount Royal College post-basic certificates and/or external courses may be considered in consultation with the program co-ordinator. National certification in specialty nursing areas (e.g. Critical Care or Emergency) will be considered for course credit for one of the theory options if not used in Level I for credit.

Clinical Courses	Credits
Students complete 140 hours of clinical practicum in a clinical area related to their course objectives.	
Advanced Studies in Critical Care Nursing 4483 – Advanced Trauma Care: Clinical II	4
Advanced Studies in Critical Care Nursing 4485 – Advanced Cardiac Care: Clinical II	4
Advanced Studies in Critical Care Nursing 4493 – Emergency Nursing: Clinical II	4
Level II Total Credits for Certificate of Achievement in Advanced Studies in Critical Care Nursing	10-11

CERTIFICATE – ADVANCED STUDIES IN MENTAL HEALTH

GENERAL INFORMATION

The Advanced Studies in Mental Health program is designed as a post-diploma/post-degree program in health care and human services for professionals seeking to develop and enhance their mental health skills for working in such areas as acute and community psychiatry, home care, long-term care, psychiatric emergency and a variety of community agencies. The program contains four core courses followed by one focus course and a clinical practicum in the focus area. Focus areas are: adult/community mental health, children/adolescent mental health, mental health of older adults, and forensic mental health.

The course content is designed to address changes in health care which have impacted the roles of health and human service professionals. The context of practice has broadened significantly, calling on these professionals to have increased skills and knowledge in mental health not only across the community and institutional settings but across the life span.

Students may assume either a part-time or full-time equivalent status. Part-time students will be granted three years from their initial registration in the program to complete the requirements for the certificate.

The method of study is distance education. Theory courses incorporate a combination of: independent study of written material, teleconferences, computer-managed conferencing, on-line study, and student/instructor telephone conferences. Each course requires nine to twelve (9-12) hours per week study time.

Clinical practica are arranged by the program faculty. Decisions regarding clinical practica are made based on student's learning needs, skill level and availability of clinical facilities. Ongoing supervision and guidance are provided jointly through a preceptorship experience in conjunction with program faculty. Students may be required to submit a criminal record check before doing their practica. Where applicable, students must provide evidence of current registration before starting practica.

Courses in the Advanced Studies in Mental Health program have transfer credit to some universities. Students must meet the admission requirements for the university they select.

All of these courses may be reported as nursing practice hours for renewal of AARN (Alberta Association of Registered Nurses) registration.

ADMISSION REQUIREMENTS

1. Minimum admission requirement is a diploma or degree from an accredited/approved post-secondary institution in a health related discipline.
2. Current registration or eligibility to register with the appropriate licensing or regulatory body (e.g. AARN, AARSW, RPNA).

Applicants must submit the following documents:

1. A completed Mount Royal College "Application for Admission" form (available from the Office of the Registrar).
2. One official transcript for any post-secondary educational courses or programs.
3. A letter of reference from the diploma/degree program or from the latest employer.
4. Basic Life Support Certificate in Cardiopulmonary Resuscitation (must be obtained prior to clinical practicum). For information contact the Advanced Studies in Mental Health program.
5. Personal comments/reflections letter.
6. An interview may be required, either in person or by telephone.

The application deadlines for admission to the program beginning in September and January are **May 15** and **November 1** respectively. All documentation should be received by these dates. Students interested in taking selected courses from this certificate should consult with the program co-ordinator.

CREDIT BY EXAMINATION

Before making application by Prior Learning Assessment, students should consult with the program co-ordinator.

FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the Alberta Association of Registered Nurses (AARN), the Students' Finance Board, and Student Awards and Financial Aid Office at Mount Royal College.

CERTIFICATE REQUIREMENTS

A minimum grade of "C" is required in all courses and a total of 21 credits are required for the completion of the Advanced Studies in Mental Health Certificate.

CURRICULUM

Certificate – Advanced Studies in Mental Health

Focus: Adult/Community Mental Health

Core Requirements	Credits
Advanced Studies in Mental Health 4401 – Mental Disorders: Theory and Assessment I	3
Advanced Studies in Mental Health 4403 – Mental Disorders: Theory and Assessment II	3
Advanced Studies in Mental Health 4405 – Psychopharmacology	3
Advanced Studies in Mental Health 4407 – Mental Health Interventions	3
Advanced Studies in Mental Health 4409 – Mental Health Practice in the Community	3
Advanced Studies in Mental Health 4491 – Practicum: in a Focus Area	6
Total Credits for Graduation	21

Focus: Mental Health of Older Adults

Core Requirements	Credits
Advanced Studies in Mental Health 4401 – Mental Disorders: Theory and Assessment I	3
Advanced Studies in Mental Health 4403 – Mental Disorders: Theory and Assessment II	3
Advanced Studies in Mental Health 4405 – Psychopharmacology	3
Advanced Studies in Mental Health 4407 – Mental Health Interventions	3
Advanced Studies in Mental Health 4411 – Mental Health and Aging	3
Advanced Studies in Mental Health 4491 – Practicum: in a Focus Area	6
Total Credits for Graduation	21

Focus: Children/Adolescent Mental Health

Core Requirements	Credits
Advanced Studies in Mental Health 4401 – Mental Disorders: Theory and Assessment I	3
Advanced Studies in Mental Health 4403 – Mental Disorders: Theory and Assessment II	3
Advanced Studies in Mental Health 4405 – Psychopharmacology	3
Advanced Studies in Mental Health 4407 – Mental Health Interventions	3
Advanced Studies in Mental Health 4413 – Children and Adolescent Mental Health	3
Advanced Studies in Mental Health 4491 – Practicum: in a Focus Area	6
Total Credits for Graduation	21

Focus: Forensic Mental Health

Core Requirements

Advanced Studies in Mental Health 4401 – Mental Disorders: Theory and Assessment I	3
Advanced Studies in Mental Health 4403 – Mental Disorders: Theory and Assessment II	3
Advanced Studies in Mental Health 4405 – Psychopharmacology	3
Advanced Studies in Mental Health 4407 – Mental Health Interventions	3
Advanced Studies in Mental Health 4491 – Practicum: in a Focus Area	6
Select One Forensic Studies Option Course *	3
Total Credits for Graduation	21

Students must complete the total program of studies in order to graduate.

* Student selects one Forensic Studies course of interest as approved option.

Forensic Studies 4401 – Forensic History, Risk Populations and Issues	3
Forensic Studies 4403 – Forensic Psychiatric and Correctional Populations	3
Forensic Studies 4405 – Victims of Violence	3

CERTIFICATE OF ACHIEVEMENT – FORENSIC STUDIES

GENERAL INFORMATION

The Forensic Studies Certificate of Achievement is a general forensic studies program aimed at professionals in health, social work, science and law enforcement disciplines. It is designed to prepare students with the forensic knowledge, skills and attitudes necessary for comprehensive forensic practice. Goals of the program include: increased collaborative efforts between disciplines and agencies; promote violence prevention; enhanced recognition and treatment of victims as well as perpetrators of trauma, abuse, violence and neglect.

The Forensic Studies Certificate of Achievement offers "state-of-the-art" credit-based training using Web technology. The program is designed for maximum flexibility to meet the needs of professionals seeking to study while they continue to work without relocating, as well as to choose a customized program unique to their learning needs. Each course is offered on the Web with faculty and student interaction opportunities provided without requiring specific class times. Students should allow approximately 9-12 hours of study time per course. They will require computer and e-mail access.

ADMISSION REQUIREMENTS

Applicants must be a graduate of a diploma or degree program in health, allied health, social science, criminology or justice disciplines, or be an undergraduate student in the senior-year of study.

Applicants must submit the following:

1. A completed Mount Royal College "Application for Admission" form available from the Office of the Registrar.
2. A completed "Forensic Studies" application available from the Forensic Studies Office (toll free in North America 1-888-240-7201).
3. Transcripts for any post-secondary educational courses or programs. An interview may be required by telephone (or in person if located nearby).

Registration is open, although students are encouraged to register early to ensure courses will be offered or spaces are available.

FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the Student Awards and Financial Aid Office (Mount Royal College).

TRANSFER CAPABILITIES AND PRIOR LEARNING

Transfer credit may be considered for external forensic courses on approval by the department chair. No more than two external courses can be applied to the certificate of achievement. Prior learning assessment may be considered for relevant experience and training opportunities in consultation with the Program Co-ordinator.

The courses in the Forensic Studies program are designed to be transferable to senior baccalaureate or entry Master's level programs in other universities. Students may apply at other institutions to have these courses credited toward other programs. Courses may also be considered for use as electives in other post-basic certificates and degrees at Mount Royal College.

CURRICULUM

A "Certificate of Achievement in Forensic Studies" will be awarded upon successful completion of any four of the courses (12 credits). All courses are Web based distance delivery. Students may take courses on a part-time or full-time basis. Students should select the four courses (minimum total of 12 credits) which best meet their professional learning requirements and may take these courses in any order. Consultation to plan courses with the program co-ordinator is recommended for new students in the program.

Forensic Studies 4401 – Forensic History, Risk Populations and Issues	3
Forensic Studies 4403 – Forensic Psychiatric and Correctional Populations	3
Forensic Studies 4405 – Victims of Violence	3
Forensic Studies 4407 – Forensic Science	3
Forensic Studies 4409 – Expert Witness Testimony	3
Forensic Studies 4411 – Crime Scene Investigation and Evidence	3
Forensic Studies 4413 – Sexual Assault Examination and Intervention Theory	3
Forensic Studies 4415 – Sexual Assault Examination and Intervention Practicum	1
Total Credits for Forensic Studies Certificate of Achievement	12/13

All courses will be offered each year provided there are adequate registrations.

CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses, and a minimum of 12 credits is required for the Forensic Studies Certificate of Achievement.

CERTIFICATE – GERONTOLOGY: STUDIES IN AGING

GENERAL INFORMATION

The purpose of this interdisciplinary program is to prepare graduates to work effectively with older adults in a variety of health and human services areas. Students will broaden their knowledge of aging, adapt previously learned knowledge and skills and acquire new knowledge and skills for working with older adults. Aging will be examined from both personal and professional perspectives. All courses emphasize wellness and health promotion in later life.

In the Gerontology Certificate students gain understanding of theories of aging based on biological, social and behavioural sciences. In addition to examining personal attitudes, students will reflect on societal attitudes about aging. They will assess and understand the varying needs of older individuals and develop ways to access resources. Students will become familiar with services for older adults in their geographical area. The clinical practicum provides opportunities for students to apply and integrate gerontological knowledge and skills. Students may complete the practicum at their place of employment.

ADMISSION REQUIREMENTS

The Gerontology Certificate program is targeted to individuals who possess a post-secondary diploma or degree. Social workers, recreational therapists, nurses, occupational health personnel, physiotherapists and professionals involved in developing or offering educational, recreational, social, volunteer or business programs for older adults, are invited to apply.

Conditional acceptance for students who do not meet this requirement will be made on an individual basis.

Entrance to the program is based on consent of the department. Course only registration is encouraged. Students wishing to enroll in one or two courses only are welcome to apply.

FINANCIAL ASSISTANCE

Information regarding financial assistance is available from the Students' Finance Board and Student Awards and Financial Aid, Mount Royal College. Other possible sources of funding include: professional associations, alumni associations, health regions and specialty interest groups.

COURSE DELIVERY

All courses are offered as independent study by distance delivery. Distance delivery mechanisms provide flexible learning opportunities to match personal life circumstances and individual learning needs. Courses are delivered using combinations of print materials, instructor-student telephone contact, teleconferences, e-mail, audiovisual materials and Internet support. Each 3 credit course requires 9-12 hours of study time per week.

University transfer courses in this program are transferable to some universities and are recognized by the Alberta Pharmaceutical Association for continuing education credit. All courses may be reported as nursing practice hours for renewal of Alberta Association of Registered Nurses (AARN) registration.

Courses	Credits
Gerontology 4401 – Perspectives in Gerontology	3
Gerontology 4403 – Health and Aging	3
Gerontology 4405 – Aging and Mental Health	3
Gerontology 4407 – Aging and Physical Health OR	
Gerontology 4409 – Nursing Practice with Older Adults	3
Gerontology 4481 – Clinical Practice	6
One of:	
Gerontology 4413 – Aging Families	3
Gerontology 4417 – Interdisciplinary Teamwork in Gerontology	3
Gerontology 4499 – Directed Readings	3
Total Credits for Graduation	21

CERTIFICATE – GERONTOLOGY: BUSINESS AND ENTREPRENEURSHIP

(Pending Approval of Alberta Learning)

GENERAL INFORMATION

This unique certificate is a stream of the Gerontology: Studies in Aging Certificate Program that combines courses in gerontology and business, and is designed to prepare graduates to build on existing careers by expanding into new growth industries such as seniors-related businesses in recreation, development and sales of seniors' products and housing, recreational properties, financial services and tourism.

The certificate uses a combination of courses within the Gerontology: Studies in Aging Program and the Bissett School of Business. Graduates will gain knowledge of the changing demographics, aging processes, and unique needs of the older adult population. This will be complemented by development of skills in business management and entrepreneurship. The

student will have the opportunity to pursue, in more depth, a specific course in either gerontology or business and entrepreneurship, based on their desired area of interest.

ADMISSION REQUIREMENTS

The Gerontology: Business and Entrepreneurship Certificate is targeted to students who already possess a diploma, degree, or professional designation in a field such as business, financial planning, design, chartered accounting, real estate, architecture, social work, nursing, recreation and leisure, education, or communications. Acceptance for students who do not meet this requirement will be made on an individual basis. Entrance to this program is based on consent of the Gerontology and Business departments. Course only registrations by other College students is encouraged.

CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses, and a total of 21 credits is required for graduation.

COURSE DELIVERY

To facilitate access to the program for adult learners, some courses will be offered by distance delivery. Distance delivery strategies incorporate home study materials, telephone tutoring, teleconferencing, videoconferencing, and on-line communication to enable the coursework to be done anytime anywhere. Some courses will be offered on-site during evenings, weekends, and Spring semester in addition to regular daytime offerings. The program can be taken on a full- or part-time basis.

Students must complete 7 courses (21 credits) to meet the requirements of the certificate.

Core Courses	Credits
Administration 1131 – Introduction to Business Administration	3
Entrepreneurship 1232 – Entrepreneurship Studies	3
Gerontology 4401 – Perspectives in Gerontology	3
Gerontology 4403 – Health and Aging	3
Total Credits (Core Courses)	12

Electives

Students select one of the following Business courses:

Administration 1120 – Principles of Accounting	3
Administration 1150 – Principles of Marketing	3
Administration 1170 – Introduction to Human Resources	3
Administration 1210 – Business Communications	3
Administration 1230 – Business Law	3
Entrepreneurship 2237 – Human Resources for Small Business	3
Entrepreneurship 4431 – Leadership Development	3
Total Credits (Business Electives)	3

Students select one of the following Gerontology courses:

Gerontology 4405 – Aging and Mental Health	3
Gerontology 4407 – Aging and Physical Health	3
Gerontology 4409 – Nursing Practice with Older Adults	3
Gerontology 4413 – Aging Families	3
Gerontology 4417 – Interdisciplinary Teamwork in Gerontology	3
Gerontology 4499 – Directed Readings	3
Total Credits (Gerontology Electives)	3

Plus an additional 3 credit Business or Gerontology course, or other senior level 3 credit course approved by the Program Co-ordinator.

Total Credits (Business or Gerontology)	3
Total Credits for Graduation	21

Some courses in this program are transferable to other universities and colleges. Gerontology courses may be reported as nursing practice hours for renewal of Alberta Association of Registered Nurses (AARN) registration. As well, they can be accepted as proof of continuing education competency for nurses, pharmacists, and other healthcare professionals.

CERTIFICATE – MATERNAL INFANT CHILD HEALTHCARE

GENERAL INFORMATION

The post-basic certificate program in maternal infant child healthcare (MICH) is designed for registered nurses and other healthcare professionals wishing to develop knowledge and skills in these specialty areas. The theory and clinical courses prepare health care professionals to provide family-centred perinatal, neonatal or child healthcare in a variety of patient care settings. Students select and maintain a focus throughout their program of study.

The course content focusing on neonatal care is designed to address the learning needs of the health care team member who provides care to the vulnerable newborn population. As such, these courses would be of interest to nurses and other health care professionals.

Students may register for either part-time or full-time status. Part-time students will be granted five years from the time of initial registration in the program to complete the requirements for the certificate.

The method of study is distance delivery. Theory courses incorporate a combination of: independent study of written material, videotape, e-mail and instructor/student telephone conferences. Some courses are supported through Web/CD ROM delivery. Each theory course requires ten to twelve (10 – 12) hours per week study time.

For all Maternal Infant Child Healthcare focus areas, students must complete at least one clinical course. All clinical courses are instructor-guided and preceptored. Faculty will determine the clinical practicum placement depending on availability of clinical facilities, and the student's learning needs, skill development, and competence. Students may be required to study in Calgary. Students completing their clinical course in Calgary will be required to show proof of a criminal record check prior to commencing their clinical experience. Students completing their clinical course outside of Calgary may be required to complete a criminal record check before commencing their clinical course. Students who meet specific criteria may receive credit by prior learning assessment for the clinical course.

Transfer credit agreements exist with Alberta universities. Students must meet the admission requirements for the university they select.

ADMISSION REQUIREMENTS

1. Graduation from an approved school of nursing.
2. Current, active nursing registration.
3. Approval of program co-ordinator.
4. The program co-ordinator may provide special consideration for applicants with the following credentials to take specific courses in the program:

Respiratory Therapists:

- a. Graduation from an accredited school of respiratory therapy.
- b. Current registration with the Canadian Society of Respiratory Therapists (CSRT) and the Alberta Society of Respiratory Therapists (ASRT) or, if from another province or country, registration with an appropriate regulatory body.

Other Health-Care Professionals:

- Graduation from a learning institution with a credential in a health care discipline.
- Current registration with the appropriate regulatory body if a professional license is required to practice in Alberta.

Applicants must submit the following documents:

- A completed Mount Royal College "Application for Admission" form (available from the Maternal Infant Child Healthcare office or from the Office of the Registrar).
- One official transcript from a nursing school or an accredited school of respiratory therapy or other post-secondary educational institutions.
- Proof of registration with current provincial nursing association, or Canadian Society of Respiratory Therapists (CSRT) and Alberta Society of Respiratory Therapists (ASRT) or other regulatory body. If from another province or country, registration with an appropriate regulatory body.
- A letter of reference from latest employer or education program.
- Evidence of current registration with the Neonatal Resuscitation Program is required prior to commencing the neonatal and perinatal clinical courses.
- Evidence of current Basic Life Support certification in Cardiopulmonary Resuscitation is required prior to commencing the perinatal and child health clinical courses.

CONTINUANCE IN THE PROGRAM AND GRADUATION REQUIREMENTS

A minimum grade of "C" is required in all courses and a total of 21 credits is required for the completion of the Certificate in Maternal Infant Child Healthcare.

CURRICULUM

Certificate – Maternal Infant Child Healthcare

Focus: Neonatal Nursing

Core Requirements	Credits
Maternal Infant Child Healthcare 4401 – Development and Homeostasis	.3
Maternal Infant Child Healthcare 4403 – Assessment	.3
Maternal Infant Child Healthcare 4405 – Issues in Maternal Infant Child Nursing	.3
Maternal Infant Child Healthcare 4407 – Critical Moments	.6
Maternal Infant Child Healthcare 4491 – Neonatal Clinical Experience	.6
Total Credits for Graduation	2.1

Focus: Perinatal Nursing

Core Requirements	Credits
Maternal Infant Child Healthcare 4401 – Development and Homeostasis	.3
Maternal Infant Child Healthcare 4403 – Assessment	.3
Maternal Infant Child Healthcare 4405 – Issues in Maternal Infant Child Nursing	.3
Maternal Infant Child Healthcare 4407 – Critical Moments	.6
Maternal Infant Child Healthcare 4493 – Perinatal Nursing Clinical Experience	.6
Total Credits for Graduation	2.1

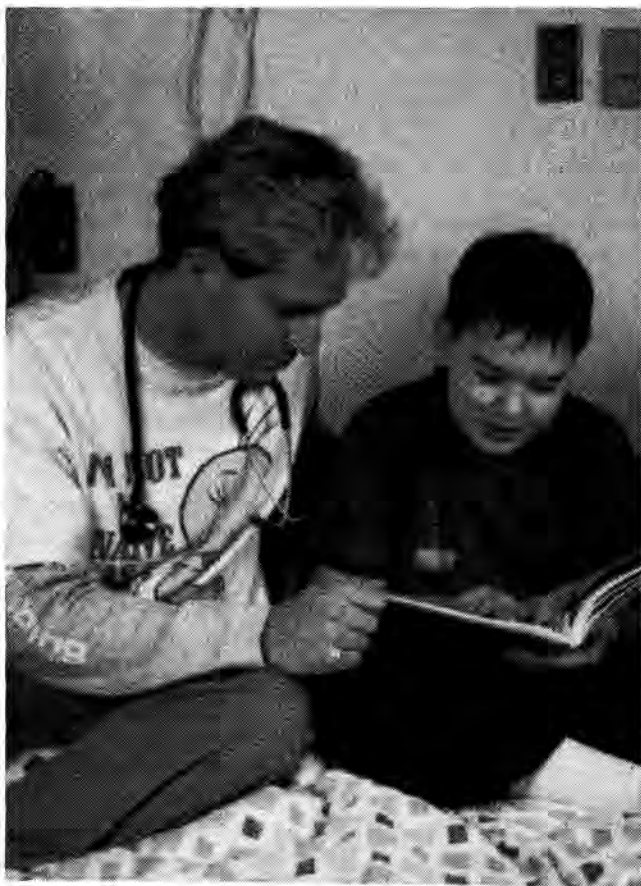
Focus: Child Health Nursing

Core Requirements	Credits
Maternal Infant Child Healthcare 4401 – Development and Homeostasis	.3
Maternal Infant Child Healthcare 4403 – Assessment	.3
Maternal Infant Child Healthcare 4405 – Issues in Maternal Infant Child Nursing	.3
Maternal Infant Child Healthcare 4407 – Critical Moments	.6
Maternal Infant Child Healthcare 4495 – Child Health Nursing Clinical Experience	.6
Total Credits for Graduation	2.1

Focus: Neonatal Healthcare

Core Requirements	Credits
Maternal Infant Child Healthcare 4401 – Development and Homeostasis	.3
Maternal Infant Child Healthcare 4403 – Assessment	.3
Maternal Infant Child Healthcare 4407 – Critical Moments	.6
Maternal Infant Child Healthcare 4409 – Specialized Technologies in Respiratory Care of the Neonate	.3
Maternal Infant Child Healthcare 4491 – Neonatal Clinical Experience	.6
Total Credits for Graduation	2.1

Nurses with experience in their area of focus, who meet specific criteria, may apply for prior learning assessment and recognition. Students should consult with the program co-ordinator. **College procedures related to evaluation of prior learning are identified in this Calendar.**



Physical Education

PROGRAMS OFFERED

Advanced Certificate – Athletic Therapy

Applied Degree – Bachelor of Applied Business and Entrepreneurship – Sport and Recreation

Diploma – Physical Education – Physical Activity and Sport Administration (Admission Suspended)

University Transfer – Bachelor of Physical Education

The Physical Education and Recreation Studies Department also offers a Bachelor of Applied Ecotourism and Outdoor Leadership degree program (consult the program description found elsewhere in this Calendar).

PROGRAM CONSULTANTS

Dean, Faculty of Health and Community Studies
B. Hendrickson

Chair, Department of Physical Education and Recreation Studies
C. London

GENERAL INFORMATION – ADVANCED CERTIFICATE – ATHLETIC THERAPY

This program is designed to provide participants with advanced knowledge, experience and skills in the delivery of athletic therapy services. The department is currently pursuing program accreditation through the Canadian Athletic Therapists Association for the commencement of the program. The program includes theoretical, field and clinical practicum experiences that prepare practitioners for the certification exams (practical and written) for certification as a Certified Athletic Therapist (Canadian). Graduates will have completed a major portion of their clinical and field practicum required for certification. Additional clinical and field practicum may be obtained on an individual basis.

This program is taught at a post-degree level. The program intensity is such that expectations in the classroom and in practical settings are extremely high. The time commitments for this program include classroom activities for most days and late afternoon and/or evening practicum commitments.

PROGRAM DEPOSIT

All students accepted into the Advanced Certificate program in Athletic Therapy will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

ADMISSION REQUIREMENTS

Advanced certificate applicants for the Athletic Therapy program must possess a degree from an accredited or recognized post-secondary institution (Category I students) or, subject to the provision outlined below, be enrolled at the University of Calgary or the University of Alberta (Category II students). Required degrees would be in such fields as kinesiology, physical education or exercise science (or equivalent). Successful completion of the following courses is required for admission:

- Human Anatomy
- Human Physiology
- Exercise Physiology
- Biomechanics
- Prevention and Care of Athletic Injuries
- Strength, Conditioning and Flexibility
- Taping and Prophylactic Support
- First Responder
- Sport Psychology
- Nutrition

It is recommended that students have a course in computer usage.

Preference will be given to applicants with an overall minimum Grade Point Average of 3.00 on a 4.00 point scale, including a Grade Point Average of 3.00 in Human Anatomy and in Prevention and Care of Athletic Injuries.

Category I students will be required to collect 50 practical hours in the sport medicine field prior to entering the program. This experience will have been supervised by a Certified Athletic Therapist, a Sports Physiotherapist, a Sports Medicine Physician or a Chiropractor. A letter of support from the supervisor that includes a verification of the number of practical hours must accompany the application.

Category I students will be required to achieve a grade of 65% in an introductory anatomy and physiology examination prior to entering the program. Once all other admission criteria have been met, the student will be notified regarding the procedures to complete the examination requirement.

Category I applicants who meet the above criteria may be required to attend an interview and submit a resume outlining relevant volunteer and work experience. The resume may be used to assist in selection of students after the initial criteria are met.

Category II students entering their third-year of the Bachelor of Physical Education program at the University of Alberta or the Bachelor of Kinesiology program at the University of Calgary may qualify to enrol in the program as part of their degree requirements at their respective institution. Students should contact their respective academic advisor and/or university calendar.

CURRICULUM

Advanced Certificate – Physical Education – Athletic Therapy

Physical Education 1301 – Musculoskeletal Assessment – Spinal	3
Physical Education 1303 – Musculoskeletal Assessment – Peripheral	3
Physical Education 1305 – Therapeutic Modalities in Athletic Therapy	3
Physical Education 1307 – Rehabilitation Techniques in Athletic Therapy	3
Physical Education 1350 – Field Practicum I	3
Total Credits	15

Semester 2	Credits
Physical Education 1311 – Advanced Rehabilitation Techniques in Athletic Therapy	3
Physical Education 1313 – Issues in Sports Medicine	3
Physical Education 1315 – Clinical Management and Administration in Athletic Therapy	3
Physical Education 1352 – Field Practicum II	3
Physical Education 1354 – Clinical Practicum I	3
Total Credits	15

Semester 2	Credits
Physical Education 1356 – Advanced Clinical and Field Practicum**	6
Total Credits	6
Total Credits for Graduation – Category I Students	36
Total Credits for Graduation – Category II Students	30

* Courses in Semester 2 will be delivered in a block-placement format.

** Not a requirement for the University of Calgary and the University of Alberta Category II

GENERAL INFORMATION

Physical Activity and Sport Administration – Diploma (Admission Suspended)

Important Note: Mount Royal College has integrated the Physical Activity and Sport Administration diploma program into a new applied degree in Business and Entrepreneurship – Sport and Recreation (consult the program description found elsewhere in this Calendar).

This pattern has sufficient flexibility to allow students who plan to transfer to a university upon completion of their diploma, to select appropriate transfer courses to the specific institution.

ADMISSION REQUIREMENTS

Diploma applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted. Students applying to the Physical Activity and Sport Administration diploma must also satisfy the additional admission requirements stated under the program description that follows.

Applicants will complete the English placement test administered to all entering students. The test results will be reviewed by a committee of the department to determine successful applicants. Where appropriate, the department will also consider the applicant's graduating average for the high school diploma or high school equivalency courses.

Students wishing to study part-time may initiate their studies through enrolment in the appropriate arts and science courses, English course and limited physical education courses that may be open to part-time students. For further information contact an academic advisor in the Physical Education and Recreation Studies Department.

Diploma students planning to transfer to the Bachelor of Kinesiology Degree program at the University of Calgary, upon completion of the diploma, must have successfully completed English 30, Mathematics 30, Chemistry 30 and Biology 30 and all other University of Calgary admission requirements. Students enrolled in Physical Education diploma programs at Mount Royal College who are lacking the appropriate 30-level courses for university admission, may enrol in the appropriate academic upgrading courses. For further information, contact an academic advisor in the Physical Education and Recreation Studies Department.

PROGRAM DEPOSIT

All students accepted into the Physical Education program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CURRICULUM

Diploma – Physical Education – Physical Activity and Sport Administration (Admission Suspended)

Applicants to the Physical Activity and Sport Administration pattern must possess the equivalent of an Alberta high school diploma or have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted. Preference will be given to applicants with an overall admission average of 60% or higher on five Grade 12 subjects (to include English 30). Students who do not have English 30 must obtain a score of 4 or better on the English placement test. All students applying for the Physical Activity and Sport Administration pattern will also complete a questionnaire designed by the department indicating the student's previous education, practical experience in physical activity and sport administration, general understanding of the profession and career plans. The questionnaire will not be used as a criterion for admission.

This program is designed to train people to work in physical activity and sports settings at the entry administration level. Students will acquire skills, knowledge and competencies necessary for planning, designing, marketing and implementing physical activity and sports programs in entrepreneurial and public venues.

Semester 1	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Arts and Science Requirement	3
Physical Education 1216 – Program Planning for Physical Activity and Sport	3
Physical Education 1225 – Organization and Administration of Sport	3
Physical Education 2243 – The Body in Socio-Cultural Studies I	3
Physical Education Option	1.5
Total Credits	17.5

Semester 2	Credits
Arts and Science Requirement	3
Physical Education 1114 – Fundamental Fitness and Measurement	5
Physical Education 2245 – The Body in Socio-Cultural Studies II	3
Recreation Studies 1217 – Marketing for Sport and Recreation	3
Physical Education Option	3
Total Credits	17

Semester 3	Credits
Arts and Science Requirement	3
Arts and Science Requirement	3
Physical Education 1222 – Physical Activity and Sport – Promotions and Sales	3
Entrepreneurship 1232 – Entrepreneurship Studies	3
Physical Education Option	3
Physical Education Option	1.5
Total Credits	16.5

Physical Education 1219 – Recruiting and Training Volunteers in Physical Activity and Sport	3
Physical Education 1259 – Fund Raising in Physical Activity and Sport	1.5
Physical Education 1261 – Organizing Special Events	1.5
Physical Education 1285 – Practicum for Physical Activity and Sport*	4
Physical Education 2211 – Leadership and Communication in Physical Education	3
Total Credits	13
Total Credits for Graduation	64

* This is a two month block placement. Students should be prepared to cover their expenses for out-of-town placements.

For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled, "General Graduation Requirements".

GENERAL INFORMATION – BACHELOR OF APPLIED BUSINESS AND ENTREPRENEURSHIP – SPORT AND RECREATION

The Sport and Recreation stream of the Applied Business and Entrepreneurship degree addresses the needs of the Sport and Recreation sector through a broad and integrated offering of courses and practical experience. The business courses emphasize the development of skills and attitudes for success in an entrepreneurial environment, while sport and recreation courses emphasize specific technical material and competencies related to the field. The balance of this four-year applied degree comprises College wide requirements including English, Arts and Science Requirements and two 4-month Directed Field Studies. In the second Directed Field Studies, students will have an opportunity to develop and launch their own venture.

GENERAL ACADEMIC ADMISSION REQUIREMENTS FOR APPLIED BACCALAUREATE DEGREE PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to an applied baccalaureate degree program offered at Mount Royal College.

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Business and Entrepreneurship degree program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%. The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and Mathematics 30 (Pure or Applied) or their equivalents.

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to the Bachelor of Applied Business and Entrepreneurship degree program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 (Pure or Applied) or their equivalents.

* The commencement of each semester is understood to be the first day of classes as published in the "Academic Schedule".

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to the Bachelor of Applied Business and Entrepreneurship degree program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and Mathematics 30 (Pure or Applied) or their equivalents.

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any applied baccalaureate degree program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation. Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to an applied baccalaureate degree program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

Additional Admission Requirements

Qualified applicants who satisfy the minimum academic admission requirements indicated above will be selected for the program on the basis of the following criteria:

- preference will be given to applicants with 65% or above in the prerequisite subjects English 30 and Mathematics 30 (Pure or Applied);
- applicants will be required to submit a statement of intent and interest in the program;
- applicants who meet the above criteria may be required to attend an interview.

Final selection decisions will be made by the program admissions committee on the basis of these criteria.

PROGRAM DEPOSIT

All students accepted into the Bachelor of Applied Business and Entrepreneurship program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

RECOGNITION OF PRIOR LEARNING

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

DIRECTED FIELD STUDIES

Directed Field Studies are designed to provide an extension of the learning process in a relevant work environment. Delivered in two semesters, comprising 25 percent of the curriculum for applied baccalaureate degree programs Directed Field Studies integrate academic learning with paid work experience. Each Directed Field Studies semester has specific course objectives and outcomes. Students are responsible to complete requirements assigned by Mount Royal College faculty and are obligated to fulfil commitments made to employers. Successful completion of each semester receives a total of 15 credits.

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

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

OPPORTUNITIES FOR FURTHER STUDY

Applied baccalaureate degree programs offered by Mount Royal College have been designed primarily to prepare graduates for immediate employment. Nevertheless, the College is actively investigating and pursuing opportunities to have these baccalaureate credentials recognized for admission to appropriate and relevant post-graduate programs offered by Canadian universities. Specific arrangements and opportunities for graduate study will be publicized as these are formalized. Graduating applied baccalaureate degree students who are interested in further study rather than immediate employment, are encouraged to discuss their post-graduate education plans and options with their program advisor.

CONTINUANCE IN THE PROGRAM

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

TIME LIMITATIONS

All program requirements must be completed within eight (8) years of initial admission to and enrolment in the Bachelor of Applied Business and Entrepreneurship degree programs.

RESIDENCE REQUIREMENTS

At least 50% of the core/major course requirements that are deemed integral to the Bachelor of Applied Business and Entrepreneurship degree program must be completed as a registered student of Mount Royal College. Normally, the entire work experience component of the Bachelor of Applied Business and Entrepreneurship degree program must be completed as a registered student of Mount Royal College and under Mount Royal College auspices.

GRADUATION REQUIREMENTS

- Successful completion of a minimum of 128-133 credits (to include a minimum of 99-102 credits of academic course work and a minimum of 30 credits of work experience).
- Successful completion of the two (2) Directed Field Studies, ENTR 2010, 2011 and ENTR 3010, 3011.
- A minimum overall Grade Point Average of 2.00 on all courses required for the program. This includes all core "COMP", "ENTR", "INBU", and "RECR" courses, all approved business options, the Arts and Science Requirements, and the English requirement.
- A minimum grade of "C" in all required core "COMP", "ENTR", "INBU", and "RECR" courses in the program, including the two Directed Field Studies – ENTR 2010, 2011, and ENTR 3010, 3011.

See "General Graduation Requirements" section.

CURRICULUM

Bachelor of Applied Business and Entrepreneurship – Sport and Recreation

The Sport and Recreation stream of the Bachelor of Applied Business and Entrepreneurship degree will be jointly offered by the Bissett School of Business and the Department of Physical Education and Recreation Studies in a collaborative manner. Core courses in the program offered by the Bissett School of Business emphasize the development of skills and attitudes necessary for success in an entrepreneurial business environment. Course offerings from the Department of Physical Education and Recreation Studies develop the Sport and Recreation competencies and the specific technical and theoretical background that will allow graduates to be successful in sport and recreation positions. The remainder of the curriculum consists of the College wide requirements for English, Arts and Science Requirements, Computers, Physical Education options and Directed Field Studies. The combination of entrepreneurial and sport and recreation courses will create a graduate ideally suited for small business and self-employment in the field of sport and recreation.

	Credits
Administration 1150 – Principles of Marketing	.3
Entrepreneurship 2201 – Introduction to Entrepreneurship	.3
Physical Education 1201 – Foundation of Sport and Recreation	.3
Physical Education 1203 – Organization and Administration of Sport and Recreation	.3
Physical Education Option	1.5
Physical Education Option	.3
Total Credits	16.5

	Credits
English 2201 or any 2200-level (or higher) English	.4
Computer Science 1207 – Introduction to Computing for Small Business and Entrepreneurship	.3
Physical Education 1216 – Program Planning for Physical Activity and Sport	.3
Recreation Studies 1203 – Community Development	.3
Physical Education Option	1.5
Arts and Science Requirement	.3
Total Credits	17.5

	Credits
Administration 1120 – Principles of Accounting	.4
Entrepreneurship 2261 – Statistical Applications for Small Business	.4
Recreation Studies 1217 – Marketing for Sport and Recreation	.3
Recreation Studies 1247 – Theory and Practice in Leadership	.3
Arts and Science Requirement	.3
Total Credits	17

	Credits
Administration 1210 – Business Communications	.3
Applied Communications 2251 – Introduction to Fund Development	.3
Physical Education 1261 – Organizing Special Events	1.5
Recreation Studies 1207 – Commercial Recreation	.3
Arts and Science Requirement	.3
Arts and Science Requirement	.3
Total Credits	16.5

	Credits
Entrepreneurship 2015 – Directed Field Studies I	15
Total Credits	15

Semester 6	Credits
Administration 1154 – Professional Selling	3
Entrepreneurship 2221 – Finance for Non-Financial Managers	3
Entrepreneurship 2237 – Human Resources for Small Business	3
Entrepreneurship 2251 – Market Research for Small Business	4
Arts and Science Requirement	3
Total Credits	16

Semester 7	Credits
Entrepreneurship 3015 – Directed Field Studies II	15
Total Credits	15

Semester 8	Credits
Administration 1230 – Business Law	3
Entrepreneurship 3333 – New Venture Feasibility	3
Physical Education 1267 – Issues and Trends in Sport and Recreation	3
Physical Education Option	3
Arts and Science Requirement	3
Total Credits	15

Total Credits for Graduation128.5

Note: Arts and Science courses must be selected from four (4) different areas. At least two (2) Arts and Science courses (a minimum of six [6] credits) must be at the senior-level (numbered 3300 or higher). See "General Graduation Requirements" section for a full listing of approved Arts and Science Requirements, areas, and restrictions.

According to College policy relating to applied baccalaureate degree programs, successful completion of an Entrepreneurship course is a graduation requirement for all applied baccalaureate degree programs. In the Bachelor of Applied Business and Entrepreneurship degree programs, an elective course has been substituted for this Entrepreneurship Studies graduation requirement.

DIPLOMA EXIT PROVISIONS

Students entering the Bachelor of Applied Business and Entrepreneurship Studies – Sport and Recreation degree program should be aware that there are provisions for them to exit with a Diploma in Business and Entrepreneurship – Sport and Recreation in the event that they change their educational or career plans following acceptance into and commencement of the degree program. Full details regarding the diploma exit provisions and the specific graduation requirements for the Diploma in Business and Entrepreneurship – Sport and Recreation may be obtained from the chair or the program advisor for the Bachelor of Applied Business and Entrepreneurial Studies – Sport and Recreation degree.

For 'Restrictions and Interpretations' concerning the program requirements for English, Elective, and Arts and Science courses, refer to the section entitled "General Graduation Requirements".

GENERAL INFORMATION – UNIVERSITY TRANSFER PROGRAM

For information on university transfer to the Faculty of Kinesiology at the University of Calgary and other institutions, refer to the section entitled "University Transfer Programs – Mount Royal College" in this Calendar. For information on transfer to other institutions, consult with a physical education academic advisor.



Social Work

PROGRAM OFFERED

Diploma – Social Work

PROGRAM CONSULTANTS

Dean, Faculty of Health and Community Studies
B. Hendrickson

Chair, Department of Social Work and Disability Studies
M. Clark

Co-ordinator, Social Work
R. Grenville

GENERAL INFORMATION – DIPLOMA – SOCIAL WORK

Social work is a two year program which combines knowledge and skills in social work, humanities, and behavioural sciences. The program prepares students to do social work practice with individuals, families, groups and communities. Graduates are employed in a broad range of government (public), non-profit and private agencies. Social Work diploma graduates are eligible to apply to become registered social workers in Alberta.

ADMISSION REQUIREMENTS

Applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted. All applicants must provide the Office of the Registrar with proof that they have a minimum of 50 hours of social work volunteer and/or social work experience in a social services agency. In addition to three (3) letters of reference attesting to their personal suitability, applicants must also submit a personal profile questionnaire providing information concerning their background. All applicants must write the English placement test prior to admission and must be eligible for English 1112 or higher. Applicants to the program must compete and will be screened to ensure that students meet basic standards, have a reasonable chance for success in the program and in the social work profession.

Because there are many more applicants to the Social Work Diploma program than there are seats available, students are encouraged to apply early and ensure that their application is complete. Applications should be received by **April 30** of the year of application. In addition to the courses required for graduation, all students will have their progress in the program reviewed each semester by a committee comprised of faculty members of the department. Students found to be in academic difficulty or whose professional suitability is of concern may be referred for remedial assistance, or in extreme cases, asked to withdraw from the program. The Code of Ethics of the Alberta Association of Social Workers will be used as a measure of professional behaviour and suitability.

PRACTICUM REQUIREMENTS

All students will be selected for practicum on the basis of academic performance, professional suitability, volunteer community service, and availability of practicum sites.

At the time of practicum, students will be required, at their own expense, to obtain a Criminal Record Check. It is each practicum agency's decision to accept or reject a student for placement or observation experience based upon the results of a criminal record or other background check. Since both completion of course requirements and eventual employment in a field of study may be dependent upon the results of such checks, students who have concerns should discuss the matter with the department chair or designate prior to applying for admission.

INTERNATIONAL PRACTICUM

Opportunity Students may have an opportunity to complete their first or second year practicum in Southampton, England during the Spring session.

PROGRAM DEPOSIT

All students accepted into the program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CURRICULUM

Diploma – Social Work

If a student wishes to graduate in four semesters, the following pattern of course selection is essential.

Semester 1	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Social Work 1111 – Effective Interpersonal Communication for the Helping Professionals	3
Social Work 1114 – Social Work Process	3
Social Work 1187 – Social Welfare Policies and Issues	3
Psychology 2205 – Principles of Psychology	3
Total Credits	16
Semester 2	Credits
Social Work 1215 – Social Work Methods	3
Social Work 1222 – Social Work with Families	3
Social Work 1287 – Social Work Practicum I (see note below)	7
Psychology 3325 – Life Span Development	3
Arts and Science Requirement	3
Total Credits	19

Note: Social Work 1287 is open only to Social Work students who have successfully completed Social Work 1111, 1114, and 1187, and have had their criminal record check approved by their practicum agency.

Semester 3	Credits
Social Work 1216 – Helping Skills With Individuals	3
Social Work 1218 – Social Work With Groups	3
Social Work 1221 – Community Organization	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	18

Semester 4	Credits
Social Work 1217 – Administration in Social Work Organizations	3
Social Work 1223 – Social Work and Mental Health	3
Social Work 1297 – Social Work Practicum II (see note above)	7
Elective	3
Total Credits	16

Note: Social Work 1297 is open only to Social Work students who have successfully completed Social Work courses up to Semester 4 above and have had their criminal record check approved by their practicum agency.

Total Credits for Graduation69
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For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled "General Graduation Requirements".



Theatre Arts

PROGRAMS OFFERED

Diploma – Theatre Arts – Performance

Diploma – Theatre Arts – Technical

PROGRAM CONSULTANTS

Director, Mount Royal College Conservatory
P. Dornian

Chair, Department of Theatre, Speech and Music Performance
D. Rathbun

GENERAL INFORMATION

There is a growing interest in theatre arts education in Canada. Professional theatre companies in the country are demanding higher levels of training and skill from prospective employees and interns; theatre arts studies are now a part of most secondary school curricula; and continuing national concern about our cultural identity has drawn increased attention to developments in Canadian performing arts industries. Furthermore, television and film companies, both Canadian and foreign, have discovered a great resource in Canada's theatre technicians, production personnel, and performers, creating an increased demand on the talent pool.

Mount Royal College is responding to these demands by offering an intensive and specialized program in Theatre Arts. Students who wish to continue their studies after high school or seek training at a later stage in their careers may apply for admission to the Mount Royal College program in either of the Performance or Technical Streams, each of which features a transition course for film/television in the final semester. Another unique feature of this program is the high level of involvement of local professional companies whose personnel are integrally involved in teaching the courses offered. Training takes place at Mount Royal College and in local theatre venues.

ADMISSION REQUIREMENTS

Applicants must possess the equivalent of an Alberta High School Diploma OR have left high school and be 18 years of age or older by the last day of the semester to which they are being admitted.

In addition, the applicant is required to audition and/or interview for the program prior to acceptance.

Graduates of the program will find that they can transfer credits to a university program for continued study (entry requirements vary among institutions), continue to other professional training programs or seek entry-level employment in the profession.

Students in both the performance and technical streams benefit from an opportunity to study in small, concentrated class settings. Full-time instructors and distinguished guests from the field provide a blend of expertise, ensuring that students acquire a broad range of academic and practical experience.

PROGRAM DEPOSIT

All students accepted into the program will be required to pay a \$125 non-refundable admission deposit within two weeks of notification of acceptance into the program.

CONTINUANCE IN THE PROGRAM

Students must complete all required courses each term, in the sequence outlined in the Calendar. Any exceptions must receive approval of the department chair. Students in the Technical Stream must pass all courses each term in order to proceed in the program; students in the Performance Stream must pass all Arts and Science Requirements, and achieve a minimum of a "C-" in all Theatre Arts courses in order to proceed in the program.

Students who are no longer enrolled or who have been disqualified from the program may apply for re-admission by forwarding a letter of intent directly to the department and submitting an application for admission to the Office of the Registrar. Re-admission is at the discretion of the department faculty, and is not automatic. Students who are re-admitted must meet with the theatre arts advisor, and must repeat any course in which the minimum grade was not met before continuing on a full-time basis in the program.

PROFESSIONAL CONDUCT

Students should adhere to College policy regarding non-academic conduct as defined in the Calendar. In addition, students in the Theatre Arts program are expected to conduct themselves in a professional manner in rehearsal and performance, and in any department-affiliated activity. Inappropriate behaviour will be dealt with firmly and may result in disqualification from the program.

CURRICULUM

Diploma – Theatre Arts – Performance

Semester 1	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Theatre Arts 1110 – Acting I	3
Theatre Arts 1120 – Movement I	2
Theatre Arts 1130 – Voice and Diction I	2
Theatre Arts 1135 – Basic Music Skills I	1
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	18
Semester 2	Credits
Theatre Arts 1205 – Production Practicum II*	2
Theatre Arts 1210 – Acting II	3
Theatre Arts 1220 – Movement II	2
Theatre Arts 1230 – Voice and Diction II	2
Theatre Arts 1235 – Basic Music Skills II	1
Arts and Science Requirement	3
Arts and Science Requirement	3
Total Credits	16

Semester 3	Credits
Theatre Arts 1202 – Early Theatre	3
Theatre Arts 1206 – Production Practicum III*	3
Theatre Arts 1211 – Acting III	4
Theatre Arts 1221 – Movement III	2
Theatre Arts 1231 – Voice and Diction III	2
Theatre Arts 1280 – Professional Development	1
Total Credits	15

Semester 4	Credits
Theatre Arts 1203 – Modern Theatre	3
Theatre Arts 1207 – Production Practicum IV*	3
Theatre Arts 1212 – Acting IV	4
Theatre Arts 1215 – Acting for Film and Television	2
Theatre Arts 1222 – Movement IV	2
Theatre Arts 1232 – Voice and Diction IV	2
Total Credits	16

Total Credits for Graduation .65

* Students are required to be involved in rehearsals and performances of department productions; the extent of their involvement increases as they progress through the program and the number of hours varies.

For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled "General Graduation Requirements".

Diploma – Theatre Arts – Technical

Semester 1	Credits
English 1112 or 2201 or any 2200-level (or higher) English	4
Theatre Arts 1100 – Stagecraft I	2
Theatre Arts 1105 – Production Practicum I*	2
Theatre Arts 1141 – Lighting I	1
Theatre Arts 1146 – Sound I	1
Theatre Arts 1154 – Costumes I	1
Theatre Arts 1157 – Drafting and Design I	2
Arts and Science Requirement	3
Total Credits	16

Semester 2	Credits
Theatre Arts 1200 – Stagecraft II	2
Theatre Arts 1205 – Production Practicum II*	2
Theatre Arts 1241 – Lighting II	1
Theatre Arts 1246 – Sound II	1
Theatre Arts 1254 – Costumes II	1
Theatre Arts 1257 – Drafting and Design II	2
Theatre Arts 1271 – Stage Management I	2
Arts and Science Requirement	3
Total Credits	14

Semester 3	Credits
Theatre Arts 1202 – Early Theatre	3
Theatre Arts 1206 – Production Practicum III*	3
Theatre Arts 1273 – Stage Management II	2
Arts and Science Requirement	3
Plus three of:	
Theatre Arts 1208 – Properties I	2
Theatre Arts 1242 – Lighting III	2
Theatre Arts 1248 – Sound III	2
Theatre Arts 1255 – Costumes III	2
Theatre Arts 1258 – Scenic Painting I	2
Theatre Arts 1267 – Stage Carpentry and Scenic Construction I	2
Total Credits	17

Semester 4	Credits
Theatre Arts 1203 – Modern Theatre	3
Theatre Arts 1207 – Production Practicum IV*	3
Theatre Arts 1280 – Professional Development	1
Theatre Arts 1285 – Film and Television Set Etiquette	2
Arts and Science Requirement	3
Plus three of:	
Theatre Arts 1209 – Properties II	2
Theatre Arts 1245 – Lighting IV	2
Theatre Arts 1249 – Sound IV	2
Theatre Arts 1256 – Costumes IV	2
Theatre Arts 1259 – Scenic Painting II	2
Theatre Arts 1268 – Stage Carpentry and Scenic Construction II	2
Total Credits	18

Total Credits for Graduation .65

* Students are required to be involved in rehearsals and performances of department productions; the extent of their involvement increases as they progress through the program and the number of hours varies.

For 'Restrictions and Interpretations' concerning the program requirements for English, elective, and arts and science courses, refer to the section entitled "General Graduation Requirements".



University Transfer Programs – Mount Royal College

Mount Royal College offers one- and two-year university transfer programs in several different areas. There are several advantages to beginning your university degree studies at Mount Royal College. Almost all of the classes are quite small, allowing for close contact and interaction between students and instructors. This ensures high quality instruction in a personalized setting. In addition, lower tuition costs will help lessen the overall financial burden often associated with continuing your education.

Our seven (7) university transfer programs are designed to prepare students for transfer to selected degree-granting institutions. Majors may be pursued in the following areas:

Bachelor of Arts
Bachelor of Commerce
Bachelor of Education
Bachelor of Engineering
Bachelor of Physical Education
Bachelor of Science
Bachelor of Science – Computer Science

Entrance to university transfer programs requires one or more high school subjects which you may not currently have. Grade 12 equivalency courses and university transfer courses can be taken at the same time in the General Arts and Science program.

Students wishing to transfer should refer to the Alberta Transfer Guide, which lists all courses and program transfer agreements between post-secondary institutions in Alberta, Northwest Territories and Nunavut.

The Guide and other transfer information are available online at www.acat.gov.ab.ca or by contacting:

Alberta Council on Admissions and Transfer
909, 9942 – 108 Street
Edmonton, AB T5K 2J5
Phone: (780) 422-9021 or 310-0000 (toll-free)
E-mail: acat@gov.ab.ca

GENERAL ADMISSION REQUIREMENTS FOR UNIVERSITY TRANSFER PROGRAMS

There are three (3) equally acceptable admission routes or qualification categories for applicants seeking entry to any of the seven (7) programs:

1. Admission on the Basis of Secondary School Standing

Applicants will be considered eligible for admission to a university transfer program on the basis of their secondary school standing if they present five (5) appropriate Grade 12 subjects with a final overall average of 60% or higher and no grade below 50%.

The five (5) Grade 12 subjects used in the calculation of this admission average must include English 30 and all of the other prerequisite Grade 12 subjects (or their equivalents) specified for the university transfer program to which they are applying. Prerequisite Grade 12 subjects for each university transfer program are outlined in this section.

2. Admission on the Basis of Maturity

Applicants will be considered eligible for admission to a university transfer program on the basis of maturity if:

- they are at least 20 years of age or older by the commencement of the semester* to which they are seeking entry; and
- they present a grade of 50% or higher on English 30 and all of the other prerequisite Grade 12 subjects (or their equivalents) specified for the university transfer program to which they are applying. The prerequisite Grade 12 subjects for each university transfer program are outlined below.

* The commencement of each semester is understood to be the first day of classes as published in the College Calendar.

3. Admission on the Basis of Post-Secondary Standing

Applicants will be considered eligible for admission to a university transfer program on the basis of standing obtained at another recognized or accredited post-secondary institution if:

- they have completed the equivalent of at least one full year of study (ten [10] semester courses or thirty [30] credit hours) with a Grade Point Average of at least 2.00 or higher on the four-point grading scale (or the equivalent Grade Point Average expressed on a letter or percentage scale); and
- they are considered to be in good standing by the post-secondary institution attended most recently; and
- they present a grade of 50% or higher on English 30 and all of the other prerequisite Grade 12 subjects (or their equivalents) specified for the university transfer program to which they are applying. The prerequisite Grade 12 subjects for each university transfer program are outlined in this section.

Note: Students who have been required to withdraw from another post-secondary institution for academic reasons will not be considered for admission to any university transfer program offered at Mount Royal College unless at least one major (16-week) Fall or Winter Semester has elapsed since the official date of their disqualification from further studies. (The Spring or Summer Semester is not considered to be a major semester for the purposes of this regulation.) Applicants who have been required to withdraw from another post-secondary institution for academic reasons may be considered for admission to a university transfer program, either on the basis of their secondary school standing or on the basis of maturity, once the major (16-week) semester has elapsed.

Summary of Prerequisite Grade 12 Subjects :

Bachelor of Arts	English 30 and either Mathematics 30 (Pure or Applied) or a second language completed at the 30-level.
Bachelor of Commerce	English 30 and Mathematics 30 – Pure.
Bachelor of Education	English 30 and either Mathematics 30 (Pure or Applied) or a second language completed at the 30-level.
Bachelor of Engineering	English 30, Mathematics 30 – Pure or Mathematics 31, Chemistry 30 and Physics 30.
Bachelor of Physical Education	English 30, Mathematics 30 – Pure, Biology 30 and Chemistry 30.
Bachelor of Science	English 30 and Mathematics 30 – Pure. (Biology 30, Chemistry 30, Mathematics 31 and Physics 30 are strongly recommended for students intending to major in particular science disciplines, but are not required for admission.)
Bachelor of Science – Computer Science	English 30 and Mathematics 30 – Pure.

BACHELOR OF ARTS

The university transfer program enables students to complete up to twenty courses (normally two years of study), which are transferable to the University of Calgary and other receiving institutions. Students can choose courses from a broad range of disciplines to design a program that best meets their needs.

They can use their courses to satisfy general degree requirements or to explore one of many major fields of study:

Anthropology	Archaeology	Art History
Canadian Studies	Chinese	Classics
Economics	English	French
German	History	Humanities
Japanese	Linguistics	Philosophy
Political Science	Psychology	Religious Studies
Romance Studies	Spanish	Sociology
Women's Studies		

Prerequisite Grade 12 Subjects: English 30 and either Mathematics 30 (Pure or Applied), or a second language completed at the 30-level.

BACHELOR OF COMMERCE

The Bachelor of Commerce transfer program at Mount Royal College includes all of the 20 courses required for years one and two at the University of Calgary; thus, it is possible to complete two full years of study at Mount Royal College toward the Management Degree offered at the University of Calgary. Students take transfer courses in such areas as Introduction to Business, Accounting, Economics, Mathematics, Applied Statistical Analysis, English, and Arts and Sciences.

Students may also choose to transfer to the Bachelor of Commerce or Management programs at other receiving institutions. Our faculty advisors work closely with the Bachelor of Commerce transfer students to tailor their program to their chosen institutions. Entrance requirements and transfer arrangements will vary with each institution.

Prerequisite Grade 12 Subjects: English 30 and Mathematics 30 – Pure.

Preference is given to applicants with the highest grades in the prerequisite subjects.

First-Year Curriculum at Mount Royal College includes:

Semester 1	Semester 2
Jr. English	Mathematics 2249 or 2251
Economics 2201	Economics 2203
Jr. Humanities** OR Fine Arts Option*	Jr. Non-Management Option
Administration 1131	Jr. Non-Management Option
Jr. Social Science Option***	Jr. Science Option****

* Fine Arts options include appropriate university transfer courses in Art History, Education, Interior Design, and Theatre Arts.

** Humanities options include appropriate university transfer courses in Chinese, Classics, English, French, German, Humanities, Japanese, Philosophy, Religious Studies, Romance Studies, and Spanish.

*** Social Science options include appropriate university transfer courses in Anthropology, Archaeology, Economics, Geography, History, Humanities, Linguistics, Political Science, Psychology, and Sociology.

**** Science options include appropriate university transfer courses in Astronomy, Biochemistry, Biology, Chemistry, Geology, Microbiology, Physics, and Zoology.

BACHELOR OF EDUCATION

Mount Royal College offers you the opportunity to discover if teaching is the career for you. Education courses are designed to give you a sound understanding of teaching and learning. Education 2231, 2233 and 3321 include practical experience. In each of these courses, you will have a placement in a public, separate or private school working with students and teachers.

An education co-ordinator, advisors and counsellors are available to assist you in career counselling, course selection, information on universities and university transfer.

Students who plan to transfer into any degree program at the University of Calgary may wish to consider completing a Minor in Education at Mount Royal College. This is a University of Calgary minor program that is offered at Mount Royal College as ten half courses (5 required and 5 optional). Students can use this minor in any degree program at the University of Calgary that allows minors. Students who do not choose to complete the requirements of the minor may enrol in education courses that are fully transferable as unspecified courses to the University of Calgary. Education courses transfer directly to the University of Lethbridge, where they will count as part of the core curriculum in their Bachelor of Education program.

You can take up to 20 university transfer courses at Mount Royal College to transfer to a receiving institution. Please note that you must meet the admission requirements of the receiving institution.

Prerequisite Grade 12 Subjects: English 30 and either Mathematics 30 (Pure or Applied), or a second language completed at the 30 level.

Preference is given to applicants with the highest average grade in the prerequisite subjects.

Note: Applications must be received by March 15 for the following academic year.

Mount Royal College offers the following courses for students wishing to pursue a career in teaching or interested in finding out if it is a suitable career:

- EDUC 2209 – Elementary School Art Education I
- EDUC 2231 – Introduction to Teaching I: Theory
- EDUC 2233 – Introduction to Teaching II: Application
- EDUC 3307 – Elementary School Art Education II
- EDUC 3312 – Music for Early Childhood Education
- EDUC 3321 – Education and Individual Development

- EDUC 3324 – Introduction to Computers in Education
- EDUC 3371 – Teaching Writing in the Schools
- EDUC 3491 – Community-Based Art Experience
- EDUC 4321 – Developing a Philosophy of Education
- EDUC 4325 – Social Issues in Education
- SPCH 1110 – Fundamentals of Speech

Transfer Credit Note: Please check the current Alberta Provincial Transfer Guide and your advisor for further information.

The major and non-education option course offerings vary depending on the area of specialization you choose and/or the level of teaching (elementary or secondary).

BACHELOR OF ENGINEERING

This university transfer program is designed to cover between one and two years of the common core courses of a baccalaureate degree program in engineering. The common core prepares students for many branches of engineering including chemical, civil, computer, electrical, geomatics, manufacturing, mechanical, petroleum and software engineering.

Prerequisite Grade 12 Subjects: English 30, Mathematics 30 – Pure, Mathematics 31, Chemistry 30 and Physics 30.

Preference is given to applicants with the highest grades in the prerequisite grade 12 subjects.

Note: Courses in this program require a strong background in mathematics. We recommend a grade of 65% or better in Mathematics 31.

First year courses at Mount Royal College includes:

Chemistry 2209	Chemistry 2210
Engineering 1215	Engineering 1205
Engineering 1233	Engineering 1253
Engineering 1251	Mathematics 1219
Mathematics 1217	Mathematics 2271
Mathematics 2221	

Second year courses at Mount Royal College includes:

Engineering 3319	Chemistry 3357
Engineering 3335	Mathematics 3309
Engineering 3349	Mathematics 3369
Mathematics 3307	Physics 3369

A list of electives and complementary study courses is available on the departmental Web site.

All of these courses are directly transferable to the University of Calgary. The first year courses as well as some of the second year courses transfer directly to the University of Alberta. For information on transferability to universities outside of Alberta and for further information on transferability to the University of Calgary and the University of Alberta, contact the Department of Mathematics, Physics and Engineering.

BACHELOR OF PHYSICAL EDUCATION

Transfer arrangements have been established with the University of Calgary for the Bachelor of Kinesiology degree program. Students may transfer up to two years of course work into this program at the University of Calgary. Because the university transfer curriculum includes a wide selection of courses, students at Mount Royal College should consult an academic advisor in the Department of Physical Education and Recreation Studies to plan their program prior to registration.

Prerequisite Grade 12 Subjects: English 30, Biology 30, Chemistry 30 and Mathematics 30 – Pure.

Preference will be given to the applicants with the highest average grade on the four prerequisite Grade 12 subjects (or their equivalents).

Curriculum at Mount Royal College includes:

- Physical Education 1224 (U of C KNES 261)
- Physical Education 2201 (U of C KNES 201)
- Physical Education 2203 (U of C KNES 203)
- Physical Education 2211 (U of C KNES 211)
- Physical Education 2213 (U of C KNES 213)
- Physical Education 2243 (U of C KNES 243)
- Physical Education 2245 (U of C KNES 245)
- Physical Education 2263 (U of C KNES 263)
- Biology 2231* (U of C BIOL 231)
- Zoology 3361/3363 (U of C ZOOL 361/363)

* Biology 2231 must be completed before enrolling in Zoology 3361/3363.

The University of Calgary Bachelor of Kinesiology program contains a number of options. Many of the options can be taken at Mount Royal College including physical education theory and activity courses and non-physical education courses. Physical education courses designated with a "TG" in the Calendar can be used to fulfil some of the kinesiology option requirements. Check with a physical education academic advisor before choosing your courses.

Diploma students planning to transfer to the Bachelor of Kinesiology Degree program at the University of Calgary, upon completion of the diploma, must have successfully completed English 30, Mathematics 30, Chemistry 30 and Biology 30 and all other University of Calgary admission requirements. Students enrolled in a Physical Education diploma program at Mount Royal College who are lacking the appropriate 30-level courses for university admission, may enrol in the appropriate non-credit courses. For further information, contact an academic advisor in the Physical Education and Recreation Studies Department.

Transfer arrangements have also been established with the University of Alberta and the University of Lethbridge. Students wishing to transfer to institutions other than the University of Calgary should consult a physical education academic advisor in the Department of Physical Education and Recreation Studies before registering in their courses. Entrance requirements and transfer arrangements will vary with each institution and may not be compatible with information presented about the University of Calgary.

BACHELOR OF SCIENCE

This course of study will provide you with the first-year of most Bachelor of Science programs. It is also possible to take first-year courses toward degrees in Medicine, Veterinary Science, Forestry, Agriculture and other specialized sciences. The College has full two-year transfer packages in selected science disciplines. Bachelor of Science students may register in a full load of transfer courses or combine transfer courses with high school upgrading. A full two-year program of studies which will allow students to transfer into the third-year of a university degree program is now offered in Psychology and selected majors within the Biological Sciences and Geology.

Prerequisite Grade 12 Subjects: English 30 and Mathematics 30 – Pure. (Biology 30, Chemistry 30, Mathematics 31 and Physics 30 are strongly recommended for students intending to major in particular science disciplines, but are not required for admission.)

Note: The first year university transfer courses Mathematics 2211, 2221 and 2249 require a grade of at least 65% in Mathematics 30 – Pure. The first-year university transfer course Mathematics 2251 requires a grade of at least 70% in Mathematics 30 – Pure and at least 50% in Mathematics 31 as a prerequisite.

BACHELOR OF SCIENCE – COMPUTER SCIENCE

This program offers the first two years of the University of Calgary's Bachelor of Science degree in Computer Science and allows students to transfer between one and two years of studies to other universities. Mathematical ability is necessary for success in this program because of its emphasis on theoretical computing science and mathematics.

If you are interested in combining high school upgrading and university transfer courses, you should apply directly to the General Arts and Science program. A computer science advisor should be consulted regarding course selection.

Prerequisite Grade 12 Subjects: English 30 and Mathematics 30 – Pure, or their equivalents.

Preference is given to applicants with the highest grades in Mathematics 30 – Pure (at least 60% in Mathematics 31).

Curriculum at Mount Royal College includes:

Semester 1	Semester 2
Computer Science 2231	Computer Science 2233
Mathematics 2221	Mathematics 2271
Mathematics 2249 or 2251	Philosophy 2279
Option	Option
Non-science option	Non-science Option
Semester 3	Semester 4
Computer Science 3321	Computer Science 3313
Computer Science 3331	Computer Science 3333
Computer Science 3355	Computer Science 3357
Option	Option
Non-science Option	Non-science Option

Mathematics 1211 and English 3363 are recommended options. Information on requirements at various universities can be obtained from a computer science advisor. A few transferable courses such as introductory courses in computer science designed for non-majors, may not be accepted towards a degree by some universities.

Students transferring into the third year at the University of Calgary must have satisfactorily completed Computer Science 3313, 3321, 3331, 3333 and 3355, or be concurrently registered in the corresponding courses at the university, in order to register in 400- and 500-level computer science courses. Students are permitted to repeat a course only once.

TRANSFER TO A UNIVERSITY DEGREE PROGRAM – GENERAL INFORMATION

Students intending to continue their studies in a degree program at a university should consult the calendar(s) of the institutions they wish to attend and ensure that they meet the admission requirements of the program and faculty of their choice. Additional information and advice regarding university transfer programs and courses may be obtained from the Advising Centre, Office of the Registrar (403) 240-0148 and from the Alberta Transfer Guide, which is available at the Office of the Registrar.

HIGH SCHOOL MATRICULATION EQUIVALENTS (CREDIT-FREE)

Students who are lacking certain Grade 12 (30-level) courses required for admission to the University of Calgary or to a diploma program at Mount Royal College may clear their matriculation deficiencies by completing appropriate equivalency courses offered at Mount Royal College. While such equivalency courses are not counted toward a high school diploma issued by Alberta Education, they may be presented in lieu of the corresponding Grade 12 (30-level) subject(s) for purposes of admission to the University of Calgary and other Alberta universities.

The Mount Royal College courses that may be used in place of Alberta Grade 12 (30-level) subjects for purposes of admission to the University of Calgary are listed as follows:

Mount Royal College (credit-free) Upgrading Course	Corresponding Alberta High School Course
Biology 0130	Biology 30
Chemistry 0130	Chemistry 30
Economics 0130	Economics 30
English 0130	English 30
Mathematics 0130	Mathematics 30
Mathematics 0131	Mathematics 31
Physics 0130	Physics 30
Social Science 0130	Social Studies 30

For purposes of computing the matriculation average, the University of Calgary will convert the letter grades awarded for these courses into numerical grades according to the following scale:

Mount Royal College Letter Grade	Percent Scale
A	90%
A-	80%
B+	77%
B	75%
B-	70%
C+	67%
C	65%
C-	60%
D+	55%
D	50%

The following university transfer courses may also be used in place of Alberta Grade 12 (30-level) subjects for purposes of admission to the University of Calgary:

Mount Royal College Course	Corresponding Alberta High School Course
French 2211	French 30
German 2207	German 30
Spanish 2201	Spanish 30
Japanese 2207	Japanese 30

One of French 2211, German 2207 or Spanish 2201 may be presented for graduation purposes as an Area 4 (Humanities) Arts and Science Requirement, provided that the student has not previously completed the corresponding Grade 12 (30-level) subject. The University of Calgary will not grant transfer credit for any Mount Royal College course, which is also used to clear matriculation deficiencies. For example, students who present French 2211 in lieu of French 30 for the purposes of admission to the University of Calgary may not also receive transfer credit for that course toward their degree program.

Students who are lacking one or more Grade 12 matriculation (30-level) subjects and wish to obtain additional information about an appropriate program of study for admission to the University of Calgary or another Alberta university should consult the Advising Centre, Office of the Registrar at (403) 240-0148.

Transfer Programs

TRANSFER PROGRAMS – UNIVERSITY OF CALGARY

Students intending to transfer from Mount Royal College to the University of Calgary should consult the University's Calendar to ensure they meet the admission requirements and transfer regulations for the faculty of their choice. It is recommended that students enrolled in university transfer programs at Mount Royal College seek the advice of an advisor in the Advising Centre, Office of the Registrar prior to selecting their courses.

Transfer programs available:

Anthropology
Archaeology
Biological Sciences
Canadian Studies
Chemistry
Computer Science
Disability Studies
Economics
Education
Engineering
English
French/Spanish
General Studies (BA , BGS or BSc)
Geography
Geology and Geophysics
History
Linguistics
Management
Mathematics and Statistics
Philosophy
Physical Education/Kinesiology
Physics
Political Science
Pre-Law
Pre-Medicine
Psychology
Religious Studies
Social Work
Sociology
Women's Studies

PROGRAMS THAT TRANSFER TO OTHER UNIVERSITIES

Students can normally begin the following specialized degree programs at Mount Royal College:

Agriculture and Forestry: University of Alberta

Criminology: Simon Fraser University, University College of Fraser Valley,
University of Ottawa, University of Regina, Carleton University, College
of Great Falls, California State University at Long Beach

Dentistry: University of Alberta

Education: University of Alberta, University of Lethbridge

Engineering: University of Alberta, University of Regina,
University of Victoria

Fine Arts: University of Lethbridge

Food Science: University of Alberta

Pre-Law: University of Alberta

Management: Athabasca University, University of Lethbridge

Pre-Medicine: University of Alberta

Optometry: University of Waterloo

Pharmacy: University of Alberta

Physical Education and Recreation: University of Alberta

Physical Education: University of Lethbridge

Veterinary Medicine*: University of Saskatchewan

*COLLEGE OF VETERINARY MEDICINE

There are four Colleges of Veterinary Medicine in Canada: the Ontario Veterinary College, University of Guelph; Ecole de Medicin Veterinaire, Universite de Montreal; the Western College of Veterinary Medicine, University of Saskatchewan; and the University of Prince Edward Island. Since the Western College of Veterinary Medicine was established primarily to provide veterinary education for residents of the western provinces and territories, Alberta residents are expected to apply to that institution and should concentrate their efforts on gaining admission there. (The Ontario Veterinary College and Ecole de Medicin Veterinaire will accept applications from Alberta residents, but these institutions give priority to residents of their respective provinces.)

Students are urged to contact the receiving institution involved regarding admission and transfer credit policies before enrolling in Mount Royal College courses.

Mount Royal College

Courses

HOW TO INTERPRET A COURSE DESCRIPTION

Example

1. CHEM 2210 – Behavior of Liquids, Gases, Solids
2. (4 credits – TG) 3 hours lecture, 3 hours lab
3. An introduction to the behavior of fluids and solids; phase transformations, the phase rule and phase diagrams. Ideal and real gases; equations of state and their engineering applications; simple kinetic theory; transport properties of fluids. Liquid state; vapour pressure; shear behavior; flow of fluids in pipelines. Solids; crystalline and noncrystalline structures; nonequilibrium solid phases; electrical and thermal conductivity; dislocations; stress and strain; creep; fracture.
4. Prerequisite: Chemistry 30 or equivalent.

Interpretation

1. Subject Abbreviation (CHEM), Course Number (2210), and Title of the Course (Behavior of Liquids, Gases, Solids)

The full name for a subject abbreviation is shown at the beginning of that subject group. Courses are numbered according to the following system. ("Restrictions and Interpretations" are detailed in the section entitled "College Programs – General Graduation Requirements".)

0100-0999	Credit-Free Preparatory Courses Do not carry any credit value and cannot be counted towards a degree, diploma, certificate, or the Grade Point Average. Special credit-free fees may apply.
1100-1199	Introductory college courses
1200-1299	Advanced college courses requiring previous college-level work.
1300-1399	Senior college courses requiring advanced college-level work.
2000-2999	Junior-level university transfer courses offered at Mount Royal College.
3000-3999	Senior-level university transfer courses offered at Mount Royal College.

2. Credit Value (4 credits) and Transfer Guide Designator (TG)

A credit is a number assigned to the "amount of learning" students receive through a combination of lectures, tutorials, seminars, labs, etc. In some courses, one credit may equal one hour of class time per week. A specific number of credits is required to complete each diploma or certificate program the College offers. Note that most upgrading courses (0100-0999) are credit-free and have no credit value. Courses with a "TG" beside the credits are courses that are accepted under certain conditions for transfer to some or all of the Alberta universities. Students may receive full or partial credit for these courses. For further information, consult the "Alberta Transfer Guide" which is available at the Office of the Registrar.

Hours and Type of Instruction (3 hours lecture, 3 hours lab)

Unless otherwise stated, the number of hours indicates hours of instruction each week. Courses normally run 15 weeks (excluding the examination time) each Fall and Winter Semester and 6 or 8 weeks during Spring Semester. Therefore, this sample course involves a total of 90 hours of instruction. Instruction at Mount Royal College is made up of lectures, tutorials, laboratory sessions and guided independent study. Any course may use one or all of these different methods of instruction.

Blended Delivery

Blended delivery courses are courses in which a portion of scheduled class/lab time is replaced by technology-mediated teaching-learning activities using the Internet or CD-ROM.

3. Course Description (An introduction...fracture.)

This is a brief description of the topics to be covered in the course. A more detailed description, called a "Course Outline" or "Syllabus", is usually handed out the first day of classes. Course outlines are available through the department offering the course.

4. Special Notes

Prerequisites are courses that must be completed before taking certain courses. Co-requisites are courses that must be taken at the same time as certain courses. Recommended preparation refers to courses that should be completed before taking certain courses. Other special notes about extra fees, special restrictions, etc., are usually noted after the course description.

Course numbers beginning with an "A" designate Athabasca University sections of courses taught at Mount Royal College (e.g. ENGL A344).

Not all courses listed in this Calendar are offered in every semester. Students should consult a copy of the Mount Royal College Schedule of Classes prior to registration.

Note: Mount Royal College reserves the right to make changes in the information stated in this Calendar without prior notice.

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ACCOUNTING (ACCT)

ACCT 4403 – Accounting Theory

(3 credits) 3 hours lecture

The objective of this course is to provide a theoretical understanding of the social and economic forces that shape the development and practice of financial accounting. The relevance of these theories is examined through a study of the impact made by accounting standards on the usefulness of financial information. Emerging issues in financial reporting for which no accounting standards have yet to be developed will also be covered.

Prerequisite: Third-year standing in the Bachelor of Applied Business Administration – Accounting program.

ADMINISTRATION (ADMN)

ADMN 1116 – Keyboarding on Computers

(3 credits) 3 hours lecture

This course is designed for all individuals who wish to develop keyboarding skills. The course emphasizes operating the keyboard by the touch typing method in addition to developing basic word processing skills and using current software to produce standard business correspondence and documents.

ADMN 1120 – Principles of Accounting

(4 credits – TG) 4 hours lecture, 1 hour lab

This course provides an introduction to basic accounting principles and practices. Topics include journals; ledgers; financial statements; merchandise accounting; internal control procedures; cash, accounts receivable, current liabilities, inventories, plant and equipment. This course introduces students to the use of accounting data as a management tool.

Note: Students enrolled in the university transfer program should take Administration 1121. Credit will not be granted for both Administration 1120 and 1121.

ADMN 1121 – Financial Accounting Concepts

(4 credits – TG) 4 hours lecture, 1 hour lab

This course uses a conceptual approach to financial accounting, an introduction to the needs and uses of accounting information, emphasizes differences between proprietorships, partnerships, and corporations as well as the analysis of financial statements for each. Procedural considerations of accounting are introduced.

Note: Students enrolled in the diploma or applied degree programs should take Administration 1120. Credit will not be granted for both Administration 1120 and 1121.

ADMN 1130 – Principles of Management

(3 credits – TG) 3 hours lecture

This course is a comprehensive, systematic and practical study of management. The major functions that comprise the management process (planning, organizing, leading and controlling) are examined thoroughly. The focus is on knowledge, understanding and performance of these functions to maximize organizational productivity.

ADMN 1131 – Introduction to Business Administration

(3 credits – TG) 3 hours lecture

This course introduces the functional areas of business and the integration of these areas for effective and efficient operation of organizations in a variety of sectors. Emphasis is placed on effective team work skills, research skills, and decision-making skills.

ADMN 1132 – Introduction to the Stock Market

(3 credits) 3 hours lecture

This course focuses on key principles of fundamental and technical analysis necessary to make successful investment decisions. Examined are key factors which influence various financial markets such as stocks, bonds and gold. Students will participate in a group stock market game by applying stock selection principles to construct a portfolio.

ADMN 1140 – Principles and Practice of Insurance

(3 credits) 3 hours lecture

The history and functions of insurance are discussed including: the law and the judicial system; the insurance contract; risk; classes of coverage; the insurer – licensing of insurance companies, economic environment of insurance; marketing of insurance, loss settlement, claims, the adjuster and reinsurance.

ADMN 1141 – Insurance on Property I

(3 credits) 3 hours lecture

This course provides an introduction to property insurance; basic fire insurance, extended coverage endorsement; Insurance Act Provisions – fire insurance; coinsurance, mortgage clauses; introduction to inland marine and multi-peril; householders' named perils, personal effects floater, fine arts policy; composite dwelling policy, homeowners' policy, tenants' package policy; co-operatives and condominiums.

Co-requisite: Administration 1140.

ADMN 1143 – Automobile Insurance

(3 credits) 3 hours lecture

This course provides an introduction to and development of automobile insurance; the policy; endorsements; non-owned liability insurance; automobile garage policies; claims; industry programs for insurance availability and Highway Victims Indemnity Funds; insurance rating; loss prevention; marketing and specifics of policy coverages in each province.

Co-requisite: Administration 1140.

ADMN 1144 – Claims I

(3 credits) 3 hours lecture

This course provides an introduction to insurance claims; the independent adjuster; the insurer's claims department; the contract; the policy; investigation and settlement; the adjuster's role; first party claims: automobile; property; commercial property; third party claims; documentation: property claims; aids to implementing adjustment.

Co-requisite: Administration 1140.

ADMN 1145 – Personal Lines Production

(3 credits) 3 hours lecture

An overview of the insurance business including: definitions and explanations; the organizational structure; sales – an introduction and legal jurisdiction – federal and provincial, tort, agency and contract law is provided. Home, automobile and life insurance are also studied.

Co-requisite: Administration 1140.

ADMN 1150 – Principles of Marketing

(3 credits – TG) 3 hours lecture

This course provides an introduction to the fundamental concepts and principles of marketing including an introduction of the 4 P's or marketing mix – product, price, place and promotion. In addition, the topics of consumer behaviour, segmentation, environmental analysis, interactive marketing and E-commerce are introduced. This course serves as a basis for subsequent marketing courses.

ADMN 1154 – Professional Selling

(3 credits – TG) 3 hours lecture

This course provides an in-depth study of the sales process: prospecting, presenting, meeting objections and closing. Emphasis is placed on understanding the sales process and developing the skills necessary for successful selling. Using information access and retrieval skills, a complete sales presentation is developed and presented to the class.

ADMN 1161 – Mathematics of Finance

(3 credits – TG) 3 hours lecture, 1 hour lab

This is a preparatory course in the fundamental concepts of financial mathematics. Course content includes such concepts as descriptive statistics, break-even analysis, retail mathematics, mathematics of finance, amortization and bonds. Applications will be business oriented and will be analyzed by manual and computerized methods.

ADMN 1170 – Introduction to Human Resources**(3 credits – TG) 3 hours lecture**

This is an introductory course in human resources administration. In addition to the functional areas of human resources administration, the student will study the factors affecting the management of an organization's human resources, various contemporary issues in Canadian human resources management, as well as the state of industrial relations in Canada.

ADMN 1210 – Business Communications**(3 credits – TG) 3 hours lecture**

This course explores effective communication within modern business. Students will learn to write more effectively according to the seven "C's": clearly, completely, concisely, concretely, courteously, considerably and correctly. Appropriate formats for business letters, memorandums and reports are examined. Interpersonal skills required to develop effective relationships in business are studied.

Prerequisite: English 1112, 2201 or any 2200-level English or higher or consent of the department.

ADMN 1220 – Financial Accounting**(4 credits – TG) 4 hours lecture**

The focus in this course is on the accounting concepts and procedures involved in recording and reporting the organization and operation of partnerships and corporations. Topics include long-term debt, investments in corporate debt and equity instruments, the statement of cash flow, and the tools used to analyse and interpret financial statements.

Prerequisite: Administration 1120 or 1121.

ADMN 1221 – Intermediate Accounting I**(4 credits – TG) 4 hours lecture**

This course examines issues and problems related to GAAP financial reporting including income determination, revenue recognition and matching of expenses, and measurement and accounting for assets.

Prerequisite: Administration 1220 or Entrepreneurship 3320.

ADMN 1222 – Intermediate Accounting II**(4 credits – TG) 4 hours lecture**

This course provides an in-depth analysis of accounting theory and principles encountered in connection with reporting debt or equity and their related effects on income statements. Other topics include pensions, leases, income tax allocation, the statement of cash flow, and accounting policy changes and disclosure.

Prerequisite: Administration 1220 or Entrepreneurship 3320.

ADMN 1223 – Computerized Accounting**(4 credits) 4 hours lecture**

An intensive, hands on analysis of AccPac Plus for Windows. This course is intended for accounting majors. The general ledger, accounts receivable and accounts payable modules will be covered in detail. Formatting of financial statements is an integral part of this course. A key component of this course is the conversion of a fictitious company's manual accounting system to a computerized format using AccPac Plus for Windows.

Prerequisite: Administration 1220 or Entrepreneurship 3320.

ADMN 1224 – Management Accounting I**(4 credits – TG) 4 hours lecture**

This course provides an introduction to the nature, scope and use of managerial accounting. Topics include: management planning and control, inventory and cost flows, job order costing, standard costs and variance analysis, budgeting, break-even analysis, relevant costs and decision making.

Prerequisite: Administration 1120 or 1121.

ADMN 1225 – Principles of Auditing**(3 credits – TG) 3 hours lecture**

This course examines the role of the internal or external auditor in business and explores the legal and ethical environment of auditing. Emphasis is placed on methods and procedures used in auditing and reporting as they relate to specific financial statement areas such as assets, liabilities, equities, revenues, and expenses. Other topics covered include internal control, risk and materiality, the audit of fraud, and auditing in a computer environment.

Prerequisite: Administration 1220 or Entrepreneurship 3320.

ADMN 1226 – Petroleum Accounting**(3 credits – TG) 3 hours lecture**

Students are given an introduction to the accounting principles and practices associated with oil and gas exploration and development in Alberta, as well as a study of the impact of income tax on the industry.

Recommended Preparation: Administration 1120 or equivalent, Geology 1124.

ADMN 1227 – Managerial Finance**(4 credits – TG) 4 hours lecture**

This course provides an examination of the functions, problems and techniques of business finance. Topics include capital investment policies of the firm; capital budgeting; cost of capital; capital structure valuation and risk consideration.

Prerequisite: Administration 1121 or 1220 (or Entrepreneurship 2261 and 3320).

ADMN 1228 – Management Accounting II**(3 credits) 3 hours lecture**

In this course, students will learn alternative costing methods and additional analytical tools used by management accountants to provide information and recommendations relevant to short-term and long-term decision-making. This includes incorporating the time-value-of-money concept into cost analyses. On completion of this course, students will have developed an awareness of current issues and ethical dilemmas affecting the role of the management accountant.

Prerequisite: Administration 1224.

ADMN 1229 – Financial Accounting for Business Decision Making**(4 credits – TG) 3 hours lecture, 1 hour tutorial**

The goal of this course is to provide an understanding of how accounting information is used to make business decisions in the functional areas of a business. This course builds on the concepts introduced in Administration 1120 or 1121 and covers topics relating to cash flow and financial statement analysis. Present value and income tax concepts are also covered.

Prerequisite: Administration 1120 or 1121.

ADMN 1230 – Business Law**(3 credits – TG) 3 hours lecture**

This course provides an examination of the Law of Contracts, assignments, trusts and negotiable instruments. Business transactions such as the sale of goods and the formation of contracts will be discussed. This course also covers the Law of Torts, insurance and guarantees, principle and agent, negotiable instruments, partnership, corporations and credit transactions.

ADMN 1233 – Small Business Entrepreneurship and Management**(3 credits) 3 hours lecture**

This course is a systematic, comprehensive and practical study of small business conceptualization, formation and management. Management of the production, marketing, finance, operations and personnel functions are examined thoroughly. Student groups are required to prepare and submit detailed plans for new small businesses.

ADMN 1240 – Bodily Injury Claims**(3 credits) 3 hours lecture**

Investigation and background are considered in this course as well as anatomy; bodily injury; treatment; interpretation of medical reports; disability; rehabilitation; evaluation, negotiation and settlement of claims.

Prerequisite: Administration 1140.

Co-requisite: Administration 1144.

ADMN 1241 – Fraud Awareness and Prevention**(3 credits) 3 hours lecture**

This course provides a broad overview of how fraud may arise under insurance policies. Areas of study include: cost of insurance fraud; laws and insurance fraud; new business and renewals and fraud; claims – property, liability and automobile; initiatives and organizations against insurance fraud; and ethics awareness in insurance.

Prerequisite: Administration 1140.

ADMN 1243 – Insurance Against Crime**(3 credits) 3 hours lecture**

This course examines definitions, policy conditions, robbery insurance; burglary insurance; broad form coverage – money and securities policy; safe deposit box policies; comprehensive dishonesty, disappearance and destruction policy; office – store burglary and robbery, broad form storekeepers, brokers' blanket bonds; physical protection; underwriting; rating and claims.

Prerequisite: Administration 1140.

ADMN 1246 – Specialty Lines**(3 credits) 3 hours lecture**

This course deals with glass insurance; surety bonds; boiler and machinery insurance; aviation insurance and other specialty coverages including entertainment insurance, and credit insurance.

Prerequisite: Administration 1140.

ADMN 1247 – Risk Management and Commercial Lines I**(3 credits) 3 hours lecture**

This course provides an overview of how to determine the insurance needs in commercial business. Areas of study include: introduction to risk management; exposure identification and analysis; case studies; commercial property insurance; commercial liability insurance; business interruption insurance; and package policies – an overview.

Prerequisite: Administration 1140.

Recommended Preparation: Administration 1145.

ADMN 1249 – Liability Insurance**(3 credits) 3 hours lecture**

This course provides a review of the Law of Torts (both common law and civil code). Specific liability policies are studied in-depth including the Commercial General Liability policy, the Comprehensive Personal Liability policy, and the Farmer's Personal Liability policy. Other issues affecting liability policies are covered, including employers' liability, bailee's coverage, and environmental liability.

Prerequisite: Administration 1140.

ADMN 1250 – International Marketing**(3 credits) 3 hours lecture**

This course provides students with an understanding of the global market – beginning with a background presentation of the different economic, political and social factors, through to how to access international marketing opportunities and develop international marketing strategies. Global advertising, global market research, emerging markets, and consumer products for global markets are also discussed. Information access and retrieval skills are developed through researching the term project using all secondary data sources.

Prerequisite: Administration 1150.

ADMN 1253 – Retail Management**(3 credits – TG) 3 hours lecture**

This course provides an introduction to the nature, scope, problems and challenges of retail management. The strategy and decision-making involved in location analysis, retail organization, merchandising and managing the retail mix is examined.

Prerequisite: Administration 1150.

ADMN 1254 – Sales Management**(3 credits – TG) 3 hours lecture**

This course provides an examination of the techniques of marketing and promotion, the direction and organization of sales personnel and the control of marketing costs. Through case study method, students face the many business problems of an actual sales manager.

Prerequisite: Administration 1130, 1150 and 1154.

ADMN 1255 – Services Marketing**(3 credits) 3 hours lecture**

This course provides students with knowledge and understanding of the important differences between services organizations and manufacturing businesses, and focuses on the development and implementation of distinctive and innovative marketing strategies for services firms in the light of these differences.

Prerequisite: Administration 1150.

ADMN 1256 – Introduction to Advertising and Sales Promotion**(3 credits – TG) 3 hours lecture**

This course will give an overview of the advertising function, the advertising industry and advertising's connection to strategic market planning, segmentation and positioning. Use of Internet advertising is examined as are other print and broadcast media. Thinking skills are developed through the analysis of case studies.

Prerequisite: Administration 1150.

ADMN 1257 – Business to Business Marketing**(3 credits – TG) 3 hours lecture**

This course provides an examination of marketing in the business to business environment. Topics covered include organizational buying behaviour, evaluation of business markets and development of business to business marketing strategy. Students will have the opportunity to develop a trade show concept and exhibit the project to the class. Information access and retrieval skills are further developed in completing the project. The information must then be synthesized in order to draw conclusions, make decisions, solve problems and generate new ideas.

Prerequisite: Administration 1150.

ADMN 1258 – Marketing Research**(3 credits – TG) 3 hours lecture**

A study of the theory and application of marketing research is undertaken, including why marketing research is done and how it is used. The components of effective marketing research including proposals, research design, questionnaire design, collection of data, analysis and interpretation of results are introduced and applied in real-life situations. Students learn to use and evaluate various on-line sources of business information such as the Internet, Strategis, Statscan, Dialog and trade publications.

Prerequisite: Administration 1150 and 1161.

ADMN 1259 – Marketing Decision Making**(3 credits – TG) 3 hours lecture**

This course uses a problem-solving approach to marketing concepts through case analysis and debate. The course provides an in-depth examination of the decision-making necessary for marketing strategy formulation, product positioning, pricing, channel, marketing research, promotion and marketing for non-profit organizations. The development of thinking skills is encouraged through activities such as distinguishing fact from opinion, challenging assumptions and recognising bias in yourself and others. Communication of ideas both verbally and in writing is required.

Prerequisite: Administration 1150.

ADMN 1261 – Quality Practices and Principles**(4 credits) 3 hours lecture, 1 hour tutorial**

This course will provide students with knowledge of the practices and principles business uses to improve the quality of the service or product they supply to consumers. The course will consider topics such as ISO 9000 standards, work re-engineering, benchmarking, team dynamics and the process of continuous improvement.

Prerequisite: Administration 1130.

ADMN 1262 – Applied Statistical Analysis I

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This course covers the collection, presentation and interpretation of data using different sampling techniques. Basic continuous random variables will be introduced. Applications will be business oriented and analyzed by manual and computerized methods.

ADMN 1263 – Applied Statistical Analysis II

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This course introduces the student to descriptive and inferential statistics. Hypothesis testing procedures and regression analysis will be introduced and used to analyze various business applications. Applications will be business oriented and will be analyzed by manual and computerized methods.

Prerequisite: Administration 1262.

ADMN 1264 – Business Statistics

(5 credits – TG) 5 hours lecture, 1 hour lab

This course introduces the student to descriptive and inferential statistics. The concept of probability and its applicability to business situations will be introduced. Hypothesis testing procedures and regression analysis will be introduced and used to analyze various business applications. Applications will be business oriented and will be analyzed by manual and computerized methods.

ADMN 1265 – Management Information Systems

(3 credits – TG) 3 hours lecture

This course focuses on the role of information technology in an organization and its application to business problems. Techniques for designing, implementing and managing information systems are presented. Topics covered include hardware and software, file management, database organization, networking and telecommunications, systems development and design, flowcharting, system security, backup and recovery, and artificial intelligence.

Prerequisite: Administration 1120 or 1130.

ADMN 1269 – Project Management

(3 credits) 3 hours lecture

This course introduces students to project management. Content includes concepts, principles, and the inputs, outputs, tools and techniques necessary to take the project from inception to completion. Students will learn, using PMBoK (Project Management Body of Knowledge), how to initiate a project, plan for its completion, monitor and control the project during implementation, and closing the completed project. Projects will be developed that are industry specific and will be used to allow students to take a project from inception to completion.

ADMN 1273 – Labour Relations

(3 credits – TG) 3 hours lecture

This course provides an examination of the industrial and labour relations system with emphasis on its role and relationship in society, labour unrest and industrial conflict, labour laws and dispute resolution techniques.

ADMN 1274 – Employee Selection and Recruiting

(3 credits – TG) 3 hours lecture

This course provides students with the skills and knowledge required for effective recruiting and selection. Emphasis will be placed on interviewing techniques and applications. Topics include: developing job requirements, identifying sources of recruits, writing employment advertisements, developing application forms and interview situations (such as discipline and counselling).

ADMN 1275 – Compensation and Benefits Administration

(3 credits – TG) 3 hours lecture

This course provides students with an overview of direct and indirect compensation theory and practices within the Canadian business environment. Students will have the opportunity to understand the design, management and implementation of employee rewards within organizations; how these rewards can impact individuals' motivational behaviour and how the effectiveness of these strategies can be measured.

Recommended Preparation: Administration 1170.

ADMN 1276 – Organizational Behaviour

(3 credits – TG) 3 hours lecture

This course provides an examination of the factors that influence the behaviour of people in organizations. Emphasis will be placed on the application of theory through group interaction and case studies. Topics include: leadership, motivation, power, organizational structure and design.

Prerequisite: Administration 1130.

ADMN 1277 – Employee Training and Development

(3 credits – TG) 3 hours lecture

This course provides the student with current theory and practical approaches to the training and development of human resources within an organization. This course is designed for managers, supervisors, and human resources practitioners. Topics include: identifying training needs, types of training programs, formats and techniques and evaluation of training programs.

ADMN 1280 – Introduction to Personal and Corporate Income Tax

(3 credits – TG) 3 hours lecture

This course covers Canadian income tax laws affecting corporations, proprietors, partnerships and salaried employees. Topics include the computation of income tax, taxable income, taxes payable, corporate distributions, taxation of capital gains, problem solving, and the preparation of corporate and personal tax returns.

Prerequisite: Administration 1220 or Entrepreneurship 3320.

ADMN 1323 – Advanced Computerized Accounting

(4 credits) 4 hours lecture

This course is a continuation of Administration 1223 for accounting majors; more advanced accounting transactions will be covered. Additional modules such as accounts receivable, accounts payable, and payroll will be introduced. Formatting of financial statements will be covered as well as the preparation of other accounting schedules.

Prerequisite: Administration 1223 and 1221 or 1222.

ADMN 1329 – Management Accounting for Small Business

(4 credits) 4 hours lecture

This course introduces the main concepts of management accounting and focuses on their application in a small business setting. Major topics include cost behaviour, cost-volume-profit analysis, product costing, budgeting, variance analysis, relevant costs, and decision-making. Emphasis is on the development of useful managerial accounting information and its application to management planning, decision-making and control functions.

Prerequisite: Administration 1120 or 1121.

ADMN 1333 – Strategic Management

(3 credits – TG) 3 hours lecture

This course is an advanced and intensive study of strategic management. The student, through the case method of instruction, is placed in the role of a practising manager and is required to identify, evaluate, select, and implement actions that will provide the firm with strategic advantages over its competitors during changing internal and external conditions. This process requires that the student possess a solid background in the major functional areas of business.

Prerequisite: Administration 1120, 1130, 1150, 1161, 1229, and 1259 or consent of the department.

ADMN 1350 – Marketing Strategy Planning

(3 credits – TG) 3 hours lecture

This course integrates the many marketing variables within a series of strategic decisions. It is designed to give a practical understanding of the strategic planning involved in successfully planning a marketing program.

Prerequisite: Administration 1120, 1130, 1150, 1161, 1257, 1258 and 1259.

ADMN 1381 – Advanced Financial Accounting

(4 credits – TG) 4 hours lecture

This is an advanced course in financial accounting, which covers the following areas: intercorporate investments, partnerships and joint ventures, foreign currency transactions, and financial reporting.

Prerequisite: Administration 1221 and 1222.

ADMN 1382 – Advanced Managerial Accounting

(4 credits – TG) 4 hours lecture

This course builds on the concepts introduced in Managerial Accounting I and II, and introduces advanced management accounting practices aimed at helping managers to formulate and implement new strategies, to motivate and evaluate organizational performance, and to achieve operational excellence. It covers current management accounting practices being adopted by companies within a variety of business environments. These practices include the theory of constraints, activity-based management, cost-based decision-making, the balanced scorecard, and EVA.

Prerequisite: Administration 1221, 1222 and 1228.

ADMN 1383 – Management Processes and Problems

(4 credits) 4 hours lecture

This is a comprehensive course in management case analysis which covers the following topics: marketing, operations management, personnel management, performance measurement, planning and control, strategic planning, programming budgets, controllership, revenue, expense profit and investment centres, service organizations, non-profit organizations and the planning process.

Pre- or Co-requisite: Administration 1381 and 1382.

ADMN 2010 – Directed Field Studies I

(formerly ADMN 2001)

(15 credits)

This Directed Field Studies course requires students to work for an employer in an accounting position. The employer and placement must be approved by the work experience co-ordinator. The work placement will normally be completed over a four-month period. Any deviation from this pattern must be approved in advance by the work experience co-ordinator and the faculty advisor. Under no circumstances will a work-term consist of less than 450 hours of work. Students will typically be employed in either a public accounting firm, in government, or in industry. Before commencing their work experience, students must complete the Directed Field Studies orientation and a series of field studies preparation seminars. These seminars are designed to prepare students to search for employment opportunities, to write resumes, to develop job interview skills, and to present themselves in a professional manner to potential employers. Students are also required to complete a series of research projects to relate practical experience to their academic studies.

Prerequisite: Administration 1222, 1228 (or Administration 1224 if students completed Administration 1224 prior to Fall 2000) and Administration 1210 with a minimum grade of "C+".

Pre- or Co-requisite: Administration 1280 and 1225 with a minimum grade of "C+" or be enrolled in these courses with an academic recommendation from the instructor.

ADMN 3010 – Directed Field Studies II

(formerly ADMN 3001)

(15 credits)

This Directed Field Studies course requires students to work for an employer in an accounting position. The employer and placement must be approved by the work experience co-ordinator. The work placement will normally be completed over a four-month period. Any deviation from this pattern must be approved in advance by the work experience co-ordinator and the faculty advisor. Under no circumstances will a work-term consist of less than 450 hours of work. Students will typically be employed in either a public accounting firm, in government, or in industry. Students who have not previously completed the Directed Field Studies orientation and seminars must do so before embarking on their Administration 3010 work placement unless they have been granted an exemption under the Challenge process.

Students are also required to complete a series of research projects to relate practical experience to their academic studies.

Prerequisite: Administration 1222, 1228 (or Administration 1224 if students completed Administration 1224 prior to Fall 2000) and Administration 1210 with a minimum grade of "C+" and Administration 2010.

Pre- or Co-requisite: Administration 1280 and 1225 with a minimum grade of "C+" or be enrolled in these courses with an academic recommendation from the instructor.

ADMN 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ADVANCED STUDIES IN CRITICAL CARE NURSING (ACCN)

ACCN 4401 – Critical Care Nursing: Physiology (formerly ACCN 1300)

(5 credits – TG) Distance Delivery

In-depth study of principles of physiology pertinent to critical care nursing, such as cell membrane physiology, work of breathing and determinants of cardiac output. This course focuses on cellular physiology followed by physiology of five systems: pulmonary, neurologic, cardiovascular, renal and defence.

ACCN 4405 – Critical Care Nursing: Pathophysiology (formerly ACCN 1302)

(4 credits – TG) Distance Delivery

Principles of physiology, first addressed in Advanced Studies in Critical Care Nursing 4401 are applied to critical illness. Emphasis is placed on breathing, circulation, neurologic renal and body defence of the critically ill to illustrate organ dysfunction and illness experiences. Therapeutics for each of the five systems are discussed including mechanical ventilation and pharmacotherapy.

Pre- or Co-requisite: Advanced Studies in Critical Care Nursing 4401 or approval of department chair.

ACCN 4407 – Pharmacology for the Acutely Ill (formerly ACCN 1305)

(4 credits – TG) Distance Delivery

Principles and physiological mechanisms related to pharmacology are addressed. Emphasis is placed on a thorough understanding of major drug categories and current medications frequently used for the acutely ill patient. Pharmacological considerations are addressed in relation to management and prevention of complications.

Pre- or Co-requisite: Advanced Studies in Critical Care Nursing 4401 or approval of department chair.

Note: This course is the fourth of the five (5) courses required for completion of Level I for registered nurses who meet the Advanced Studies in Critical Care Nursing program (Critical Care Stream) admission requirements. It may be taken by Emergency Stream nurses in level II or with prior approval of the Emergency Stream co-ordinator.

ACCN 4411 – Issues in Critical Care and Emergency Nursing (formerly ACCN 1303)

(3 credits – TG) Distance Delivery

Explores critical care and emergency situations from patient, family and health professional perspectives. Relevant ethical, legal and practice issues in emergency and critical care are addressed.

Pre- or Co-requisite: Advanced Studies in Critical Care Nursing 4481 or 4491 or approval of department chair.

ACCN 4413 – Advanced Trauma Care (formerly ACCN 1312)

(3 credits – TG) Distance Delivery

Addresses injury prevention within the community and contains detailed discussions of injury epidemiology and injury prevention programming. Prevention of cellular injury through current and novel resuscitative practices is discussed. Addresses how best to prevent secondary organ injury following admission of a trauma patient to the critical care setting.

Prerequisite: Approval of department chair.

ACCN 4415 – Advanced Cardiac Care (formerly ACCN 1313)

(3 credits – TG) Distance Delivery

Examines research-based theory on the mechanisms of cardiac dysfunction, diagnosis, therapeutics and interventions. Evidence-based guidelines reflect current clinical practice for cardiac dysfunction, health promotion and prevention.

Prerequisite: Approval of department chair.

ACCN 4431 – Critical Care Nursing and Emergency Nursing: Assessment (formerly ACCN 1301)

(3 credits – TG) Distance Delivery

Examines various aspects of assessment within a physiologic systems framework, particular to acute/critically ill patients. Emphasizes analysis and integration of physical, laboratory and computer derived findings.

Pre- or Co-requisite: Advanced Studies in Critical Care Nursing 4401 for Critical Care Nursing students and Advanced Studies in Critical Care Nursing 4451 for Emergency Nursing students or approval of department chair.

Note: This course is the second of the five (5) courses required for completion of Level I for registered nurses who meet the Advanced Studies in Critical Care Nursing program admission requirements. Prior learning recognition may be given to students who have national certification in specialty areas of Critical Care or Emergency Nursing.

ACCN 4451 – Emergency Nursing – Pathophysiology (formerly ACCN 1350)

(5 credits) Distance Delivery

Provides a thorough review of physiological and pathophysiological mechanisms and their relationships to human body systems across the age span. Facilitates study of mechanisms underlying selected clinical conditions that are common and/or emergent in the emergency setting. Uses pathophysiology as a basis for understanding clinical conditions in order to guide relevant history taking, assessment and management of patients with these conditions.

ACCN 4453 – Emergency Nursing: Care of the Acutely Ill and Injured – Part A (formerly ACCN 1356)

(4 credits) Distance Delivery

This is the first of a two-part course, which describes the nursing care of the acutely ill and injured patients in the emergency department. There is an emphasis on pathophysiology as a basis for assessing, triaging, planning, implementing and evaluating care (the nursing process). The course begins with a discussion of factors common to all patients and/or emergency departments such as primary/secondary assessment, documentation, confidentiality, crisis responses, and pain management. The remaining units focus on acute illnesses and injuries affecting the respiratory, cardiovascular and neurological systems for adults. Special considerations for elderly and children are also presented. Illness and injuries are grouped according to the patient's presenting complaint or predominant physiologic abnormality.

Pre- or Co-requisite: Advanced Studies in Critical Care Nursing 4431 and 4451 or approval of department chair.

ACCN 4455 – Emergency Nursing: Care of the Acutely Ill and Injured – Part B (formerly ACCN 1357)

(4 credits) Distance Delivery

This is the second of a two-part course series on emergency nursing. As with part A, the nursing process and pathophysiology are the basis for the management of adults and children with illnesses and injuries affecting the body systems not previously discussed (EENT, gastrointestinal, urinary, reproductive, and musculoskeletal). Additional topics include management of specific toxicologic and environmental emergencies, disaster and flight nursing, advanced triage, professional leadership, evidence based practice and multisystem/multitrauma disorders.

Pre- or Co-requisite: Advanced Studies in Critical Care Nursing 4431, 4451 and 4453 or approval of department chair.

ACCN 4481 – Critical Care Nursing: Clinical I (formerly ACCN 1304)

(6 credits – TG) 210 hours practicum

The clinical practicum provides the student with opportunities to integrate and apply critical care skills and theory in clinical practice. Students gain "hands-on" experience with a variety of assessment and clinical interventions. Nurses with critical care experience may apply for prior learning credit.

Prerequisite: Advanced Studies in Critical Care Nursing 4401, 4405 and 4431.

Pre- or Co-requisite: Advanced Studies in Critical Care Nursing 4407 or approval of department chair.

ACCN 4483 – Advanced Trauma Care: Clinical II (formerly ACCN 1314)

(4 credits – TG) 140 hours practicum

Students integrate and apply basic and advanced theoretical knowledge and technical skills in a variety of settings dependant upon trauma focus.

Prerequisite: Advanced Studies in Critical Care Nursing 4413 or approval of department chair.

ACCN 4485 – Advanced Cardiac Care: Clinical II (formerly ACCN 1315)

(4 credits – TG) 140 hours practicum

Students integrate and apply basic and advanced theoretical knowledge and technical skills in a variety of settings dependant upon cardiac focus.

Prerequisite: Advanced Studies in Critical Care Nursing 4415 or approval of department chair.

ACCN 4491 – Emergency Nursing – Clinical I (formerly ACCN 1354)

(6 credits) 210 hours practicum

This clinical practicum provides the student with opportunities to integrate and apply emergency nursing theory and skills in the clinical setting. Students gain "hands-on" experience with a variety of assessment and clinical interventions. Nurses with emergency experience may apply for prior learning credit.

Prerequisite: Advanced Studies in Critical Care Nursing 4431, 4451, 4453 and 4455.

ACCN 4493 – Emergency Nursing – Clinical II (formerly ACCN 1355)

(4 credits) 140 hours practicum

Provides opportunities to integrate and apply more in-depth knowledge and skills in the emergency setting. Learning objectives are in part defined by the individual needs of the student. Students gain "hands-on" experience with advanced emergency concepts and skills.

Prerequisite: Completion of level I certificate in Advanced Studies in Critical Care Nursing Emergency stream and completion of the theory requirements for level II Advanced Studies in Critical Care Nursing Emergency stream.

Co-requisite: Theory requirements for level II may only be co-requisites on approval of the department chair.

ADVANCED STUDIES IN MENTAL HEALTH (ASMH)

Courses in the Advanced Studies in Mental Health program are offered by distance delivery in the Fall and/or Winter Semesters.

ASMH 4401 – Mental Disorders: Theory and Assessment I (formerly ASMH 1301)

(3 credits) Distance Delivery

This course provides a theoretical basis for mental health practice in community and institutional settings. It includes an in-depth study of mental health assessment, psychiatric terminology and mental disorders based on the most current diagnostic classification system of mental disorders (DSM IV-TR). It includes a section of learning and using DSM IV-TR. This course will be of interest to individuals working in community, psychiatric emergency, forensic, long-term care, home care and other acute psychiatric settings.

ASMH 4403 – Mental Disorders: Theory and Assessment II (formerly ASMH 1303)

(3 credits) Distance Delivery

This course is a continuation of Advanced Studies in Mental Health 1301 and provides a theoretical basis for mental health practice in community and institutional settings. It includes an in-depth study of mental health assessment, psychiatric terminology and additional mental disorders based on the most current diagnostic classification system of mental disorders (DSM IV-TR). This course will be of interest to individuals working in community, psychiatric emergency, forensic, long-term care, home care and other acute psychiatric settings.

Prerequisite: Advanced Studies in Mental Health 4401 or consent of the department chair.

ASMH 4405 – Psychopharmacology (formerly ASMH 1305)

(3 credits) Distance Delivery

This course provides an in-depth study of psychotropic drugs used for treating various mental disorders: schizophrenia and other psychoses, mood disorders, anxiety-related disorders, panic disorders, obsessive-compulsive disorder, posttraumatic stress disorder, and other special populations. The course will explore the psychoactive agents that are labeled as illicit substances as well as other substances of abuse and implications for mental health practice.

ASMH 4407 – Mental Health Interventions

(formerly ASMH 1309)

(3 credits) Distance Delivery

This course will explore major concepts and practices of contemporary therapeutic modalities in mental health practice. It provides in-depth study of current interventions that will assist the practitioner to mobilize the client to effect change in his/her life. The student will select an area of focus (possible areas of focus include cognitive therapy, solution-focussed therapy, group process, and crisis intervention).

ASMH 4409 – Mental Health Practice in the Community

(formerly ASMH 1311)

(3 credits) Distance Delivery

Mental health concerns are evident across many sectors of society. Many of these mental health concerns frame the context in which clients live and work in the community. This course focuses on target populations at risk for mental health problems and disorders and examines prevention and intervention approaches specific to these groups. Roles and relationships of interdisciplinary practice are examined.

ASMH 4411 – Mental Health and Aging

(formerly ASMH 1313)

(3 credits) Distance Delivery

This course provides an overview of current concepts in mental health in relation to older adults. Common mental health concerns/disorders of the older adult are presented and psychological approaches to assessment and intervention are addressed with an emphasis on cognitive behavioural approaches.

ASMH 4413 – Children and Adolescent Mental Health

(formerly ASMH 1315)

(3 credits) Distance Delivery

This course provides an in-depth study of mental health problems and disorders in children and adolescence. The course will examine therapeutic interventions specific to this population. An overview of the role of psychotherapeutic agents specific to this population will be addressed.

ASMH 4491 – Practicum: in a Focus Area (formerly ASMH 1391)

(6 credits) minimum 210 hours clinical experience

This course provides an opportunity for synthesis and application of mental health principles, theories and interventions in a practice setting that addresses mental health concerns in a focus area. Students will identify a special area of focus relevant to their interest and complete extensive study in this area.

Pre- or Co-requisite: Advanced Studies in Mental Health 4401, 4403, 4405 and 4407.

AIR FLIGHT TRAINING (AIRF)

AIRF 1101 – Commercial Pilot's License

(4 credits) 4 hours lecture

This course is designed to give students knowledge of the material outlined in Transport Canada's Study and Reference Guide for Commercial Pilot's License. At the end of the semester all students are required to have passed the written examination for the Commercial Pilot's License.

Prerequisite: Acceptance into the Aviation program and a Private Pilot's Licence.

AIRF 1111 – Introduction to the Aviation Industry

(3 credits) 3 hours lecture

This course is an introduction for commercial pilots in the following topics: aviation history, aircraft identification, industry networking, professional conduct, pilot decision making, preparing for the first job, present state of the industry.

Prerequisite: Air Flight Training 1101.

AIRF 1130 – Aircraft Engines

(3 credits) 3 hours lecture

This course is designed to give students a theoretical, practical and working knowledge of an aircraft piston engine and its ancillary controls. Students will also be introduced to the turbo prop and turbo jet engine.

AIRF 1202 – Multi-Engine Instrument Rating

(3 credits) 3 hours lecture

This course is designed to give students a knowledge of the material outlined in the Transport Canada's Study and Reference Guide for Instrument Rating. This will be covered through lectures. At the end of the semester all students must have passed the Transport Canada written examination for the Instrument Rating Endorsement.

Prerequisite: Air Flight Training 1111.

AIRF 1206 – Advanced Aircraft Operations, Performance and Flight Planning

(3 credits) 3 hours lecture

This course is designed to give students an advanced knowledge of the operations, performance, navigation and flight planning of long-range, high-performance jet aircraft. At the end of the semester all students should have received their Commercial Pilot's Licence, Multi-Engine Endorsement and Instrument Rating Endorsement.

Prerequisite: Air Flight Training 1202.

AIRF 1210 – Aircraft Systems

(3 credits) 3 hours lecture

This course is designed to give students a theoretical and working knowledge of aircraft hydraulic, pneumatic, electric, pressurization, oxygen, fire and ice protection systems.

Prerequisite: Air Flight Training 1130.

AIRF 1240 – Aviation Management

(3 credits) 3 hours lecture

This course is an introduction to the administrative aspects of aviation operations and management. It analyses problems and trends facing management in various segments of the aviation industry.

AIRF 1242 – Human Factors and Aviation Safety

(3 credits) 3 hours lecture

This course examines current issues related to aviation safety. Of primary interest are human factors as they apply to pilots, air traffic control, managers, and other related parties. The impact of human factors on aviation safety will be investigated. Aviation psychology and physiology will be discussed, and strategies for successful pilot decision-making will be developed. Case studies will involve both Air Transport Category and General Aviation aircraft situations. The transportation of dangerous goods and accident investigation will be introduced.

AIRF 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ANTHROPOLOGY (ANTH)

ANTH 2201 – Introduction to Human Evolution (U of C ANTH 201)

(3 credits – TG) 3 hours lecture

Human evolution, the role of biosocial phenomena in the evolution of physical structure and social behaviour, and consideration of the origins and development of culture.

ANTH 2203 – Introduction to Social and Cultural Anthropology (U of C ANTH 203)

(3 credits – TG) 3 hours lecture

The nature of human society: its elements, its variability and its perpetuation. Conclusions will be drawn from comparisons of institutions (political, economic, religious, educational and sexual) in both small-scale and large-scale societies.

ANTH 2213 – Contemporary Indian Issues in Canada (U of C ANTH 213)

(3 credits – TG) 3 hours lecture

Socio-cultural, legal and historical aspects of issues defined by various Indian groups as central to their existence and cultural survival. Land issues, status of women, treaties and human rights, etc., are examined in a socio-cultural perspective including a consideration of current events in the context of the history of Indian-White relations. A close examination of the structure and function of current Indian movements, organizations and legal presentations.

ANTH 3301 – Cross-cultural Communication and Business

(3 credits – TG) 3 hours lecture

Ways in which differences in cultural patterns of communication affect interaction between business parties, particularly those of differing cultural/national/ethnic backgrounds.

ANTH 3307 – Introduction to Anthropological Statistics (U of C ANTH 307)

(3 credits – TG) 2 hours lecture, 2 hours lab

An introduction to basic statistical concepts, techniques, and applications including descriptive and inferential statistics.

Prerequisite: Mathematics 30 and Anthropology 2201 or 2203 or Archaeology 2201 or consent of the department.

ANTH 3331 – The Anthropology of Gender (U of C ANTH 331) (formerly ANTH 3407)

(3 credits – TG) 3 hour lecture

Comparative analysis of gender as a central feature of social identity and social relations of power, with particular reference to feminist approaches to the exploration of women's experience in their historical and cultural variety.

Prerequisite: Anthropology 2203 or consent of the department.

ANTH 3335 – Culture and Environment of Selected Circumpolar Peoples (U of C ANTH 335)

(3 credits – TG) 3 hours lecture

Peoples and cultures of the circumpolar area with an emphasis upon environmental adaptation and the effects of culture contact.

Prerequisite: Anthropology 2203 or consent of the department.

ANTH 3355 – An Ethnographic Survey of Native North America (U of C ANTH 355) (formerly ANTH 2255)

(3 credits – TG) 3 hours lecture

Selected North American Indian cultures in terms of the relationships among basic subsistence adaptations, social, ceremonial, and ideological structures.

Prerequisite: Anthropology 2203.

ANTH 3379 – Urban Anthropology (U of C ANTH 379)

(3 credits – TG) 3 hours lecture

A study of tribalism, ethnicity, sub-cultures, social networks and related phenomena in urban societies. Attention will be paid to planning and applied urban anthropology.

Prerequisite: Anthropology 2203 or consent of the department.

ANTH 3381 – Introduction to Linguistic Anthropology

(3 credits – TG) 3 hours lecture

The anthropological study of language and communication. A brief survey of field and analytical methods and the theory of linguistic anthropology.

Prerequisite: Anthropology 2203 and Linguistics 2211 or consent of the department.

ANTH 3419 – Ethnography of the Great Plains (U of C ANTH 419)

(3 credits – TG) 3 hours lecture

Comparative study of peoples and cultures of the Great Plains past and present.

ANTH 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

APPLIED COMMUNICATIONS (ACOM)

ACOM 2011 – Directed Field Studies I – Journalism (formerly ACOM 3001)

(15 credits) 16 weeks, work-term project

Students in the Journalism stream of the Bachelor of Applied Communications Degree program will complete directed field studies in an organizational setting. Journalism students will work either in the print or broadcast journalism milieu. Students will be graded on a letter grade system.

Prerequisite: Completion of a minimum 45 credits (or consent of the department) with a minimum grade of "C" in all required courses and a minimum overall Grade Point Average of 2.00, and have successfully completed the Introduction to Work Experience (or approved equivalent) workshop through Career Services.

ACOM 2013 – Directed Field Studies I – Public Relations (formerly ACOM 3003)

(15 credits) 16 weeks, work-term project

Students in the Public Relations stream of the Bachelor of Applied Communications Degree program will complete a directed field studies in an organizational setting – either corporate, non-profit or government.

Prerequisite: Successful completion of all courses in the first four semesters of the program, 150 hours of paid or volunteer public relations experience and department approval.

ACOM 2015 – Directed Field Studies I – Technical Communications (formerly ACOM 3005)

(15 credits) 16 weeks, work-term project

Students in the Bachelor of Applied Communications – Technical Communication degree program will complete directed field studies in an organizational setting. Students will usually be placed with large firms and assist with documenting products and systems. Students will be graded on a letter grade system.

Prerequisite: Students will have completed a minimum of 45 credits (or consent of the department) with a minimum grade of "C" in all required courses and a minimum overall Grade Point Average of 2.00, and have successfully completed the Introduction to Work Experience (or approved equivalent) workshop through Career Services.

ACOM 2017 – Directed Field Studies I – Electronic Publishing (formerly ACOM 3007)

(15 credits) 450 hours work-term

Students in the Bachelor of Applied Communications – Electronic Publishing degree program will complete Directed Field Studies lasting a minimum of 450 hours, in an appropriate corporate setting. Within this production environment, students will apply techniques and concepts acquired in the core curriculum, and document theoretical and practical findings.

Prerequisite: Completion of a minimum of 60 credits (or permission of chair) with a minimum grade of "C" in all required courses and a minimum overall Grade Point Average of 2.00. Completion of the Introduction to Work Experience (or approved equivalent) workshop through Career Services.

ACOM 2203 – Applied Visual Communication I

(4 credits) 4 hours lecture

Principles of graphic communication, design, and layout will be applied to the production of a variety of print-based media including newspapers, newsletters, reports, manuals and brochures using current computer-based page-layout and graphics programs. Typography, the uses of colour, the selection of photographs and art-work, and the sizes, weights, and quality of paper as they affect the options for printing processes will be examined and applied.

Prerequisite: Computer Science 1205 or consent of the department.

ACOM 2205 – Principles of Graphics I

(3 credits) 3 hours lecture

This course introduces students to the principles of effective graphic design. Students explore the ways in which humans communicate effectively through spatial arrangements, visual cues, signs, and conventions. The history of the major communications vehicles will be explored. Design and use of photographs and other pictorial materials will be developed, and current approaches to typography examined.

ACOM 2207 – News Agenda I

(1 credit) 1 hour lecture

This course is an introduction to the local, regional, national and international news agendas. Critical analysis of current news agendas, study of how a news agenda is created, development of story ideas, practical work in pitching stories. Journalists must monitor current television and radio news and must read current newspapers.

ACOM 2209 – Introduction to Journalism on the World Wide Web

(3 credits) 1 hour lecture, 2 hours tutorial

This course introduces Internet journalism. Journalists will study Internet reporting methods and resources and news publications and broadcasters on the World Wide Web. There will be critical analysis of Internet reporting and publishing practices, and of the impact of the global information economy on contemporary journalism.

ACOM 2211 – Newswriting and Reporting I

(4 credits) 1 hour lecture, 3 hours tutorial

This course is an introduction to reporting and writing news stories. Journalists will learn basic reporting and interviewing methods, speedwriting and other note taking techniques, the basic elements of news stories, and stylebook rules. A specific component of this course will introduce journalists to research skills. Elements of this course may be delivered on-line.

ACOM 2217 – News Agenda II

(1 credit) 1 hour tutorial

Critical analysis of local, regional, national and international news agendas. Study of how specific news agendas are created. Development of story ideas, pitching stories. Journalists must monitor current television and radio news and must read current newspapers.

ACOM 2219 – Broadcast Journalism I

(3 credits) 1 hour lecture, 2 hours tutorial

Introduction to significant theories, practices and issues in broadcast journalism. Newswriting theory and practice for broadcast media, especially television.

Prerequisite: Completed first semester in the journalism stream of the Applied Communications Degree program or consent of the department.

ACOM 2221 – Newswriting and Reporting II

(3 credits) 1 hour lecture, 2 hours tutorial

Instruction and practice in reporting and writing general assignment news stories for print publication. Covering press conferences, meetings, speeches, writing weather, sports, and other routine stories. Updating stories. Pitching stories. Interviewing skills.

Prerequisite: Applied Communications 2211.

ACOM 2223 – Photojournalism I

(3 credits) 1 hour lecture, 2 hours tutorial

This course will introduce journalists to the theory and practice of contemporary news photography and news photo publication. It will be necessary to purchase a camera – instructor will advise on which models are acceptable.

Prerequisite: Applied Communications 2211.

ACOM 2227 – Journalism and Law

(3 credits) 1 hour lecture, 2 hours tutorial

Matters of law affecting the practice of journalism in Canada. Defamation law, privacy and trespass law, law affecting coverage of the justice system. Regulation of the broadcasting industry as it affects journalists. This course also offers instruction and practice in the writing of academic research essays.

ACOM 2241 – Introduction to Public Relations

(3 credits) 2 hours lecture, 1 hour tutorial

This course will provide students with an overview of the field of public relations and environments in which practitioners work. Public relations will be considered from the perspective of human communication theories. Students will also learn the history and role of public relations in different organizational settings, and all key components of the public relations process from both a theoretical and practical point of view. Issues facing the practitioner and the industry will also be discussed.

ACOM 2245 – Interpersonal Communications

(3 credits) 3 hours lecture

This course introduces the fundamentals of interpersonal communications with a focus on "influencing with integrity". Students will practice communicating one-on-one and in small groups; learn effective listening and conflict resolution skills; appreciate differences in others; and examine personal values, intentions and behaviours.

ACOM 2247 – Public Relations Management

(4 credits) 2 hours lecture, 2 hours tutorial

Building on the introduction to public relations course, students will formulate plans for communications activities. They will research a problem or opportunity, analyse target groups and messages to be delivered, undertake budgeting and scheduling activities, and evaluate the results. Students will manage a special event as part of the course.

Prerequisite: Applied Communications 2241.

ACOM 2249 – Applied Writing I for Public Relations (formerly ACOM 2201)

(4 credits) 2 hours lecture, 2 hours tutorial

This course will introduce students to intermediate-level elements of writing for specific communications disciplines. Considerations of audience, purpose and technique in media will be examined for a variety of writing assignments in public relations.

ACOM 2251 – Introduction to Fund Development

(3 credits) 3 hours lecture

This course is designed for programmers and managers working in the non-profit sector who will need basic understanding and skills in fund development to support their organization and/or community. Through in-class discussion, small group work, and assignments, students will learn the planning and implementation of fund development and understand it as an integral part of an organization's business plan.

ACOM 2261 – Technical Writing I

(4 credits) 2 hours lecture, 2 hours tutorial

Introduction to the varieties of technical writing. Forms and styles of technical description, procedures, reports, proposals, business plans, and policies. Introduction to the integration of text and graphics.

Note: Credit will be allowed for only one of Applied Communications 2261, English 3363 or Freelance Writing 1311. Applied Communications 2261 may not be used by Applied Communications students as an Arts and Science Requirement for graduation purposes.

ACOM 2263 – Stylistics**(3 credits) 3 hours lecture**

In this course, students refine their writing skills by applying the principles of rhetoric and stylistics. We will observe the effectiveness of diverse texts—essays, stories, advertising, magazine and newspaper writing—and consider precisely how and whether these forms of communication work. The rhetorical analysis of texts will also apply to our own writing, as we look at the relationship between authorial intention and audience reception.

Note: Credit will be allowed for only one of Applied Communications 2263, English 3307 or Freelance Writing 1301.

ACOM 2267 – Structuring Information and Hypertext (formerly ACOM 3361)**(3 credits) 3 hours lecture**

Applying principles of structured writing to documents, both paper and hypertext, results in documents whose information blocks can be mapped, thus enabling readers to find quickly the information they want. Students will practice developing information maps for the seven different kinds of information: procedure, process, principle, fact, concept, classification, and structure. The course will also provide practice in using information mapping design to produce collaboratively-written documents.

Note: Technical Writing students only.

ACOM 2271 – Publishing – Origins to Today**(3 credits) 3 hours lecture**

This course is designed to provide publishing specialists with an historic context for the forms, markets, and media they are working in. The course surveys how information has been circulated and published in human societies. It examines the earliest recorded information, historic techniques of reproduction and distribution, how the book emerged, and how new electronic forms of publishing are both a continuance of tradition and a challenge to it.

ACOM 2273 – Introduction to Digital Layout**(3 credits) 2 hours lecture, 2 hours lab**

This course reviews major computerized layout programs and develops competency in one of them. Students will compare a cross-section of programs and become proficient in one platform. Students will explore all key areas of layout technique, from the building of templates, to the mastering of typography and style, to control of large-document projects.

Prerequisite: Applied Communications 2205 and Computer Science 1209.

ACOM 2279 – Standard and Digital Photography**(4 credits) 3 hours lecture, 2 hours lab**

This course introduces students to traditional photography while it lays the groundwork for digital photographic techniques. Students will use the camera, perform darkroom work, and learn composition theory, light theory, color processes, and the use of film stocks and paper. The course concludes with an introduction to modern scanning and photo treatment software.

Prerequisite: Applied Communications 2205 and Computer Science 1209.

ACOM 3011 – Directed Field Studies II – Journalism (formerly ACOM 4001)**(15 credits) 16 weeks**

Students in the Bachelor of Applied Communications – Journalism degree program will complete a second Directed Field Studies in an organizational setting. Journalism students will work either in a print or broadcast milieu.

ACOM 3013 – Directed Field Studies II – Public Relations (formerly ACOM 4003)**(15 credits) 16 weeks**

Students in the Bachelor of Applied Communications – Public Relations degree program will complete a second Directed Field Studies in an organizational setting. Students in Public Relations will work with industry professionals in the corporate, public and non-profit sectors of industry.

Prerequisite: Completion of Applied Communications 2013 and a minimum of 45 credits or consent of the department with a minimum grade of "C" in all required courses and a minimum overall G.P.A. of 2.00.

ACOM 3015 – Directed Field Studies II – Technical Communications (formerly ACOM 4005)**(15 credits) 16 weeks**

Students in the Bachelor of Applied Communications – Technical Communication degree program will complete a second Directed Field Studies in an organizational setting. Students will usually be placed with large firms and will continue to develop documentation expertise at a more advanced level.

Prerequisite: Completion of a minimum of 60 credits or consent of the department with a minimum grade of "C" in all required courses and a minimum overall G.P.A. of 2.00. Applied Communications 2015.

ACOM 3017 – Directed Field Studies II – Electronic Publishing (formerly ACOM 4007)**(15 credits)**

Students in the Bachelor of Applied Communications – Electronic Publishing degree program will complete their second Directed Field Studies for a minimum of 450 hours, in an appropriate corporate setting. Within this production environment, students will apply techniques and concepts acquired in the core curriculum, and document theoretical and practical findings.

Prerequisite: Applied Communications 2017.

ACOM 3303 – Photojournalism I**(3 credits) 1 hour lecture, 2 hours tutorial**

This course will develop students' knowledge in modern photographic technology and visual imaging. Students will become acquainted with presentation techniques using various forms of audio/visual technology. Students will need to purchase a 35 mm, SLR camera – instructor will advise on which models are acceptable.

Prerequisite: Applied Communications 2203.

ACOM 3305 – Research Methods I**(4 credits) 4 hours lecture**

This course develops competence in major forms of research including the use of surveys, focus groups, content analysis, and the use of existing information accessed through libraries, on-line databases, and other computer-based search tools. Elements of descriptive statistics as they apply to the analysis of survey design will be reviewed. The course will provide instruction and practice in accessing available information as it is used in journalism, public relations, and technical writing.

Note: Bachelor of Applied Communications Degree students only.

ACOM 3315 – Photojournalism II**(3 credits) 1 hour lecture, 2 hours tutorial**

Intermediate theory and practice in news photography. Skills development to the level required by newspaper employers. Completion of a news photo essay. Digital photography. Issues in photojournalism. Accessory lenses for cameras will be required. The course instructor will advise on lens purchases.

Prerequisite: Applied Communications 2221, 2223 and Computer Science 1215 or consent of the department.

ACOM 3317 – Issues in Journalism**(3 credits) 1 hour lecture, 2 hours tutorial**

A seminar in the contemporary evolution of journalism as a craft and as a business. Media convergences, changes in readerships and audiences, changes in the workplace. Ethical issues arising in the reportage and publication of news. Law and ethics in coverage of the criminal justice system.

ACOM 3319 – Broadcast Journalism II**(3 credits) 1 hour lecture, 2 hours tutorial**

Introduction to news reporting for television. News writing for television. Introduction to video photography and editing. Introduction to on-camera performance for television journalists.

Pre- or Co-requisite: Applied Communications 2219.

ACOM 3323 – Business Newswriting and Reporting I

(4 credits) 2 hours lecture, 2 hours tutorial

Introduction to business news. Business page and broadcast business news routines. Sources for business writers. Introduction to reporting and writing business news stories for print and for broadcast.

Prerequisite: An introductory economics or business course or consent of the department.

ACOM 3325 – News Agenda III

(1 credit) 1 hour lecture

Critical analysis of the city news agenda. Study of how the city news agenda is created and driven. Role of the media, role of interest groups, role of political parties and political groupings. Styles of urban political engagement and their reflection in the media. Investigation of stories that are going untold. Development of story ideas, pitching stories. Journalists must monitor current television and radio news and must read current newspapers.

ACOM 3327 – Newsroom I

(5 credits) 1 hour lecture, 3 hours tutorial, 2 hours lab

This course integrates intermediate-level instruction in news reporting, writing, editing and publication or broadcast in a newsroom setting. Journalists in this course will assist in the production of regular newspaper and/or news broadcasts. They will learn how to report and write about local and provincial government, the criminal justice system, business, sports and entertainment. They will learn the basics of newspaper layout and editing. Leadership, critical thinking, problem-solving and team-building skills will be developed and applied throughout the course. There will be some emphasis on reporting the local, newsworthy effects of international developments, trends and events. A specific component of this course will develop journalists' research skills.

Prerequisite: Applied Communications 2221 and Computer Science 1215 or consent of the department.

ACOM 3329 – Broadcast Journalism III News Reporting

(3 credits) 1 hour lecture, 2 hours tutorial

Journalists in this course will undertake the production of high-quality television news stories. Analysis of the goals of television news reporting in contemporary practice. Detailed analysis of the process of producing television news stories.

Prerequisite: Applied Communications 3319 and consent of the department.

ACOM 3335 – News Agenda IV

(1 credit) 1 hour lecture

Critical analysis of the national and provincial news agendas. Study of how these news agendas are created and driven. Role of the media, role of interest groups, roles of political parties and political groupings. National and provincial stories and their linkages to global developments, events and trends. Investigation of stories that are going untold. Development of story ideas, pitching stories. Journalists must monitor current television and radio national news broadcasts and must read leading current Alberta and national daily newspapers.

ACOM 3337 – Newsroom II

(5 credits) 1 hour lecture, 3 hours tutorial, 2 hours lab

This course integrates advanced instruction in news reporting, writing, editing and design in a newsroom setting. Participants in this course will assist in the frequent production of a regularly published newspaper and/or news broadcast. They will learn how to report and write about science, social issues, economics and the arts. There will be significant emphasis on reporting the local, newsworthy effects of international developments, trends and events. Leadership, critical thinking, problem-solving and team-building skills will be developed and applied throughout the course.

Prerequisite: Applied Communications 3327 or consent of the department.

ACOM 3339 – Broadcast Journalism III News Production

(3 credits) 1 hour lecture, 2 hours tutorial

Journalists in this course will study and practice the skills and processes involved in the production of television news programs and will develop their abilities to shoot and edit video news.

Prerequisite: Applied Communications 3319 and consent of the department.

ACOM 3341 – Media Relations

(3 credits) 1 hour lecture, 2 hours tutorial

This course will examine the relationship between public relations and the media. Through work on a client project, students will learn about the importance of strategic media planning, write public service announcements (PSAs), news releases, feature articles, as well as put together media kits, participate in a mock news conference and receive media training.

Prerequisite: Applied Communications 2249.

ACOM 3343 – Communications and Organizational Dynamics

(3 credits) 3 hours lecture

This course is designed to help students think critically about communication in the organizational context. Through theory-based lectures and experiential exercises, students will better understand the nature, strengths and limits of organizational design, the nature of metaphor and its usefulness in describing organizational management, and how to apply theory learned in the classroom to the practice of public relations.

ACOM 3345 – The Journalist's Workplace I

(1 credit) 1 hour lecture

This course will examine current conditions and developments in the journalist's workplace, workday issues which may arise in the workplace, responsibilities and rights of employers and employees. Potential employers of journalism graduates will be invited to present their perspectives and expectations. Working journalists will be invited to present their perspectives.

Prerequisite: Applied Communications 3327 and 3319 or consent of the department.

ACOM 3349 – Applied Writing II for Public Relations (formerly ACOM 3301)

(4 credits) 2 hours lecture, 2 hours tutorial

This course moves beyond the basics of public relations writing to focus on writing specialized subject matter for specific media such as Internet, advertising, film and television scripts, proposals and corporate profiles.

Prerequisite: Applied Communications 2249.

ACOM 3351 – New Media for Public Relations

(3 credits) 1 hour lecture, 2 hours tutorial

This course introduces public relations students to new media in both the classroom and the computer lab. Participants will be able to use the technologies and understand them sufficiently to advise others on their applications, strengths and weaknesses. Students will become familiar with multimedia/CD ROM, the Internet and Intranet.

Prerequisite: Computer Science 1205 and Applied Communications 2203 or consent of the department.

ACOM 3355 – Research Methods for Public Relations

(4 credits) 4 hours lecture

This course develops competence in major forms of research including the use of surveys, focus groups, content analysis, and the use of existing information accessed through libraries, on-line databases, and other computer-based search tools. Elements of descriptive statistics as they apply to the analysis of survey design will be reviewed. The course will provide instruction and hands-on practice in conducting communications research in the public relations profession.

Note: Bachelor of Applied Communications Degree students only.

ACOM 3363 – Software and System Documentation (formerly ACOM 3301)

(4 credits) 2 hours lecture, 2 hours tutorial

This course will introduce students to advanced elements of technical writing. Documenting software programs and computer operating systems will be emphasized, as well as writing for other scientific or technical purposes and media. Single-sourcing software will be explored and large document control practised.

Prerequisite: Applied Communications 3365.

ACOM 3365 – Technical Writing II (formerly ACOM 2201)**(4 credits) 4 hours lecture**

This course will introduce students to intermediate-level elements of technical writing. Considerations of audience, purpose and technique in print and electronic media will be examined for a variety of writing needs.

Prerequisite: Applied Communications 2203, 2261 and 2267.

ACOM 3373 – Digital Illustration**(3 credits) 2 hours lecture, 2 hours lab**

This course introduces student to the principle tools, theories, and methods of computer-based illustration. Both text-based and object-based illustrations are explored. Students work with industry-standard computer programs to produce a variety of products, such as templates and letterheads, logos, wordmarks, designed heads, backgrounds, and finished layouts.

Prerequisite: Applied Communications 2205, 2273, 2279 and Computer Science 1209.

ACOM 3375 – Principles of Graphics II**(3 credits) 3 hours lecture**

This course builds on the insights developed in Applied Communications 2205. Students will explore media and multimedia form and function, concept and output, development processes, functionality, and form. Focus is on the development of vehicles such as newspapers, online magazines, catalogues, books, book covers, and Internet pages.

Prerequisite: Applied Communications 2205.

ACOM 3377 – Pre-Press Technique**(3 credits) 3 hours lecture**

This course prepares students for the task of transmitting materials for final output which may include printing presses and Internet or multimedia vehicles. Students learn the management of assets; issues in font management and licensing; technology-specific output processes; printing media; inks; and major pre-production standards and techniques.

Prerequisite: Applied Communications 2273

ACOM 3379 – Advanced Digital Photography**(3 credits) 2 hours lecture, 2 hours lab**

This course extends and develops skills developed in Applied Communications 2279. Students will work with digital images to create advanced treatments and effects and explore technical solutions for conversion and output to various media.

Prerequisite: Applied Communications 2279.

ACOM 3381 – Magazine Production I**(3 credits) 2 hours lecture, 2 hours lab**

This course introduces students to magazine publishing. Students develop the foundation skills for launching an edition of the flagship magazine of the Bachelor of Applied Communications – Electronic Publishing degree program. Students are challenged to define the look and market of their vehicle and establish a successful publishing organization.

Prerequisite: Completion of at least six core courses or their equivalents in the Bachelor of Applied Communications – Electronic Publishing degree program.

ACOM 4401 – Theories of Human Communication (formerly ACOM 3309)**(3 credits) 3 hours lecture**

The major genres of communication theory such as structural, cognitive, interactional, interpretive, and critical will be examined. Their application to the development and structure of messages, the generation and interpretation of meaning, and understanding of interactional, institutional, and social dynamics will also be studied.

Note: Applied Communications Degree students only.

ACOM 4407 – Web Journalism I**(3 credits) 1 hour lecture, 2 hours tutorial**

This is a senior course in news reporting, news writing and news editing for the Web. Each journalist in this course will produce, edit and publish on the Web or on a program Intranet site a portfolio of text, video and/or photo news stories. Journalists will receive coaching on story ideas, story development, sources, interviewing, shooting and writing and editing for the Web. This course may be offered on-line or as a parallel course at a Canadian or foreign post-secondary institution with which Mount Royal College has entered into partnership.

Prerequisite: Applied Communications 2209 and 3337.

ACOM 4409 – Issues in Communications, Law and Ethics**(3 credits) 3 hours lecture**

Building on work done in Applied Communications 3309, writing done in earlier courses, and students' work experience, this course focuses on key issues facing the public relations, journalism, and technical writing profession such as cultural and educational bias, technology and communication, libel law, copyright law, patent law, and consumer rights. Students consider the ethics of editing from public documents such as those on the Internet. They examine the distinction between marketing the features of a product and misleading the public, both with text and illustration.

Prerequisite: Applied Communications 4401.

ACOM 4415 – History of Journalism**(3 credits) 1 hour lecture, 2 hours tutorial**

Ancient roots of journalism. The nineteenth century beginnings of modern journalism. The evolution of journalism in the twentieth century. Journalism in twentieth century Canada. The possible futures of journalism in Canada.

ACOM 4419 – Photojournalism III**(3 credits) 1 hour lecture, 2 hours tutorial**

This is a capstone course in photojournalism. Each journalist in this course will produce a photography portfolio. Portfolio contents must be suitable for publication on the program Web site or in program publications. Journalists will receive coaching on photo ideas, portfolio development and photography technique. This course may be offered on-line or as a parallel course at a Canadian or foreign post-secondary institution with which Mount Royal College has entered into partnership.

Prerequisite: Consent of the department.

ACOM 4423 – Business Newswriting and Reporting II**(4 credits) 2 hours lecture, 2 hours tutorial**

Each student will produce a significant project in business journalism proposed by the student and approved by the course instructor. The project may be for print or broadcast journalism.

Prerequisite: Applied Communications 3323.

ACOM 4425 – The Journalist's Workplace II**(1 credit) 1 hour lecture**

This course will continue the examination of current conditions, developments and issues in the journalist's workplace. Employers and working journalists will be invited to present their perspectives. Journalists in this course will write critical analyses of workplace conditions, developments, issues.

Prerequisite: Applied Communications 2011.

ACOM 4427 – Web Journalism II**(3 credits) 1 hour lecture, 2 hours tutorial**

This is a capstone course in news reporting, news writing and news editing for the Web. Each journalist in this course will produce, edit and publish on the Web or on a program Intranet site a project for journalism. Journalists will receive coaching throughout the development and completion of their projects. This course may be offered on-line or as a parallel course at a Canadian or foreign post-secondary institution with which Mount Royal College has entered into partnership.

Prerequisite: Consent of the department.

ACOM 4435 – The Journalist's Workplace III

(1 credit) 1 hour lecture

This course will complete the examination of current conditions, developments and issues in the journalist's workplace. Employers and working journalists will be invited to present their perspectives. Journalists in this course will prepare critical analyses of workplace conditions, developments, issues.

Prerequisite: Applied Communications 3011.

ACOM 4437 – Newsroom III

(3 credits) 1 hour lecture, 2 hours tutorial

This is a capstone course in news reporting and news editing and layout for print publication. Each journalist in this course will produce a portfolio of advanced-level news stories or news pages with text and illustration. Stories and pages must be suitable for publication in the program newspaper. Journalists will receive coaching on story ideas, story development, sources, interviewing and writing. This course may be offered on-line or as a parallel course at a Canadian or foreign post-secondary institution with which Mount Royal College has entered into partnership.

Prerequisite: Consent of the department.

ACOM 4439 – Broadcast Journalism IV

(3 credits) 1 hour lecture, 2 hours tutorial

This is a capstone course in news reporting for television. Each journalist in this course will produce a portfolio tape of television news. Stories and/or documentaries must be suitable for broadcast on the program Web site. Journalists will receive coaching on story ideas, story development, sources, interviewing and writing, video photography and video editing. This course may be offered on-line or as a parallel course at a Canadian or foreign post-secondary institution with which Mount Royal College has entered into partnership.

Prerequisite: Consent of the department.

ACOM 4441 – Strategic Communication Planning

(4 credits) 2 hours lecture, 2 hours tutorial

This course is designed to build on material covered in Applied Communications 2247. Students will increase their understanding of strategic and operational planning concepts in the public relations context by offering consulting services to clients. Working in groups, students will review business plans, perform a communications audit and write a comprehensive communication plan to assist their client organizations in achieving their goals.

Prerequisite: Applied Communications 2013 and 2247 or consent of the department.

ACOM 4445 – Investor Relations

(3 credits) 3 hours lecture

This senior-level course for public relations students represents one of the key growth areas for the profession. This course examines the role of investor relations, its purpose within specific organizations, the appropriate financial regulations, brokerage and security considerations, ethical considerations, etc. Students write, design and produce annual reports, do an 'investor relations' communications plan for a real client, produce a quarterly report, learn how to successfully plan and manage an annual shareholder meeting, including responding to questions from the financial press.

Prerequisite: Administration 1130 or 1131 and consent of the department.

ACOM 4447 – International Public Relations

(3 credits) 3 hours lecture

This is a senior-level course for public relations students. Students will look at international marketing, advertising, cultural diversity issues, relevant legislation, government regulations, NAFTA, GATT, new communication technologies, financial markets, ethics, international labour and workplace issues.

Prerequisite: Consent of the department.

ACOM 4449 – Fund Development and Corporate Philanthropy

(3 credits) 3 hours lecture

This is a senior-level course for public relations students, covering two aspects of social public relations – raising funds and creating programs that give funds/resources away. This course covers such areas as: understanding government regulations, corporate giving guidelines, accessing funding agencies, understanding the financial options for fund maintenance, market and audience research, ethical considerations, publicity/promotion, and building partnerships with key stakeholders.

Prerequisite: Consent of the department.

ACOM 4451 – Issues in Public Relations

(3 credits) 2 hours lecture, 1 hour tutorial

This is the capstone course for students in their final semester of the Public Relations stream of the Bachelor of Applied Communications degree. The course, structured as a combination of senior seminar and directed reading, provides students the opportunity to reflect on the learning they have gained; examine the profession they are about to enter; contemplate and consider Directed Field Studies experiences; and to integrate these perspectives in a thesis of relevance to the profession and their future endeavours.

Prerequisite: Consent of the department.

ACOM 4463 – The Editorial Function

(3 credits) 3 hours lecture

Students practice substantive editing, copy editing, and proofreading. They examine issues in reliability and correctness of fact, relation of text to graphics and layout, ethics, copyright, and project management. This course draws together subjects and issues from all previous writing courses.

Prerequisite: At least four (4) Applied Communications courses from the curriculum of the Technical Communication program.

ACOM 4465 – Scripting Instructional Multimedia

(3 credits) 3 hours lecture

This project-based course provides students with an opportunity to explore applications in instructional multimedia. Concepts covered include learning theories, curriculum and instructional design concepts, and script-writing for multimedia. Procedures for systematic design of instructional and training materials using multimedia are also covered. Students will apply these concepts to produce a camera-ready script.

Note: Second- or third-year Applied Communications Degree students only.

ACOM 4467 – Advanced Technical Documentation (formerly ACOM 4405)

(3 credits) 3 hours lecture

This course allows students to practice lessons learned in earlier technical writing courses on scientific research documents. Technical writing enters the chain of science leading to consumer products at the point where scientific research becomes technology. Scholarly scientific publications, language research, and other sources of special terminology are examined. User testing methods are studied and applied.

Prerequisite: Applied Communications 3305.

ACOM 4469 – Portfolio

(2 credits) 1 hour lecture, 2 hours lab

The student portfolio demonstrates the ways in which students have acquired and achieved the learning outcomes of the Bachelor of Applied Communications – Technical Communication program. Portfolio items are products created in all core courses in the program. In this course, students analyse and consolidate their collection, and organize a public defence of their work. As a preliminary step, students will have done a mid-program defence of the portfolio in Applied Communications 3365.

Prerequisite: Completion of at least 90 credits towards the Bachelor of Applied Communications – Technical Communication Degree program, including Applied Communications 3365.

ACOM 4473 – Publication Markets and Distribution

(4 credits) 4 hours lecture

This course surveys the major issues in the marketing and costing of publications, both print-based and electronic. Major markets are examined in light of the promotional, distribution, estimation, and production models that ensue. A comparison is drawn between traditional and electronic forms, their interdependencies studied, and solutions proposed for issues specific to each kind of product.

ACOM 4481 – Magazine Production II

(3 credits) 2 hours lecture, 2 hours lab

This course continues the work done in Applied Communications 3381. Students solicit and evaluate articles, design and commence layout, and source printers and other suppliers. Organizational tasks such as promotion and finance continue; preparation for adaptation to the Web commences.

Prerequisite: Applied Communications 3381.

ACOM 4483 – Magazine Production III

(2 credits) 1 hour lecture, 2 hours lab

Students finish laying out, proofing, and correcting the magazine commenced in the two previous production courses. Students will transmit artwork to the printer, organize the magazine launch, and distribute the magazine. In addition to the printed version, students will produce an electronic version of the magazine and place it online.

Prerequisite: Applied Communications 3381 and 4481.

APPLIED JUSTICE (AJUS)

AJUS 2010 – Directed Field Studies I (formerly AJUS 3000)

(15 credits)

Applied degree work semesters are designed to provide an extension of the learning process into a relevant work environment. Work-terms provide students with an opportunity to integrate theoretical concepts with practical applications; familiarize students with the justice system and its place within the community; familiarize students with current programs, agencies, policies and procedures; provide students with an opportunity to develop and demonstrate their skills and abilities; and foster in students an attitude of professionalism and ethical practice. Students will be required to participate in an orientation to the work-term and to familiarize themselves with the work-term manual and its policies. During the work-term, students will also be required to participate in a methods integration seminar. This seminar will provide an opportunity to engage in reflection and discussion of significant learning experiences within the work setting with a member of the faculty.

Prerequisite: Students must have satisfactorily completed the course requirements for the first four (4) semesters of the program.

AJUS 2201 – Introduction to Criminology

(3 credits – TG) 3 hours lecture

In this course, students are introduced to the major theoretical concepts presently available as an explanation of crime, criminals and criminality in the field of criminology.

AJUS 2203 – Introduction to the Justice System

(3 credits – TG) 3 hours lecture

In this course, students will examine the functional patterns and roles of the major components in the Canadian Justice System. This process includes (but is not limited to) familiarizing the students with the evolving nature of law enforcement, courts and correctional services.

AJUS 2209 – Selected Issues in Human Justice (formerly AJUS 4409)

(3 credits) 3 hours lecture

In this course, students will critically examine topical issues within Human Justice. Each semester's offering will focus on current issues within the major fields of corrections, law enforcement and the judiciary.

Prerequisite: Applied Justice 2201 and 2203.

AJUS 2211 – Introduction to Human Relations

(3 credits) 3 hours lecture

This course will provide students with an understanding of the development of interpersonal relationships. Students will explore cross-cultural, interdisciplinary and evolving perceptions of normal human relationships, as well as the significance of relationship skills in the justice system.

AJUS 2213 – Diversity Issues and the Criminal Justice System

(3 credits) 3 hours lecture

This course will explore issues of diversity and justice within Canadian society. Emphasis will be placed on issues, such as ethnicity, gender, sexual preference, age, and social class, and access to justice throughout Canadian history. Situated in an exploration of competing theoretical paradigms, students will be challenged to consider the complexity of diversity issues in context of the history and practices of the Canadian Criminal Justice System.

AJUS 3010 – Directed Field Studies II (formerly AJUS 4000)

(15 credits)

Applied degree work semesters are designed to provide an extension of the learning process into a relevant work environment. Work-terms provide students with an opportunity to integrate theoretical concepts with practical applications; familiarize students with the justice system and its place within the community; familiarize students with current programs, agencies, policies and procedures; provide students with an opportunity to develop and demonstrate their skills and abilities; and foster in students an attitude of professionalism and ethical practice. Students will be required to participate in an orientation to the work-term and to familiarize themselves with the work-term manual and its policies. During the work-term, students will also be required to participate in a methods integration seminar. This seminar will provide an opportunity to engage in reflection and discussion of significant learning experiences within the work setting with a member of the faculty.

Prerequisite: Students must have satisfactorily completed Work Term I and all of the course requirements for the first six (6) semesters of the program.

AJUS 3301 – Human Rights and Civil Liberties

(3 credits) 3 hours lecture

This course explores the relationship between individuals and the nation state. Beginning with a review of competing paradigms related to Human Rights and Civil Liberties, emphasis will be placed on the Canadian Charter of Rights and Freedoms and its interpretation by the judiciary. Issues such as equality before the law, freedoms of expression and religion, obscenity and hate literature will be explored.

Prerequisite: Applied Justice 2201 and 2203.

AJUS 3303 – Criminological Theory

(3 credits) 3 hours lecture

Relying primarily on a lecture and group discussion format, the course will involve examining the original works of selected theorists. Emphasis will be placed on the economic, political, and social context in which theories emerged and how they are reflected in criminal justice practice. Among the perspectives covered will be: positivist explanations; the classical and neo-classical schools of thought; biological explanations; conflict criminology; and the new integrated and interdisciplinary theories.

Prerequisite: Applied Justice 2201 and 2203.

AJUS 3305 – Aberrant Behavior

(3 credits) 3 hours lecture

In this course, students critically analyze aberrant behaviors with emphasis on their nature, incidence, correlates, control and prevention. Attention may be given to specific subject areas, which will be examined in conjunction with the current Diagnostic and Statistical Manual (DSM). Students will be able to differentiate aberrant behavior from normative conduct in both its application and impact on the criminal justice system.

AJUS 3307 – Professional Ethics in Criminal Justice

(3 credits) 3 hours lecture

Students will study the development of ethical thinking, models of ethical decision-making, professional codes of ethics and issues in ethics relevant to criminal justice practitioners. Case analysis and evaluation will be utilized to increase students' competencies in ethical reasoning.

Prerequisite: Applied Justice 2201 and 2203.

AJUS 3309 – Intervention Strategies

(3 credits) 3 hours lecture

In this course, students will be introduced to both a theoretical and practical based model of crisis intervention. Students will analyze situations typically faced by criminal justice personnel from a first responder perspective. Students will be expected to demonstrate baseline skills. Students will be able to deal with a number of situations typically dealt with in the field. This course will prepare students to intervene within an ethical framework.

Prerequisite: Applied Justice 2201 and 2203.

AJUS 3311 – Criminal Law

(3 credits) 3 hours lecture

In this course, students will focus on the process of legal problem solving. Students will gain experience in the unique deductive logic within the context of current Canadian criminal law.

AJUS 3313 – Interviewing Skills

(3 credits) 3 hours lecture

In this course, students learn basic interviewing techniques. Various aspects of interpersonal communication used in the interview situation such as feedback and mechanisms, paraphrasing and nonverbal communication are discussed and practised during a series of exercises and experiences related to the functioning of the justice system. As an applied course students will demonstrate (to criteria) skill mastery in both interviewing and self-appraisal.

AJUS 4401 – Quantitative Research Methods

(4 credits) 3 hours lecture, 1 hour tutorial

This course will introduce Justice Studies students to applied social research. Emphasis will be placed on developing practical experience in a variety of quantitative research methods and techniques. Experience will be gained in questionnaire design, data analysis and report writing.

Prerequisite: Applied Justice 2203, Computer Science 1209 and Psychology 3312.

AJUS 4403 – Young Persons in Conflict with the Law

(3 credits) 3 hours lecture

In this course, students will be provided an overview of the behavioural dynamics of young persons involved in anti-social acts. An examination of the legal and social effects of legislation on the community and the young offender is also undertaken. A consideration of community resources is included.

AJUS 4405 – Qualitative Research Methods

(3 credits) 3 hours lecture

This course introduces students to naturalistic/qualitative research methods and their application to issues of crime and justice in contemporary society. Students are guided through a process of designing and selecting data collection methods that are appropriate, well thought out and valid.

Prerequisite: Applied Justice 3313.

AJUS 4407 – Conflict Resolution

(3 credits) 3 hours lecture

This upper level course will provide students with the basic concepts and requisite skills in dealing with conflict resolution in a variety of criminal justice settings. As an applied course, students will be expected to demonstrate skill mastery to specific criteria.

Prerequisite: Applied Justice 2211 and 3313.

AJUS 4411 – Comparative Criminal Justice Systems

(3 credits) 3 hours lecture

This course introduces students to a variety of criminal justice system models including common law systems, civil law systems, and systems that differ fundamentally from common and civil law traditions. The selection of countries will vary from year-to-year depending on current social, economic, and/or political issues. The course will present a conceptual framework for a constructive functional comparative analysis of the different models. In addition, the intent of this course is to provide the student with a sampling of criminological phenomena around the world.

Prerequisite: Applied Justice 2201 and 3303.

AJUS 4413 – Evidence and Procedures

(3 credits) 3 hours lecture

This is an advanced course in the study of criminal law as it relates to procedural law and law relating to evidence. Selected topics will include criminal procedure and evidence, including jurisdiction, police powers of search and seizure, the right to counsel and pre-trial and trial procedures. The course will include a survey of the system of rules and standards by means of which the admissibility of evidence is determined.

Prerequisite: Applied Justice 2201, 2203 and 3311.

AJUS 4415 – Advanced Topics in Law, Criminology and Criminal Justice

(3 credits) 3 hours lecture

This course is designed to offer instruction in topical and timely areas of academic interest in the study of law, criminology and criminal justice (e.g., terrorism, victimology, crime and media, crime prevention and community development).

Prerequisite: Applied Justice 2201, 2203, and 3311.

AJUS 4417 – Casework Methods and Practice

(3 credits) 3 hours lecture

This course provides an examination of the principles, ethics, values and varying components of an effective casework process. A general systems approach is utilized in an application to case studies and the realities of a helping relationship in the justice system.

Prerequisite: Applied Justice 2211 and 3313.

AJUS 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

APPLIED POLICY STUDIES (APST)

APST 2010 – Directed Field Studies I

(15 credits)

This course will foster an understanding of the culture and professional practices of the administration and development of public policy. Students will participate in paid work experiences in a government agency or in a company, research institute or non-governmental organization. The initial directed field studies provides an opportunity to apply academic knowledge and analytical skills in a workplace, observe organizational behaviour, and develop methods of self-assessment. A significant time commitment will be needed to complete the orientation program offered by Career Services in the semester prior to placement.

Prerequisite: Completion of the following courses with a minimum grade of "C", Applied Policy Studies 2209, 3301, 3305 and Economics 2201, 2203, Political Science 2201, 3321, 3359 and either Economics 2245 or 3303 and Political Science 3329 or Applied Policy Studies 3303. Completion of the Introduction to Work Experience (or approved equivalent) workshop through Career Services.

APST 2201 – Canada's Nonprofit Sector – Foundations

(3 credits) 3 hours lecture

This foundation course introduces the history of the nonprofit sector, its role in service delivery, and composition. It will introduce basic concepts and vocabulary unique to Canada's nonprofit sector. Recent trends in the nonprofit section will also be discussed.

APST 2209 – Methodology and Statistics

(3 credits – TG) 3 hours lecture

Credible and competent policy decisions – regardless of whether they originate in the private, public, or not-for-profit sectors of an economy – are based on statistical and strategic thinking. In this course statistical thinking abilities (identifying appropriate statistical techniques, computing required statistics, and interpreting the results) are balanced with well-developed strategic thinking skills (game theory and rational choice). Within this general framework, students will study the theoretical foundations of methodology and statistics and learn the applied techniques, though the use of Microsoft Excel and other computer software, employed by policy-makers in all sectors of the economy.

APST 3010 – Directed Field Studies II

(15 credits)

This course will foster an understanding of the culture and professional practices within administrative fields, and enhance understanding of public policy development. Students will be involved in a paid work experience in a government agency, a company, a research institute or a non-governmental organization. The senior Directed Field Studies provides an opportunity to refine and hone the academic knowledge and analytical skills acquired and applied in the previous Directed Field Studies.

Prerequisite: Completion of a minimum of 20 courses in the core of the Applied Policy Studies program including: Applied Policy Studies 2010, 2209, 3301, 3303, 3305, 4431 and Economics 3355, Political Science 3329, 3398 and English 1263 with no final grade less than "C". Attendance at all Career Services workshops required to prepare students for Directed Field Studies II.

APST 3301 – Introduction to Public Policy

(3 credits – TG) 3 hours lecture

This course is designed to advance the degree student's knowledge of public (government) policy development, initiation, and implementation. This course introduces students to various theories, models, and approaches utilized by scholars and professional evaluators in the field of policy studies. This course also prepares students for the intellectual demands and skill-based practicalities needed in their future careers in the policy field.

Prerequisite: Economics 2245, Political Science 2201 and 3321.

APST 3303 – Federalism

(3 credits – TG) 3 hours lecture

This course is designed for the Bachelor of Applied Policy Studies degree student, but is of interest to anyone who wishes to advance their understanding of key constitutional matters, government-level decision making, and policy development. This course will focus primarily on the Canadian federation. However, it will also explore other federal systems in a comparative setting, particularly the United States and Mexico, our continental partners in trade. With this course, students will acquire advanced knowledge of an essential aspect of Canadian constitutional, economic, and political life.

Prerequisite: Economics 2203, Political Science 2201 and 3321.

APST 3305 – Interest Groups and Group Behaviour

(3 credits) 3 hours lecture

This course is a third-year core requirement for students in the Bachelor of Applied Policy Studies. The course develops practical understanding and a working knowledge of the role of interest groups and their influence in policy formation, policy implementation and policy administration in a complex federal system with overlapping jurisdictions.

Prerequisite: Applied Policy Studies 3301, 3303 and Economics 2245.

APST 4421 – International Trade

(3 credits) 3 hours lecture

This is a senior core course normally taken in the sixth semester of the Bachelor of Applied Policy Studies program. Students will acquire basic competency in accessing, processing and interpreting data relevant to trade theory and Canadian trade policy. The focus is on the theory of trade in the exchange in merchandise and services. Topics include restrictive trade practices and tariff policy and political economy relating to the laws, structures and actors influencing Canadian trade policy and the international flows of production and distribution of goods. Upon completion, students will have algebraic, graphical and data manipulation skills to evaluate, analyze and compose thoughtful, written proposals on issues related to trade.

Prerequisites: Applied Policy Studies 2209, Economics 2245, 3303, and Political Science 3381 and 3485.

APST 4431 – Managing and Implementing Public Policy

(3 credits) 3 hours lecture

This course is a senior-year core requirement for students in the Bachelor of Applied Policy Studies. The course develops practical understanding and a working knowledge of the instruments and techniques of policy implementation. Topics include, understanding public policy formation, defining government's role, choosing policy instruments for policy outcomes, designing an implementation process, and managing the implementation process.

Prerequisite: Applied Policy Studies 2209, 3301 and 3303.

APST 4433 – Integrative Professional Practice

(3 credits) 3 hours lecture

This course is a senior-year core requirement for students in the Bachelor of Applied Policy Studies program. The course develops a practical understanding and a working knowledge of the organisational relationships and professional conduct in institutions and agencies that formulate and implement public policy. The emphasis is on strengthening competency and familiarity with accepted professional conduct, ethical and legal environments and intra-group and inter-institutional techniques for effective problem solving and communication. Topics include personal responsibilities, civil rights and labour law, Conflict of Interest Guidelines, collaborative partnerships, motivation and performance, and public communication.

Prerequisite: Applied Policy Studies 3301, 4431 and Political Science 3398.

APST 4443 – Survey of Public and Private Law Principles

(3 credits) 3 hours lecture

This is a senior survey designed to familiarize Bachelor of Applied Policy Studies students with the principles of Canadian law in general and the particular distinctions between public and private forms of law.

Prerequisite: Applied Policy Studies 3301, 3303 and Political Science 2201 and 3321.

ARCHAEOLOGY (ARKY)

ARKY 2201 – Introduction to Archaeology (U of C ARKY 201)

(4 credits – TG) 3 hours lecture, 3 hours lab

Basic principles of archaeology. How archaeological remains are located, recovered and interpreted.

ARKY 2203 – An Introduction to Physical Anthropology

(U of C ARKY 203)

(4 credits – TG) 3 hours lecture, 3 hours lab

Survey of the major subfields of physical anthropology including evolution, human palaeontology, genetics, osteology and variation, and techniques of data collection.

ARKY 2205 – Ancient Peoples and Places (U of C ARKY 205)

(3 credits – TG) 3 hours lecture

An overview of Old and New World archaeology; the emergence of humans; development of humans and culture from hunting/gathering to agriculture and ancient urban societies.

ARKY 3303 – Archaeology of North America

(U of C ARKY 303)

(3 credits – TG) 3 hours lecture

An overview of prehistoric cultural developments in North America.

ARKY 3313 – Introduction to Applied Archaeology

(3 credits) 3 hours lecture

This course is an introduction to methods of archaeological reconnaissance and survey. Heritage Resource Impact Assessment Studies required by legislation enacted in western Canada will be emphasized. Searches of government files, results of previous research, and the use of local informants plus basic aspects of topographic map and aerial photo interpretation will form the core of the course material. The ability to locate archaeological sites using the UTM and legal land description systems will be acquired as well.

Recommended Preparation: Archaeology 2201.

ARKY 3321 – Early People in the Old World

(3 credits – TG) 3 hours lecture

The origins and development of early hunting and/or gathering peoples in Africa, Eurasia and Australia between 2.5 million and 10,000 years ago.

Prerequisite: Anthropology 2201 or Archaeology 2203 or consent of the department.

ARKY 3325 – Ancient Civilizations (U of C ARKY 325)

(3 credits – TG) 3 hours lecture

The rise and achievements of the earliest civilizations in the Old and New Worlds. Emphasis will be placed on the civilizations of Mesopotamia, Egypt, India, China, Mesoamerica and the Andes.

ARKY 3331 – Archaeology of the Nile Valley

(3 credits – TG) 3 hours lecture

An overview of the development of civilizations along the Nile. Beginning with hunter/gatherers, archaeological evidence will be reviewed detailing the transition to civilizations. Emphasis will be placed upon archaeological evidence and epigraphy in understanding the two major civilizations of the Nile Valley: Egypt and Kush.

Prerequisite: Archaeology 2201 or 2205 or consent of the department.

ART HISTORY (ARTH)

ARTH 2201 – History of Art and Architecture I (U of C ARHI 201)

(3 credits – TG) 3 hours lecture

This course provides a survey of art and architecture and minor arts from the old Stone Age to the early Christian period. Students are offered a systematic study of aesthetics and the development of art styles which will enable them to develop a basic appreciation and understanding of art and its origins.

ARTH 2203 – History of Art and Architecture II (U of C ARHI 203)

(3 credits – TG) 3 hours lecture

This course is a sequel to Art History 2201. It provides a general survey of the visual arts in Western Europe from the Middle Ages up to and including the Renaissance period. Lectures and seminars are supported with slides and films. Recommended Preparation: Art History 2201.

ARTH 3303 – Art and Architecture of Canada: 1870 to the Present (U of C ARHI 303)

(3 credits – TG) 3 hours lecture

This course provides a chronological survey of the visual arts and architecture in Canada from 1870 to the present day. Students will explore the development of the visual arts to enable them to better understand contemporary visual expression in Canada.

ARTH 4413 – History of Modern Art and Architecture I (U of C ARHI 413)

(3 credits – TG) 3 hours lecture

This course provides a survey of painting, sculpture and architecture in Western Europe and North America from the early nineteenth century to the period between the World Wars. The course highlights significant developments in art and architecture within the timeframes considered.

ARTH 4415 – History of Modern Art and Architecture II (U of C ARHI 415)

(3 credits – TG) 3 hours lecture

This course examines painting, sculpture, photography and architecture from the period between the World Wars to the present. The course highlights significant development in art and architecture within their historical context.

ASTRONOMY (ASTR)

ASTR 2205 – The Modern Universe (U of C ASTR 205)

(3 credits – TG) 3 hours lecture

A comprehensive, descriptive survey of modern astronomy which focuses on the development of our present views of the universe. Topics include: solar system exploration by telescope and spacecraft; the birth and death of stars; the violent interstellar medium; the Milky Way and other galaxies; cosmic rays, pulsars and supernovae, the concept of a black hole; exploding galaxies and quasars; the beginning and end of the universe; the possibilities of extra-terrestrial life and interstellar communication. Opportunities for field trips to the University of Calgary's observatory will be provided. This course is not recommended for physical science majors.

This is a descriptive course for non-science majors. The course material stresses conceptual understanding rather than strict mathematical derivation. Astronomy 2205 attempts to develop an appreciation for the simple mathematical and physical concepts which represent the behaviour of nature. It serves as a Science Requirement (Area 5) for students taking non-science related diplomas.

Note: Credit for both Astronomy 2205 and 2211 will not be allowed.

ASTR 2211 – Fundamentals of Astronomy I (U of C ASTR 211)

(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Basic concepts of astronomy with emphasis on our solar system including spherical astronomy; Newton's laws and gravitation; time, elements of celestial mechanics; astronomical observation and measurement; telescopes and accessories; the planets and their satellites; the sun and the rest of the solar system. Laboratory exercises will be held at the Rothney Astrophysical Observatory as circumstances permit. Recommended for science majors.

Prerequisite: Mathematics 30 and Physics 30 or equivalent.

This is a first year course for astrophysics and science majors; offered in the Fall only. Prerequisite for the University of Calgary Astronomy 213 (offered at the U of C in the Winter). It is the first of a two semester sequence of introductory astronomy courses intended for students who plan to major in the physical sciences. The course stresses scientific explanation and uses mathematics, the language of science, extensively. The course is recommended in preference to Astronomy 2205 for science majors, particularly those taking physics and mathematics courses.

Note: Credit for both Astronomy 2205 and 2211 will not be allowed.

BIOCHEMISTRY (BCEM)

BCEM 3341 – Biochemistry of Life Processes (U of C BCEM 341)

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

An elementary introduction to biochemistry. Particular emphasis will be placed on a description of the chemistry of compounds of biochemical interest and how these relate to cell structure, proteins, carbohydrate and lipid metabolism and nucleic acids. Labs: simple experiments illustrating the chemistry and biological function of molecules.

Prerequisite: Chemistry 3341 or 3350.

Note: This course will not serve as a prerequisite for advanced chemistry or biochemistry courses. Credit for Biochemistry 3341 and any of Biochemistry 3393, U of C BCEM 393 or 443 will not be allowed.

BCEM 3393 – Introduction to Biochemical Molecules (U of C BCEM 393)

(4 credits – TG) 3 hours lecture, 4/2 hours lab

Lectures: carbohydrates, amino acids, proteins and enzymes. The structure and function of these molecules will be presented with an emphasis on protein sequence and conformation and on the nature of enzyme catalyses. Laboratory: modern biochemical techniques for the analysis of biochemical molecules: carbohydrates, amino acids, proteins, enzymes and protein purification.

Prerequisite: Chemistry 3350.

Co-requisite: Chemistry 3351.

Note: Credit for both Biochemistry 3341 and 3393 will not be allowed.

BIOLOGY (BIOL)

BIOL 0115 – Introduction to Biology

(0 credits)

This is a credit-free upgrading course; special fees apply.

Topics include energy flow in the biosphere, energy flow in the cell, adaptation, population and matter and energy exchange.

Note: This course is the equivalent of Biology 10/20.

BIOL 0130 – Fundamentals of Biology

(0 credits)

This is a credit-free upgrading course; special fees apply.

Topics in this course include: cell chemistry; ultra-structure; organelle function; metabolic pathways of photosynthesis and respiration; mitotic and meiotic processes; genetics and heredity and human systems. It is intended for university transfer and career program students who will do more studies in biology and other cognate subjects.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

BIOL 1210 – Ecology

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides an exploration of the relationship between living organisms and their environment. Topics include an introduction to environmental influences, communities and populations as well as discussions of North American biomes. An appreciation of how Ecological Theory is applied to current problems relating to land use and resource exploitation is developed. This course is intended for career program students, as a general interest Arts and Science Requirement, and for university transfer students.

BIOL 1212 – Human Anatomy and Physiology

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab

This course provides an introduction to the anatomy and physiology of the systems of the human body. Topics include cells and tissues plus the anatomy and physiology of the integumentary, skeletal, muscular, nervous, endocrine, cardiovascular, immune, respiratory, digestive, urinary and reproductive systems.

BIOL 1214 – Human Anatomy

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides a systematic survey of the structure of the human body. Topics include cells and tissues of the body plus the anatomy of the skeletal, articular, muscular, digestive, respiratory, urinary, reproductive, circulatory, nervous, integumentary and endocrine systems. Labs are designed to provide practical demonstrations that parallel the material discussed in the lectures.

Recommended Preparation: Biology 30 or equivalent.

Note: This course is the same as Physical Education 1224. Students interested in how the body systems perform their functions should consider Biology 1216.

BIOL 1215 – Evolution and Heredity

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This course is designed to give students an appreciation of evolution by explaining the mechanisms of the evolutionary process in terms of the laws of inheritance as well as the interaction of heredity and the environment. It is oriented toward human populations, their biological histories and their congenital medical problems.

Recommended Preparation: Biology 30 or equivalent.

BIOL 1216 – Human Physiology

(4 credits – TG) 3 hours lecture, 3 hours lab

This course describes how the systems of the human body perform their functions. Topics include physiology of the nervous system, hormonal control mechanisms, muscle physiology, body defence mechanisms and physiology of the reproductive, circulatory, respiratory, urinary and digestive system. Labs are designed to let the student discover and gain an appreciation of how his/her body functions.

Prerequisite: Biology 30 or equivalent.

BIOL 1218 – Biotechnology and Bioremediation

(4 credits – TG) 3 hours lecture, 3 hours lab

Topics will include the use of micro-organisms for the purposes of biodegradation and bioreclamation of contaminated soils and ground waters. Group discussions will focus on selected topics in the area. Laboratories will introduce the fundamental principles of biotechnology and gene manipulation.

Prerequisite: Biology 1223 or 2231.

BIOL 1219 – Limnology

(4 credits – TG) 3 hours lecture, 3 hours lab

The study of fresh water ecosystems is undertaken in this course. Topics include; sampling methodology, taxonomy and ecosystem relationships. Labs include considerable fieldwork and data analysis.

BIOL 1220 – Anatomy and Physiology I

(4 credits – TG) 3 hours lecture, 3 hours lab

A basic course in human anatomy and physiology designed for students in the health studies fields. Topics include: terminology, membranes, skin and glands, cells and tissues, the skeletal system, the muscular system, central and peripheral nervous systems, autonomic nervous system, and the endocrine system. Each topic includes an emphasis on homeostasis.

BIOL 1221 – Anatomy and Physiology II

(4 credits – TG) 3 hours lecture, 3 hours lab

This course is a continuation of Biology 1220 and involves a second semester of basic human anatomy and physiology. It includes the following systems and areas: the cardiovascular system, the lymphatic system, the immune system, the respiratory system, digestion and nutrition, the urinary system, body fluids, electrolytes and fluid balance, the reproductive systems and embryology. Each topic includes an emphasis on homeostasis.

Prerequisite: Biology 1220.

BIOL 1223 – Resource Biology

(4 credits) 3 hours lecture, 3 hours lab

An introduction to the biological principles and problems of ecology. Emphasis will be placed on analyzing, problem solving and experimentation. How ecological theory is applied to current land use and resource exploitation problems is developed. Field and laboratory work are integral parts of this course.

Recommended Preparation: Biology 30 or equivalent.

BIOL 2201 – Principles of Biology

(4 credits – TG) 3 hours lecture, 3 hours lab

The fundamentals of modern biology. The labs will demonstrate principles common to plants, animals and microbes.

Note: Credit for Biology 2201, 2205 and 2231 will not be allowed. See also Botany, Microbiology and Zoology course listings.

BIOL 2205 – The Organization and Diversity of Life (U of C BIOL 205)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

Basic principles of modern biology.

Note: Not open for credit to majors and minors in the Department of Biological Sciences at the University of Calgary. Credit for Biology 2201, 2205 and 2231 will not be allowed.

BIOL 2211 – Terrestrial Ecology**(3 credits) 2 hours lecture, 3 hours lab**

The study of the interactions and the interdependencies of organisms in terrestrial ecosystems will be the focus of this course. Ecological processes and interactions at the individual, population and community levels within terrestrial ecosystems will be examined. Spatial and temporal patterns of variability within terrestrial ecosystem components and the resulting effects on ecosystem function will be investigated. Natural variability as well as human-induced changes will be profiled. This course will also examine how managed and unmanaged natural terrestrial ecosystems interact with industrial systems. The resulting effects of these interactions on biodiversity and ecosystem function will be critically examined. The role of industrial ecology in developing policy related to the management of terrestrial ecosystems will be emphasized.

BIOL 2219 – Aquatic Ecology**(3 credits) 2 hours lecture, 3 hours lab**

The study of the structure and function of aquatic ecosystems is undertaken in this course. There is an emphasis on freshwater systems. The goal is to understand how physical, chemical, biological and anthropogenic factors influence population dynamics and community structure in aquatic ecosystems. Laboratory and field research methods used in aquatic ecology are introduced. Current literature and case studies in various areas of aquatic ecology will be critically reviewed. Aquatic biodiversity issues and sustainability issues are emphasized. The role of industrial ecology in developing management policy related to aquatic systems will be examined. The interactions and integration of industrial systems with natural aquatic systems will also be reviewed.

Prerequisite: Successful completion of semesters 1 and 2 of the Biogeochemical Stream or equivalents or consent of the department.

BIOL 2225 – Plant Biology**(4 credits – TG) 3 hours lecture, 3 hours lab**

The interrelationships between form and function of the living plant. An introduction to the concepts of the morphology, physiology, and evolution of the plant kingdom.

Prerequisite: Biology 2201 with a grade of "C-" or above.

BIOL 2231 – Introduction to Biology I (U of C BIOL 231)**(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab**

This is the first of two courses in introductory biology. This course starts by examining fundamental principles of life common to all organisms and continues with an overview of structure, replication and function of viruses and bacteria. Evolutionary descent is discussed as a unifying concept to account for today's diversity of organisms.

Prerequisite: Chemistry 30.

Recommended Preparation: Biology 30.

Note: This course is not recommended for those students seeking a single, half course, general interest overview of the biological sciences. Credit for Biology 2201, 2205 and 2231 will not be allowed.

BIOL 2233 – Introduction to Biology II (U of C BIOL 233)**(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab**

Following Biology 2231, this course centres on organismic biology of plants and animals. Various groups are introduced with a focus on diversity, form and function in terrestrial plants and major metazoan phyla.

Prerequisite: Biology 2231 or U of C BIOL 231 or equivalent.

BIOL 3305 – The Human Organism (U of C BIOL 305)**(4 credits – TG) 3 hours lecture, 1 hour tutorial**

An introduction to the function of the human body. The interaction of body systems with diet, pathogens and environmental agents will be discussed as it relates to health and disease. New advances in biotechnology, as they relate to the study of humans at the molecular level, will be discussed. Topics covered include an introduction to the technology and the social aspects of organ transplants, embryo manipulation, genetic engineering and therapeutics as a new approach to cancer diagnosis and treatment.

Prerequisite: Biology 30 or equivalent or Biology 2205.

Note: Not open for credit to majors in the Biological Sciences.

BIOL 3309 – Plants and People (U of C BOTA 309)**(3 credits – TG) 3 hours lecture**

A review of the structure and function of plants. A survey of the nature of people's basic food plants and an overview of agricultural and forestry practices. Plant improvement by traditional and modern methods, and plant propagation.

Prerequisite: Biology 2205 or 2231 or consent of the department.

Note: Not open for credit to majors and minors in the Department of Biological Sciences at the University of Calgary.

BIOL 3311 – Principles of Genetics (U of C BIOL 311)**(4 credits – TG) 3 hours lecture, 3 hours lab**

Topics will include Mendelian inheritance, allelic relationships, genetic linkage, sex linkage, sex determination, changes in chromosome structure, segregation and recombination, structure and function of the genetic material, molecular genetics, genetics of bacteria and viruses, gene fine structure, gene function, complementation, and regulation of gene expression. The laboratories will illustrate pertinent genetic principles by experimentation on several selected organisms.

Prerequisite: Biology 2233 and Chemistry 2203 both with a grade of "C-" or above.

BIOL 3313 – An Introduction to Ecology and Evolution (U of C BIOL 313)**(4 credits – TG) 3 hours lecture, 3 hours lab**

This course introduces ecological processes and evolutionary principles that explain the origin, maintenance, and dynamics of biological diversity. Ecological interactions will be studied to understand the evolution of traits, and the dynamics of populations and communities. Mechanisms of genetic change of populations will be discussed and how these changes give rise to large-scale evolutionary patterns.

Prerequisite: Biology 2233.

Pre- or Co-requisite: Biology 3311 with a grade of "C-" or above.

BIOL 3331 – Introduction to Cellular and Molecular Biology (U of C BIOL 331)**(5 credits – TG) 3 hours lecture, 2 hours tutorial**

The principles of cellular structure and function. Molecular organization of membranes, organelles, nucleus and cytoplasmic structures; the integration of cellular functions; assembly of organelles; the regulation of cell proliferation; and the interaction of cells with their neighbours and their environment.

Prerequisite: Biology 3311 with a grade of "C-" or above.

BIOL 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

BLACKFOOT (BKFT)**BKFT 0130 – Introductory Blackfoot Language****(0 credits)**

This is a credit free upgrading course; special fees apply.

This is a basic introduction in both the written (using the Roman alphabet) and oral aspects of the Blackfoot language. The course will focus on grammar, vocabulary, and oral skills.

BOTANY (BOTA)**BOTA 2261 – Botany for Biotechnology****(4 credits) 3 hours lecture, 3 hours lab**

This course will provide the student with a basic knowledge of plant biology, and how plants can be used in biotechnology. Topics will include: classification, physiology, genetics, cell biology, life cycle, tissue culture, and genetic transformations.

Prerequisite: Biotechnology 2203.

CANADIAN STUDIES (CNST)

CNST 2231 – Introduction to Canadian Studies (U of C CNST 231)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

An interdisciplinary examination of the nature of Canadian nationalism and regionalism in their developmental and contemporary contexts. The political, economic and cultural dimensions of Canadian identity will be a central focus.

Note: Canadian Studies 2231 = Athabasca University HIST 326. Students who take both Canadian Studies 2231 and History 3331 can obtain credit for Athabasca University HIST 329. Students may not, however, count Canadian Studies 2231 more than once.

CNST 2271 – The Canadian Mosaic

(3 credits – TG) 2 hours lecture, 1 hour tutorial

This course provides an interdisciplinary study of the history of inter-ethnic and racial relations with emphasis on the experiences and contributions of selected ethnic or racial minorities in Canada.

CNST 3333 – Canada in Comparative and International Perspective

(3 credits – TG) 3 hours lecture

Canada will be compared, from a variety of perspectives, to the United States, Japan, Switzerland and other countries. Canada's role in world affairs; its defence, trade and diplomatic policies will be examined.

CNST 3337 – Introduction to Folklore: The Canadian Context (U of C CNST 337)

(3 credits – TG) 3 hours lecture

Introduction to the academic study of folklore: basic terminology, folk groups, performance and applications with examples taken from the Canadian and Albertan context. Introduction to traditional genres of folkloristic expression and analysis of current folk groups and their folklore.

CNST 3381 – From Sea to Sea: Canadian Culture and Identity

(3 credits – TG) 3 hours lecture

This course examines whether or not a distinct "Canadian" identity and culture exists. In this course we will examine a number of topics such as art, literature and music. The issue of regionalism will also be addressed.

Prerequisite: Any 2200-level or 3300-level Canadian Studies or History course.

CNST 3383 – From Sea to Sea: Canada's Heritage

(3 credits – TG) 3 hours lecture

This course examines the legends, lies and cherished myths of Canada's heritage. We will study the way in which Canada's past is depicted by historical sites, government agencies and the school system.

Prerequisite: Any 2200-level or 3300-level Canadian Studies or History course.

CNST 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

CHEMISTRY (CHEM)

CHEM 0115 – Basic Chemistry I

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course is designed for students who have no previous course in Chemistry. It is the first course in the Chemistry 0115, 0130 sequence. Topics include: matter and energy, measurement in Chemistry, atomic structure, periodic table, chemical formulae and nomenclature, chemical reactions and chemical equations, mole concept and stoichiometric calculations, chemical bonding and states of matter.

Prerequisite: Mathematics 10 or equivalent.

CHEM 0130 – Basic Chemistry II

(0 credits)

This is a credit-free upgrading course; special fees apply.

Chemistry 0130 completes the Chemistry 0115, 0130 sequence and in doing so, adequately prepares students for first-year university requirements. It is not recommended for students with credit in Chemistry 30. Topics include: solutions; acids and bases; oxidation-reduction; energy changes; reaction rates; chemical equilibria and electrochemistry. Learning is assisted by means of lectures, tutorials and labs, with individual tutoring available.

Prerequisite: Chemistry 20 or 0115.

Pre- or Co-requisite: Mathematics 20 or equivalent.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

CHEM 2201 – General Chemistry I (U of C CHEM 201)

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

Lectures: basic chemical concepts; stoichiometry; gas laws; periodic table and the chemistry of selected elements; atomic and molecular structure; chemical bonding; structures of organic compounds; states of matter and phase changes and properties of solutions. Laboratory: experiments designed to illustrate the lecture material and to develop skill in using basic laboratory apparatus.

Prerequisite: Chemistry 30 and Mathematics 30 – Pure.

Recommended Preparation: Mathematics 31.

Recommended Co-requisite: Mathematics 2249 or 2251.

CHEM 2203 – General Chemistry II (U of C CHEM 203)

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

Lectures: continuation of Chemistry 2201; acid/base concepts; chemical kinetics and equilibrium; acid/base and solubility equilibria; elementary thermodynamics; oxidation and reduction and electrochemistry. Laboratory: experiments designed to illustrate the lecture material and to develop skill in using basic laboratory apparatus.

Prerequisite: Chemistry 2201.

Recommended Co-requisite: Mathematics 2253.

Note: Credit for both Chemistry 2203 and 2209 will not be allowed.

CHEM 2209 – General Chemistry for Engineers (U of C CHEM 209)

(4 credits – TG) 3 hours lecture, 3 hours lab

Basic chemical concepts and introductory atomic and molecular structure with a view to problems encountered in engineering; topics include discussion on oxidation-reduction phenomena, chemical kinetics and equilibria, chemistry of water, chemistry of energy sources and quantum theory in chemistry.

Prerequisite: Chemistry 30 or equivalent.

Note: Credit for both Chemistry 2203 and 2209 will not be allowed.

CHEM 2210 – Behaviour of Liquids, Gases, Solids

(4 credits – TG) 3 hours lecture, 3 hours lab

An introduction to the behaviour of fluids and solids; phase transformations, the phase rule and phase diagrams. Ideal and real gases; equations of state and their engineering applications; simple kinetic theory; transport properties of fluids. Liquid state; vapour pressure; shear behavior; flow of fluids in pipelines. Solids; crystalline and noncrystalline structure; nonequilibrium solid phases; electrical and thermal conductivity; dislocations; stress and strain; creep; fracture.

Prerequisite: Chemistry 30 or equivalent.

CHEM 3341 – Elementary Organic Chemistry (U of C CHEM 341)

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

A survey of bio-organic and industrial organic chemistry for non-chemistry majors.

Prerequisite: Chemistry 30 or equivalent.

Note: This course will not serve as a prerequisite for advanced chemistry courses. Credit for Chemistry 3341 and any of Chemistry 3350, 3351, U of C CHEM 350 or 353 will not be allowed. This course is a prerequisite for either Biochemistry 3341 or U of C BCEM 341.

CHEM 3350 – Organic Chemistry I

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

Lectures: An introduction to organic chemistry from a mechanistic perspective. Structure and bonding, physical properties, nomenclature, stereochemistry and spectroscopy; substitution, elimination and addition reactions. Laboratory: Techniques of practical organic chemistry.

Prerequisite: Chemistry 2201 and 2203 or U of C CHEM 201/203 with a grade of "C-" or better.

Note: Not open for credit to majors in Chemistry at the University of Calgary. Credit for both Chemistry 3350 and any of Chemistry 3341, 3354, U of C CHEM 341 or 354 will not be allowed.

CHEM 3351 – Organic Chemistry II

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

Lectures: Carbonyl chemistry, enolates, aromaticity, radical reactions, pericyclic reactions and polymers. Laboratory: Characteristic functional group reactivity, preparation of compounds and qualitative organic analysis.

Prerequisite: Chemistry 3350 with a grade of "C-" or better.

Note: Not open for credit to majors in Chemistry at the University of Calgary. Credit for both Chemistry 3351 and either of 3354 or U of C CHEM 354 will not be allowed.

CHEM 3354 – Organic Chemistry for Majors I

(5 credits) 3 hours lecture, 1 hour tutorial, 3 hours lab

Lectures: A study of compounds of carbon with emphasis on reaction mechanisms to illustrate the basic principles of organic chemistry. Structures and bonding, physical properties and spectroscopy; addition, elimination and displacement reactions by functional group classification; structure-reactivity relationships; aromaticity and aromatic substitution; condensation reactions and spectroscopic methods of structure determination. Laboratory: Techniques in organic chemistry, preparation of some organic compounds and methods of qualitative organic analysis.

This course is the first half of Chemistry 3354/3355 which is designed to be the equivalent to U of C CHEM 354.

Prerequisite: Chemistry 2201 and 2203 or equivalents with a grade of "C-" or better.

Note: Registration in this course is restricted to students majoring in chemistry or biochemistry. Credit for both Chemistry 3350 and 3354 will not be allowed. Transfer credit for this course is currently being negotiated with the University of Calgary and other Alberta universities.

CHEM 3355 – Organic Chemistry for Majors II

(5 credits) 3 hours lecture, 1 hour tutorial, 3 hours lab

Lectures: A study of compounds of carbon with emphasis on reaction mechanisms to illustrate the basic principles of organic chemistry. Structure and bonding, physical properties and stereochemistry; addition, elimination and displacement reactions by functional group classification; structure-reactivity relationships; aromaticity and aromatic substitution; condensation reactions and spectroscopic methods of structure determination. Laboratory: Techniques in organic chemistry, preparation of some organic compounds and methods of qualitative organic analysis.

This course is the second half of Chemistry 3354/3355 which is designed to be the equivalent to U of C CHEM 354.

Prerequisite: Chemistry 3354 with a grade of "C-" or better.

Note: Registration in this course is restricted to students majoring in chemistry or biochemistry. Credit for both Chemistry 3351 and 3355 will not be allowed. Transfer credit for this course is currently being negotiated with the University of Calgary and other Alberta universities.

CHEM 3357 – Industrial Organic Chemistry (U of C CHEM 357)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Topics discussed in this course include: the hybridization of the carbon atom; covalent bonding; reactions of alkanes, alkenes, alkynes and aromatic hydrocarbons; functional groups and their reactions; polymerization and industrial applications. Major projects will include cradle-to-grave analysis of an assigned organic compound and theoretical development of new recycling methods for organics.

Prerequisite: Chemistry 2209 or equivalent.

CHEM 3411 – Analytical Chemistry: Quantitative Analysis

(4 credits – TG) 3 hours lecture, 4 hours lab

Lectures: Principles and practice of precision measurement in chemistry; statistical treatment of data; acid-based and oxidation-reduction equilibria, complexometric analysis. Laboratory: Quantitative analysis of organic and inorganic materials.

Prerequisite: Chemistry 2201/2203 or 2209, and Mathematics 2251.

Pre- or Co-requisite: Chemistry 3350, 3351 or 3357.

CHEM 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

CHILD AND YOUTH CARE COUNSELLOR (CYCC)

CYCC 1110 – Fundamental Skills in Interviewing

(3 credits) 3 hours lecture

This course emphasizes the acquisition of skills necessary to interview individuals on a one-to-one basis. Student's attitudes towards the helping relationship and strategies facilitating relationships will also be explored.

CYCC 1130 – Substance Abuse and Related Health Issues (formerly HLTH 1130)

(3 credits) 3 hours lecture

This course will provide the student with an overview of substance abuse and related health issues. It will explore such areas as attitudes and values; pharmacology; models of addiction, assessment, treatment, recovery; and health promotion.

CYCC 1132 – The Profession of Child and Youth Care

(3 credits) 3 hours lecture

This is an introductory course designed to provide the students with an overview of the field of Child/Youth Care. Students are challenged to explore their belief and value system, gaining self-awareness and understanding of their personal impact on children and their role as children's advocates. The broad spectrum of the profession is presented, focusing on history and current issues.

Note: Child and Youth Care Counsellor 1132 is a prerequisite for all subsequent Child and Youth Care courses.

CYCC 1142 – Fieldwork

(3 credits) 2 hours tutorial, 45 hours fieldwork

In this introductory field placement, students will have the opportunity to observe a variety of residential and community programs available to children and families, and the diversity of treatment methods, philosophies and approaches in working with troubled youth.

CYCC 1210 – Policies, Systems, and Issues Regarding Children and Youth

(3 credits) 3 hours lecture

This course provides an examination of the political, systemic, and legal issues regarding children and youth. These include the Child Welfare and the Justice Systems, issues of delinquency, socialization, and advocacy for at-risk youths. These issues are examined within the contexts of historical, ecological and environmental factors.

CYCC 1216 – Treatment Methods I

(3 credits) 3 hours lecture

The theories and practice of counselling and psychotherapies will be explored as to their application within a variety of counselling and therapeutic environments.

CYCC 1221 – Fundamental Skills in Counselling

(3 credits) 3 hours lecture

This course emphasizes the acquisition of skills necessary to complete a counselling interview. Student's attitudes towards professional relationships and issues in child and youth care counselling are explored.

Prerequisite: Child and Youth Care Counsellor 1110.

CYCC 1226 – Treatment Methods II

(3 credits) 3 hours lecture

Students will gain an understanding of the assessment, treatment and evaluation process of troubled youth in residential, day treatment and therapeutic care.

CYCC 1232 – Caring for Children/Youth at Risk

(3 credits) 3 hours lecture

The basic philosophy of this course is that a set of attitudes, specific knowledge, skills, and proficiencies is unique to the competent child and youth care counsellor. The course will explore interventions and strategies utilized when working with children/youth at risk, within a variety of therapeutic milieu.

Co-requisite: Child and Youth Care Counsellor 1142.

CYCC 1235 – Youth Care Practice with Families

(3 credits) 3 hours lecture

Child and Youth Care professionals require knowledge and skills that will enable them to work effectively with families. This course will examine the dynamics of families and systems theory and introduce assessment skills, strategies and techniques essential to family intervention. This course will also delineate the role of the child and youth care counsellor within the family.

Co-requisite: Child and Youth Care Counsellor 1226 and 1242.

CYCC 1241 – Practicum

(6 credits) 2 hours tutorial, 210 hours fieldwork

Students apply for placement in residential, school and community agencies to learn the specific skills required to work with youth. They will have the opportunity to integrate theory and practice through supervised experience with a client group.

Prerequisite: Child and Youth Care Counsellor 1142 and 1232.

Co-requisite: Child and Youth Care Counsellor 1216.

CYCC 1242 – Practicum

(6 credits) 2 hours tutorial, 210 hours fieldwork

This course is a continuation of Child and Youth Care Counsellor 1241.

Co-requisite: Child and Youth Care Counsellor 1226 and 1235.

CYCC 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

CHILD STUDIES (CHST)

CHST 2010 – Directed Field Studies I (formerly CHST 3000)

(15 credits) 16 weeks

Students in the Bachelor of Applied Child Studies program will complete directed field studies in a community agency that serves children and families, external to Mount Royal College. Students will work with professionals from related disciplines and gain experience from direct practice in a variety of professional roles.

Prerequisite: Completion of Semesters 1-4 or consent of the department.

CHST 2201 – Factors Affecting Development I: Social and Environmental Conditions

(1.5 credits) 1.5 hours lecture

This course examines environmental and social factors such as poverty, violence and abuse, family structure and dynamics, and their potential impact on the developing child.

CHST 2211 – Factors Affecting Development II: Disabling Conditions

(1.5 credits) 1.5 hours lecture

This course examines disabling conditions that may be experienced by children and adults and may have an impact on development.

CHST 2241 – Observation Seminar I: Observing Children

(1.5 credits) 1.5 hours lecture

This course provides the foundation, knowledge, and skills in observing children and relating observations to knowledge of child development and factors that affect development. Students will utilize a variety of observation and assessment tools to guide their observations of children in different settings. The seminar will provide the opportunity for students to discuss their observations and link their observations to theoretical knowledge.

Pre- or Co-requisite: Child Studies 2201 and Psychology 3351.

CHST 2243 – Observation Seminar II: Observing Children, Youth and Adults

(1.5 credits) 1.5 hours lecture

This course provides the foundation knowledge and skills for observing children, youth and adults and relates these observations to knowledge of factors that affect development. Students will utilize a variety of observations and assessment tools to guide their observations in different settings. The seminar will provide the opportunity for students to discuss their observations and link their observations to theoretical knowledge.

CHST 2281 – Interdisciplinary Practice I: Introduction to Child Focused Services

(3 credits) 3 hours lecture

This is an introductory course, which will provide an overview of interdisciplinary community practice with children in the contexts of their families and communities.

CHST 2283 – Interdisciplinary Practice II: Supporting Healthy Children

(3 credits) 3 hours lecture

This course will examine the importance of learning through play and planning play programs for children 0-12 in group care settings as well as after school care and school age programming. Issues regarding health, safety, and nutrition and early prevention/intervention will be explored.

Prerequisite: Child Studies 2281.

CHST 3010 – Directed Field Studies II (formerly CHST 4000)

(15 credits)

Students in the Bachelor of Applied Child Studies program will complete directed field studies in a community agency that serves children and families, external to Mount Royal College. In addition to the provision of direct service, students will be involved in the development and evaluation of programs and in leadership and supervisory roles.

Prerequisite: Completion of Child Studies 2010 and semesters 1-6 or consent of the department.

CHST 3301 – Child and Family Policies

(3 credits) 3 hours lecture

In this course students will examine the process by which social policy is developed in Canada, and understand the ways in which the process of policy development can be influenced. A review and analysis of social problems, policies and issues as they relate to the delivery and development of appropriate local, provincial and national services will occur.

CHST 3303 – Working with Families in Child Focused Services

(3 credits) 3 hours lecture

This course will address the stresses involved in child rearing today, and provide students with the opportunity to learn how to assess families' needs, to learn a variety of strategies related to communicating effectively with family members, and to provide information, support or a structured intervention program to families as appropriate.

Prerequisite: Sociology 3371 or equivalent.

CHST 3305 – Diversity Issues

(2 credits) 2 hours lecture

This course will provide knowledge, experiences, skills and an attitudinal orientation that will enable students to recognize and honour diversity in all aspects of their work with children, families and communities.

CHST 3307 – Working with Communities

(3 credits) 3 hours lecture

In this course, students examine the theory and history of community development in Canada. They are taught ways to conduct "capacity inventories" and to find and mobilize various associations or volunteer groups.

CHST 3309 – Interviewing Techniques for Children, Youth and Adults

(3 credits) 3 hours lecture

This course is designed to provide students with an understanding of the interview process, and its application to working with diverse populations of children, youth and adults. The course will provide students with the opportunity to practice interviewing skills, and learn about the ethical issues related to interviewing.

Prerequisite: Social Work 1111 or equivalent.

CHST 3311 – Management of Human Services

(3 credits) 3 hours lecture

This course is designed to assist in preparing professionals to work effectively in human service organizations by increasing their knowledge and skills in the management area.

CHST 3341 – Observation Seminar III: Observing Inclusive Child Focused Settings

(1.5 credits) 1.5 hours lecture

In this course, students will observe a number of inclusive community agencies. The seminars will focus on the way in which each agency contributes to the well being of children, families and the community, and ensures that the service is inclusive.

Prerequisite: Child Studies 2281 and 2283.

CHST 3343 – Observation Seminar IV: Networking Skills for Child Focused Agencies

(1.5 credits) 1.5 hours lecture

Networking is an important skill required to find employment and to work successfully in child focused services. This course will provide students with knowledge, skills, and strategies for effective networking, a step by step approach from preparing a resume to participating in a selection interview, to networking as an employee in a child focused agency. The hands on experience and practical assignments in this course will assist students in securing successful directed field studies, and networking within the agency and with community resources.

CHST 3381 – Interdisciplinary Practice III: Working with Children and Youth at Risk

(3 credits) 3 hours lecture

This course will examine in-depth the many factors – social, economic, generational, environmental – which impact youth at-risk. Within this context, students will gain knowledge of existing programs, which meet the needs of youth at-risk and identify gaps that exist within the community.

CHST 4401 – Working with Groups

(3 credits) 3 hours lecture

The purpose of this course is to develop and practice group facilitation and leadership skills as well as enhance the student's understanding of self within the group process. To achieve this aim, the students will both design and participate in a group.

CHST 4403 – Planning and Conducting Agency Based Research

(3 credits) 3 hours lecture

This course will enable students to develop the knowledge, skills and attitudes necessary to plan and conduct effective research. Students will also learn to critically evaluate the components of sound research design and the practical application of research in working with children, families and communities.

CHST 4405 – Ethics and Ethical Issues in the Human Services Field

(2 credits) 2 hours lecture

This course will review the foundation of ethics and ethical decision making from an historical and philosophical perspective. Students will have the opportunity to examine some basic ethical issues and dilemmas.

CHST 4407 – Leadership in Human Services

(3 credits) 3 hours lecture

This course examines the basic theme of the central question "What do leaders do when they lead?" Students will explore the theory and practice of leadership, developing an understanding of how leaders lead and why leaders act the way they do and examine the unique role of leaders in human service programs.

CHST 4441 – Observation Seminar V: Observing Specialized Services for Children and Youth

(1.5 credits) 1.5 hours lecture

In this course students will observe a number of specialized services and programs for children at risk and children with special needs. The seminars will focus on the way in which each service contributes to the well being of children, families and communities.

Pre- or Co-requisite: Child Studies 2281, 2283 and 3381.

CHST 4443 – Observation Seminar VI: Observing Community Collaboration

(1.5 credits) 1.5 hours lecture

This course will assist students in understanding the dynamics, techniques and potential of successful collaboration. Students will observe collaboration in child focused services and analytical discussion will occur in seminars.

Prerequisite: Child Studies 3307 or equivalent.

CHST 4481 – Interdisciplinary Practice IV: Interventions with Children

(3 credits) 3 hours lecture

In this course students will be introduced to a variety of assessment tools, programs (such as Head Start, Early Intervention, Early Literacy) will be reviewed and strategies such as music, art and drama therapy for children with specialized needs, as well as supported inclusion will be reviewed.

CHINESE (CHIN)

CHIN 2205 – Beginners' Chinese I (U of C CHIN 205)

(4 credits – TG) 3 hours lecture, 2 hours lab

Basic concepts of the Chinese National Language. Reading and writing of characters, essentials of grammar, basic vocabulary, and oral drills on normal speech patterns.

Prerequisite: Consent of the department.

Note: This course is not open to students with a background in a Chinese dialect. All students seeking entry into Chinese courses for the first time must consult the department.

CHIN 2207 – Beginners' Chinese II (U of C CHIN 207)

(4 credits – TG) 3 hours lecture, 2 hours lab

Continuation of Chinese 2205.

Prerequisite: Chinese 2205 or consent of the department.

CHIN 3317 – Chinese Civilization (U of C CHIN 317)

(3 credits – TG) 3 hours lecture

Discussion of the principal trends in the development of the Chinese civilization and its place in the Asian setting.

Note: This course is given in English and no knowledge of Chinese is required.

CLASSICS (CLAS)

CLAS 2211 – The Technical Terms of Medicine and the Life Sciences (U of C GRST 211)

(3 credits – TG) 3 hours lecture

The Greek and Latin elements of modern medical and life-sciences terminology.

COMMUNICATIONS (COMM)

COMM 1112 – Introduction to Radio Writing

(3 credits) 3 hours lecture

This course is designed to provide students with necessary skills required to write for radio. Students are introduced to the art of writing for sound through writing and producing commercial and public service announcements. In addition, students learn research techniques, interviewing, logging, programming as well as how to contact and work for advertising clients and prepare radio campaigns.

COMM 1114 – Introduction to Broadcast Journalism (Radio)

(3 credits) 1 hour lecture, 1 hour tutorial, 2 hours lab

Students are introduced to journalism for radio, with concentration on newsgathering and news presentation. While developing students' radio news judgement, this course will also develop students' general news judgement. Students will learn to write news for broadcast.

COMM 1116 – Introduction to Radio Operations

(3 credits) 1 hour lecture, 2 hours tutorial

This course emphasizes the operation of typical equipment used in most am and fm radio stations. Students will learn the techniques involved in the cueing and playing of discs, cartridges, cassettes and reel to reel tape. They are also taught tape editing, splicing, recording and dubbing, program mixing and microphone techniques. Students will also spend at least two hours each week on-air over the CMRC radio station. Areas covered include program preparation, production values, programming, music selection and on-air presentation.

COMM 1144 – Introduction to Photography

(3 credits) 1 hour lecture, 2 hours tutorial

This is an introductory course designed to provide second-year broadcasting students in the operations "stream" with a basic knowledge of photography and its applications to the television medium. Topics include: basic camera handling technique, exposure control, composition, lighting and presentation continuity. Students should supply their own SLR 35 mm camera (not instamatics).

COMM 1201 – Advanced Radio Operations

(3 credits) 2 hours lecture, 2 hours lab

Students will receive advanced audio technical skills, specific to their course choice. All students will engage in a variety of live broadcast exercises that will allow them to demonstrate these advanced production skills. In addition, students will receive pre-production, and in-production lectures for all their live broadcasts. Each student will be required to work weekly shifts in all areas of CMRC's operation.

Prerequisite: Communications 1112, 1114 and 1116.

COMM 1202 – Radio Commercial Writing

(4 credits) 1 hour lecture, 3 hours tutorial

This course is designed to expand the fundamental radio writing skills of students through regular weekly copy-writing assignments for use on CMRC, editorial writing, research for talk show format, production of radio documentaries, and production of commercials and public service announcements. Students will also be working on a variety of presentation and promotional assignments, many in conjunction with Communications 1201.

Prerequisite: Communications 1112, 1114 and 1116.

COMM 1203 – Radio News

(4 credits) 1 hour lecture, 3 hours tutorial

Through regular assignments for use on the CMRC radio station, students are trained to handle an increasing volume of work under pressure of deadlines and to apply broadcast journalism skills through reporting on meetings, panel discussions and press conferences. Students will complete a ten-minute radio current affairs documentary. In addition, students will be assigned a regular news beat and will report on their beat at regularly scheduled intervals throughout the semester. Students will also host various current affairs programs such as live election night specials, political convention coverage and live coverage of public meetings.

Prerequisite: Communications 1112, 1114 and 1116.

COMM 1204 – Broadcast Journalism (Television)

(2 credits) 1 hour lecture, 2 hours lab

Students are introduced to the television application of Broadcast Journalism. Through regular news assignments for CMRC-TV News Shows, using electronic newsgathering equipment and techniques, students will develop newsgathering, writing, reporting and presentation skills for television.

COMM 1205 – Radio Practicum

(2 credits) 90 hours practicum over 3 weeks

This course provides a practical experience in radio broadcasting through one or more internships with local radio stations. Areas of emphasis will include commercial writing, foreground writing, research, radio news, traffic, music library and radio production.

Prerequisite: Communications 1112, 1114, 1116 and Speech 1111.

COMM 1206 – Radio Performance

(3 credits) 1 hour lecture, 2 hours tutorial

This course will focus on newsreading and broadcast presentation skills. Emphasis is placed on interpretation and the ability to lift the word from the printed page with credibility. Students will also write and perform a commentary.

Prerequisite: All previous Communications courses required for the Broadcasting program.

COMM 1209 – Television Operations

(2 credits) 3 hours lecture, 7 hours tutorial over 3 weeks

This course provides an introduction to the operation of basic television equipment: television camera, audio board, television lights, microphones, video switcher and television graphics. This course will also include basic interviewing techniques for television.

Prerequisite: Communications 1112, 1114, and Speech 1111.

COMM 1211 – Advanced Television Production

(5 credits) 1 hour lecture, 2 hours tutorial, 6 hours lab

In this course, students will acquire sophisticated operational skills on television equipment through a practical approach to production techniques including commercial, program and news production and pre-production projects; principles of directing; and advanced operational skills including editing, shooting and lighting for both studio and on-location projects.

Prerequisite: Communications 1240 and 1241.

COMM 1213 – Extended Broadcast Studies

(3 credits) 1 hour lecture, 2 hours tutorial

This course runs in tandem with Communications 1211. It is designed to provide second-year broadcasting students in the operations 'stream' with increased exposure to broadcast production techniques. Topics include: advanced audio recording and camerawork, non-linear editing, specialized lighting, and mobile productions.

Prerequisite: Communications 1240.

COMM 1240 – Television Program Production and Television Operations

(4 credits) 1 hour lecture, 2 hours tutorial, 3 hours lab

Students learn the techniques and disciplines of television production in this course. This course further develops skills in audio, lighting, VTR editing, camera, studio directing and switching. Students will be introduced to Electronic Field Production. Directing a television interview will form the basis of learning the basic principles of directing. Students also develop skills in on-air work.

Prerequisite: All previous Broadcasting courses.

COMM 1241 – Television Commercial Writing and Production

(4 credits) 1 hour lecture, 2 hours tutorial, 3 hours lab

This course is designed to introduce students to the basics of television commercial writing and production. The theory of commercial writing will be discussed and sample commercials will be viewed and analyzed. Practical exercises in commercial writing and production will be carried out on a weekly basis, enabling students to produce commercials, promotional materials and presentations.

Prerequisite: All previous Broadcasting courses.

COMM 1242 – Advanced Television Commercial Writing/Producing

(5 credits) 1 hour lecture, 2 hours tutorial, 6 hours lab

This course is for students who wish to continue on a more advanced level towards qualifying for a writer/producer position in a commercial television station operation. More advanced writing and production techniques will be examined and carried out, along with a number of presentation and commercial projects.

Prerequisite: All previous Broadcasting courses.

COMM 1245 – Advertising for Broadcasters

(3 credits) 1 hour lecture, 2 hours tutorial

This course covers the theory and practice of advertising. The specifics will include communication plans and focus group testing, both done in conjunction with Communications 1242 assignments. Students will learn the basics of print advertising, media campaigns, media buying, marketing and various advertising techniques currently used.

Prerequisite: All previous Broadcasting courses.

COMM 1246 – Broadcast Sales

(3 credits) 1 hour lecture, 2 hours tutorial

This course covers the disciplines and techniques used by radio and television salespersons. Media sales terminology, media buys, station ratings, types of rate cards and their use, sales presentations and marketing theory will form the basis for this course.

Prerequisite: Open only to those students in the final semester of the Broadcasting Diploma program.

COMM 1247 – Television News Production

(5 credits) 1 hour lecture, 2 hours tutorial, 6 hours lab

This course is for students who wish to specialize in television news. The focus of the course will be the theory and practice of news line-up, writing, reporting, presenting and producing.

Prerequisite: All previous Broadcasting courses.

COMM 1248 – Television News and Documentary Writing

(3 credits) 3 hours lecture

This course is for students who wish to specialize in television news. It emphasizes advanced techniques for writing news for television, including the principles and practices of beat reporting, as well as reporting politics, business and social issues. Investigative reporting principles and practices will be introduced.

Prerequisite: All previous Broadcasting courses.

COMM 1281 – Television Practicum

(2 credits) 90 hours practicum over 3 weeks

This course will be offered in the Spring Semester following the fourth semester in the Broadcasting program. Communications 1281 will provide a practical experience in television through one or more internships with television stations and production companies. Areas of emphasis will include commercial writing and producing, promotions, operations and news.

Prerequisite: All previous Broadcasting courses.

COMM 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

COMPUTER SCIENCE (COMP)

COMP 0110 – Computer Information Processing

(0 credits)

This is a credit free upgrading course; special fees apply.

This is an introductory computer course directed at novice students. It introduces the basic computer terminology and concepts to students while at the same time giving students a very clear and conceptual understanding of how the computer functions. Students will learn how to work in the Windows 95 environment, concepts of Windows, Word Processing using Microsoft Word, Electronic Spreadsheet applications using Microsoft Excel. Some of the basic functions of the Internet in relation to sending and receiving Electronic Mail, as well as some basic information searches.

Note: Students with credit in high school computer 10, 20, or 30 courses should not register in this course.

COMP 1161 – FORTRAN Programming

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This is an introductory programming course for students not majoring in Computer Science.

Prerequisite: Mathematics 30 or equivalent.

COMP 1165 – BASIC Programming

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This is an introductory programming course for students not majoring in Computer Science. Students acquire the skills necessary to design algorithms and to code them in the BASIC programming language.

COMP 1170 – Introduction to Computer Systems

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This course is an introduction to microcomputers. Topics include: microcomputer productivity software with particular emphasis on spreadsheets; systems software; hardware and architecture; and microcomputer selection and installation.

COMP 1171 – Introduction to Computer Systems and Applications

(4 credits) 3 hours lecture, 2 hours lab

This course is intended for Computer Information Systems students, and covers introductory concepts in more depth than a course for non-majors. It introduces how Information Technology is typically used in organizations and how this technology can be applied to solve business problems. Students create non-trivial spreadsheet applications and design and develop a realistic business database application. They develop practical and conceptual skills in this software and gain an understanding of how it is used in a business environment.

COMP 1202 – Database Design and Development

(3 credits) 2 hours lecture, 2 hours lab

This course is an introduction to data management for non-major students. It covers database design and development techniques for building reliable, effective and maintainable data management applications with microcomputer spreadsheet and database packages.

Prerequisite: Computer Science 2203 or pre- or co-requisite Computer Science 1205 or consent of the department.

COMP 1205 – Introduction to Computing for Applied Communications (formerly COMP 2205)

(3 credits) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course is designed to develop the knowledge and skills required to be a proficient user of applications relevant to the communications field. It focuses on configuring a windows desktop environment, file management, effective use of the Internet and the word processing skills required by professional writers. Spreadsheets and presentation software are also introduced.

Note: Credit will be allowed for only one of Computer Science 1205, 1207, 1209 and 2203.

COMP 1207 – Introduction to Computing for Small Business and Entrepreneurship (formerly COMP 2207)

(3 credits) 2 hours lecture, 2 hours lab

This course is an introduction to computers and to the use of presentation software, word processors and spreadsheets in small business applications. Students will be introduced to social and organizational issues arising from the use of information technology and to the use of the Internet and public databases for marketing research.

Note: Credit will be allowed for only one of Computer Science 1205, 1207, 1209 and 2203.

COMP 1209 – Introduction to Computing for Applied Degrees

(3 credits) 2 hours lecture, 2 hours lab

This course develops the knowledge and skills required to be a proficient user of fundamental computer applications. Students will learn how to effectively use some of the following computer applications: word processors, spreadsheets, databases, presentation programs and the Internet.

Note: Credit will be allowed for only one of Computer Science 1205, 1207, 1209 and 2203.

COMP 1215 – Computer Applications and Issues for Journalists

(3 credits) 2 hours lecture, 3 hours lab

Journalism students will develop knowledge and intermediate-level skills in computer applications such as design, desktop publishing, and digital imaging. The course will also cover the social, ethical, professional, economic, and legal issues in the development and deployment of computer technology in society.

Prerequisite: Students are expected to have a level of computer literacy equivalent to that of Computer Science 2203 before taking this course.

COMP 1230 – Intermediate Microcomputer Applications

(3 credits – TG) 2 hours lecture, 2 hours lab

Students will develop skills in the use of applications from areas such as desktop publishing, presentation tools, Web page creation, graphics and spreadsheets. A project approach is used and the course includes the study of a variety of techniques to enhance the creation, distribution and presentation of information.

Prerequisite: Computer Science 2203 or consent of the department.

COMP 1232 – Survey of Software

(3 credits) 2 hours lecture, 2 hours lab

In this course students gain familiarity with microcomputer software from categories such as operating systems, word processors, spreadsheets, integrated packages, database management systems, presentation graphics, desktop publishing, communications packages, games and other areas as time permits. Leading commercial and shareware products are compared, and their strengths and weaknesses considered. Topics such as software licensing, implementation, installation, upgrades, portability of data, viruses and the hardware requirements of a package are discussed.

Prerequisite: Computer Science 2203.

COMP 1233 – Microcomputer Hardware and Operating Systems

(4 credits) 3 hours lecture, 2 hours lab

This course covers microcomputer hardware, architecture and system software from a theoretical and practical systems-level perspective. In the hardware topics, emphasis is placed on operating principles at the component level and how components interact in a computer system. The course includes an introduction to operating systems and how the Windows registry is used. The lab work focuses on troubleshooting hardware and systems software problems.

Prerequisite: Computer Science 1171 and one of Computer Science 1273 or 1274. Alternatively, Computer Science 1202 and 2215.

COMP 1235 – Multimedia Development

(3 credits) 2 hours lecture, 2 hours lab

This course commences with a non-technical introduction to the use of windows controls and event handling in developing interactive applications. Students then acquire skills in image, sound and video processing sufficient to author a realistic multimedia application. The focus of the course is on development, rather than design.

Prerequisite: Computer Science 1230 or consent of the department.

COMP 1267 – C Programming

(3 credits – TG) 3 hours lecture, 1 hour lab

Students will learn structured programming using the C language, including an introduction to object-oriented programming.

Prerequisite: Computer Science 1161, 1165 or 1271 with a minimum grade of "C-" or consent of the department.

COMP 1270 – Data Communications and Networks

(3 credits – TG) 3 hours lecture, 1 hour lab

This course will introduce students to data communications with particular emphasis on Local Area Networks (LANs). It covers planning, installation and administration of an industry standard network. Topics include network hardware, system software running on servers and workstations, and data communications in local and wide area networks.

Prerequisite: Computer Science 1233.

COMP 1271 – Introduction to Programming

(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Programming using an object-oriented programming language with emphasis on the design of algorithms for solving problems using computers.

Note: Credit may not be obtained for both Computer Science 1271 and 2231.

COMP 1273 – Software Development

(5 credits – TG) 3 hours lecture, 2 hours tutorial

Students learn to design a modular solution, to develop and execute a test plan, and to debug a large program in a systematic manner.

Prerequisite: Computer Science 1271.

COMP 1274 – Building Internet Solutions

(4 credits) 3 hours lecture, 2 hour lab

This course will provide the concepts and practice necessary for creating Internet/Intranet content. Course will introduce how the Internet and the World-Wide Web work, as well as cover HTML, Java Script and some form of server-side scripting.

Prerequisite: Computer Science 1171 and 1271.

Note: Credit will be allowed for only one of Computer Science 1274 and 1371.

COMP 1275 – GUI Application Development

(4 credits) 3 hours lecture, 1 hour tutorial

This course is an introduction to software design and development in an event-driven Graphical User Interface (GUI) environment. Students will develop business applications which use the resources provided by a windows interface, respond to input events triggered by the user, and share data with other applications. A development tool such as Visual Basic will be used.

Prerequisite: Computer Science 1273.

COMP 1276 – Rapid Systems Development

(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

This is a course on application design and development in a client/server environment. The major design topics are input design, user interface design, output design and prototyping. The course provides a good foundation for application development in an object-oriented, event-driven programming environment.

Prerequisite: Computer Science 1171 and 1273.

COMP 1278 – Database Management Systems**(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab**

This course emphasizes concepts necessary to implement systems using databases. Students develop an understanding of data models, logical and physical design, implementation issues, and data administration. Students also design and implement a substantial system.

Prerequisite: Computer Science 1276 and 1281.

COMP 1281 – Systems Analysis**(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab**

Introduction to systems analysis as applied to business applications. Students apply the tools and techniques presented in class to case studies and prepare feasibility studies and project proposals. Topics include preliminary investigation, requirements definition, data and process modelling, decision analysis and cost/benefit analysis.

Prerequisite: Administration 1210 and one of Computer Science 1273 or 1274. Alternatively, Computer Science 1202 and 2215.

COMP 1282 – Software Development Project**(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab**

This is a capstone course. Students demonstrate proficiency in systems development by working on a project for a client. The formal course material reinforces project work by covering topics such as project management, software engineering, quality assurance, and acquisition of computing resources.

Prerequisite: Computer Science 1276 and 1281.

Pre- or Co-requisite: Computer Science 1278.

COMP 1291 – Information Systems in Organizations**(4 credits – TG) 3 hours lecture, 1 hour tutorial**

This course focuses on recent development in the use of information technology in organizations. Topics will be selected from areas such as network management, data communications, application development using industry standard GUI products, expert systems and Object Oriented analysis and design.

Prerequisite: Computer Science 1281 or consent of the department.

COMP 1316 – Database Design**(4 credits – TG) 3 hours lecture, 1 hour tutorial**

As more businesses incorporate database management software into their computer environment, it becomes essential that a good systems analyst be able to understand the impact of this on systems development. This course presents an in-depth study of various database models and their corresponding design considerations. Students will design and implement a realistic system in both a relational DBMS and a hierarchical DBMS.

Prerequisite: Computer Science 1278 or consent of the department.

COMP 1321 – Business Data Processing**(3 credits – TG) 3 hours lecture, 1 hour lab**

This course covers the use of the computer and related devices in achieving the data processing objectives and meeting the information needs of the organization. Hardware, software and the development of business applications are discussed. Instruction is provided in the use of software packages and application generators.

Prerequisite: Second-year standing in the Bachelor of Commerce transfer program.

COMP 1340 – Computer Architecture and Data Communications**(3 credits) 3 hours lecture, 1 hour lab**

This course provides a conceptual foundation in the principles of processor architecture, the system software interface with computer hardware, data communications hardware and software, and how a working network is built from its components. Limited, but representative, practical application of the concepts is acquired in the lab. Students prepare a major research paper.

Prerequisite: Second-year standing in the Bachelor of Applied Communications or the Bachelor of Applied Business and Entrepreneurship – Computer Information Systems.

COMP 1371 – Internet Development I**(3 credits) 2 hours lecture, 2 hours lab**

This course lays the groundwork for effective creation of Internet documents and sites. Students will acquire an in-depth understanding of HTML and explore strategies for readability and interactivity. Among other topics will be formatting tags, structure tags, tables, frames, forms, and site conceptualizing.

Prerequisite: Computer Science 1209 or consent of the department.

Note: Credit will be allowed for only one of Computer Science 1274 and 1371.

COMP 1373 – Internet Development II**(3 credits) 2 hours lecture, 2 hours lab**

This course builds upon techniques and insights acquired in Computer Science 1371. The course covers such topics as Javascripting, XML, server-side programming, data security, and connectivity.

Prerequisite: Computer Science 1371 and 2215.

COMP 2203 – Introduction to Computers (U of C CPSC 203)**(3 credits – TG) 3 hours lecture, 1 hour lab**

A non-technical introduction to microcomputers and their use for word processing, spreadsheet analysis, database management, and communications. An introduction to programming techniques.

Note: Credit will be allowed for only one of Computer Science 1205, 1207, 1209 and 2203. Students who have completed Computer Science 1171, cannot also receive credit for Computer Science 2203.

COMP 2215 – Introduction to Programming**(U of C CPSC 215)****(4 credits – TG) 3 hours lecture, 1 hour tutorial**

Introduction to algorithm design and implementation using a structured programming language. Discussion of, and practice with, elementary programming techniques with emphasis on good style.

COMP 2231 – Introduction to Computer Science I**(U of C CPSC 231)****(5 credits – TG) 3 hours lecture, 2 hours tutorial**

Problem solving and programming in a structured programming language. Data representation, program control, basic file handling, the use of simple data structures and their implementation.

Note: This course is intended for prospective majors in Computer Science and for others with a sound mathematical background. Credit may not be obtained for both Computer Science 1271 and 2231.

COMP 2233 – Introduction to Computer Science II**(U of C CPSC 233)****(5 credits – TG) 3 hours lecture, 2 hours tutorial**

Continuation of Computer Science 2231. The implementation of abstract data structures using pointers and objects, with emphasis on modularity and software design.

Prerequisite: Computer Science 2231 with a minimum grade of "C-".

COMP 3305 – COBOL and Business Systems**(U of C CPSC 305)****(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab**

This course consists of a thorough treatment of the fundamentals of COBOL. Structured program design and coding are emphasized throughout. Topics include report generation, data validation, tables, sort/merge, and sequential and indexed file processing.

Prerequisite: Computer Science 1271 or 2231 with a minimum grade of "C-".

COMP 3307 – Computing Applications in Small Business and Entrepreneurship

(4 credits) 2 hours lecture, 2 hours tutorial

This course covers the design and implementation of databases to manage distribution and inventory for a business. It also includes the design and development of print and electronic promotional pieces using desktop publishing and Web authoring software, and the exchange of data between applications. The goal of the course is to enable students to use computing resources to gain a competitive edge.

Prerequisite: Computer Science 1207 or equivalent.

COMP 3309 – Information Technology and Society

(3 credits) 3 hours lecture

A study of the implications of information technology for society. Historical perspectives, social context of computing, legal and ethical problems, economic issues, and philosophical frameworks for analysis will be covered.

Prerequisite: One of Economics 2201, Philosophy 2201, 2249, Political Science 2201 or 2223.

COMP 3313 – Introduction to Computability (U of C CPSC 313)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

This course provides students with an opportunity to gain insight into the theoretical foundations of computing science. Topics include abstract machines (finite automata; push down automata and Turing machines), the hierarchy of formal languages (regular, context-free, and recursive) recognized by these machines, and applications of these languages.

Prerequisite: Computer Science 2233 and Mathematics 2271 with minimum grades of "C-".

COMP 3321 – Introduction to Logic Circuit Design^{*} (U of C CPSC 321)

(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Boolean Algebra. Design of combinational circuits and their implementation using primitive logic gates. Design and implementation of synchronous and asynchronous sequential circuits.

Prerequisite: Computer Science 2233 and Mathematics 2271 with minimum grades of "C-".

COMP 3331 – Information Structures (U of C CPSC 331)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

Dynamic and static data structures important to computer science will be studied using imperative and functional implementations. Time and space efficiency of associated algorithms will also be studied.

Prerequisite: Computer Science 2233 and Mathematics 2271 with minimum grades of "C-".

COMP 3333 – Foundations of Software Engineering (U of C CPSC 333)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

Introduction to software development problems and to the processes and methods used to address them. Software life cycles models. Software process improvement. Goals and methods for requirements analysis and specification, software design, implementation, integration and testing of software. An introduction to one or more informal methods (focusing on object-oriented approaches) currently in wide spread use.

Prerequisite: Computer Science 3331 with a minimum grade of "C-".

COMP 3355 – Computer Architecture and Low Level Programming (U of C CPSC 355)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

The organization and operation of the functional units of a stored program computer, internal data representation, programming at the architectural level, and the relationship between high-level languages and machine operation.

Prerequisite: Computer Science 2233 and Mathematics 2271 with minimum grades of "C-".

COMP 3357 – The Software/Hardware Interface

(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Low and intermediate level support software necessary to access I/O devices and interfaces, to manage information and to provide a software interface between a single-user microcomputer environment and its hardware will be studied. Emphasis will be placed on I/O, interrupt handling, file systems and systems programming concepts. Process interaction will be introduced.

Prerequisite: Computer Science 3331 and 3355 with minimum grades of "C-".

COMP 4401 – System Implementation (formerly COMP 1401)

(3 credits) 3 hours lecture, 1 hour lab

This course covers the issues involved in putting a new system (whether developed in-house or purchased) into production. Topics covered include: project management, data conversion, integrating a new system with existing systems, systems testing, and implementation strategies.

Prerequisite: Computer Science 1276 and 1281.

COMP 4403 – Object-Oriented Design and Development (formerly COMP 1403)

(4 credits) 3 hours lecture, 1 hour tutorial, 1 hour lab

This course covers the principles of object-oriented analysis (OOA), design (OOD), implementation, and testing. An emphasis is placed on Java technologies as one of the possible implementation environments for system development using OOA and OOD.

Prerequisite: Computer Science 1276 and 1281.

COMP 4405 – Emerging Technologies and Their Evaluation (formerly COMP 1405)

(3 credits) 3 hours lecture, 1 hour lab

Students will use a selected emerging technology. Students will also learn methods and techniques for evaluating the business and information systems value of new information technologies.

Prerequisite: Computer Science 1278.

COMP 4407 – Distributed Systems (formerly COMP 1407)

(3 credits) 3 hours lecture, 1 hour lab

This course covers applications that are distributed across heterogeneous computer systems. Students will gain insight into the basic building blocks, common features and design considerations of distributed systems. Practical experience will be gained with contemporary development tools used to create distributed applications.

Prerequisite: Computer Science 1278.

COMP 4409 – Designing and Implementing Electronic Commerce (formerly COMP 1409)

(3 credits) 3 hours lecture, 1 hour lab

Electronic commerce refers not only to electronic business-to-customer sales, but also, and more importantly, to the electronic automation of business-to-business transactions. Topics included in this course will be: designing an E-Commerce business-to-business or business-to-consumer site, implementing E-Commerce technical architecture, understanding security, using back-end connectivity tools, and XML and EDI.

Prerequisite: Computer Science 1274 and 1278.

COMP 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

CREE (CREE)

CREE 0130 – Introductory Cree Language

(0 credits)

This is a credit free upgrading course; special fees apply.

This is a basic introduction in both the written (using the Roman alphabet) and oral aspects of the Plains Cree (Y dialect) language. The course will focus on grammar, vocabulary, and oral skills.

DIRECTED READINGS

(1 to 4 credits)

Subject to the approval of the department chair.

In order to establish a more flexible approach by which students may pursue and receive credit in areas of study, which are of particular interest to them, a category of courses entitled "Directed Readings" has been established. The credit value may vary between 1 and 4 credits. The actual value will be determined by the instructor and the chair of the department concerned. However, no more than one course, not to exceed 4 credits, of directed readings can be used for graduation purposes. The objectives agreed upon will be filed in the Office of the Registrar and will be made available to any institution requesting them for evaluation purposes. Arrangements for directed readings must be completed within three weeks of the first day of classes.

DISABILITY STUDIES (DAST)

DAST 1111 – Overview of Disability Studies: Services and Partnerships

(2 credits) 2 hours lecture

This course will provide students with an overview of the range of models used in services for persons with disabilities. The relative strengths and weakness of these models will be explored and the philosophical basis for various models will be analysed.

DAST 1113 – Assessment and Life Style Planning

(3 credits) 3 hours lecture

Students will explore the theoretical premise of lifestyle planning and develop the necessary skills for writing a cohesive plan with disabled individuals. A variety of assessment tools and formats for documenting targets will be reviewed.

DAST 1115 – Disabling Conditions

(3 credits) 3 hours lecture

This course provides students with an understanding of the aetiology, diagnosis, treatment and prognosis for a variety of disabling conditions encountered in community rehabilitation practice. The relationships between various body systems and specific disabling conditions are explored.

Note: Credit will be allowed for only one of Disability Studies 1115 or Recreation Studies 1231.

DAST 1117 – Disability and Social Policy

(3 credits – TG) 3 hours lecture

This course is designed to provide an understanding of the development and organization of major societal service systems and policies affecting disabled persons and their families.

DAST 1119 – Working with Groups

(3 credits) 3 hours lecture

This course is a study of the basic elements of group process. Students will examine the stages of group development, multicultural practice, ethical and professional issues, and group leadership. A disability lens will be applied.

DAST 1121 – Teaching and Learning I

(3 credits – TG) 3 hours lecture

This course presents a philosophy of inclusive education for individual program planning for disabled children within the education system. Teaching skills, observation and recording, needs analysis, development of behavioural objectives, and learning theory are taught.

DAST 1123 – Supporting Clients with Difficult and Challenging Behaviours

(2 credits) 2 hours lecture

This course will introduce students to approaches and techniques for managing difficult and challenging behaviours demonstrated by children with disabilities. Students will learn to select approaches appropriate to the age of the child and nature of the disability.

DAST 1151 – Fieldwork I

(1 credit) 48 hours fieldwork

This course provides the student with the opportunity to participate in settings where residential, vocational, educational, and/or recreation services are provided to citizens of our community who have a disability.

Co-requisite: Disability Studies 1111 and 1113.

DAST 1153 – Fieldwork II

(1 credit) 48 hours fieldwork

The purpose of this course is to give students the opportunity to practice the skills learned in Disabilities Studies 1123 in an applied setting. Each student will be responsible for 48 hours of direct contact with clients who experience challenging behaviour. The focus of this time will be to establish positive relational rapport with clients and agency staff while providing appropriate support. Placements will be made by the faculty in sites that are appropriate and that will ensure that students have adequate opportunities to demonstrate the requisite skills.

Prerequisite: Disability Studies 1151 and Health Studies 1112.

DAST 1161 – Introductory Practicum

(4 credits) 240 hours practicum

This course involves supervised practice of rehabilitation methods and principles in a community program providing services for disabled children or adults. Students are accepted into practica on the basis of academic performance, professional suitability, fitness and conduct.

Prerequisite: Disability Studies 1113, 1121 and 1123.

DAST 1201 – Helping Skills for Supporting Individuals

(3 credits) 3 hours lecture

This course is designed to assist the students in developing a clearer understanding of what is involved in effective helping with persons with disabilities and to facilitate the development of behaviours and attitudes which are conducive to helping.

DAST 1203 – Family and Disability

(3 credits) 3 hours lecture

This course introduces students to the issues of families whose members have disabilities. The impact of family support services is examined using a life-span perspective.

Prerequisite: Psychology 3325.

DAST 1205 – Practices, Issues and Trends in Community Rehabilitation

(3 credits) 3 hours lecture

This course comprises a variety of workshops, seminars and short course options. These course components will reflect changing community practice and student interests.

DAST 1207 – Community Development and Disability

(3 credits) 3 hours lecture

In this course, students examine the theory and history of community development in Canada. They are taught ways to conduct "capacity inventories" and to find and mobilize various associations or volunteer groups. Partnership building that supports the inclusion of persons with disabilities of all ages will be a focus of the course.

Co-requisite: Disability Studies 1263.

DAST 1261 – Practicum in Individual and Family Supports

(3 credits) 180 hours practicum

The purpose of this course is to give students the opportunity to practice the skills necessary for the support of individuals with disabilities in their communities. A focus of the practicum experience will be to establish positive relational rapport with clients, agency staff, families and generic community agencies. Placements will be established in sites that are appropriate and ensure that students have adequate opportunities to demonstrate the requisite skills. The practicum will be conducted in settings that serve children, adults or older adults, depending on the focus and interests of the individual student.

Prerequisite: Disability Studies 1119 and 1161.

Co-requisite: Disability Studies 1203.

DAST 1263 – Practicum in Community Development and Outreach Supports

(3 credits) 180 hours practicum

The purpose of this course is to give students the opportunity to practice the skills necessary for the support of individuals with disabilities in their communities. A focus of the practicum experience will be to establish positive relational rapport with clients, agency staff, families and generic community agencies. Placements will be established in sites that are appropriate and ensure that students have adequate opportunities to demonstrate the requisite skills. The practicum will be conducted in settings the serve children, adults or older adults, depending on the focus and interests of the individual student.

Prerequisite: Disability Studies 1261.

Co-requisite: Disability Studies 1207.

DAST 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

EARLY CHILDHOOD CARE AND EDUCATION (ECCE)

ECCE 1104 – Introduction to Early Childhood Education

(3 credits) 3 hours lecture

This initial course provides students with an overview of the field of early childhood education and the profession. Students will begin to develop a personal philosophy of early childhood education as they gain knowledge and skills about quality care, professional roles and government regulations.

ECCE 1107 – Diversity in Early Childhood Settings

(2 credits) 2 hours lecture

This course will explore various aspects of diversity and the implications of communicating in early childhood settings.

ECCE 1109 – Principles of Development

(4 credits) 4 hours lecture

This course covers the theories and sequences of development from birth to 8 years.

ECCE 1110 – Learning Through Play I

(3 credits) 3 hours lecture

This course will examine play as it affects children's total development. Topics to be discussed include: definitions and theories of play; values and types of play; and the role of the adult and the effect of the environment in the facilitation of play.

Pre- or Co-requisite: Early Childhood Care and Education 1104, 1109 – in diploma and certificate programs.

ECCE 1120 – Learning Through Play II

(3 credits – TG) 3 hours lecture

This course considers the foundations of a play-based learning environment. Students will explore the theory, methods and techniques of developmentally appropriate practices.

Pre- or Co-requisite: Early Childhood Care and Education 1104, 1109, and 1110 – in diploma and certificate programs.

ECCE 1121 – Learning Through Play III

(3 credits) 3 hours lecture

This course covers the planning of play environments for young children with a focus on a variety of curriculum areas. Students will explore the theory, methods and techniques of developmentally appropriate practices.

Pre- or Co-requisite: Early Childhood Care and Education 1104, 1109, 1110 and 1120 – in diploma and certificate programs.

ECCE 1180 – Fieldwork

(3 credits) 1 hour lecture, 100 hours fieldwork

Students will observe one day a week in a variety of self-selected and pre-selected environments. This course will focus on the practical application of the theories learned in Early Childhood Care and Education 1104 and 1109.

Pre- or Co-requisite: Early Childhood Care and Education 1104 and 1109.

ECCE 1211 – Child, Family and Community

(3 credits) 3 hours lecture

This course focuses on the family of the pre-school child. Issues concerning families are discussed in terms of the effect they have on all members of the family and on the development of the child. The role of the early childhood professional in understanding, accepting and supporting families is discussed. Various means of developing partnerships with parents will be explored.

ECCE 1213 – Communicating with Parents and Professionals in Early Childhood Settings

(3 credits) 3 hours lecture

This course will examine communication strategies necessary for early childhood professionals in their interactions with colleagues, parents and other professionals. This will include both verbal and written communications, problem solving and conflict resolution approaches applicable to the early childhood professional.

ECCE 1215 – Young Children with Special Needs

(3 credits – TG) 3 hours lecture

This course provides students with some information about young children with special needs. Along with learning about specific types of conditions and an introduction to the field of exceptional children and their families, this course will discuss some techniques to integrate children with special needs into preschool programs.

ECCE 1217 – Professional Practices in Early Childhood Organizations

(3 credits) 3 hours lecture

This course discusses professional practices in relation to leadership and management organizational structure of early childhood programs.

Pre- or Co-requisite: Early Childhood Care and Education 1104.

ECCE 1219 – Connecting with Communities: Working Effectively in a Community Context

(3 credits) 3 hours lecture

This course will review and examine social policies as they relate to the development and delivery of services for children. In addition, this course will examine ways that Early Childhood Professionals can locate and access resources within the community that would be useful in their practice with children and families.

ECCE 1220 – Issues in Early Childhood Education

(3 credits) 3 hours lecture

This course will examine current trends and issues that pertain to the profession of early childhood education.

ECCE 1282 – Practicum I

(4 credits) 260 hours practicum

For two days per week, students will interact with young children in a variety of pre-school settings under supervision. Students will be accepted into practica on the basis of academic performance, professional suitability, health and conduct. They will be required to withdraw for violation of professional ethics or behaviour.

Prerequisite: Early Childhood Care and Education 1180.

Pre- or Co-requisite: Early Childhood Care and Education 1110 and 1120.

Note: Students must successfully complete Early Childhood Care and Education 1282 to enrol in Early Childhood Care and Education 1285.

ECCE 1285 – Practicum II

(6 credits) 370 hours practicum

This course is a continuation of Early Childhood Care and Education 1282. Students will spend three days per week in a pre-school setting under supervision. The theories and appropriate practices of early childhood education will be reinforced and students' skills in these areas will be developed and assessed. Students will be accepted into practica on the basis of academic performance, professional suitability, health and conduct. They will be required to withdraw for violation of professional behaviour and ethics.

Pre- or Co-requisite: Early Childhood Care and Education 1121 and 1282.

Note: Students must successfully complete Early Childhood Care and Education 1285 for Graduation.

ECCE 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ECONOMICS (ECON)

ECON 0130 – The Canadian Economy

(0 credits) 3 hours lecture

This is a credit-free upgrading course; special fees apply.

This course involves a survey of the institutions characteristic to the Canadian economy and contemporary problems in an historical perspective.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education diploma examinations and receive credit towards an Alberta high school diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

ECON 1160 – Issues in Consumer Economics

(3 credits – TG) 2 hours lecture, 1 hour tutorial

Issues facing contemporary Canadian consumers are discussed. This course focuses on key issue areas in the discipline including: the interplay between societal trends, consumer choices, and the environment; sustainable lifestyles; credit management, rights, responsibilities and ethics in interactions between government, business and consumers; factors affecting consumer choices in food, shelter and planning for the future; and collective issues such as transportation and health care.

ECON 1205 – Introduction to Business Economics

(3 credits) 3 hours lecture

This course combines principles of micro- and macroeconomics for application in a business environment. Topics covered include demand, supply, price determination, price regulation, applications of elasticity, national income determination, inflation, unemployment, fiscal and monetary policies and international trade.

Note: This course is open only to selected Business Administration students.

ECON 2201 – Principles of Microeconomics

(U of C ECON 201)

(3 credits – TG) 3 hours lecture, 1 hour lab

Principles of consumption, production, exchange: market and firm equilibrium under different competitive conditions. These principles are applied to various contemporary problems in the Canadian economy, such as the changing structure of agriculture, foreign ownership and control, and pollution.

Note: Not open to students with credit in U of C ECON 206 or 300.

ECON 2203 – Principles of Macroeconomics

(U of C ECON 203)

(3 credits – TG) 3 hours lecture, 1 hour lab

National income determination, the monetary and banking system, and elementary fiscal and monetary policies. Contemporary problems of unemployment, inflation, economic growth, business cycles, and the international economy.

Pre- or Co-requisite: Economics 2201 or consent of the department.

Note: Not open to students with credit in U of C ECON 206 or 300.

ECON 2209 – Engineering Economics (U of C ECON 209)

(4 credits – TG) 4 hours lecture

Engineering economics includes such topics as the time value of money, project evaluation, depreciation and taxation, inflation, replacement analysis, public sector projects and the analysis of uncertainty and risk. Various problem-solving techniques will be developed with an emphasis on engineering decision making.

ECON 2243 – The Economics of Contemporary Issues

(3 credits – TG) 3 hours lecture

This course will apply principles of microeconomics and macroeconomics to current issues in society. By examining current issues from an economic perspective, students will learn how to assess contemporary issues in terms of the individual and overall winners and losers resulting from policies, regulations and systems. Specific issues to be covered in this course depend upon their currency and importance in relation to the time of the course offerings.

ECON 2245 – Managerial Economics

(3 credits – TG) 3 hours lecture

Managerial economics is concerned with resource-allocation, strategic decisions, and tactical decisions that are made by analysts, managers, and consultants in the private, public, and not-for-profit sectors of the economy. Managerial economic techniques seek to achieve the objectives of the organization in the most efficient manner, while considering both explicit and implicit constraints on achieving the objective(s).

Prerequisite: Economics 2201.

ECON 3301 – Intermediate Economic Theory – Microeconomics I (U of C ECON 301)

(3 credits – TG) 3 hours lecture

Demand, production and costs in a market economy. Pricing in perfectly and imperfectly competitive markets.

Prerequisite: Economics 2201 and 2203 or consent of the department.

ECON 3303 – Intermediate Economic Theory – Macroeconomics I (U of C ECON 303)

(3 credits – TG) 3 hours lecture

Analysis of Canadian Social Accounts. Models of income and employment determination in closed and open economies. Introduction to inflation.

Prerequisite: Economics 2201 and 2203 or consent of the department.

ECON 3321 – International Economics

(3 credits – TG) 3 hours lecture

This course is intended to give students a broad insight into the field of international economics. It discusses basic trade and monetary issues such as: the rationale for trade, protectionism vs. free trade, international investment and the balance of payments disequilibria and adjustments.

Prerequisite: Economics 2201 and 2203 or consent of the department.

ECON 3341 – Money and Banking (U of C ECON 341)

(3 credits – TG) 3 hours lecture

Operation of financial markets and institutions, the principles of money creation, interest rate determination, and central banking.

Prerequisite: Economics 2203 or consent of the department.

ECON 3355 – Canadian Public Finance (U of C ECON 355)

(3 credits – TG) 3 hours lecture

Examination of the institutions behind, and economic rationale for, Canadian government policy relating to public expenditures and taxation. Topics include the history and present structure of government spending and taxation, tax expenditures, the budgetary process, interjurisdictional issues, and program design.

Prerequisite: Economics 2201 and 2203 or consent of the department.

ECON 3357 – Intermediate Economic Theory – Microeconomics II (U of C ECON 357)

(3 credits – TG) 3 hours lecture

Extensions of microeconomic topics such as factor markets, general equilibrium and welfare economics.

Prerequisite: Economics 3301.

ECON 3359 – Intermediate Economic Theory – Macroeconomics II (U of C ECON 359)

(3 credits – TG) 3 hours lecture

Extensions of macroeconomic topics such as aggregate consumption and investment, interest rate theory, the demand for money, expectations in macro models, and growth theory.

Prerequisite: Economics 3303.

ECON 3367 – Agricultural Economics (U of C ECON 367)

(3 credits – TG) 3 hours lecture

Principles which determine the production and price of agricultural products, analysis of the problems in farming, such as costs, technological developments, demand and supply changes, resource combination, enterprise selection, scale of operation, seasonal, cyclical and secular changes in prices, underlying principles, concepts and factors that control efficient marketing and merchandising of agricultural products.

Prerequisite: Economics 2201 and 2203 or consent of the department.

ECON 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ECOTOURISM AND OUTDOOR LEADERSHIP (ETOL)**ETOL 2010 – Ecotourism and Outdoor Leadership Directed Field Studies (formerly ETOL 3000)**

(15 credits)

This work-term provides students with the opportunity to apply ecotourism and outdoor leadership theory in a private, public or not-for-profit environment. The work-term is designed to allow students to demonstrate proficiency at an introductory level in leadership applications in ecotourism and outdoor leadership environments. Students will be required to submit a work-term submission report for work-term advisor approval prior to embarking on the first work-term.

Prerequisite: Ecotourism and Outdoor Leadership 2201, 2203, 3301, 3303, and 3307.

ETOL 2201 – Foundations of Outdoor Leadership

(3 credits) 3 hours lecture (includes 22 hours fieldwork)

This course will survey the history, philosophy, rationale, benefits and recreational opportunities of outdoor leadership. Students will become familiar with the organization, governance and scope of outdoor leadership. Participation is required in one weekend of fieldwork.

ETOL 2203 – Foundations of Ecotourism

(3 credits – TG) 3 hours lecture

This course will study the development of the ecotourism industry. Students will examine the political, economic and management issues and trends related to ecotourism in Alberta, Canada and internationally. Students will initiate the development of a personal portfolio in this course.

ETOL 2401 – Ecotourism Facilitation Skills (formerly ETOL 4401)

(3 credits) 3 hours lecture

This course studies the knowledge and skills of leading groups in global ecotourism environments. Students will study teaching and learning methodologies, learning styles, interpretation, group facilitation, moderator techniques, needs assessment surveys and program assessment methods.

Prerequisite: Ecotourism and Outdoor Leadership 2203, Applied Communications 2245, and Recreation Studies 1247.

ETOL 3010 – Ecotourism and Outdoor Leadership Directed Field Studies (formerly ETOL 4000)

(15 credits)

This work-term provides students with a further opportunity to apply their ecotourism and outdoor leadership theories and skills studied during the previous semesters and to continue to build upon their experience from Ecotourism and Outdoor Leadership 2010. It is expected that students will diversify their work experience. Students will be required to submit a work-term submission report for work-term advisor approval prior to embarking on this work-term. Goals and strategies will be reviewed by a faculty member prior to the work-term.

Prerequisite: Ecotourism and Outdoor Leadership 2010.

ETOL 3301 – Wilderness and Remote Emergency Response

(3 credits) 2 hours lecture, 45 hours fieldwork

The student will learn comprehensive emergency response and basic rescue skills and how to adapt them to wilderness and remote environments. The course will address injury prevention, patient assessment, recognition and treatment of injuries, and medical and environmental emergencies through lecture and experiential activities. There will be some weekend fieldwork.

ETOL 3303 – Expedition I

(3 credits – TG) 1 hour lecture, 96 hours fieldwork

This course is designed to familiarize students with a variety of outdoor activities, such as cycle touring, canoeing and kayaking, backpacking, caving, rock climbing and mountaineering. The emphasis will be on experiential methods of learning and practical application of leadership skills. Participation is required in a 10-day expedition.

Prerequisite: Ecotourism and Outdoor Leadership 2201, Physical Education 1250, 1251, 1253 and 1254, or equivalent outdoor experience and consent of the department.

Note: Students will be responsible for payment of personal subsistence costs associated with the fieldwork. Ecotourism and Outdoor Leadership 3303 will commence prior to the start of the Fall Semester with a 10-day expedition in late August.

ETOL 3305 – Program Planning

(3 credits) 3 hours lecture

This course involves the study of the theory, method and techniques of program planning in ecotourism and outdoor leadership. Students will plan, develop and implement a program.

Prerequisite: Ecotourism and Outdoor Leadership 2201 and 2203.

ETOL 3307 – Administration of Outdoor Centres

(3 credits) 3 hours lecture

This course provides a study of the organization and administration of outdoor centres. The student will study and report on outdoor centre organization; administrative systems; training programs; facilities and standards.

ETOL 3309 – Individual Projects

(3 credits) 3 hours lecture

Students will complete individual project assignments negotiated with the course instructor.

Prerequisite: Ecotourism and Outdoor Leadership 2201, 2203 and 3305.

ETOL 4403 – Expedition II

(3 credits) 1 hour lecture, 90 hours fieldwork

This course is designed to allow students to plan and implement their own personal outdoor expeditions over an extended period of time. The student's plan must receive instructor approval. Students will maintain a journal and present a report to their peers and instructors upon completion of the expedition.

Prerequisite: Ecotourism and Outdoor Leadership 3010 and 3303. Successful completion and submission of proof of one advanced certification from recognized associations as approved by the Program Coordinator. Associated costs with the certification are the responsibility of the student.

ETOL 4405 – Issues in Ecotourism

(3 credits) 3 hours lecture

This course addresses the evolving nature of the field of ecotourism and tourism locally, nationally and internationally. Students will study the issues related to standards, advocacy groups, private industry, certification, leadership and future trends.

ETOL 4409 – Applied Leadership

(3 credits) 3 hours lecture

Students will plan, develop, market, implement and report on an ecotourism outdoor leadership event.

Prerequisite: Ecotourism and Outdoor Leadership 3305 and 4401.

EDUCATION (EDUC)

EDUC 2209 – Elementary School Art Education I (U of C ART 209)

(4 credits – TG) 3 hours lecture, 2 hours lab

Studio-based experiences and development of teaching strategies for children's visual education.

EDUC 2231 – Introduction to Teaching I: Theory

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Theoretical analysis of the teaching-learning process in terms of relevant social, philosophical, psychological, and political patterns in contemporary society; the development of the educational enterprise viewed through an historical perspective with attention to possible future developments. Experience in local schools will be scheduled in addition to class times.

EDUC 2233 – Introduction to Teaching II: Application

(4 credits – TG) 4 hours lecture

Observation and analysis of the teaching-learning process in laboratory and school settings. Experience in local schools will be scheduled in addition to class times.

Pre- or Co-requisite: Education 2231.

EDUC 3307 – Elementary School Art Education II (U of C ART 307)

(4 credits – TG) 3 hours lecture, 2 hours lab

This course provides a continuation of the study of children's visual art education through studio-based experiences and teaching strategies.

Prerequisite: Education 2209.

EDUC 3312 – Music for Early Childhood Education

(3 credits – TG) 3 hours lecture

Development of musical skills and concepts for the teacher of young children and the study of methodology including guided observation of young children and practicum experience in music in a classroom setting.

EDUC 3321 – Education and Individual Development (U of C EDTS 321)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Psychological, social and educational determinants of child development.

Prerequisite: Education 2231 and 2233.

EDUC 3325 – Introduction to Computers in Education (U of C EDTS 325)

(4 credits – TG) 3 hours lecture, 2 hours lab

An introduction to the theoretical and practical components of computers in education with particular reference to their academic, social and cultural implications. The practical component exposes students to two different computing environments and several software packages.

Prerequisite: Education 2231 and 2233.

EDUC 3371 – Teaching Writing in the Schools

(3 credits – TG) 3 hours lecture

This course focuses on the teaching and practice of writing in schools. Study will include the design, development, assessment, and evaluation of writing projects based on best teaching theory and successful practice.

Prerequisite: Education 2231 and 2233.

EDUC 3491 – Community-Based Art Experience (U of C ART 491)

(4 credits – TG) 3 hours lecture, 2 hours lab

This course introduces prospective art teachers to all facets of planning and implementing meaningful art experiences for young people in a non-school setting.

Prerequisite: Education 2209 or 3307.

EDUC 4321 – Developing a Philosophy of Education

(3 credits – TG) 3 hours lecture

A critical examination of some basic beliefs about what are the sensible, right and good things to do in promoting human learning, using the tools of philosophical reflection.

Prerequisite: Education 2231 and 2233.

EDUC 4325 – Social Issues in Education

(3 credits – TG) 3 hours lecture

An examination of such factors as the economy, the state, social class, gender, ethnicity, sub-cultural membership, ideology and the home environment in relation to schooling.

Prerequisite: Education 2231 and 2233.

EDUC 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ENGINEERING (ENGR)

ENGR 1205 – Mechanics I (formerly ENGR 1203)

(4 credits – TG) 3 hours lecture, 1.5 hours tutorial

Presents the basic principles of Statics and Particle Dynamics. Emphasizes the concept of equilibrium (two and three dimensional) in application to particles, rigid bodies and simple structures. Introduces the dynamics (kinematics and kinetics) of particles.

Pre- or Co-requisite: Mathematics 2221.

ENGR 1215 – Electricity and Magnetism

(4 credits – TG) 3 hours lecture, 1.5 hours tutorial, 1.5 hours lab

An introduction to electrostatics: electric charges and fields; potential and capacitance; magnetic fields; energy considerations; electromotive force, inductance. Time-varying electric and magnetic fields. Elements of atomic structure; electric current flow. Ohm's law. Kirchoff's laws, electromagnetic properties of materials. Vector approach throughout.

Prerequisite: Engineering 1205 or 3349 with a "C-" or better.

ENGR 1233 – Computing for Engineers I

(4 credits – TG) 3 hours lecture, 2 hours lab

Topics covered in this course include: overview of computer systems; basic software systems, assemblers, compilers, high level languages; structured analysis and design, including data flow diagrams, structure charts; top down design, bottom up implementation; testing strategy; documentation; introduction to object-based programming; use of class libraries and construction of simple classes using C++ language; computer networks; computer system utilization.

ENGR 1251 – Engineering Design and Communications I

(3 credits – TG) 1 hour lecture, 1.5 hours tutorial, 3 hours lab

The principles of engineering design, engineering graphics and technical writing will be experienced within an open ended, project-based environment for engineering students. Topics covered include: workplace safety, working in a team, process of engineering design, graphical communication, information for manufacturing; technical writing for engineers. Learning will occur within the context of real-life, team-based design projects.

ENGR 1253 – Engineering Design and Communications II

(3 credits – TG) 1 hour lecture, 1.5 hours tutorial, 3 hours lab

This course is a continuation of Engineering 1251. This course will focus on the integration of engineering and mathematical knowledge and skills through the consideration of more complex team-based design projects. More advanced topics in design will be introduced, including: project management, design for the environment, sustainable development, design for safety, and information technology. An introduction to the roles and responsibilities in the practice of engineering will also be presented.

Prerequisite: Engineering 1251 with a "C-" or better.

ENGR 1303 – Electric Circuits and Machines

(5 credits) 3 hours lecture, 1 hour tutorial, 3 hours lab

Elements of linear networks and their characteristics, network theorems, analysis of RLC circuits, phasor representation and ac steady state analysis. Power in electrical circuits; three-phase circuits. Principles of electromechanical energy conversion, electromagnetic circuits, induction. Basic principles of transformers and rotating dc and ac machines.

Prerequisite: Engineering 1215.

ENGR 1313 – Engineering Drawing and Computer Graphics

(3 credits – TG) 2 hours lecture, 3 hours lab

Engineering drawing; theory of projection and multiview representation, auxiliary and sectional views, dimensioning, technical sketching, descriptive geometry, pictorial sketching, information for manufacturing. Computer graphics in 2D and 3D using AUTOCAD on personal computers will be introduced.

ENGR 3319 – Statistics for Engineering (formerly ENGR 1319)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This course involves: the presentation and description of data; introduction to probability theory; Bayes Theorem; discrete and continuous probability distributions; estimation; sampling distributions; tests of hypotheses on means; variances and proportions and simple linear regression and correlation. Applications are chosen from engineering practice.

Prerequisite: Mathematics 1219 with a "C-" or better.

ENGR 3335 – Computing for Engineers II (formerly ENGR 1335)

(4 credits – TG) 3 hours lecture, 2 hours lab

Provides the students with the skills necessary to solve more complex problems on the computer using C++ language. Further knowledge of the C++ syntax includes dynamic memory allocation, linked lists, pointers, references, recursion techniques and other advanced procedures. Specific design topics include: abstract data types and object-oriented design methodologies, the study of object and class design, information hiding, inheritance and polymorphism.

Prerequisite: Engineering 1233 with a "C-" or better.

ENGR 3349 – Mechanics II (formerly ENGR 1214)

(4 credits – TG) 3 hours lecture, 1.5 hours tutorial

Extends the study of Statics to distributed forces and composite bodies. Principles of Dynamics are studied. Topics include: kinematics and kinetics of rigid bodies, rectilinear and curvilinear translation, general plane motion, rotation, relative motion, force, mass, acceleration, friction, impulse, momentum and conservation of linear and angular momenta.

Prerequisite: Engineering 1205 with a "C-" or better and Mathematics 1217 with a "C-" or better

Co-requisite: Mathematics 1219.

ENGR 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ENGLISH (ENGL)

The following restrictions on junior English course sequences and limits apply to University of Calgary transfer students:

Mount Royal College English 2210 and 2211 transfer to the University of Calgary as English 240. The University of Calgary degree requirements stipulate that no other junior English courses will be allowed for credit once these courses have been started. However, a maximum of two other junior English courses (ENGL 2231, 2235, and/or 2237) may be completed prior to registration in English 2210 or 2211.

Please note that the above restrictions do not apply to Mount Royal College English 2201 and 2243.

ENGL 0115 – Writing and Communication Skills

(0 credits)

This is a credit free upgrading course; special fees apply.

This course provides students with opportunities to improve their English language communication skills. Students will be prepared for the next level writing courses including English 0130 and/or English 1112. Instruction will emphasize development of grammar, spelling, vocabulary, and punctuation. Literature will provide the basis for writing, speaking, listening, and reading improvement.

Note: Students scoring 1 or 2 on the College Placement Test are recommended to take this course.

ENGL 0130 – Literature and Composition

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course prepares students to meet the University of Calgary entrance requirements in the area of English language and literature. Students write paragraphs and essays of various lengths based upon ideas derived from the study of literary works and from other sources.

Recommended Preparation: English 20 or 33 or equivalents.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

ENGL 1112 – Introductory Composition

(4 credits – TG) 4 hours lecture

This course is designed for students whose understanding of the elements of English grammar and the mechanics of good writing needs reinforcing. Introductory Composition will provide a review of grammar and the mechanics; as well, it will focus on the structures of sentences, paragraphs and essays. Along with written assignments offering practice in composition, the course will emphasize discussion and analysis of readings. Instruction in research methods will also be provided as preparation for a research paper.

Note: Students must score a 3 or higher on the English Placement Test or have passed English 30, 33 or 0115 to qualify for this course.

ENGL 1217 – Creative Writing

(3 credits – TG) 3 hours lecture

This course provides opportunities for creative, imaginative, and personal writing. Students write stories, poetry and/or drama and receive instruction in narrative techniques, creation of character and dialogue, description, and poetic forms. **Recommended Preparation:** English 1112 or 2201.

ENGL 1241 – Literature for Young Children

(3 credits) 3 hours lecture

This course offers a critical study of literature for young children (ages 2-8). By providing a survey of the various genres of children's literature, this course introduces students to the range of work available for preschool and primary school children. Students will also be given opportunities to develop their skills for oral presentation and written composition.

ENGL 2201 – Intermediate Composition

(4 credits – TG) 4 hours lecture

Intermediate Composition is a university-level composition course, which emphasizes the rhetorical elements of persuasive writing. Students will learn to use various persuasive strategies in their own writing, and evaluate them in the writing of others, by reading and discussing essays and by writing persuasive essays and rhetorical analyses.

Note: Students must score 5 or 6 on the English Placement Test, have passed English 1112 with a grade of "C" or higher or passed English 30 with a mark of at least 75% to qualify for this course.

ENGL 2210 – English Literature to the Eighteenth Century**(3 credits – TG) 3 hours lecture**

This course surveys English literature from its earliest beginnings to the Restoration (1660), but with an emphasis on Chaucer, Shakespeare, and Milton. Students will learn how to read a variety of texts closely and critically, and will examine the ways in which these texts relate to their socio-political, religious and cultural environments (the Dark Ages, the Middle Ages, and the Renaissance).

Prerequisite: English 30 or equivalent.

Recommended Preparation: English 1112 or 2201.

ENGL 2211 – English Literature from the Eighteenth Century to the Present**(3 credits – TG) 3 hours lecture**

This course surveys English literature from the Restoration (1660) through the Enlightenment, Romanticism, and Victorianism, up to and including the Twentieth Century. Like English 2210, this course focuses on both close reading and socio-political issues. Studying literature within the context of on-going revolution – aesthetic, scientific, religious, political, and industrial – will challenge students to think critically about the forces that have contributed to literary expression in England.

Prerequisite: English 30 or equivalent.

Recommended Preparation: English 1112 or 2201.

ENGL 2229 – Special Topics in Language and Literature**(3 credits) 3 hours lecture**

This course provides an examination of a different literary topic each semester. Written assignments will provide opportunities for the student to develop critical writing skills.

Prerequisite: English 30 or equivalent.

ENGL 2231 – The Novel and the Short Story**(U of C ENGL 231)****(3 credits – TG) 3 hours lecture**

In this course selected novels and short stories are studied, with instruction in the writing of critical essays.

ENGL 2235 – Introduction to Poetry (U of C ENGL 235)**(3 credits – TG) 3 hours lecture**

A study of selected poetry written in English, with instruction in the writing of critical essays.

ENGL 2237 – Introduction to Dramatic Literature**(U of C ENGL 237)****(3 credits – TG) 3 hours lecture**

A study of six to eight plays, with instruction in the writing of critical essays.

ENGL 2243 – Introduction to the Study of Film**(4 credits – TG) 3 hours lecture, 2 hours lab**

This course surveys the history of narrative film from its beginnings to the present. Students will view and discuss approximately a dozen major films as products of their time and place in film history and as aesthetic works, with particular reference to their "film language". The influence of technology, theory, and criticism will, where appropriate, be considered. Written assignments will offer students practice in film criticism and research.

ENGL 3302 – Introduction to Contemporary Theoretical Practices**(3 credits – TG) 3 hours lecture**

An introduction to various ways that contemporary readers approach literary texts, including but not restricted to the following: formalism and new criticism, reader theory, feminism, psychoanalytic criticism, and Marxism. Students will gain practice in applying these theories (orally and in writing) to short fiction and poems.

Prerequisite: Any two of English 2210, 2211, 2231, 2235 or 2237 (or the equivalent).

ENGL 3303 – Advanced Contemporary Theoretical Practices**(3 credits – TG) 3 hours lecture**

This course continues the work of English 3302. It addresses a range of theories loosely defined as "post-structuralist", including but not restricted to the following: semiotics, deconstruction, psycho-linguistics, gender theory, queer theory, new historicism, race theory, and post-colonialism. Students will learn how to apply complex theories in a sophisticated, trans-disciplinary practice as demonstrated in the recent challenge to English Studies posed by the introduction of Cultural Studies.

Prerequisite: English 3302 or consent of the department.

Note: English 3303 = Athabasca University ENGL 423. Credit will be allowed for only one of English 3303 and ENGL A423.

ENGL 3307 – Advanced Writing**(4 credits – TG) 4 hours lecture**

A course in which students study rhetorical theory and apply it to the examination of their own writing and that of selected texts.

Prerequisite: English 2201 or consent of the department.

Note: Credit will be allowed for only one of Applied Communications 2263, English 3307 or Freelance Writing 1301. English 3307 = Athabasca University ENGL 353. Credit will be allowed for only one of English 3307 and ENGL A353.

ENGL 3312 – Shakespeare I**(3 credits – TG) 3 hours lecture**

A consideration of the development and variety of Shakespeare's dramatic art.

Prerequisite: Six junior English credits.

Note: English 3312/3313 = U of C ENGL 312. English 3312 = Athabasca University ENGL 324. Credit will be allowed for only one of English 3312 and ENGL A324.

ENGL 3313 – Shakespeare II**(3 credits – TG) 3 hours lecture**

A continuation of English 3312. Further consideration of the development and variety of Shakespeare's dramatic art.

Prerequisite: Six junior English credits.

Note: English 3312/3313 = U of C ENGL 312. English 3313 = Athabasca University ENGL 325. Credit will be allowed for only one of English 3313 and ENGL A325.

ENGL 3318 – Women's Literary Tradition I**(3 credits – TG) 3 hours lecture**

As we examine a variety of literary texts – past and present – we will explore a women's literary tradition which until recently, has been overshadowed by the 'master' pieces of a male literary tradition. Readings from both literary and critical works will assist us, as we examine the question of "tradition" itself and women's place within and outside that tradition. At the same time, we will ask some difficult and challenging questions about gender, the self, and society.

Prerequisite: Six junior English credits.

Note: English 3318/3319 = U of C ENGL 318. English 3318 = Athabasca University ENGL 307. Credit will be allowed for only one of English 3318 and ENGL A307.

ENGL 3319 – Women's Literary Tradition II**(3 credits – TG) 3 hours lecture**

A continuation of English 3318, this course will examine the ways in which contemporary women authors transform their private experience of the world into a public expression of female culture.

Prerequisite: Six junior English credits.

Note: English 3318/3319 = U of C ENGL 318.

ENGL 3321 – Children's Literature**(3 credits – TG) 3 hours lecture**

This course provides an historical and critical study of children's literature. Through an examination of texts within their cultural context, this course explores the literary, social, and educational values that inform works written for children and adolescents. Written assignments will provide students with opportunities to develop their understanding of the critical issues and theoretical perspectives that dominate the field.

Prerequisite: Six junior English credits.

ENGL 3343 – Advanced Topics in Language and Literature**(3 credits – TG) 3 hours lecture**

This course provides an examination of selected literary topics. The offerings vary depending on student and faculty interests. As this is a variable content course, the specific topic will be announced and advertised each time the course is offered. Students may not receive credit for this course more than once.

Prerequisite: Six junior English credits.

ENGL 3346 – American Literature to 1900 I**(3 credits – TG) 3 hours lecture**

This course surveys classic American literature from its Puritan origins to the Civil War, with emphasis on major figures in poetry and prose such as Emerson, Thoreau, Poe, Hawthorne, Melville, and Whitman.

Prerequisite: Six junior English credits.

Note: English 3346 = Athabasca University ENGL 344. Credit will be allowed for only one of English 3346 and ENGL A344.

ENGL 3347 – American Literature to 1900 II**(3 credits – TG) 3 hours lecture**

This course continues the survey of classic American literature from the Civil War to 1900, with emphasis on major figures in poetry and prose such as Dickinson, Twain, James, Crane, and Dreiser.

Prerequisite: Six junior English credits.

ENGL 3348 – Twentieth-Century American Literature I**(3 credits – TG) 3 hours lecture**

This course surveys modern American literature from 1900 to World War II, with emphasis on major figures in poetry, prose and drama such as Eliot, Frost, Stevens, Williams, Faulkner, Hemingway, and Wharton.

Prerequisite: Six junior English credits.

Note: English 3348 = Athabasca University ENGL 345. Credit will be allowed for only one of English 3348 and ENGL A345.

ENGL 3349 – Twentieth-Century American Literature II**(3 credits – TG) 3 hours lecture**

This course continues the survey of modern American literature from World War II to the present, with emphasis on representative figures in poetry, prose and drama such as Bishop, Ginsberg, Lowell, Plath, Bellow, Cheever, Mailer, O'Connor, Morrison, and Williams.

Prerequisite: Six junior English credits.

ENGL 3354 – Poetry: Reading and Analysis I**(3 credits – TG) 3 hours lecture**

This course develops the skills students need to read poetry closely and analytically. It introduces students to the major forms, modes, and techniques of poetry written in English, paying detailed attention to tropes and figures, form, tone, diction, implication, and point of view.

Prerequisite: Six junior English credits.

Recommended Preparation: English 2210 and 2211.

Note: English 3354/3355 = U of C ENGL 354. English 3354 = Athabasca University ENGL 362. Credit will be allowed for only one of English 3354 and ENGL A362.

ENGL 3355 – Poetry: Reading and Analysis II**(3 credits – TG) 3 hours lecture**

A continuation of English 3354. English 3355 concentrates on developing skills of close reading and textual analysis. The poem as part of an extended sequence or book-length collection will be of special interest.

Prerequisite: English 3354.

Recommended Preparation: English 2210 and 2211.

Note: English 3354/3355 = U of C ENGL 354.

ENGL 3356 – Drama I**(3 credits) 3 hours lecture**

This course will focus on the development of dramatic forms through Medieval, Renaissance and Restoration theatre. There will be an emphasis on the textual, contextual and performative questions raised by dramatic literature.

Prerequisite: Six junior English credits.

ENGL 3357 – Drama II**(3 credits) 3 hours lecture**

This course will focus on the development of dramatic forms from the beginnings of realism in the nineteenth century, through the evolving forms of twentieth century theatre, and up to the present. There will be emphasis on the textual, contextual and performative questions raised by dramatic literature.

Prerequisite: Six junior English credits.

ENGL 3358 – Fiction I**(3 credits – TG) 3 hours lecture**

This course will focus on the development of prose fictional forms, including the novel and short story, from the eighteenth century to the present and will be organized with a view to making evident the relationships—historical, artistic, political—between selected literary texts. Students taking English 3358 can expect to acquire skills in reading prose fiction of all kinds and from all periods, skills which will provide a solid foundation for the study of other areas of literature.

Prerequisite: Six junior English credits.

Note: English 3358/3359 = U of C ENGL 358. English 3358/3359 = Athabasca University ENGL 395. Credit will be allowed for only one of English 3358/3359 and ENGL A395.

ENGL 3359 – Fiction II**(3 credits – TG) 3 hours lecture**

This course furthers the study of developments in prose fictional forms from the eighteenth century to the present and is designed to explore the kinds of exchanges being fashioned between traditional narrative forms and their contemporary versions. To this end, texts may be read in pairs, and not only as aesthetic works but as political documents.

Prerequisite: Six junior English credits.

Note: English 3358/3359 = U of C ENGL 358. English 3358/3359 = Athabasca University ENGL 395. Credit will be allowed for only one of English 3358/3359 and ENGL A395.

ENGL 3363 – Technical Writing (U of C COMS 363)**(3 credits – TG) 3 hours lecture**

Principles and techniques of technical writing. Through analysis of selected technical prose and directed writing practice, students will develop competence in the presentation of technical information for a variety of audiences.

Recommended Preparation: English 1112 or 2201.

Note: English 3363 may not be used to satisfy the senior-level arts and science graduation requirements for applied degree programs. Credit will be allowed for only one of Applied Communications 2261, English 3363 and Freelance Writing 1311.

ENGL 3364 – Advanced Creative Writing, Poetry 1: Contemporary Practice**(4 credits – TG) 4 hours lecture**

This course blends creative writing with writerly readings and analysis of published contemporary poetry. Students will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and the implicit examples found in literature. Students will also take part in on-line workshops using course-specific software.

Prerequisite: Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 12 poems) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1217.

ENGL 3365 – Advanced Creative Writing, Poetry 2: Poetic Precedents

(4 credits – TG) 4 hours lecture

Building on English 3364, this course blends creative writing with writerly readings and analysis of a selection of poetic precedents chosen for their historical or literary value. Student will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and implicit examples found in literature. Students will also take part in on-line workshops using course-specific software.

Prerequisite: Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 12 poems) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1217.

ENGL 3366 – Advanced Creative Writing, Fiction 1: Contemporary Practice

(4 credits – TG) 4 hours lecture

This course blends creative writing with writerly readings and analysis of contemporary prose fiction. Students will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and the implicit examples of literature. Students will also take part in on-line lab work using course-specific software.

Prerequisite: Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 20 typed, double-spaced pages of prose) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1217.

Note: English 3366 = Athabasca University ENGL 381. Credit will be allowed for only one of English 3366 and ENGL A381.

ENGL 3367 – Advanced Creative Writing, Fiction 2: Precedents

(4 credits – TG) 4 hours lecture

Building on English 3366, this course blends creative writing with writerly readings and analysis of a selection of precedents in fiction chosen for their historical or literary value. Students will be encouraged to explore a range of styles, as well as experiment, play with, write and re-write their own work in light of critiques by fellow students, the instructor and the implicit examples of literature. Students will also take part in on-line workshops using course-specific software.

Prerequisite: Admission to the course is by consent of the department based on an evaluation of a portfolio (no more than 20 typed, double-spaced pages of prose) of the student's original creative writing. Portfolios will be submitted to the English Department the semester before the course is to begin. Students with little or no workshop experience may be advised to take English 1217.

ENGL 3370 – Canadian Literature I

(3 credits – TG) 3 hours lecture

This course surveys Canadian literature in English from its beginnings to the early twentieth century, and explores topics such as the development of a colonial literature; the literary articulation of "Canadian" subjects and themes; the adaptation of literary forms to Canadian experience; and the role of the literary institution in the development of Canadian nationalism. Students will examine the literature of exploration, travel and settlement; narrative, dramatic, and lyric poetry; and prose fiction.

Prerequisite: Six junior English credits.

Note: English 3370/3371 = U of C ENGL 370. English 3370/3371 = Athabasca University ENGL 302. Credit will be allowed for only one of English 3370/3371 and ENGL A302.

ENGL 3371 – Canadian Literature II

(3 credits – TG) 3 hours lecture

A continuation of English 3370, this course focuses on the development of modernism and post-modernism in twentieth century Canadian writing.

Prerequisite: Six junior English credits.

Note: English 3370/3371 = U of C ENGL 370. English 3370/3371 = Athabasca University ENGL 302. Credit will be allowed for only one of English 3370/3371 and ENGL A302.

ENGL 3373 – History of Popular Literature

(3 credits – TG) 3 hours lecture

An historical study of popular literature within the context of publishing and marketing for a "mass" audience in Britain and North America, roughly eighteenth century to the present.

Prerequisite: Six junior English credits.

Recommended Preparation: English 2210 and 2211.

ENGL 3391 – International English Literature I

(3 credits – TG) 3 hours lecture

This introductory course in international literature presents texts written in English outside England and the United States, encompassing works from several areas such as Africa, Australasia, Canada, the Caribbean, Ireland, Scotland, Wales and the Indian subcontinent.

Prerequisite: Six junior English credits.

ENGL 3392 – International English Literature II

(3 credits – TG) 3 hours lecture

This course further explores postcolonial issues in texts written in English outside England and the United States.

Note: This course will not duplicate texts assigned in International Literature I. *Prerequisite: Six junior English credits. English 3391, International Literature I, is NOT a prerequisite for English 3392.*

ENGL 3393 – Speculative Fiction I: Science Fiction (U of C ENGL 393)

(3 credits – TG) 3 hours lecture

An examination of representative works of science fiction with attention to the tradition, its leading themes and modern developments.

Recommended Preparation: English 1112 or 2201.

ENGL 3395 – Speculative Fiction II: Fantasy (U of C ENGL 395)

(3 credits – TG) 3 hours lecture

A study of the historical roots, literary applications and theoretical context of fantastic elements in fiction. Texts may include representative examples of dream vision, allegory, romance, surrealism, and magic realism, with a particular emphasis on modern fantasy fiction.

Recommended Preparation: English 1112 or 2201.

ENGL 4430 – Restoration and Eighteenth Century Literature I

(3 credits – TG) 3 hours lecture

A study of the works of such writers as Dryden, Swift, Pope, Addison, Steele, Gay, Thomson, Gray, Boswell, Johnson, Cowper, Crabbe, and Burns, and the social and literary backgrounds that forged a new and lively literature of the Enlightenment.

Prerequisite: English 3302, 3303 and one other 3300-level English course.
Recommended Preparation: English 2210.

ENGL 4431 – Restoration and Eighteenth Century Literature II

(3 credits – TG) 3 hours lecture

Continuation of English 4430.

Prerequisite: English 3302, 3303 and one other 3300-level English course.
Recommended Preparation: English 4430.

ENGL 4440 – Romantic Literature I

(3 credits – TG) 3 hours lecture

This course examines British literature in the context of the various political and socio-economic changes from 1760 to 1815 and will familiarize students with key aspects of British Romanticism. Writers may include, among others, Wollstonecraft, Blake, Dorothy and William Wordsworth, Coleridge, and Austen.

Prerequisite: English 3302, 3303 and one other 3300-level English course.

ENGL 4441 – Romantic Literature II

(3 credits – TG) 3 hours lecture

A continuation of English 4440, this course examines British Romantic writers from 1815 to mid-century. Among others, writers studied may include Byron, Mary Shelley, Percy Shelley, Hemans, and Keats.

Prerequisite: English 3302, 3303 and one other 3300-level English course.

ENGL 4444 – Victorian Literature I

(3 credits – TG) 3 hours lecture

This course examines British literature during a period of considerable social reform (approximately 1830-1860). Writers studied will include, among others, Carlyle, Tennyson, Barrett-Browning, Charlotte Bronte, and Dickens.

Prerequisite: English 3302, 3303 and one other 3300-level English course.

ENGL 4445 – Victorian Literature II

(3 credits – TG) 3 hours lecture

This course examines British literature during a period that displays paradoxical self-congratulation and self-criticism, social realism and amoral aestheticism (approximately 1850-1900). Writers studied will include, among others, Tennyson, Arnold, Eliot, several pre-Raphaelite poets, and Hardy.

Prerequisite: English 3302, 3303 and one other 3300-level English course.

ENGL 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ENTREPRENEURSHIP (ENTR)

ENTR 1232 – Entrepreneurship Studies

(3 credits – TG) 3 hours lecture

This course introduces students from non-business programs to the key elements of starting up and operating a small business. Students will gain applied skills by preparing a business plan for a new enterprise. This business plan will enable students to market their own professional skills to prospective customers. Lectures will expose students to the entrepreneurial environment, marketing principles, legal issues, funding sources for a small business, and personnel issues.

ENTR 2010 – Directed Field Studies I (formerly ENTR 3000)

(15 credits)

The work-term provides students with an opportunity to apply entrepreneurial theory in a small business environment. Students will choose either multiple contract employment or a new venture start-up. Students starting a venture may use the business plan created in Entrepreneurship 3333 as a basis for their project. Students, through journals, reports, discussions and faculty mentoring, will become skilful at both personal and situational analysis. The Directed Field Studies is designed to allow individual work-experiences and will require students to demonstrate proficiency at an introductory level in multi-disciplined business applications. Students will be required to submit a Directed Field Studies submission report for Directed Field Studies co-ordinator approval prior to embarking on the first work-term.

Prerequisite: Entrepreneurship 3320, 3333 and Computer Science 1207.

ENTR 2011 – Directed Field Studies I for Computer Information Systems (formerly ENTR 3001)

(15 credits)

The Directed Field Studies provides Computer Information Systems students with an opportunity to extend what they have learned in the classroom into a relevant work environment. It is also an opportunity to acquire new knowledge (both technical and business) through observation, practice and self-assessment. Directed Field Studies are highly individualized so that each student will gain something unique from the course. Normally this first Directed Field Studies will involve a single employer, and will be arranged through the College. It must allow an appropriate and effective learning opportunity. A significant amount of time is required from the student during the semester prior to the Directed Field Studies (e.g. attending workshops, interviewing, developing suitable learning objectives). *Prerequisite: All first- and second-year Computer Science courses in the Computer Information Systems program, Entrepreneurship 2201, Administration 1120, 1210 and one of Administration 1130 or 1150.*

ENTR 2201 – Introduction to Entrepreneurship

(3 credits) 3 hours lecture

This course develops an awareness of the state of entrepreneurship in Canada. Students are introduced to elements of successful entrepreneurship, opportunity identification and assessment, economic development potential of small business in Canada, alternative forms of work arrangements in the new economy balancing an entrepreneurial lifestyle, determining what success means to each student, goal setting and visioning.

ENTR 2221 – Financial Management for Non-Financial Managers

(3 credits) 2 hours lecture, 1 hour tutorial

In order to perform in today's complex business environment, people must be able to anticipate and assess the financial consequences of business decisions. Students will learn about analysis and interpretation of financial statements, capital budgeting and proposal evaluation, financial planning and cash flows, and relevant cost decision-making. Students will also be introduced to the sources and forms of financing, the management of capital structure and management of working capital.

Prerequisite: Administration 1121 or Administration 1120 with a minimum grade of "C".

ENTR 2237 – Human Resources for Small Business

(3 credits) 3 hours lecture

This course will expose students to a variety of human resources issues and practices relevant to the small business environment. These issues include interviewing and selection, salary and benefit administration, legislation, performance appraisal, group dynamics and conflict resolution.

ENTR 2251 – Marketing Research for Small Business (formerly ENTR 3358)

(4 credits) 3 hours lecture, 1 hour tutorial

This course is designed to provide the entrepreneurship students with a practical guide to the marketing research process. They will learn how they can utilize marketing research to assist them in effective marketing decision making, what types of research are the most cost- and time-effective for an entrepreneur, and how to apply the principles in researching their own small business.

Prerequisite: Entrepreneurship 2201, 2261 and Administration 1150.

ENTR 2261 – Statistical Applications for Small Business

(4 credits) 3 hours lecture, 1 hour tutorial

This course introduces descriptive and inferential statistical analysis. Topics covered include descriptive statistics, probability theory, continuous random variables, the central limit theorem, sampling techniques and hypothesis testing for both large and small samples of one and two populations. This course will emphasize the application of statistical analysis in evaluating entrepreneurial opportunities for small business. The understanding of statistical applications will be enhanced through the exposure to current statistical computer software.

ENTR 3010 – Directed Field Studies II (formerly ENTR 4000)
(15 credits)

The work-term provides a business laboratory in which the student will apply the entrepreneurial theories studied during the year and build upon the skills attained in Entrepreneurship 2010. It is expected that the students will achieve higher-level competencies in the functional areas of business. Students who did not start a new venture in Entrepreneurship 2010 must launch a new venture during this work-term. Students who did start a new venture in Entrepreneurship 2010 have the flexibility to undertake multiple contracts in an entrepreneurial environment. Students will be required to submit a Directed Field Studies submission report for Directed Field Studies co-ordinator approval prior to embarking on the second work-term.

Prerequisite: Entrepreneurship 2010, 3331 and Administration 1329.

ENTR 3011 – Directed Field Studies II for Computer Information Systems (formerly ENTR 4001)
(15 credits)

The Directed Field Studies provides Computer Information Systems students with an opportunity to extend what they have learned in the classroom into a relevant work environment. It is also an opportunity to acquire new knowledge (both technical and business) through observation, practice and self-assessment. Students will be expected to achieve higher levels of competencies than they did in the first Directed Field Studies course. They must demonstrate their entrepreneurial abilities by generating a suitable work experience, which must be approved prior to the start of the course. It must allow an appropriate and effective learning opportunity. A significant amount of time is required from the student during the semester(s) prior to the Directed Field Studies (e.g. attending work shops, self marketing, developing suitable learning objectives).

Prerequisite: Entrepreneurship 2011 plus 22 courses of the Computer Information Systems program, including 11 Computer Science courses and 6 Administration/Entrepreneurship courses.

ENTR 3320 – Accounting Applications for Small Business
(4 credits) 3 hours lecture, 1 hour tutorial

This course provides students with skills, which are critical to the successful management of a small business. The student who successfully completes this course will have a general knowledge of partnership and corporate accounting. In addition, the student will be exposed to cash flow analysis as an analytical tool, working capital management, selected personal and corporate taxation issues, and the construction of the appropriate systems to ensure internal accounting controls are in place. Students learn to maintain computerized accounting records, prepare computerized personal tax returns, and file GST returns and payroll submissions.

Prerequisite: Administration 1120 with a minimum grade of "C".

ENTR 3331 – Law for Small Business
(3 credits) 3 hours lecture

This course provides students with exposure to common legal issues they will encounter operating a small business. Students will examine the criteria for selecting the optimal legal structure, as well as primary courses for small venture litigation. Students will gain applied skills through critical analysis of small business legal cases and application to their own business.

Prerequisite: Entrepreneurship 2237.

ENTR 3333 – New Venture Feasibility
(3 credits) 3 hours lecture

This course introduces students to the key skills required to succeed as an entrepreneur. Students will gain applied skills by researching and preparing a business plan for a new enterprise. Lectures will expose students to critical new venture marketing and funding issues, and will use local case material and guest speakers to provide insight into the entrepreneurial environment.

Prerequisite: Bachelor of Applied Business and Entrepreneurship students: Entrepreneurship 2201 and 3320. Business Administration Diploma students: Administration 1130, 1150 and 1229.

ENTR 4427 – Entrepreneurial Finance
(3 credits) 3 hours lecture

This course addresses financial issues facing entrepreneurs. This course will build upon material introduced in Entrepreneurship 3333. Students will examine more complex financing alternatives such as public share offerings and venture capital vehicles. Additional topics such as capital structure decisions, leasing, international financial management, and business valuation will be examined. Whenever possible guest lecturers will be invited to come and share their experiences with financing new ventures.

Prerequisite: Administration 1227 and Entrepreneurship 2010.

ENTR 4431 – Leadership Development
(3 credits) 3 hours lecture

The course offers a balanced integration of theory and practice of skills generally accepted as necessary and valuable to leaders of small enterprises. The course is designed to help guide individuals in developing specific personal management competencies. Topics covered include: problem solving, decision-making, team building, initiating and managing change, organization, and managing conflict.

ENTR 4433 – Business Plan Development
(3 credits) 3 hours lecture

Students will be able to prepare and present a solid business plan for a new or existing information systems enterprise. Areas covered will include identifying and assessing opportunities, developing a winning strategy, identifying resource requirements and selling the plan to financing sources.

Prerequisite: Administration 1130, 1150, Entrepreneurship 2201 and 2221.

ENTR 4434 – Small Business Practicum
(4 credits) 2 hour lecture, 2 hours tutorial

This course is designed to help students acquire the ability to rationally analyse the real life issues and problems of a currently operating small business. Teams of two students will work as consultants to an existing small business. This course provides the opportunity to integrate problems and apply knowledge by identifying, examining, and creating a recommended solution within a holistic framework.

Prerequisite: Entrepreneurship 2010 and 4427.

ENTR 4435 – Small Business Strategy
(4 credits) 4 hours lecture

Students will develop a comprehensive framework for the strategic management processes used in small business. Integrated cases will incorporate and expand upon concepts and analytical techniques introduced in previous courses. Strategic concepts will be applied through a term-long business decisions laboratory using an interactive medium.

Prerequisite: Entrepreneurship 2010.

ENTR 4445 – Managing the Family Enterprise
(3 credits) 3 hours lecture

Each year thousands of new family businesses are created. Approximately 30% of family businesses survive the first generation; failure is often attributed to family conflict and lack of succession planning. This course addresses critical issues in family business including: inter-generations transfers, managing conflict, introducing professional manager, and the decision to join the family firm.

Prerequisite: Entrepreneurship 3333.

ENTR 4451 – Applied Internet Marketing
(3 credits) 2 hours lecture, 1 hour tutorial

Students will develop proficiency in e-commerce systems development by working on a large e-commerce project. The formal course material reinforces the project work by covering topics such as security, project management, marketing, and effectively scaling server resources. Course will be co-taught by entrepreneur and computer instructors.

Prerequisite: Administration 1150 and Computer Science 1401.

ENVIRONMENTAL TECHNOLOGY (ENVI)

ENVI 1110 – An Introduction to Environmental Data Processing and Analysis

(4 credits – TG) 3 hours lecture, 1 hour tutorial

This course provides an introduction to statistics and data processing and is designed to acquaint students registered in the Environmental Technology program with various statistical tools commonly used in these career areas.

ENVI 1214 – Methods of Air Sampling and Analysis

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides an examination of the various techniques used to monitor and control gaseous and particulate emissions; the problems involved in obtaining reliable data and the analysis of survey results. The theory will be supported by laboratory and field studies.

Prerequisite: Chemistry 3341 and Environmental Technology 1215 or consent of the department.

Pre- or Co-requisite: Chemistry 2203 or 2210.

ENVI 1215 – Instrumentation

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides an examination of the basic theory and operation of Ultraviolet-Visible, Infrared, and Atomic Absorption Spectrophotometers, Chromatography, Polarography, and Electrochemical techniques. The emphasis is on the laboratory procedures and data treatment of results.

Prerequisite: Chemistry 2201 or 2209, Environmental Technology 1110 or consent of the department.

Co-requisite: Chemistry 2203 or 2210.

ENVI 1220 – Water Pollution I

(4 credits – TG) 3 hours lecture, 3 hours lab

A study of the sources, transport, effects and fates of chemicals in surface waters. Topics include: the principles of water pollution control; aquatic environmental chemistry; redox reactions; liquid/solid/gas interactions; complexation; pesticides; nutrients; detergents; heavy metals; water and sewage treatment. An emphasis is placed upon environmental chemical analysis in laboratory and field.

Prerequisite: Chemistry 2203 or 2210, Environmental Technology 1215.

ENVI 1223 – Air Pollution Control

(4 credits) 3 hours lecture, 3 hours lab

Methods of manual and automated source testing will be examined in detail. Laboratory studies will be conducted with source sampling equipment. Computational procedures and handling of data will also be examined in detail.

Prerequisite: Environmental Technology 1214 or consent of the department.

Note: Transfer credit for this course is currently being negotiated with the University of Calgary and other Alberta universities.

ENVI 1230 – Water Pollution II

(4 credits – TG) 3 hours lecture, 3 hours lab

This course is a continuation of Environmental Technology 1220 and discusses the environmental chemistry of soil, pesticide chemistry, eutrophication, acid rain, run-off and some principles of water pollution control. An emphasis is placed upon environmental chemical analysis in the laboratory and field.

Prerequisite: Environmental Technology 1220.

ENVI 1231 – Waste Management

(3 credits – TG) 3 hours lecture

A general survey course of the principles of waste management. Topics covered in this course include: regulations; classification and chemistry of wastes; transportation; public participation; and options for disposal of wastes including landfill, recycling, treatment, waste exchanges and end product substitution. Field-work and laboratory procedures are emphasized.

Prerequisite: Chemistry 2203 or 2210, 3341 and Environmental Technology 1215 or consent of the department.

ENVI 1232 – Groundwater Contamination

(4 credits – TG) 3 hours lecture, 2 hours lab

This course provides a basic understanding of the principles of groundwater contamination. Topics include: hydrological cycle; groundwater geology; sources; fate and behaviour of contaminants; numerical simulation of groundwater contamination; leachate control and treatment and clean-up criteria.

Prerequisite: Chemistry 2203 or 2210, 3341 and Environmental Technology 1215 or consent of the department.

ENVI 1235 – Environmental Assessment Issues

(3 credits – TG) 3 hours lecture

This course is composed of a general introduction to environmental assessment in Canada and includes case studies, seminars and analysis of current national and international environmental issues. Guest speakers will be drawn from various involved organizations. A review of the best available technology for environmental problems will be made.

Prerequisite: Consent of the department.

ENVI 1236 – Regulations and Compliance Procedures

(3 credits – TG) 3 hours lecture

Review of current environmental regulations, compliance procedures, and associated records and forms management activities. Students will be given practical experience in common compliance procedures.

Prerequisite: Environmental Technology 1235 or consent of the department.

ENVI 1239 – Organic Chemical Contaminants

(3 credits – TG) 3 hours lecture, 1 hour lab (two full day labs – Saturday)

An in-depth examination of organic chemical contaminants and wastes: pesticides, PCB's, food additives, dioxans, furans and petroleum products. The labs will cover residue analysis techniques from water and soil.

Prerequisite: Chemistry 3341 and Environmental Technology 1215 or consent of the department.

ENVI 1240 – Quality Assurance and Quality Control

(4 credits – TG) 3 hours lecture, 2 hours lab

Students will utilize statistical methods used to maintain and ensure data quality, integrity and compliance in the environmental industry. The necessity of QA/QC programs, audit trial procedures and the collection of evidence will be examined.

Prerequisite: Environmental Technology 1110 or consent of the department.

ENVI 1241 – Soils, Pollution and Remediation

(4 credits – TG) 3 hours lecture, 3 hours lab

An examination of soil properties; site assessment, behavior and modelling of pollutants in soils; soil remediation selection/design; site reclamation and decommissioning; landfill technology; land treatment; risk assessment.

Prerequisite: Geography 3313 or consent of the department.

ENVI 1243 – Introduction to Health and Safety Issues

(5 credits) 4 hours lecture, 3 hours lab

An introduction to the basic knowledge and skills required for recognition, evaluation and control of environmental occupational health hazards. Common chemical and physical hazards will be discussed and the student introduced to methods and instrumentation for the measurement of common physical and ergonomic factors.

ENVI 1244 – Health and Safety Measurement

(3 credits) 2 hours lecture, 4 hours lab

Sampling strategies, research methodology and equipment used to investigate various physical and chemical health hazards in a variety of industrial locations will be studied.

Prerequisite: Environmental Technology 1243.

ENVI 1247 – Toxicology**(4 credits – TG) 3 hours lecture, 1 hour tutorial**

This course presents an understanding of toxicological fundamentals: toxicology, dose response, quantitative measurements of toxicity, tolerance limits, local and systemic effects, acute and chronic toxicity, biological and medical monitoring are subjects to be covered.

Prerequisite: Environmental Technology 1243 or consent of the department.

ENVI 1248 – Ventilation**(4 credits) 3 hours lecture, 1 hour tutorial, 1 hour lab**

A study of ventilation requirements for health and safety hazard control. Topics include general and local exhaust systems; duct design, air cleaners, air movers, recirculation and make-up air in specific applications.

Prerequisite: Environmental Technology 1243.

ENVI 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

FINANCIAL SERVICES (FNSR)**FNSR 2201 – Retirement Planning****(4 credits) 4 hours lecture**

This course provides a detailed look at how individuals plan for, and make financial decisions related to, retirement. It is designed to prepare the financial planner to provide guidance to clients on the retirement planning process, the various private and government pension plans, investment products for retirement, income tax implications, and the numerous strategies available to them. The course begins with an overview of retirement planning through case studies, followed by a detailed look at pensions. The characteristics of registered retirement plans will be examined to illustrate how they are used in accumulating funds for retirement. The taxation of retirement income will be examined, along with the tax planning opportunities that are available.

FNSR 2203 – Income Tax Planning**(4 credits) 4 hours lecture**

This course is designed to help financial planners build the knowledge and judgement necessary to guide clients in managing their business and financial assets. The course examines how various business forms (including proprietorships, partnerships, and corporations) are structured and taxed, and how they can be used to generate wealth for the owner/manager or the passive investor. It reviews the taxation of employment income and benefits, with an emphasis on ways to increase an individual's compensation without necessarily increasing his/her taxable income. This course also explores the taxation of investment income, including property income, interest, dividends and capital gains, and reviews the main deductions available for various income sources. This is followed by a discussion of how an individual can make use of the different tax strategies available to maximize his or her wealth accumulation.

Prerequisite: Financial Services 2201 and Administration 1280.

FNSR 2205 – Strategic Investment Planning**(4 credits) 4 hours lecture**

This course examines the theory and various strategies underlying decisions in the area of strategic investment planning. Among the instruments described are guaranteed, interest-producing investments; bonds and debentures; mutual funds and financial derivatives. Methods of fundamental and technical analysis of potential investments are discussed, as well as real estate and tax shelters.

Prerequisite: Financial Services 2201.

Co-requisite: Financial Services 2203.

FNSR 2207 – Risk Management and Estate Planning**(4 credits) 4 hours lecture**

This course provides a detailed look at the risk management process and the insurance products that are available to manage risk. It examines the risks of disability, death, and property and liability losses. Students will study the legal requirements of insurance policies and the application of the risk management process. This course also covers the estate planning process. It addresses the tools of estate planning, including property interests, family law, intestacy, probate, wills, powers of attorney, taxation upon death, trust and estate freezes. It then examines special considerations in estate planning such as non-traditional families or household units.

Prerequisite: Financial Services 2201, 2203 and 2205.

FORENSIC STUDIES (FORE)**FORE 4401 – Forensic History, Risk Populations and Issues (formerly FORE 1351)****(3 credits – TG) Distance Delivery – Internet**

This course focuses on prevailing social/ethical forensic issues where health care overlaps with the law. Roles of the forensic subspecialties are outlined, together with the target forensic populations they serve. Historical roots, principles and professional practices of emerging subspecialties are examined, while current and future career opportunities are explored. A larger systems overview of criminal justice and health care is used to examine the broad scope of societal influences and the increasing impact of legal dimensions on forensic practice. Risk populations, issues and relevant laws and acts (local and international) are examined in relation to victims of physical and/or psychological trauma/abuse/neglect as well as perpetrators. Issues relevant to families of both victims and perpetrators are also explored.

FORE 4403 – Forensic Psychiatric and Correctional Populations (formerly FORE 1362)**(3 credits – TG) Distance Delivery – Internet**

This multidisciplinary Web course addresses the roles of various professionals in forensic psychiatric and correctional areas. The focus of this course is on the perpetrators of violence. Assessment, intervention and prevention are addressed for various forensic concepts and "at risk" populations in these settings. Relevant ethical/legal practice issues in the correctional and forensic psychiatric setting are debated with the opportunity to access international forensic resources on the Web.

FORE 4405 – Victims of Violence (formerly FORE 1363)**(3 credits – TG) Distance Delivery – Internet**

This multidisciplinary Web course focuses on recognition, assessment and intervention with victims of violence. Topics include: victim behaviours, patterns of injury, evidence collection, forensic photography, fact testimony; risk reduction, prevention of violence and follow up. Specific sections discuss domestic violence, sexual assault, child abuse/neglect, elder abuse and violence against professionals.

FORE 4407 – Forensic Science (formerly FORE 1364)**(3 credits – TG) Distance Delivery – Internet**

This multidisciplinary Web course focuses on forensic lab analyses in criminal investigations. Specific laboratory techniques, limitations and implications of findings are discussed including microscopy, gas chromatography, DNA analysis, toxicology, fingerprinting, trace evidence and blood spatter analysis. We briefly introduce hypothesis development, event reconstruction, death investigation and analysis of remains.

FORE 4409 – Expert Witness Testimony

(3 credits – TG) Distance Delivery – Internet

This course will provide the participant with an introductory overview of expert testimony. Recognizing that trial courts have wide discretion in accepting an individual as an expert witness on any particular subject, this course will limit its scope to four main subject areas. These include: lie detector or polygraph experts, hypnosis, eyewitness testimony experts, and DNA experts. In addition to receiving an overview of these four areas, participants will become familiar with some of the major issues confronting the use of such expert testimony through the examination of research as well as developing a general understanding of the issues confronting experts when presenting their testimony in court.

FORE 4411 – Crime Scene Investigation and Evidence

(3 credits – TG) Distance Delivery – Internet

This course centers around a functional analysis of undertaking investigations with a focus on the crime scene. The course presents basic information on conducting investigations applicable to both law enforcement and other forensic professionals who may be at the scene. It also provides an assessment of the various investigative techniques that are applied to specific types of crimes against persons and property. The types of physical evidence expected during a crime analysis and criminal profiling are explored. In particular, information will be covered on the legal responsibilities in conducting an investigation, rules of evidence, evidence collection, working with victims and suspects, courts testimony as a fact witness, case presentation requirements and the important role of evidence documentation and preservation.

FORE 4413 – Sexual Assault Examination and Intervention Theory

(3 credits) Distance Delivery – Internet

This is the first part of a two course offering (Forensics 4413 and 4415) designed for nurses or physicians to prepare them to examine, collect evidence and support victims of recent sexual assault as well as to provide testimony related to this evaluation. The theory course is offered completely through on-line Web based delivery. Course content includes: risk factors for assault, standards of practice, consequences of assault, forensic and non-forensic examination, evidence collection, documentation, and interventions for prophylaxis as well as discharge follow up. Also included are sections on testimony, consent and quality assurance. Professionals admitted to the Forensic program who are not nurses or physicians may take this theory course, although a background in anatomy and physiology is strongly recommended. They are not eligible, however, to take the clinical course (Forensics 4415) associated with this course.

FORE 4415 – Sexual Assault Examination and Intervention Practicum

(1 credits) Distance Delivery – Internet

This is the second part of a two course offering (Forensics 4413 and 4415) designed for nurses or physicians experience with the clinical examination portion of sexual assault evaluation. Successful completion of both courses (Forensics 4413 and 4415) is required prior to clinical practice in this area. The course is limited to nurses or physicians. This clinical course is offered as a distance learning course. Students are expected to identify preceptors in their region experienced in gynaecologic and forensic examination. Examples include physicians, nurse practitioners or sexual assault nurse examiners in their region. Preceptors must be approved by the Forensic program co-ordinator. Once approved by the College, students work with the preceptor for a total of 16 hours to a series of gynaecologic and forensic examinations according to course criteria. On-line Web support is provided to students by the instructor throughout their practicum to discuss and critique case studies. Students must show proof of completing active nursing or medical license.

Prerequisite: Forensics 4413.

FREELANCE WRITING (FWRT)

FWRT 1301 – Stylistics

(3 credits) 3 hours lecture

Stylistics for the writer is concerned with variation and choice in the use of written language. The course explores the numerous factors which affect the message imparted by words. Topics covered include language, style and situation, the sounds of language, syntax, diction, context, register, the specific functions of language, and the media and written language.

Prerequisite: Admission to the Freelance Writing program or consent of the department.

Note: Credit will be allowed for only one of Applied Communications 2263, English 3307 or Freelance Writing 1301.

FWRT 1303 – The Creative Writer

(3 credits) 3 hours lecture

This course provides opportunities for creative, imaginative, and personal writing. Students write stories, and poetry and receive instruction in narrative techniques, creation of character and dialogue, description, poetic form and technique, and the use of various resources of language.

Prerequisite: Admission to the Freelance Writing program or consent of the department.

FWRT 1305 – Writing for Publication

(3 credits) 3 hours lecture

This course involves writing for general and trade periodicals; the freelance writer's marketplace and marketing; techniques of writing non-fiction.

Prerequisite: Admission to the Freelance Writing program or consent of the department.

FWRT 1307 – Business Principles and Practices for Writers

(3 credit) 3 hour lecture

This course introduces students to the essential business skills they require to succeed as freelance writers. Skills acquired are self-management; knowledge of income tax regulations; organization; record keeping and reporting; and marketing techniques. Students will be required to prepare business plans.

Prerequisite: Admission to the Freelance Writing program or consent of the department.

FWRT 1309 – Scriptwriting I

(3 credits) 3 hours lecture

This course introduces students to the markets and methods of scriptwriting. Students explore the issues that emerge in writing performed texts over a variety of media. Scriptwriting for radio and other aural media are explored. Markets are examined and techniques for selling into markets are discussed.

Prerequisite: Admission to the Freelance Writing program or consent of the department.

FWRT 1311 – Writing for Business

(3 credits – TG) 3 hours lecture

This course examines major forms of writing for business purposes and audiences. Students will study the rhetorical strategies involved in executing such projects as annual and technical reports; job descriptions; product descriptions; corporate speeches; and policies and procedures.

Prerequisite: Admission to the Freelance Writing Certificate or consent of the department.

Recommended Preparation: English 1112 or 2201.

Note: Credit will be allowed for only one of Applied Communications 2261, English 3363 or Freelance Writing 1311.

FWRT 1313 – Advanced Creative Writing

(3 credits) 3 hours lecture

Advanced instruction is given in the art of fiction writing, with particular emphasis on the short story.

Prerequisite: Admission to the Freelance Writing program or consent of the department.

FWRT 1315 – The Art of the Review

(3 credits) 3 hours lecture

This course introduces students to major forms of critical review of texts, performances and exhibitions. Students will examine how the review emerged and how it has evolved to accommodate various media and reviewing vehicles as they were developed. Students will be introduced to diverse critical voices, and will explore and write both literary and journalistic reviews.

Prerequisite: Admission into the Freelance Writing program or consent of the department.

FWRT 1319 – Scriptwriting II

(3 credits) 3 hours lecture

This course builds upon insights and skills developed in Freelance Writing 1309 and introduces new forms. Students will explore theatre writing, television writing, and the writing of narrative films. The course also deals with the market for theatrical, radio, television, educational, and industrial productions.

Prerequisite: Freelance Writing 1309.

FWRT 1360 – Scriptwriting

(3 credits) 3 hours lecture

This course deals with the elements of writing for stage and screen: the market for theatrical, radio, television, educational and industrial productions; basic problems and techniques of dramatization.

Prerequisite: Admission to the Freelance Writing program or consent of the department.

FRENCH (FREN)

FREN 2209 – Beginners' French I (U of C FREN 209)

(4 credits – TG) 4 hours lecture, 1 hour lab

Basic elements of the French language, including training in comprehension, speaking, reading and writing of French.

Note: Not open to students with credit in French 20, 30, 31 or equivalent.

FREN 2211 – Beginners' French II (U of C FREN 211)

(4 credits – TG) 4 hours lecture, 1 hour lab

A continuation of French 2209.

Prerequisite: French 20, 2209, or consent of the department.

Note: Not open to students with credit in French 30, 31 or equivalent.

FREN 2213 – Beginners' French III (U of C FREN 213)

(4 credits – TG) 4 hours lecture, 1 hour lab

A continuation of French 2211.

Prerequisite: French 2211 or consent of the department.

FREN 2215 – Francophonie: Language and Culture (formerly FREN 2219)

(3 credits – TG) 3 hours lecture, 1 hour lab

A study of French language and culture in French-speaking countries, including France, Canada, and other parts of the world. Development of students' abilities in spoken and written French, building upon a knowledge of basic grammar.

Prerequisite: French 30, 31 or equivalent, 2213, or consent of the department.

FREN 2217 – Francophonie: Language and Culture (formerly FREN 2221)

(3 credits – TG) 3 hours lecture, 1 hour lab

A continuation of French 2215, with additional grammatical structures and vocabulary.

Prerequisite: French 2215 or 2219 or consent of the department.

FREN 3315 – Second-Year University French I (U of C FREN 315) (formerly FREN 3319)

(4 credits – TG) 4 hours lecture

Advanced training in grammar, vocabulary, reading and writing.

Prerequisite: French 2217 or 2221 or consent of the department.

FREN 3317 – Second-Year University French II (U of C FREN 317) (formerly FREN 3321)

(4 credits – TG) 4 hours lecture

A continuation of French 3315.

Prerequisite: French 3315 or 3319 or consent of the department.

FREN 3343 – Francophone Cinema for Oral and Aural Mastery (formerly FREN 1305)

(3 credits – TG) 3 hours lecture

An intermediate course in French using French films as a vehicle to promote conversational fluency.

Prerequisite: French 2217 or 2221 or consent of the department.

FREN 3349 – French Phonetics (U of C FREN 349) (formerly FREN 3345)

(3 credits – TG) 2 hours lecture, 2 hours lab

An introduction to French phonology, including comparative and contrastive differences between French and English. A practical course emphasizing phonetic correction.

Prerequisite: French 2217 or 2221 or consent of the department.

FREN 1199 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

GEOGRAPHY (GEOG)

GEOG 1109 – Aviation Meteorology (Introductory)

(4 credits – TG) 3 hours lecture, 2 hours lab

This course meets the meteorology requirements for the Department of Transport Commercial Pilot's Licence, basic meteorology as it applies to aviation and the ability to interpret weather information for pilots as supplied by Atmospheric Environment Services.

Prerequisite: Acceptance into the Aviation program or Instructor's permission.

GEOG 1110 – Introduction to Physical Geography

(5 credits – TG) 3 hours lecture, 2 hours tutorial

An introduction to the study of physical geography is provided. Students' familiarity with the basic elements of climate and landforms will be increased. The interpretation of topographic maps and air photographs, use of a geographic information system to complete map analysis, and work on climatic data and charts, supplemented by field trips, will increase the students' understanding of their local environment.

GEOG 1209 – Aviation Meteorology (Advanced)

(4 credits – TG) 3 hours lecture, 2 hours lab

This course prepares students for the meteorological portion of the Instrument Flying Test. It deals with practical flight planning problems, both low level and high level. Upon successful completion of the course students should have a good grounding in practical meteorological problems confronting an aircraft captain.

Prerequisite: Geography 1109.

GEOG 2201 – The Physical Environment (U of C GEOG 201)

(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

Introduction to the physical elements of the environment such as weather, climate, hydrology, landforms, soils, vegetation, and the processes producing variations of these elements on the surface of the earth. Examples of environmental inter-relationships and problems that affect humanity are emphasized.

GEOG 2203 – The Human Environment (U of C GEOG 203)

(4 credits – TG) 3 hours lecture, 1 hour tutorial, 1 hour lab

The study of society, its origins, culture, technology, economy and impact on the environment. The manner in which humans attempt to impose order upon the surface of the earth. Concepts of relative location will be introduced with particular regard to both the external orientation and the internal organization of urban areas. Some emphasis will be placed on student projects in the laboratories.

GEOG 2213 – World Regional Geography (U of C GEOG 213)
(3 credits – TG) 3 hours lecture

Introduction to the major cultural regions of the world. Emphasis on cultural characteristics, including population, political situation, economy, language, and religion, and the physical environment, including landforms and climate, that make regions distinctive. Historical developments provide context for understanding regional features. Background for understanding current world affairs.

GEOG 3305 – Weather and Climate (U of C GEOG 305)

(4 credits – TG) 3 hours lecture, 2 hours lab

Physical principles of meteorology and climatology. Weather development in relation to different scales of atmospheric circulation. Elements of synoptic and dynamic climatology as determinants of characteristics and the distribution of climates. Laboratory work emphasizes North American examples.

Prerequisite: Geography 2201 or consent of the department.

GEOG 3307 – Landform Processes and Morphology (U of C GEOG 307)

(4 credits – TG) 3 hours lecture, 2 hours lab

A systematic study of the origin, nature and distribution of landforms. Laboratory work will include several field trips and geomorphic interpretation of maps and air photographs.

Prerequisite: Geography 2201 or Geology 2201.

GEOG 3313 – Soil Characteristics and Formation

(4 credits – TG) 3 hours lecture, 3 hours lab

Physical, chemical and biological properties of soils. Characteristics of paleosols. Processes and factors in soil formation. An emphasis is placed on field work.

Prerequisite: Geography 2201 or Geology 2201 or consent of the department.

Note: This course transfers as a senior Geography course to the University of Calgary and to other post-secondary institutions.

GEOG 3321 – Environmental Problems and Resource Management (U of C GEOG 321)

(3 credits – TG) 3 hours lecture

Environmental and resource issues with emphasis on topics such as ethics, sustainability; policy and decision-making; and management strategies. Case examples highlight issues on resource sectors such as freshwater, oceans, parks and wildlife, forests and energy.

Recommended Preparation: Geography 2201 or 2203.

GEOG 3327 – Tourism and Recreation Geography (U of C GEOG 327)

(3 credits – TG) 3 hours lecture

Dimensions of tourism and recreation; scales and impacts of human activities on recreational resources and environments; planning for sustainable tourism; cultural and heritage tourism; nature-based and ecotourism; development and management issues.

Recommended Preparation: Geography 2201 or 2203.

GEOG 3331 – Mapping and GIS

(3 credits – TG) 2 hours lecture, 3 hours lab

An introduction to map projections, topographic maps, map design and layout, geographic information systems (GIS) and global positioning systems (GPS). The representation of thematic data on maps and the manipulation of data using a geographic information system.

Prerequisite: A previous course in Geography or consent of the department.

Note: This course transfers as a senior Geography course to the University of Calgary and to other post-secondary institutions.

GEOG 3333 – Introduction to Remote Sensing (U of C GEOG 333)

(3 credits – TG) 2 hours lecture, 3 hours lab

Basic instruction in the use and interpretation of aerial photographs. Identification and interpretation of both physical and cultural landscape features.

Prerequisite: One of Geography 2201, 2203, Geology 2201 or consent of the department.

GEOG 3341 – Economic Geography

(3 credits – TG) 3 hours lecture

A survey of basic elements of economic geography. A study of the environmental, economic, social and technological influences on the distribution of economic activities. Special reference to economic development, multinational corporations and newly industrializing economies.

Recommended Preparation: Geography 2203.

Note: This course transfers as a senior Geography course to the University of Calgary and to other post-secondary institutions.

GEOG 3351 – Introduction to Urban Geography (U of C GEOG 351)

(3 credits – TG) 2 hours lecture, 1 hour tutorial

Concepts of urban geography with particular reference to intra-urban issues.

Prerequisite: Geography 2203 or consent of the department.

GEOG 3365 – Political Geography (U of C GEOG 365)

(3 credits – TG) 3 hours lecture

The geographic aspects of boundaries, frontier areas, regionalism, and economic and political alliances. The mediating effects of political decisions on the geographic aspects of trade routes, population movements and patterns of economic activity.

Prerequisite: A previous Geography course or consent of the department.

GEOG 3381 – Regional Geography of Canada (U of C GEOG 381)

(3 credits – TG) 3 hours lecture

A regional geography of Canada. The physical framework of Canada and its significance in Canada's historical development. The concept of Geographic Regions, the patterns and characteristics of these regions with selected detailed studies.

Note: A previous course in Geography is recommended.

GEOG 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

GEOLOGY (GEOL)

GEOL 1120 – Physical Geology

(4 credits – TG) 3 hours lecture, 3 hours lab

An introduction to the basic principles of physical geology. Topics include: minerals and rocks; processes at work upon and within the earth such as streams, glaciers and earthquakes; the interpretation of common physiographic features; and man and his environment including geologic hazards. Intended for engineering students.

GEOL 1124 – Introduction to the Petroleum Industry

(3 credits – TG) 3 hours lecture

An overview of the history, operations and technical aspects of the petroleum industry. The course content will emphasize the geologic occurrence of petroleum. Topics include: origin, migration and occurrence of petroleum; methods of exploration; and production and uses of petroleum.

Note: A non-science background is assumed.

GEOL 2201 – Physical Geology (U of C GLGY 201)

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides a study of the principles of physical geology. Topics include: the classification and identification of rocks and minerals; processes in the earth's interior; plate tectonics and mountain building; surface processes and geologic hazards; and geologic resources.

Note: Credit can only be obtained for one of Geology 1120, 2201, 2209 or U of C GLGY 201, 209 or 271.

GEOL 2203 – Historical Geology (U of C GLGY 203)

(4 credits – TG) 3 hours lecture, 3 hours lab

A study of the earth's geologic history as interpreted from sedimentary rocks. Emphasis will be on rock types and fossils, and their stratigraphic and environmental significance, as they relate to the physical and organic evolution of North America, from Precambrian to Recent times.

Prerequisite: Geology 2201 with a grade of "C-" or above.

GEOL 2209 – Introduction to Geology (U of C GLGY 209)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Basic concepts regarding the major features of the earth: its rock and mineral composition; processes controlling erosion, deposition and surface structures; formation of the landscape; the history of the earth; plate tectonics and geologic hazards, and how it all relates to you.

Note: Designed primarily for non-science students.

GEOL 3303 – Environmental Geology and Earth Resources

(3 credits – TG) 3 hours lecture

Environmental geology involves the application of geological information to environmental problems. This course examines the interaction between man and the environment from a geological perspective with an emphasis on natural resource development in Western Canada.

Prerequisite: Geology 2201 or 2209 or equivalent or consent of the department.

GEOL 3305 – Natural Hazards and Disasters

(3 credits – TG) 3 hours lecture, 1 hour lab

This course examines natural disasters and provides a survey of important historical and recent disasters from a geologic perspective. Topics covered include: earthquakes, tsunamis, volcanic eruptions, landslides, mudflows, flooding, climate change, droughts and extraterrestrial impacts. The lab component of this course involves two one day field trips to examine locally occurring natural hazards.

Prerequisite: Geology 2201 or 2209 or equivalent or consent of the department.

Note: This course transfers as a senior Geology course to the University of Calgary and to other post-secondary institutions.

GEOL 3307 – Geological History of Life (U of C GLGY 307)

(3 credits – TG) 3 hours lecture

The history of life from the earliest records to the present. Fossils, geological time, extinction, evolution. The rise and development of various animals and plants including trilobites, ammonites, dinosaurs, and horses.

Recommended Preparation: Geology 2209.

GEOL 3311 – Minerals and Rocks (U of C GLGY 311)

(4 credits – TG) 3 hours lecture, 3 hours lab

Identification of rocks and rock forming minerals in hand sample and under the binocular microscope; rock classification; interpretation of rock textures and structures; introduction to the petrographic microscope; orthoscopic optical techniques; elementary petrography.

Prerequisite: Chemistry 2201, Geology 2201 and 2203, or U of C equivalent.

GEOL 3313 – Crystallography and Optical Mineralogy (U of C GLGY 313)

(4 credits – TG) 3 hours lecture, 3 hours lab

External and internal symmetry, chemistry, structure and conoscopic optical properties of crystalline material as a basis for more refined identification of rock-forming minerals.

Prerequisite: Geology 3311.

GEOL 3341 – Structural Geology (U of C GLGY 341)

(4 credits – TG) 3 hours lecture, 3 hours lab

Mechanical principles involved in the deformation of rocks; classification of tectonic structures in stratified and non-stratified rocks; geological mapping; manipulation of structural data and its predictive use.

Prerequisite: Geology 2203, and one of Mathematics 1217, 2201, 2249 or 2251.

Co-requisite: Geology 3381.

GEOL 3373 – Geomorphology (U of C GLGY 373)

(4 credits – TG) 3 hours lecture, 3 hours lab

Geomorphic concepts and processes. Laboratory: map and air photo analysis and field trips.

Prerequisite: Geology 2201 and 2203.

GEOL 3381 – Stratigraphy and Sedimentation (U of C GLGY 381)

(4 credits – TG) 3 hours lecture, 3 hours lab

Stratigraphic principles and sedimentary processes which are related to the understanding of the types and occurrence of sedimentary rocks.

Prerequisite: Geology 2201 and 2203.

GEOL 3391 – Palaeontology (U of C GLGY 391)

(4 credits – TG) 3 hours lecture, 3 hours lab

Principles of classification, comparison of fossil with modern forms, morphology of invertebrate fossils, their evolutionary history and paleoecologic significance.

Prerequisite: Geology 2201 and 2203.

GEOL 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

GERMAN (GERM)**GERM 2205 – Beginners' German I**

(3 credits – TG) 3 hours lecture, 1 hour lab

Imparts on the introductory level, an active, practical skill in the use of the spoken and written word, using material from everyday situations.

Note: May not normally be taken for credit by students with German 30 or 31.

GERM 2207 – Beginners' German II

(3 credits – TG) 3 hours lecture, 1 hour lab

A continuation of German 2205.

Prerequisite: German 2205.

Note: May not normally be taken for credit by students with German 30 or 31.

GERM 2225 – First-Year University German I

(3 credits – TG) 3 hours lecture, 1 hour lab

Develops the student's ability in speaking, reading and writing German, using modern texts. For students with high school German.

Prerequisite: German 30 or 2207.

GERM 2227 – First-Year University German II

(3 credits – TG) 3 hours lecture, 1 hour lab

A continuation of German 2225.

Note: A student cannot receive credit for both German 2225/2227 and U of C GERM 301/303.

GERM 1199 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

GERONTOLOGY (GERO)

Courses in the interdisciplinary certificate program are offered through distance delivery in the Fall and Winter Semesters.

GERO 1314 – Program Planning with Older Adults

(3 credits – TG) Distance Delivery

This is an introduction to approaches used in assessing the needs of older adults. Methods of planning and implementing programs in collaboration with older adults or in response to their needs will be addressed. Effective use of volunteers and program evaluation will be presented.

Prerequisite: Consent of the department chair.

GERO 1321 – Issues in Gerontology: Current and Future Perspectives

(3 credits – TG) Distance Delivery

This course examines core issues in the study of gerontology. Topics central to living and growing older will be explored. Specific consideration will be given to developing strategies for communication, health promotion and systems advocacy as they apply to older adults. Awareness of ethical and policy development issues will be examined. The evolution of the field of gerontology as a discipline will also be examined.

Prerequisite: Consent of the department chair.

GERO 4401 – Perspectives in Gerontology (formerly GERO 1302)

(3 credits – TG) Distance Delivery

This course provides a base understanding of the field of gerontology. It examines the three major areas in this multi-disciplinary field: physiological aging, psychological aging and sociological aging. The contributions made by each to our understanding of aging are studied. The Canadian aging population and the resulting myths and realities are examined, as well as learning, ethnicity and the particular concerns of women and aging.

Prerequisite: Consent of the department chair.

GERO 4403 – Health and Aging (formerly GERO 1304)

(3 credits – TG) Distance Delivery

Examines effects of aging in the context of normal, healthy, and successful aging processes. Lifestyle factors such as nutrition, sexuality, exercise, leisure and health issues are considered. Integrative aspects of healthy aging such as housing, transportation, economics, family and community supports are examined. Death is discussed as the final outcome of life. Consideration of and planning for one's own aging is encouraged. Health promotion strategies related to these factors are addressed.

Prerequisite: Consent of the department chair.

GERO 4405 – Aging and Mental Health (formerly GERO 1306)

(3 credits – TG) Distance Delivery

This is an overview of current concepts in mental health in relation to older adults. Common mental health concerns of the older adult are presented and approaches to assessment and treatment are addressed, with an emphasis on cognitive and behavioural strategies.

Prerequisite: Consent of the department chair.

GERO 4407 – Aging and Physical Health (formerly GERO 1316)

(3 credits – TG) Distance Delivery

This course examines common physical problems associated with the aging process. Approaches to assisting the older adult through treatment, modification of activities of daily life, and ways to maintain and enhance function are emphasized.

Prerequisite: Consent of the department chair.

GERO 4409 – Nursing Practice with Older Adults (formerly GERO 1312)

(3 credits – TG) Distance Delivery

This course focuses on methods of assessment of health care needs of older adults. It stresses problem-solving in the development, implementation and evaluation of interventions across the continuum of health care contexts.

Note: Open to registered nurses only.

GERO 4413 – Aging Families (formerly GERO 1308)

(3 credits – TG) Distance Delivery

This course provides an overview of family relationships in later life and examines frameworks for understanding the family system. Concepts of interviewing, assessing and intervening with older adults in the context of the family are introduced.

Prerequisite: Consent of the department chair.

GERO 4417 – Interdisciplinary Teamwork in Gerontology (formerly GERO 1311)

(3 credits – TG) Distance Delivery

This course prepares the student to function within the context of interdisciplinary care of older adults. Across the continuum of health care contexts, aspects of the team approach are examined; the team members, organizational setting, team functioning and activities (including multi-dimensional assessment), small group communication and team evaluation. Particular emphasis is placed on the role of the older adult client as a team member. Additionally, students will have an opportunity to learn about resources available to older adults; types used and concepts.

Prerequisite: Consent of the department chair.

GERO 4481 – Clinical Practice (formerly GERO 1315)

(6 credits – TG) 210 hours clinical practice

This is a clinical experience course involving the development, planning and implementation of a specific program/focus for older clients. The student will be responsible for designing the clinical experience objectives and selection of the learning strategies. A portfolio of learning achievements will be required. This clinical experience allows the student to demonstrate content/concepts learned within the program.

Prerequisite: Students must have completed four other Gerontology courses with a minimum Grade Point Average of 2.00 in these courses or have the consent of the department chair.

GERO 4499 – Directed Readings (formerly GERO 1399)

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

HEALTH STUDIES (HLTH)

HLTH 1112 – General Health Care

(3 credits) 2 hours lecture, 1 hour tutorial

This course provides the student with information about health care needs and rights of clients in rehabilitation settings. Students have scheduled opportunities to learn skills necessary for assessment and management of health care of disabled clients. Topics will include basic needs such as safety, hygiene, activity, nutrition, elimination and respiration. Variables influencing health such as stress, common health problems, sexuality, loss and death are also considered.

HLTH 1188 – Aging in Contemporary Society

(3 credits) 3 hours lecture

Aging will be discussed in this course, from its physiological, psychological and sociological perspectives. This course will examine changes in older individuals as well as the broader social issues confronting them. Interventions for holistic aging will be discussed. This course will be of interest to undergraduate students in a variety of disciplines.

Note: Health Studies 1188 is not open to Gerontology Certificate program students.

HLTH 1213 – Nutrition and Health

(2 credits) 2 hours lecture

This course is designed to provide the student with basic knowledge and skills in the health maintenance of the child up to six years of age. Concepts inherent in health maintenance include the nutritional, physical and emotional needs and problems of the developing child. Principles of child safety and the impact of hospitalization are also included.

HLTH 1399 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

HISTORY (HIST)

HIST 2201 – An Introduction to History: Europe to 1500 (U of C HTST 201)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

An introduction to the Middle Ages, to historical methods, and to varieties of historical explanation. Topics may include: the changing nature of the Church, heresy and dissent, and the relationship of art and architecture to social, intellectual and political ideals.

HIST 2203 – An Introduction to History: Europe since 1500

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Major issues in modern European history, emphasizing the relationship between ideas and events. Sample themes: revolution and social change; the scientific outlook and democratic ideals; liberalism and industrialization; theory and practice in socialism and Soviet communism.

HIST 2217 – The United States, 1607 – 1865

(4 credits – TG) 4 hours lecture

An historical survey of the United States from colonial settlement to the end of the American Civil War.

HIST 2219 – The United States, 1865 to the Present

(4 credits – TG) 4 hours lecture

An historical survey of the American people from the Civil War to the present.

Note: History 2219 = Athabasca University HIST 380. Credit will be allowed for only one of History 2219 and HIST A380.

HIST 2231 – An Introduction to History: Canada, Origins to 1867

(4 credits – TG) 3 hours lecture, 1 hour tutorial

An introduction to the dynamic themes in early Canadian history. Special attention will be devoted to social, economic, and political development, White-Indian relations and the opening of the Canadian West.

HIST 2233 – An Introduction to History: Modern Canada, 1867 – 1967

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Themes in the development of the Canadian Nation from Confederation to the present, with particular attention to federal-provincial relations, economic development, social movement, and western political protest.

HIST 3305 – Health, Disease and Medicine in Western Society, 1492 to the Present

(3 credits – TG) 3 hours lecture

A survey of the "new social history of medicine" with primary emphasis on the "medical revolution" of the nineteenth century in Great Britain and the United States.

Recommended Preparation: Any junior-level history course.

HIST 3317 – Women in Industrial Europe, 1750 to the Present

(3 credits – TG) 2 hours lecture, 1 hour tutorial

A senior course designed as an introduction to European women's history focussing on women's experience in Britain, France and Germany since 1750. Some of the central themes which will be examined include: women and work; the family; sexuality and motherhood; ideology and the state; feminism and political action; and women, war and revolution.

Recommended Preparation: Any junior-level history course.

HIST 3328 – Alberta: Past and Present

(3 credits – TG) 3 hours lecture

This course provides a study of Alberta's past and present with emphasis on urbanization, agriculture and industry, political developments, outstanding personalities and cultural growth.

Recommended Preparation: Any junior-level history course.

Note: Students who take both History 3328 and 3347 can obtain credit for Athabasca University HIST A338. Students may not, however, count History 3328 more than once.

HIST 3331 – Canadian Social Development

(3 credits – TG) 3 hours lecture

A study of the growth of Canadian society from colonial times to the present. Emphasis on European and American backgrounds of Canadian social institutions and their development in various regional settings. Consideration will be given to the role of immigrants, social and ethnic groups, health, crime and punishment, education, religion, the arts, and recreation.

Recommended Preparation: Any junior-level history course.

Note: Students who take both Canadian Studies 2231 and History 3331 can obtain credit for Athabasca University HIST 329. Students may not, however, count History 3331 more than once.

HIST 3333 – The Renaissance

(3 credits – TG) 3 hours lecture

This course explores the intellectual and cultural developments known as "the Renaissance" within the social, economic and political contexts of Europe in fourteenth and fifteenth-century. Students will study a wide range of contemporary sources to examine the values and beliefs of people who created or reacted to humanism and the reshaping of their societies by the emergence of modern capitalism, the discovery of new worlds, and the advent of a revolutionary information technology: printing. The work of modern historians will be used to illuminate and contextualize the developments in this period, as well as to demonstrate the range of critical perspectives that have been applied to it.

Note: History 3333 = Athabasca University HIST 373. Credit will be allowed for only of History 3333 and HIST A373.

HIST 3335 – Northern Renaissance and the Reformation (U of C HTST 335)

(3 credits – TG) 3 hours lecture

This course examines social, political and religious trends in European history from the mid-fifteenth to early seventeenth century. It focuses in particular on the changes that occurred in European religious life in this period, collectively referred to as the Reformation.

Note: History 3335 = Athabasca University HIST 374. Credit will be allowed for only one of History 3335 and HIST A374.

HIST 3337 – Modern European Intellectual History: The Fin-de-siècle and the Birth of Modernism

(3 credits – TG) 3 hours lecture

An historical survey of the ideas and thinkers of the fin-de-siècle (1890-1930) period that shaped our "modern" twentieth century world view.

Recommended Preparation: Any junior-level history course.

HIST 3339 – European Nationalism in the Age of the Nation-State

(3 credits) 3 hours lecture

This course examines the history of nationalism in Europe between 1780 and 1990. Two separate but related themes will be pursued: how the nation-state emerged as the dominant form of geo-political organization in Europe, and how nationalism confronted and was adapted to circumstances and rival ideologies. Topics may include popular sovereignty and nationalism in revolutionary and Napoleonic Europe; liberal nationalism; the Vienna settlement and the revolutions of 1848; the unification of Italy and Germany; the decay of Europe's multi-national empires; racism, anti-Semitism, and national identity; nationalism and totalitarianism; communism and the "nationality question"; internationalism since 1945.

HIST 3341 – Britain in the Nineteenth Century

(3 credits) 3 hours lecture

This course will examine the history of Great Britain in the nineteenth century. Beginning with the struggles against Revolutionary and Napoleonic France, and ending with the death of Queen Victoria in 1901, the course will examine Britain's development as the world's leading industrial and imperial power, and the political, social and cultural changes associated with Victorianism. The central themes of the course may include reform and repression in British political life; responses to industrialization; Victorian thought and culture; and the changing face of imperial development.

HIST 3345 – First Nations in Canada: Co-operation, Coercion and Confrontation (U of C HTST 345)

(3 credits – TG) 3 hours lecture

Survey of the diverse histories of the various First Nations groups in what is now Canada. Emphasis will be placed upon the relationship between Native peoples and the French, British and Canadian governments.

Recommended Preparation: Any junior-level history course.

Note: History 3345 = Athabasca University NTST 369. Credit will be allowed for only one of History 3345 and NTST A369.

HIST 3347 – Western Canada (U of C HTST 347)

(3 credits – TG) 3 hours lecture

An historical approach to the study of Western Canada. Topics include: native peoples, European exploration and settlement, rural and urban society, social and political reform, the New West, and gender and culture.

Recommended Preparation: History 2231 and/or 2233.

Note: Students who take both History 3328 and 3347 can obtain credit for Athabasca University HIST 338. Students may not, however, count History 3347 more than once.

HIST 3355 – Migration and Multiculturalism in the United States

(3 credits – TG) 3 hours lecture

This course addresses issues of migration, settlement, and multiculturalism in the United States. Themes may include European colonization and Native-White relations, the African slave trade and immigration.

HIST 3357 – Topics in American Culture

(3 credits – TG) 3 hours lecture

This course provides an introduction to themes in American cultural history. Each semester a different topic will be chosen for study. For instance, the history of public amusement, history of sexuality, and African American culture.

HIST 3363 – Conflict and Society in Twentieth Century Europe

(3 credits – TG) 3 hours lecture

This course examines the role of conflict in European society during the twentieth century. It will focus on the ideas that produced social and political upheaval in Europe, and the impact of this upheaval on its people. Specific themes and topics to be addressed include: the Great War; democracy, fascism and communism in the interwar period; Nazism and the "Final Solution"; the Cold War; and competing nationalisms in the Balkans.

HIST 3365 – World War II

(3 credits – TG) 3 hours lecture

This course examines the origins, conduct and consequences of the Second World War. It focuses particularly on the experience of ordinary participants, including front-line soldiers, civilians on the "home front", prisoners of war, members of resistance movements and collaborators in occupied Europe. In addition to explaining the events of the war itself, the course will examine how the conflict is remembered in North American popular culture.

Note: History 3365 = Athabasca University HIST 367. Credit will only be allowed for one of History 3365 and HIST A367.

HIST 3385 – Religion, War, and Society in Europe, 1558-1714

(3 credits) 3 hours lecture

This course takes a comparative approach to the study of the political and social development of France and Britain in the later Sixteenth and Seventeenth Centuries. It considers how the development of the state and society were shaped by fierce religious conflicts and profound economic and cultural change. The course encompasses various key subjects in this period including the reign of Elizabeth I, the French Wars of Religion, the British Civil Wars, the Frondes, Oliver Cromwell and the English republican experiment, Louis XIV and the expansion of the French state, and the beginnings of a British constitutional monarchy in the Revolution of 1688-89.

HIST 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

HUMANITIES (HUMN)

Humanities is the integration of facts, ideas, and interpretations of several disciplines to a common theme.

Individual course content will be based on a single specific theme to which various disciplines can relate and share a common focal point.

The current list of Humanities courses consists of those which in the past have been identified as general education courses. They may be used to satisfy the Arts and Science Requirement for graduation as indicated.

HUMN 2201 – Outstanding Lives

(3 credits – TG) 3 hours lecture

This course provides an interdisciplinary study of the original works of significant thinkers from the areas of the arts, fine arts, science and politics.

HUMN 2203 – Symbols

(3 credits – TG) 3 hours lecture

This course provides an exploration of the meaning of symbolism in human experience. Theoretical approaches may include psychology (Jung, Lacan), hermeneutics (Cassirer, Ricoeur), educational theory (Steiner), etc. Specific themes that may be examined in-depth include the nature of "the Symbolic" religious symbolism; metaphors and images of life and death; and symbols of technical power and control.

HUMN 2205 – Issues in Science and Religion

(3 credits – TG) 3 hours lecture

This course examines issues of mutual concern for science and religion such as: evolution and creation; value and meaning of humanity; exploitation and/or stewardship of life, of the world.

HUMN 2209 – Western Culture I: Before the Reformation

(3 credits – TG) 3 hours lecture

This course surveys the development of Western cultural experience from its origins in Ancient Greece (circa 800 BCE – 323 BCE) to the end of the Middle Ages (circa 1500 AD). Although the course employs an historical framework, its overall approach is interdisciplinary, drawing on the findings of archaeologists, classical scholars, philosophers, art historians, literary critics as well as historians of the Ancient World and the Medieval World.

HUMN 2211 – Western Culture II: Since the Reformation

(3 credits – TG) 3 hours lecture

This course surveys the development of the Western cultural experience from the Reformation (circa 1500 AD) to the present. Although the course employs an historical framework, its overall approach is interdisciplinary, drawing on the insights of artists, poets, novelists, musicians, philosophers, and scientists, as well as historians of the Early Modern and Modern periods of Western culture.

HUMN 3309 – Ancient Greece (800 BCE – 323 BCE)

(3 credits – TG) 3 hours lecture

This course provides a comprehensive introduction to the history and culture of Ancient Greece (circa 800 BCE – 323 BCE). The course employs an interdisciplinary approach, examining the mythology, religion, history, politics, philosophy, science, art and literature of this ancient culture that has often been seen as the cradle of Western civilization.

Recommended Preparation: History 2201.

Note: Humanities 3309 = Athabasca University HUMN 309. Credit will be allowed for only one of Humanities 3309 and HUMN A309.

HUMN 3321 – Science and Religion in Early Modern Europe

(3 credits) 3 hours lecture

This course explores the tremendous changes that occurred in science and religion between 1450 and 1700. In particular, it looks at the reasons that religion and natural science split apart into separate institutions during the Renaissance and the Scientific Revolution. Topics such as authority and belief, the earthly and heavenly realms, the extent of human knowledge, and the relation between humans and nature will be discussed.

Recommended Preparation: One or more of Humanities 2205, 2209, 2211, History 2201, 2203, 3333, 3357, Philosophy 2201, 3305, 3363, 3367, Religious Studies 2201, 3301.

HUMN 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

INDUSTRIAL ECOLOGY (IDEC)

IDEC 2010 – Directed Field Studies (formerly IDEC 3000)

(15 credits)

Students will be assisted in finding a work-term placement. This normally will be in a business, industry or a research laboratory that deals with environmentally related problems. Completion of non-credit safety courses prior to the work placement will be required. Students will be mentored by a faculty member during the work-term. An oral and a written report, completed by the student, in addition to an evaluation carried out by the employer will be required following the work-term.

Prerequisite: Successful completion of Semesters 1 to 4 of the Biogeochemical Process stream or the Physical Process stream courses or equivalents or consent of the department.

IDEC 2201 – Introduction to Industrial Ecology

(3 credits) 3 hours lecture

The major ideas and tools of industrial ecology will be introduced. Industrial ecology "focuses on the potential role of industry in reducing environmental burdens throughout the product life cycle, from the extraction of raw materials, to the production of goods, to the use of those goods and to the management of the resulting wastes" (Journal of Industrial Ecology). Topics covered will include: environmental concerns, risk assessment, global budgets and cycles, industrial processes, life-cycle assessment, design for environment, pollution prevention and zero emission strategies.

IDEC 2205 – Data Processing and Statistics

(3 credits) 2 hours lecture, 2 hours lab

The organization, processing, and presentation of quantitative data. Fundamental statistical ideas, descriptive statistics, inferential statistics (including Analysis of Variance, regression and correlation), statistical quality control and time-series analysis will be covered. Laboratories will include the analysis of data using statistical software packages.

Prerequisite: Mathematics 30 – Pure or Mathematics 30.

IDEC 3010 – Directed Field Studies (formerly IDEC 4000)

(15 credits)

Students will be assisted in finding a work-term placement. This normally will be in a business, industry or a research laboratory that deals with environmentally related problems. Students will be mentored by a faculty member during the work-term. An oral and a written report, completed by the student, in addition to an evaluation carried out by the employer will be required following the work-term.

Prerequisite: Successful completion of Semesters 1, 2, 3, 4 and 5 of the Biogeochemical Stream or Physical Processes Stream or equivalents or consent of the department.

IDEC 3303 – Life-Cycle Assessment

(4 credits) 3 hours lecture, 3 hours lab

Life-cycle assessment (LCA) compiles and analyzes comprehensive information on the overall consumption of resources and the production of wastes during the whole life-cycle of a product or service. For example, in the case of a product, this includes the extraction of the raw materials, the energy used during manufacture and the wastes produced, the energy used to transport the finished product to market, and the ultimate fate of the discarded product. The analysis indicates the potential environmental impact of the product or service, and allows comparisons to be made of alternate products or services. Case studies of a wide variety of industries and industrial processes will be discussed. Laboratories will consist of field studies and simulations using a number of different software packages and databases that are available.

Prerequisite: Industrial Ecology 2201.

IDEC 3307 – Air Pollution Monitoring

(4 credits) 3 hours lecture, 3 hours lab

This course will examine the methods used to monitor pollutants emitted to the atmosphere, the precision and accuracy of these methods and the audit procedures used to determine compliance, emission credits and documenting improvement to industrial processes.

Prerequisite: Chemistry 2209, 2210, Mathematics 1217 or equivalents or consent of the department.

IDEC 3315 – Applied Instrumentation

(3 credits) 2 hours lecture, 3 hours lab

This course is aimed at offering a fundamental understanding of field screening techniques and practices of instrumental measurements for the qualitative determination of substances. The main analysis methods dealt in this course are Atomic Absorption and Emission Spectroscopy, Infra red Spectroscopy, Ion Chromatography, High Pressure Liquid Chromatography, Gas Chromatography. Students are also introduced to the scientific way of expressing results and also error analysis. The lab component gives the students hands-on experience with the above-mentioned analytical techniques.

Prerequisite: Chemistry 2209.

IDEC 3321 – Water Pollution and Surface Water Analysis

(3 credits) 2 hours lecture, 3 hours lab

A study of the sources, transport, effects and fates of chemicals in surface waters. Topics include: industrial effluents, the nature and composition of surface waters, the principles of water pollution control, aquatic environmental chemistry. Emphasis will be placed upon water quality analysis: pH, acidity, alkalinity, hardness, residual chlorine, chloride, sulphate, dissolved oxygen, BOD, field sample preservation. Field trips will be arranged involving sampling procedures and field recording of data for chemical and physical water quality parameters.

Prerequisite: Chemistry 2209, 3357 or equivalents or consent of the department.

IDEC 3323 – Watershed Management

(3 credits) 2 hours lecture, 3 hours lab

Ensuring a safe and adequate supply of water is a global concern. This course is designed to provide an understanding of watershed practice and an approach to managing watershed systems in a sustainable fashion.

Prerequisite: Industrial Ecology 3321 or 3333 or consent of the department.

IDEC 3333 – Ground Water Contamination

(4 credits) 3 hours lecture, 3 hours lab

This course will provide a basic understanding in applied hydrogeology with emphasis being on the fate and behaviour of industrial chemicals in the groundwater, the impact of industrial activities on groundwater quality, control, monitoring and remediation of contaminated groundwater systems.

Prerequisite: Chemistry 2209 and 3357 or equivalents or consent of department.

IDEC 3335 – Issues in Environmental Assessment

(3 credits) 3 hours lecture

This course will review and analyze provincial, national and international environmental assessment issues. Important representative case studies will be reviewed. Guest speakers will be drawn from appropriate organizations. Current methodologies in environmental impact assessment will be covered, including overviews of Risk Assessment, Cumulative Effects Assessment and Strategic Environmental Assessment. The advantages of moving towards Comprehensive Risk Assessment and Comprehensive Policy Support Assessment will be critically discussed. These integrated decision methodologies will be necessary to support industrial ecology infrastructure and be crucial to making progress towards economic and environmental efficiency at all system levels.

Prerequisite: Successful completion of Semesters 1, 2, and 3 of the Biogeochemical Stream or equivalents or consent of the department.

IDEC 4405 – Air Quality

(3 credits) 2 hours lecture, 3 hours lab

This course will examine the composition, evolution, and future of the earth's atmosphere. It will include human impact, mitigating initiatives and will examine the predictive methods and databases currently in use to predict future scenarios. It will examine the atmosphere as part of the biogeochemical cycling of its constituents.

Prerequisite: Chemistry 2209, 3357, Computer Science 1209, Industrial Ecology 2205, 3315, or equivalents, or consent of department.

IDEC 4407 – Pollution Prevention: Toward Zero Emissions

(3 credits) 3 hours lecture

This course is a study of the principles of recovery, reuse and recycling ("3R's") of pollutants and contaminants. Examples will be drawn from the 176 currently listed in the National Pollutant Release Inventory (NPRI). Measures taken to reduce the release, allow tracking of transfers, and achieving reductions will be analyzed. Measures to control and reduce emission of carbon dioxide, methane, and other greenhouse gases will be discussed. The technologies and techniques as well as the voluntary and legislative measures will be compared. The petroleum industry will be analyzed in detail with an examination of wellsite and facility technologies.

Prerequisite: Successful completion of semesters 1, 2, 3, 4, and 5 of the Biogeochemical stream and the Physical Processes stream courses or equivalents or consent of the department.

IDEC 4411 – Industrial Sanitation

(2 credits) 2 hours lecture

This course provides an integration of the principles of soil conservation, reclamation and land management practices of industrial and protected areas.

Prerequisite: Successful completion of Semesters 1, 2, 3 and 4 of the Biogeochemical Stream or equivalents or consent of the department.

IDEC 4415 – Industrial Ecology Project

(2 credits) 1 hour tutorial, 3 hours lab

Students will undertake an applied project in an area of industrial ecology under the supervision of a faculty member. Each student will be required to present the results of their project as a seminar.

Prerequisite: Successful completion of Semesters 1, 2, 3, 4 and 5 of the Biogeochemical Stream courses or the Physical Processes Stream courses or equivalents or consent of the department.

IDEC 4417 – Design for the Environment

(3 credits) 2 hours lecture, 3 hours lab

This course develops concepts and procedures to integrate and implement the vision of industrial ecology into business decisions. It will examine how leading-edge industrial ecology precepts can be implemented in the real world. The course will explore a systematic approach to support business decisions within the industrial ecology framework. Students will develop skills in incorporating environmental objectives and constraints into process and product design, materials and technology choices. Case studies will highlight DFE success stories. Project work will provide hands-on experience in the DFE field. The course will examine local, regional and global issues related to the design and redesign of industrial systems in order to make them more sustainable.

Prerequisite: Successful completion of Semesters 1, 2, 3, 4, 5, 6 and 7 of the Biogeochemical Stream courses or Physical Processes Stream courses or equivalents or consent of the department.

IDEC 4423 – Market Based Initiatives

(3 credits) 3 hours lecture

This course will examine the initiatives being taken by local, regional, and national governments, and the United Nations to encourage organizations to improve their environmental outcomes for economic reasons. Emission trading, the evolution of Environmental Law and its role in Regulatory Management, and the elements of ISO-14000 will be reviewed.

Prerequisite: Mathematics 2285, Industrial Ecology 2205 or equivalents or consent of department.

IDEC 4431 – Management of Residuals

(3 credits) 3 hours lecture

This course is designed to provide the students an understanding of the principles and concepts of waste management. Topics include: environmental chemistry of hazardous wastes, principles of industrial metabolism, waste disposal, health risks, regulatory aspects of residuals management, principles of industrial metabolism, optimization of materials.

Prerequisite: Successful completion of Semester 1, 2, 3, 4 and 5 of the Biogeochemical Stream courses or equivalents or consent of the department.

IDEC 4433 – Quality Assurance/Quality Control

(4 credits) 3 hours lecture, 3 hours lab

This course will examine the use of QA/QC procedures to the management of the quality aspects of data collection, generation and use. It will provide an overview of the legal framework within which the data collection, generation and use must operate. It will examine the relationship between QA/QC and legal concepts such as due diligence and strict liability.

Prerequisite: Computer Science 1209, Industrial Ecology 2205 or equivalents or consent of department.

IDEC 4441 – Site System Remediation Design

(4 credits) 3 hours lecture, 3 hours lab

This course will provide an in-depth technical and practical evaluation of remediation systems for contaminated sites.

Prerequisite: Successful completion of Semesters 1, 2, 3, 4 and 5 of the Biogeochemical Stream courses or equivalents or consent of the department.

INTERIOR DESIGN (INDS)

INDS 2010 – Directed Field Studies I (formerly INDS 3000)

(15 credits)

This course will foster an understanding of the business culture unique to the interior design profession. Students will participate in paid work experiences within businesses associated with the design and construction of interior environments. In addition to applying academic skills and theory acquired in semesters 1 – 4, students will develop personal and professional acumen for working effectively within the interior design profession.

INDS 2211 – Design I

(4 credits) 3 hours lecture, 2 hours lab

This course explores the role of design as a human activity and the relationship of design to human behaviour and well-being. Students will develop awareness of human history in the context of design and invention, an understanding of design as effective problem analysis and exploration, and a context and vocabulary for design critique.

INDS 2213 – Representation I

(2 credits) 1 hour lecture, 2 hours lab

Representation I introduces drawing as a means of communication. Focus is on the development of freehand skills with various media, including but not limited to, graphite, conte, charcoal, pen and brush with ink. Students will gain sensitivity and expertise with line, play of light, proportion and perspective drawing.

Prerequisite: Admission to the Bachelor of Applied Interior Design program.

INDS 2221 – Design II

(4 credits – TG) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 2211, and examines design through the application of the elements and principles of visual design in two-dimensional and three-dimensional problems. Project and assignment solutions will be derived through application of problem-solving processes.

Prerequisite: Interior Design 2211 or consent of the department.

INDS 2223 – Representation II

(2 credits – TG) 1 hour lecture, 3 hours lab

This course is a continuation of Interior Design 2213. The skills introduced in Representation I will be further developed, practised and refined, with particular emphasis on the application of drawing and representation as a communication skill, integral to the design process. Freehand perspective drawing will be explored and practised. Water color and other appropriate media will be introduced.

Prerequisite: Interior Design 2213 or consent of the department.

INDS 2225 – Construction Fundamentals I

(4 credits – TG) 2 hours lecture, 6 hours lab

This course introduces the student to theoretical and practical exercises related to technical problems in architectural and design drawing. Students will establish confidence and familiarity with conventions, methods and applications of orthographic drawing.

Prerequisite: Admission to the Bachelor of Applied Interior Design program.

INDS 2229 – Lighting (formerly INDS 3329)

(1 credit) 1 hour lecture

This course provides a foundation of light theory for the students, as well as techniques to research and to specify light sources and fixtures. Students explore and develop an understanding of the impact of light on environmental issues and on the health and safety of individuals.

Prerequisite: Successful completion of all first semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 2231 – Colour and Light

(2 credits) 2 hours lecture

This course provides an introduction to the theories of colour and light. It will also look at the relationship of colour and to the materials used in design. Through discussions, exercises and field trips, students will develop awareness of the importance of colour and light in the successful resolution of functional problems of interior spaces.

Prerequisite: Admission to the Bachelor of Applied Interior Design program.

INDS 2233 – Materials (formerly INDS 3325)

(1 credit) 1 hour lecture

This course investigates the properties of basic construction and finishing materials used in the interior environment. Students will learn how to select appropriate materials to satisfy given criteria by implementing a prescribed problem solving process.

Prerequisite: Successful completion of all second semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 2235 – Universal Design

(1 credit) 1 hour lecture

Students will develop an understanding of universal design and will be exposed to the physiological, psychological, and social impact that universal design has on diverse populations.

Prerequisite: Successful completion of all first semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3010 – Directed Field Studies II (formerly INDS 4000)

(15 credits)

This second semester of paid work experience will provide students with practical experience in areas which pertain to their specific interests and skills. Although employment will be co-ordinated through the Career Services office, students will be encouraged to find their own employment opportunities.

INDS 3301 – Design III

(4 credits – TG) 2 hours lecture, 6 hours lab

This course builds on core skills and understandings developed during the foundation Interior Design courses. Students are provided with opportunities to learn the theory of residential design and to apply that theory, using a prescribed problem process, to the resolution of both theoretical and practical projects. These projects consider the needs of diverse populations and range from the simple to the complex.

Prerequisite: Successful completion of all second semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3305 – Construction Fundamentals II

(4 credits) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 2225. Skill development in this course emphasizes design and construction fundamentals of architectural woodwork and the preparation of related construction drawings. In addition to woodworking drafting studio exercises, students will be provided with experience in the use of woodworking tools and methods.

Prerequisite: Successful completion of all second semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3309 – History of Interiors

(3 credits – TG) 3 hours lecture

This course explores the development of interior environments and the impact on style of social, cultural, economic and political issues. Students will study the design and development of the historical decorative arts from ancient Egypt to the architecture, interiors and furniture of the twentieth century.

INDS 3311 – Design IV

(4 credits – TG) 2 hours lecture, 6 hours lab

Design IV is a continuation of Interior Design 3301. Students will solve a complex design project with specific programming and design requirements. The students are introduced to commercial design theories, applying them to specific design situations to experience and develop an understanding of the designer's role in creating public spaces. Consideration will be given to populations of diverse age, culture, income, physical abilities, etc.

Prerequisite: Successful completion of all third semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3313 – Representation III

(2 credits) 1 hour lecture, 3 hours lab

This course is a continuation of Interior Design 2223. Emphasis is on the development of efficiency, accuracy, clarity of meaning and confidence with freehand skills in various appropriate media. Students will further understand and apply freehand representation as a thinking and problem solving tool as well as an effective communication skill in Interior Design. New media will be introduced.

Prerequisite: Successful completion of all second semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3315 – Construction Fundamentals III

(4 credits) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 3305, and focuses on construction materials and methods utilized in the fabrication of wood frame residential environments, as well as the conventional drawing methods used to convey construction intent.

Prerequisite: Successful completion of all third semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3317 – Interior Design Business I

(2 credits) 2 hours lecture

This course provides an overview of the interior design profession with an emphasis on the associated business principles and practices. Topics include the history of the profession, scope of services, and the allied professions and consultants that support the practice and provides an overview of interior design office operation, its practices and the standard business documents utilized. The emphasis is on ethics and professionalism, responsibilities of the interior designer, communication skills, research development, time management, and employment and entrepreneurial opportunities.

Prerequisite: Successful completion of all second semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3323 – Representation IV

(2 credits) 1 hour lecture, 2 hours lab

This course is a continuation of Interior Design 3313. This course further develops representation competencies through practice. Students will explore their personal styles of design presentation and communication. Efficiency, accuracy, clarity of meaning and confidence with conventional freehand skills are reinforced.

Prerequisite: Successful completion of all third semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3327 – Interior Design Business II

(1 credit) 1 hour lecture

Interior Design Business II is a continuation of Interior Design 3317. Students continue to refine their communication skills, research and information gathering techniques. A major emphasis in this course will be on professional attitude and presentation, marketing and interview skills are addressed such that students are adequately prepared for their first directed field studies.

Prerequisite: Successful completion of all third semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3331 – Computer Drafting

(2 credits) 1 hour lecture, 3 hours lab

This course teaches the basic concepts required for competency in drafting with AutoCAD software. The first portion of the course concentrates on learning the tools for drawing 2-dimensional representations; the final portion focuses on reinforcing these skills and building drawing efficiency.

Prerequisite: Successful completion of all third semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 3335 – Building Code and Systems I

(1 credit) 1 hour lecture

This course provides an introductory overview of the National Building Code (NBC) and the Alberta Building Code (ABC), with a focus on those sections that apply specifically to the design and development of interior spaces. The course will also provide an overview of the systems that govern the design and support the efficacy of the built environment – structure, HVAC, power and communication, plumbing, acoustic, lighting, and fire safety systems.

Prerequisite: Successful completion of all first year Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4401 – Design V

(4 credits – TG) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 3311. Commercial design theory and the factors that affect the function, efficiency and aesthetics of the office environment are addressed. The unique requirements of retail or hospitality design will be explored and the factors affecting the design for diverse populations.

Prerequisite: Successful completion of all fourth semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4405 – Construction Fundamentals IV

(4 credits) 2 hours lecture, 6 hours lab

This course is a continuation of Interior Design 3315, addressing the construction and specification of elements in typical commercial interior environments. Students gain practice in the use of AutoCAD software by producing computer generated construction details related to their design projects.

Prerequisite: Successful completion of all fourth semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4407 – Interior Design Business III

(3 credits) 3 hours lecture

This course, which is a continuation of Interior Design 3317 and 3327, will present the sequence of business activities expedited on a typical design project. Emphasis is on the organizational procedures, information management and supportive documentation required in the design process. Additional topics addressed are ethics, professionalism, and communication skills.

Prerequisite: Successful completion of all second semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4411 – Design VI

(3 credits) 1 hour lecture, 6 hours lab

This course requires students to independently investigate and research an adaptive re-use project of their own choice. The project provides an opportunity for self-expression, and synthesizes the theory and skills acquired throughout the program.

Prerequisite: Successful completion of all fifth semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4413 – Representation V

(2 credits) 1 hour lecture, 2 hours lab

Representation V is a continuation of Interior Design 3323. This course explores the development of 3D-computer drawing and the modification and enhancement of computer drawings with the addition of hand drawn information. Communication of business or corporate content will be explored through graphic means such as font style, logo and layout design. Students will be coached in the design and execution of project presentation in concurrent interior design courses.

Prerequisite: Successful completion of all fourth semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4415 – Construction Fundamentals V

(3 credits) 1 hour lecture, 6 hours lab

This course builds on knowledge and skills acquired in Interior Design 4405 and addresses current trends in construction methods and materials in the creation of interior environments. Projects in this course relate directly to student research in Interior Design 4411.

Prerequisite: Successful completion of all fifth semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4421 – Design Issues

(2 credits) 2 hours lecture

Design Issues provides the students with exposure to a broad range of ideas and current issues related to the built environment. It also provides an opportunity for in-depth exploration of a topic of personal interest, and a forum within which to share ideas and research. An excellent opportunity is provided for syntheses of a number of approaches to a design problem.

Prerequisite: Successful completion of all fifth semester Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 4435 – Building Code and Systems II

(1 credit) 1 hour lecture

This course will provide a continuation and expansion on the material covered in Interior Design 3335.

Prerequisite: Successful completion of all second year Bachelor of Applied Interior Design program core requirements or consent of the department.

INDS 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

INTERNATIONAL BUSINESS (INBU)

INBU 3301 – Global Entrepreneurship

(3 credits) 3 hours lecture

Learn how to adapt and assess your marketing strategies to opportunities offered by the global economy. Upon completion of Global Entrepreneurship, you will be able to implement your own international business plan. Topics include international buying and selling, export and import processes, the international institutional framework, international marketing, trade financing and negotiating abroad.

INBU 3302 – International Marketing

(3 credits) 3 hours lecture

There are ways to succeed in international marketing and they include understanding who your customers are, what they want and how you can best provide it. International Marketing prepares you to master the challenges of international markets. Topics include domestic versus international marketing, principles of marketing, market research techniques, promotional strategies, pricing, missions and trade fairs and international marketing management.

INBU 3303 – International Finance

(3 credits) 3 hours lecture

Financing plays an essential role in international trade – and your international finance training must be practical, hands-on and adaptable to your business environment. Topics in International Finance include the role of financing in international trade, risk analysis, exchange rates, export costing, official sources of trade financing and cash flow planning.

INBU 3304 – International Trade Logistics

(3 credits) 3 hours lecture

Logistics involve the steps taken to get your products to market. Logistics can be a source of competitive advantage; both speed and efficiency of delivery are key elements affecting marketing and financing. In International Trade Logistics, you will learn ways to deliver your product better, cheaper and faster than your competitors. Topics include commercial documentation, government documents, regulatory compliance, health and environment issues, transportation and customs clearance.

INBU 3305 – International Market Entry and Distribution

(3 credits) 3 hours lecture

Success in international trade means that your product must get into the hands of prospective customers in the most efficient, safe and cost-effective manner possible. Topics in International Market Entry include distribution channels, partnering, barriers to entry, market entry strategies, managing a joint venture, investment-based strategies and exit strategies.

INBU 3306 – International Trade Research

(3 credits) 3 hours lecture

Effectiveness in international trade depends greatly upon developing an in-depth understanding of your target markets. International Trade Research will help you discover how to evaluate import and export opportunities, source market information, analyse data and define research objectives. Topics include Management Information Systems for international trade, using databases, applications of trade research and competitor intelligence.

INBU 3307 – International Trade Law

(3 credits) 3 hours lecture

Gain a clear understanding of international laws and regulations and examine key legal issues that may have implications for your expansion into the global marketplace. Topics in International Trade Law include international business agreements, Canadian contract law, public trade law, international sale of goods and product liability and insurance.

INBU 4408 – International Trade Management

(3 credits) 3 hours lecture

The emergence of a global economy has challenged traditional assumptions about management. For small companies seeking to penetrate worldwide markets, the skills learned in International Trade Management could mean the difference between success and failure. Topics include international business planning, risk management, benchmarking the competition, managing cultural diversity, building an international workforce, operating a trade office and managing international assets.

Prerequisite: International Business 3301, 3302, 3303, 3304, 3305, 3306 and 3307.

JAPANESE (JPNS)

JPNS 2205 – Beginners' Japanese I (U of C JPNS 205)

(4 credits – TG) 4 hours lecture, 1 hour lab

Basic concepts of modern Japanese. Reading and writing of characters, essentials of grammar, basic vocabulary, and oral drills on normal speech patterns.

JPNS 2207 – Beginners' Japanese II (U of C JPNS 207)

(4 credits – TG) 4 hours lecture, 1 hour lab

Continuation of Japanese 2205.

Prerequisite: Japanese 2205 or consent of the department.

LINGUISTICS (LING)

LING 2211 – The Nature of Language I

(3 credits – TG) 3 hours lecture

This course provides a survey of the field of linguistics, its content, techniques and objectives; the nature of language; the techniques of phonological, morphological, and syntactic analysis and description through the solution of problems from selected languages.

LING 2213 – The Nature of Language II

(3 credits – TG) 3 hours lecture

This course provides an overview of the development of the English language, the place of English in relation to the languages of the world; language change and variation, writing systems; and applied linguistics.

Prerequisite: Linguistics 2211.

LING 3321 – Modern English Grammar

(3 credits – TG) 3 hours lecture

A comprehensive exploration of contemporary English. The course is based on modern linguistic analysis, but also includes traditional grammatical terminology, as well as language change, attitudes to language varieties and problems in usage.

LING 3331 – First Language Acquisition (U of C LING 331)

(3 credits – TG) 3 hours lecture

An overview of major issues and developmental patterns in child language acquisition.

Prerequisite: Linguistics 2211, 2213 (may be co-requisite) or Psychology 2205.

LING 3371 – Introduction to Psycholinguistics

(3 credits – TG) 3 hours lecture

An introduction to the field of Psycholinguistics; its findings, research orientations, and methodologies.

Prerequisite: Linguistics 2211 or 2213.

LING 1199 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

LOGISTICS AND SUPPLY CHAIN MANAGEMENT (LSCM)

LSCM 1201 – Introduction to Logistics and Supply Chain Management

(3 credits) 3 hours lecture

This course provides an overview of the importance of logistics and the supply chain process in determining the competitive success of an organization. Students will be introduced to the various components of the supply chain and their logistical requirements. Topics to be surveyed in this course include value process management, transportation management, purchasing, inventory management, demand forecasting, materials and warehouse management, enterprise resource planning (ERP), supply chain information systems, production and operations management, e-commerce, customer and supplier relations, quality assurance, outsourcing, third-party logistics, and global productions.

MATERNAL INFANT CHILD HEALTHCARE (MICH)

MICH 4401 – Development and Homeostasis (formerly MICH 1300)

(3 credits – TG) Distance Delivery

This course serves as an introductory course for the Maternal Infant Child Healthcare (MICH) Post-Basic Certificate program. As such, it is a prerequisite or co-requisite for all other Maternal Infant Child Healthcare courses. The intent of this course is to investigate elements that must be in balance to move along a trajectory toward optimal health and development. Students will focus on one of three populations: perinatal, neonatal or pediatric patients.

MICH 4403 – Assessment (formerly MICH 1301)

(3 credits – TG) Distance Delivery

This course focuses on the knowledge and skills required to perform physiological and behavioral assessments. Students will focus on one of three populations: perinatal, neonatal or pediatric patients.

Pre- or Co-requisite: Maternal Infant Child Healthcare 4401 or approval of department chair.

MICH 4405 – Issues in Maternal Infant Child Nursing (formerly MICH 1302)

(3 credits – TG) Distance Delivery

Practice, legal and ethical issues of perinatal, neonatal and child health nursing are explored within the context of the patient, family and community. Areas of discussion include parental responses and caring practices, vulnerability and outcomes, legal principles, ethical dilemmas and decision making.

Pre- or Co-requisite: Maternal Infant Child Healthcare 4403 or approval of department chair.

MICH 4407 – Critical Moments (formerly MICH 1310)

(6 credits – TG) Distance Delivery

This course uses an adaptation-development framework to examine selected critical moments that may occur in the perinatal, neonatal and pediatric populations. A critical moment is defined as the culmination of events that influences the patient to diverge from a trajectory toward health. For example, childbirth and the recovery phase are considered as critical moments in the perinatal period. Students will focus on one of the three patient populations. Students in the neonatal stream will also focus on the therapeutic modalities that promote the neonate's return to homeostasis.

Pre- or Co-requisite: Maternal Infant Child Healthcare 4401, 4403, 4405 or approval of department chair.

MICH 4409 – Specialized Technologies in Respiratory Care of the Neonate (formerly MICH 1315)

(3 credits) Distance Delivery

This course focuses on the highly specialized technology used for respiratory management that promotes the neonate's return to homeostasis.

Prerequisite: Maternal Infant Child Healthcare 4401.

Pre- or Co-requisite: Maternal Infant Child Healthcare 4403 and 4407 or approval of department chair.

MICH 4411 – Advanced Decision-Making in Neonatal Intensive Care (formerly MICH 1320)

(3 credits – TG) Distance Delivery

This course focuses on professional development and nursing practice in the Neonatal Intensive Care Unit. Theory related to advanced assessment, problem identification and intervention will be examined with particular emphasis on newborn resuscitation and stabilization.

Prerequisite: Maternal Infant Child Healthcare 4401, 4403, 4405, 4407 and 4491 or approval of department chair. The student must have maintained a focus on the neonatal population throughout their studies in the Maternal Infant Child Healthcare program.

Note: Students may register for this course only, providing they successfully complete a pretest and submit evidence of prior learning.

MICH 4491 – Neonatal Clinical Experience (formerly MICH 1312)

(6 credits – TG) 210 hours clinical practice

Students will be provided with the opportunity to integrate and apply knowledge of assessment, homeostasis, and adaptation to the neonate in a variety of clinical settings including Special Care Nursery, Level 3 Intensive Care and the community. With the approval and assistance of the program faculty, students will select a clinical experience that best meets their program objectives.

Pre- or Co-requisite: Maternal Infant Child Healthcare 4401, 4403, 4405 and 4407 or approval of department chair. Respiratory Therapists must substitute Maternal Infant Child Healthcare 4409 for 4405.

Note: This is an instructor-guided preceptored experience.

MICH 4493 – Perinatal Nursing Clinical Experience (formerly MICH 1314)

(6 credits – TG) 210 hours clinical practice

Students will be provided with the opportunity to integrate and apply knowledge of homeostasis and adaptation to the antenatal, labour and delivery, and postpartum/newborn periods. Students will select a clinical experience in either: supportive care during labour and birth or supportive care for breast-feeding and postpartum families.

Pre- or Co-requisite: Maternal Infant Child Healthcare 4401, 4403, 4405 and 4407 or approval of department chair.

Note: This is an instructor-guided preceptored experience.

MICH 4495 – Child Health Nursing Clinical Experience (formerly MICH 1316)

(6 credits – TG) 210 hours clinical practice

Students will be provided with the opportunity to integrate and apply knowledge homeostasis and adaptation to the child in a variety of patient care settings.

Pre- or Co-requisite: Maternal Infant Child Healthcare 4401, 4403, 4405 and 4407 or approval of department chair.

Note: This is an instructor-guided preceptored experience.

MATHEMATICS (MATH)

MATH 0109 – College Preparation Math Refresher

(0 credits)

This course is a math refresher geared for students who have been away from school and who need to revisit prealgebra concepts such as dealing with fractions, exponents and simple geometry.

MATH 0110 – Introduction to Elementary Mathematics (0 credits)

This is a credit-free upgrading course; special fees apply.

This course provides an introduction to sets, relations and functions, real numbers, equations, inequalities, exponents and radicals, the algebra of rational expressions, geometry of straight lines, triangles and quadrilaterals.

MATH 0120 – Elementary Mathematics (0 credits)

This is a credit-free upgrading course; special fees apply.

This course provides a study of relations and functions, considering especially quadratic and logarithmic functions, equations and inequalities, complex numbers, solutions of linear systems in two variables, geometry of straight lines, triangles, quadrilaterals, polygons and circles.

Recommended Preparation: Mathematics 0110.

MATH 0130 – Algebra and Trigonometry (0 credits)

This is a credit-free upgrading course; special fees apply.

Relations and functions, inequalities, polynomial functions, rational functions, quadratic relations, exponential and logarithmic functions, trigonometric functions, sequences and series.

Recommended Preparation: Mathematics 0120.

Note: Not recommended for students with credit in Mathematics 30.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

MATH 0131 – Calculus and Matrices (0 credits)

This is a credit-free upgrading course; special fees apply.

Part 1: Calculus – Limits, differentiation of sums, products and quotients (excluding exponential, logarithmic and trigonometric functions), the Chain Rule, application to curve sketching, maximum and minimum problems, motion, simple integration, area under a curve and area between curves.

Part 2: Matrices – Systems of linear equations, operations with matrices, special matrices, the determinant function, inverses of matrices.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

MATH 1205 – The Beauty of Mathematics (5 credits – TG) 5 hours lecture

This course introduces the student to the skills of problem solving and critical thinking. A real emphasis is placed on applications of mathematics to everyday life experiences.

MATH 1211 – Concepts of Mathematical Statistics (5 credits – TG) 5 hours lecture

The systematic treatment of fundamental statistical ideas culminating in the discussion of parameter estimation and hypotheses testing is undertaken in this course. Students will use some statistical computer packages to deal with problems within the course.

Prerequisite: Mathematics 30 or equivalent or Mathematics 1283 or 1285.

Note: Credit for both Mathematics 1211 and 1224 will not be allowed.

MATH 1217 – Calculus for Engineers and Scientists I

(4 credits – TG) 3 hours lecture, 1.5 hours tutorial

Functions, limits, continuity, derivatives, mean value theorem, integrals, fundamental theorem of calculus, applications in the physical sciences.

Prerequisite: A grade of 65% or higher in Mathematics 30 – Pure or a grade of "C" or better in Mathematics 0130 or equivalent. A grade of 65% or higher in Mathematics 31 or equivalent or a grade of "C" or better in Mathematics 0131.

Note: Credit for more than one of Mathematics 1217, 2249, 2251 and 2285 will not be allowed.

MATH 1219 – Multivariable Calculus for Engineers

(4 credits – TG) 3 hours lecture, 1.5 hours tutorial

Techniques of integration, double and triple integrals, partial derivatives, applications.

Prerequisite: Mathematics 1217 with a grade of "C-" or better.

Note: Credit for both Mathematics 1219 and 2253 will not be allowed.

MATH 1224 – Introduction to Statistics

(5 credits – TG) 5 hours lecture

This course involves descriptive statistics and basic theory. Graphs, frequency tables, means, standard deviation, probability, expectation, probability distributions (binomial, Poisson, normal) sampling distributions. Introduction to estimation and hypothesis testing.

Prerequisite: Mathematics 30 or equivalent or Mathematics 1283 or 1285.

Note: Credit for both Mathematics 1211 and 1224 will not be allowed.

MATH 1225 – Statistical Inference

(5 credits – TG) 5 hours lecture

This course involves inferences concerning means, proportion and variance. Analysis of variance (one and two ways), regression and correlation analysis are also discussed as well as nonparametric statistics. Application of these statistics to problems in business, biology and social sciences is studied.

Prerequisite: Mathematics 1224 or consent of department.

MATH 1281 – Precalculus I

(5 credits – TG) 5 hours lecture

A course which covers precalculus topics such as introduction to sets, mathematical systems, the basics of algebra, linear and quadratic equations, systems of equations and problem solving techniques.

MATH 1283 – Precalculus II

(5 credits – TG) 5 hours lecture

A course which covers precalculus topics such as systems of inequalities, introduction to linear programming with applications, functions and relations, graphs of polynomials and rational functions, coordinate geometry (straight line and circle), plane geometry and measurement in two or three dimensions.

Prerequisite: Mathematics 30 – Pure or equivalent or Mathematics 1281.

MATH 1285 – Precalculus III

(5 credits – TG) 5 hours lecture

A course which covers precalculus material such as trigonometric, exponential and logarithmic functions, inverse trigonometric functions, analytic geometry, sequences and series, the binomial theorem, mathematical induction.

Prerequisite: Mathematics 30 – Pure or equivalent or Mathematics 1283.

MATH 2211 – Linear Methods I (U of C MATH 211)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Vector algebra. Matrices and systems of linear equations. Elements of coordinate geometry. Complex numbers. Determinants. Applications.

Prerequisite: A grade of 65% or higher in Mathematics 30 or equivalent; or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285.

Note: Credit for both Mathematics 2211 and 2221 will not be allowed.

MATH 2221 – Linear Algebra for Scientists and Engineers (U of C MATH 221)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Systems of equations and matrix algebra, matrix transformations, determinants, vectors, eigenvalues, polar coordinates and complex numbers. Applications in the physical sciences.

Prerequisite: A grade of 65% or higher in Mathematics 30 – Pure or equivalent; or a grade of 50% or higher in Mathematics 31; or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285; or a grade of "D" or better in Mathematics 0131.

Note: Credit for both Mathematics 2211 and 2221 will not be allowed.

MATH 2249 – Introductory Calculus (U of C MATH 249)

(5 credits – TG) 4 hours lecture, 1 hour tutorial

Algebraic operations, functions and graphs, transcendental functions, limits, derivatives, integrals and the fundamental theorem of calculus. Applications.

Prerequisite: A grade of 65% or higher in Mathematics 30 – Pure, or a grade of "C" or better in any of Mathematics 0130, 1283 or 1285.

Note: Not open to students with credit in Mathematics 31, except with special departmental permission.

MATH 2251 – Calculus I (U of C MATH 251)

(4 credits – TG) 4 hours lecture

Functions and graphs, transcendental functions, limits, derivatives, integrals and the fundamental theorem of calculus. Applications.

Prerequisite: A grade of 70% or higher in Mathematics 30 – Pure or equivalent; or a grade of "B-" or higher in any of Mathematics 0130, 1283 or 1285; and a grade of 50% or higher in Mathematics 31, or a grade of "D" or higher in Mathematics 0131.

Note: Credit for more than one of Mathematics 1217, 2249 and 2251 will not be allowed.

MATH 2253 – Calculus II (U of C MATH 253)

(4 credits – TG) 4 hours lecture

L'Hopital's Rule; improper integrals. Exponential and trigonometric functions and their inverses, hyperbolic functions. Methods of integration. Separable differential equations. First and second order linear differential equations and applications.

Prerequisite: Mathematics 2249 or 2251 with a grade of "C-" or above.

Note: Credit for both Mathematics 1219 and 2253 will not be allowed. This course is a prerequisite for many University of Calgary 300-level courses in pure mathematics, applied mathematics and statistics.

MATH 2271 – Discrete Mathematics (U of C MATH 271)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Sets and relations, induction; counting, recurrence and trees, symbolic logic, graphs, applications.

Prerequisite: Mathematics 2211 or 2221 with a minimum grade of "C-".

MATH 2285 – Calculus with Applications

(4 credits) 3 hours lecture, 2 hours lab

This course provides an introduction to calculus with an emphasis on applications in sciences. Problem solving is a major component of this course.

Prerequisite: A grade of 60% or better in Mathematics 30 – Pure, Mathematics 30 or equivalent.

Note: Credit for more than one of Mathematics 1217, 2249, 2251 and 2285 will not be allowed.

MATH 3307 – Differential Equations (U of C AMAT 307) (formerly MATH 1307)

(4 credits – TG) 3 hours lecture, 1.5 hours tutorial

Classification of ordinary differential equations, first order equations with applications, second order equations with applications, series solutions about regular and singular points, special functions. Laplace transforms, linear systems of differential equations.

Prerequisite: Mathematics 1219 with a grade of "C-" or better.

MATH 3309 – Mathematics for Engineers IV (U of C AMAT 309) (formerly MATH 1309)

(4 credits – TG) 3 hours lecture, 1.5 hours tutorial

Functions of several variables, partial derivatives, Chain Rule and differentials. Vector calculus, with line and surface integrals; Green's, Gauss' and Stokes' Theorems.

Prerequisite: Mathematics 1219 with a grade of "C-" or better.

MATH 3311 – Linear Methods II (U of C MATH 311)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Vector spaces and subspaces. Linear independence. Matrix representation of linear transformations. Eigenvalues and eigenvectors. Quadratic forms. Inner products, Gram-Schmidt orthogonalization.

Prerequisite: Mathematics 2211 or 2221 with a minimum grade of "C-".

MATH 3321 – Mathematical Probability (U of C MATH 321)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Sample spaces, Discrete probability. Discrete and continuous random variables. Standard distributions. Mathematical expectation. Generating functions. Sums of random variables. Central limit theorem.

Prerequisite: Mathematics 2253.

MATH 3323 – Introduction to Mathematical Statistics (U of C MATH 323)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Central limit theorem. Sampling distributions. F and t distributions. Estimation. Hypothesis tests (proportions, means, variance, chi-square). Method of moments. Maximum likelihood estimators. Concept of minimum variance unbiased estimators. Neyman-Pearson lemma. Likelihood ratio tests. Elementary regression and correlation.

Prerequisite: Mathematics 3321.

Co-requisite: Mathematics 3353.

MATH 3325 – Theory of Interest

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Measurement of interest, elementary annuities, general annuities, amortization schedules and sinking funds, bonds and other securities.

Prerequisite: Mathematics 2253 with a grade of "C-" or higher.

MATH 3333 – Statistics for Life Sciences (U of C STAT 333)

(4 credits – TG) 3 hours lecture, 3 hours lab

Descriptive statistics, exploratory data analysis, probability, random variables, life tables, statistical inference, randomization, cause and effect, statistical software, application of statistical methods to medical and biological problems.

Prerequisite: Mathematics 30, or equivalent, or Mathematics 1281.

Note: Credit will be given for only one of Administration 1262/1263, Engineering 1319, Mathematics 1211, 1224, 1225, 3333; the University of Calgary Anthropology 307, Educational Psychology 511/513, Engineering 319, Political Science 399, Psychology 312, Sociology 311, 312, Statistics 201/211, 213/217, 333, 343/347, 357.

MATH 3349 – Calculus III (U of C MATH 349)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Taylor polynomials, infinite sequences and series. Polar coordinates, parametric equations, arc length and surface area. Vector geometry, differentiation of vector-valued functions.

Prerequisite: Mathematics 2211 or 2221, and 2253, each with a minimum grade of "C-" or higher.

MATH 3353 – Calculus IV (U of C MATH 353)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Partial differentiation, multiple integrals, and vector calculus including Stokes' Theorem in three dimensions.

Prerequisite: Mathematics 3349 with a minimum grade of "C-".

MATH 3361 – Numerical Analysis

(4 credits) 3 hours lecture, 2 hours lab

In this course, the theory and practice of numerical computational procedures to solve practical problems will be studied. Methods for solutions of nonlinear equations, solutions of simultaneous linear equations, curve fitting, solution of the eigenvalue problem, interpolation and approximation, numerical differentiation and integration, solution of ordinary and partial differential equations are included. The laboratory includes the application to elementary problems and the computer solution of comprehensive problems.

Prerequisite: Mathematics 1307 or equivalent or consent of the department.

MATH 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

MICROBIOLOGY (MIBI)

MIBI 1211 – Microbiology for the Health Care Professional

(3 credits) 3 hours lecture, 1 hour lab

This course will examine the structure/function relationships in microorganisms and how these relationships are expressed in host-parasite interactions. Microbial diseases of specific organ systems will be examined as will host response mechanisms.

Recommended Preparation: Biology 30, Chemistry 30 or equivalent, or consent of the department.

MIBI 1217 – Applied Industrial Microbiology

(3 credits) 2 hours lecture, 3 hours lab

This course provides an introduction to microbial structures and function, and the role of microbes in the environment. The laboratory component of the course provides the student with hands-on training in microbiological techniques.

MIBI 3343 – The Life of Bacteria (U of C CMMB 343)

(4 credits – TG) 3 hours lecture, 3 hours lab

The evolution, metabolism and structure of the various physiological groups of bacteria.

Prerequisite: Biology 2231 and 2233 with a grade of "C-" or above.

MUSIC (MUSC)

MUSA – .5 Hour Private Instruction*

MUSB – 1 Hour Private Instruction*

MUSC – Lecture and Performance Courses

MUSD – 2 Hours Private Instruction (restricted to Music Diploma students)

All music courses must be chosen in consultation with the Mount Royal College Conservatory.

* Most music courses may be arranged on a private lesson basis. In the event of low enrolment in certain courses, an hourly rate as established by the Mount Royal College Conservatory will apply.

MUSC 1104 – Chamber Ensemble I

(2 credits – TG) 2 hours lecture

This course involves the playing of chamber music (quartets and trios) appropriate to the student's instrument and coaching by a faculty member.

MUSC 1108 – Repertoire/Literature I

(2 credits – TG) 2 hours lecture

This course provides a study of solo literature for the student's principal instrument. This will be done in small classes grouped according to instrument families (strings, woodwinds, brass, piano, voice). Literature may be played by the students in class and augmented by recordings where necessary.

MUSC 1109 – Theory of Music I

(3 credits – TG) 2 hours lecture, 2 hours lab

This course develops theoretical fundamentals required for study of the Common Practice Period of the Classical style. Harmonic thinking and melodic analysis will be emphasized. It will also introduce elements of other style periods and include an overview of principles of notation across styles. Curriculum will include a review and reinforcement of knowledge in melodic, harmonic and rhythmic materials; and an introduction to notational engraving practice and computer-based notation. Lab: Development of musicianship skills through directed group exercises, self-directed lab work and assignments. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on melodic materials from the modal and tonal styles.

Prerequisite: A grade of 75% or higher on Theory Placement Rudiments exam or equivalency.

MUSC 1110 – Music Exploration I

(3 credits – TG) 3 hours lecture

Exploration of the art of music and its materials is undertaken in this course. The emphasis is on the development of listening skills beginning with obvious features and moving to more specific aspects of particular styles and types of music. Examples will be drawn from a variety of styles – classical and popular, past and present – and will co-ordinate with musical events in Calgary during the current semester.

MUSC 1115 – Choir I

(1 credit – TG) 3 hours practicum

This choir performs a variety of literature from different periods and styles. Some vocal instruction is given in the context of the rehearsal, but the primary purpose is to present the singers with a broad selection of music and prepare it for public concerts.

Prerequisite: Permission of the Conductor. Audition required.

MUSC 1119 – Orchestra I

(1 credit – TG) 3 hours practicum

Emphasis is placed on playing together as a group. Instruction in good ensemble playing will be given. Students supply their own instruments except those not commonly owned privately.

Prerequisite: A playing level of Grade VIII from any recognized conservatory. Audition required.

MUSC 1120 – Chamber Music II

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1104.

MUSC 1121 – Repertoire/Literature II

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1108.

MUSC 1123 – Theory of Music II

(3 credits – TG) 2 hours lecture, 2 hours lab

This course is a continuation of Music 1109. It will develop skills in Harmonic Analysis with focus on the 17th and 18th century style periods. Melodic development and principles of counterpoint and classical forms will also be introduced. Curriculum will include analysis of period repertoire and two term projects demonstrating thinking, writing and notation skills. Lab: Development of musicianship skills through directed group exercises, self-directed lab work and assignments. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on harmonic materials from the tonal styles. Multi-meter and cross rhythms will be introduced.

Prerequisite: Music 1109 or consent of the department.

MUSC 1137 – Jazz Theory and Composition I

(3 credits – TG) 2 hours lecture, 2 hours lab

This course introduces the student to the fundamentals of Jazz Theory and Composition which, combined with the development of supportive musical skills, will improve the student's ability to master jazz improvisation and to perform the different styles and concepts inherent in Jazz and Popular music. Lab: Development of musicianship skills through directed group exercises, self-directed lab work and assignments. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on melodic materials from the modal and tonal styles.

Prerequisite: Rudiments II and consent of the department.

MUSC 1161 – Suzuki Piano Pedagogy I

(3 credits) 3 hours lecture

This course will prepare participants for a career in Suzuki Piano teaching by focusing on the major pedagogical concepts unique to the Suzuki Piano Method. Specific attention will be given to the history of the Method, Suzuki philosophy, Mother Tongue Theory, group and individual instruction, and the learning process. The above areas will be examined in conjunction with the function and role of the Suzuki Piano Volumes 1 and 2 repertoire.

Prerequisite: Participants must be accepted into the Certificate of Achievement in Suzuki Piano Pedagogy Program.

MUSC 1163 – Suzuki Piano Repertoire Applications I

(3 credits) 3 hours lecture

This course focuses on the performance/practice aspects necessary for a career in Suzuki Piano instruction. This course will provide an in-depth study of tone development, piano technique and musicianship through the step-by-step approach to the Suzuki Piano repertoire. Participants will memorize and perform Suzuki Piano Volume 1 and 2 with particular attention to its function in the development of the child's kinesthetic, intellectual, technical and musical abilities.

Prerequisite: Participants must be accepted into the Certificate of Achievement in Suzuki Piano Pedagogy Program.

MUSC 1212 – Beginning Harmony (Grade III)

(2 credits) 1 hour lecture per week for 30 weeks

This course involves diatonic harmony in four parts and melody writing in major keys, plus harmonic and structural analysis in major and minor keys.

Prerequisite: Rudiments II or equivalent.

MUSC 1213 – Harmony (Grade IV)

(2 credits) 1 hour lecture per week for 30 weeks

This course is a continuation of Music 1212 in both major and minor keys and including seventh chords, secondary dominants and elementary modulation.

MUSC 1214 – Choir II

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1115.

Prerequisite: Music 1115.

MUSC 1215 – Choir III

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1214.

MUSC 1216 – Choir IV

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1215.

MUSC 1217 – Music History (Grade III)

(2 credits) 1 hour lecture per week for 30 weeks

This course provides a survey of music history from the Renaissance to the present, including Canadian music.

Prerequisite: Rudiments II or equivalent.

MUSC 1218 – Music History (Grade IV)

(2 credits) 1 hour lecture per week for 30 weeks

Classical and Romantic music is studied in this course.

Prerequisite: Rudiments II or equivalent.

MUSC 1219 – Orchestra II

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1119.

MUSC 1220 – Orchestra III

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1219.

MUSC 1221 – Orchestra IV

(1 credit – TG) 3 hours practicum

This course is a continuation of Music 1220.

MUSC 1225 – Music History (Grade V)

(2 credits) 1 hour lecture per week for 30 weeks

Music of the Medieval, Renaissance, Baroque, and twentieth century periods, including musical activity in Canada is studied in this course.

Prerequisite: Rudiments II or equivalent.

MUSC 1226 – Music Analysis (Form)

(2 credits) 1 hour lecture per week for 30 weeks

Visual and aural recognition of forms such as Binary, Sonata, Rondo and Fugue are studied in this course as well as some identification of harmonic progressions.

Prerequisite: Music 1213 or equivalent.

MUSC 1227 – Harmony (Grade V)

(2 credits) 1 hour lecture per week for 30 weeks

This course is a continuation of Music 1213 including advanced modulation, secondary dominant and diminished sevenths, chromatic chords and two-part florid counterpoint.

Prerequisite: Music 1213 or equivalent.

Recommended Preparation: Music 1226.

MUSC 1228 – Advanced and Free Counterpoint

(2 credits) 1 hour lecture per week for 30 weeks

Add counterpoint to a given melody, add double counterpoint at the 15th; or write three variations on a given ground.

Prerequisite: Music 1227.

MUSC 1230 – Chamber Music III

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1120.

MUSC 1231 – Repertoire/Literature III

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1121.

MUSC 1232 – History of Music I

(3 credits – TG) 3 hours lecture

This course presents the development of music from Renaissance to the end of the Classical period. Special attention will be given to large instrumental and vocal forms.

MUSC 1234 – Jazz History I

(3 credits – TG) 3 hours lecture

This course familiarizes the student with the history of Jazz, from its early beginnings to current jazz practices, in the context of the prevailing social and economic conditions of the day. The principle exponents and various styles including BeBop, Cool Jazz, 3rd Stream Music, Hard Bop, Free Jazz, Jazz Fusion/Jazz Rock will be examined in terms of their contributions to the development of Jazz and Popular music, with a view to fostering an appreciation and understanding of its role, value, influence on today's musical world and establishment of trends for the future.

Prerequisite: Consent of the department.

MUSC 1237 – Jazz Theory and Composition II

(3 credits – TG) 2 hours lecture, 2 hours lab

This course is a continuation of Music 1137. It will continue to develop an understanding of the fundamentals of Jazz Theory and Composition, combined with the development of supportive skills, to further improve the student's ability to master Jazz improvisation and to perform with greater success the different styles and concepts inherent in Jazz and Popular music. Lab: Development of musicianship skills through directed group exercises, self-directed lab work and assignments. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on harmonic materials from the tonal styles. Multi-meter and cross rhythms will be introduced.

Prerequisite: Music 1137.

MUSC 1240 – Chamber Ensemble IV

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1230.

MUSC 1241 – Repertoire/Literature IV

(2 credits – TG) 2 hours lecture

This course is a continuation of Music 1231.

MUSC 1242 – History of Music II

(3 credits – TG) 3 hours lecture

This course presents the development of music from the Romantic period to the present day. Special attention will be given to larger instrumental and vocal forms.

MUSC 1250 – Recital

(2 credits – TG) Practicum

In order to graduate with a diploma in Performance, the student must play (or sing) a full length recital of literature which will show technical proficiency and stylistic understanding of several periods. The proposed recital program must be approved at least two months in advance of the recital date.

MUSC 1261 – Suzuki Piano Pedagogy II

(3 credits) 3 hours lecture

This course is a continuation of Music 1161. Attention will be given to the continued student development through individual and group instruction, the learning process, and parent education. The above areas will be examined in conjunction with the function and role of the Suzuki Piano Volumes 3 and 4 repertoire as a means of preparing participants for a career in Suzuki Piano teaching.

Prerequisite: Music 1161 and 1163.

MUSC 1263 – Suzuki Piano Repertoire Applications II

(3 credits) 3 hours lecture

This course is a continuation of Music 1163. Participants will memorize and perform Suzuki Piano Volumes 3 and 4 with particular attention to its function in the development of the child's kinesthetic, intellectual, technical and musical abilities.

Prerequisite: Music 1161 and 1163.

MUSC 1265 – Suzuki Summer Institute I

(1 credit) 19 hours lecture per semester

In this course, participants will have the opportunity to expand their awareness of effective teaching strategies, styles of communication, leadership models, musical interpretation and motivational techniques in preparation for a career in Suzuki Piano instruction. Through participation in teacher pedagogy sessions, formal and informal discussion, observation of student master classes, group classes and ensemble classes, attending concerts and lectures, participants will have contact with Suzuki teachers (parents and students) and professionals from outside Mount Royal College Suzuki Piano Program.

Prerequisite: Music 1261 and 1263.

MUSC 1267 – Suzuki Piano Apprentice Teaching I

(2 credits) 1 hour lecture, 3 hours practicum

This course is designed to provide participants with practical experience in Suzuki Piano instruction. Participants will develop the skills in communication, personal interaction, evaluation of student performance and development, studio organization and program development necessary for Suzuki Piano instruction through practicum teaching of students in the Mount Royal College Suzuki Piano Program and organization of the Annual Suzuki Piano Fall Festival.

Prerequisite: Music 1261 and 1263.

MUSC 1269 – Suzuki Piano Apprentice Teaching II

(2 credits) 1 hour lecture, 3 hours practicum

This course is a continuation of Music 1267. The course is designed to deepen the teaching skills used by effective Suzuki Piano instructors. Special emphasis will be given to: 1) empowered teaching, 2) developing the students' desire to learn, 3) the Teacher-Parent-Student triangle of communication, and 4) development of the whole person. In this course, participants will teach practicum students in the Mount Royal College Suzuki Piano Program and organize the Annual Suzuki Piano Winter Workshop.

Prerequisite: Music 1267.

MUSC 1271 – Suzuki Summer Institute II

(1 credit) 19 hours lecture, 4 hours practicum per semester

This course is a continuation of Music 1265. Participants will be engaged in intermediate or advanced Suzuki Piano Teacher Pedagogy. Participants will complete an additional four hours of apprentice teaching.

Prerequisite: Music 1269.

MUSC 1273 – Suzuki Recital

(0 credits)

In order to graduate from the Certificate of Achievement in Suzuki Piano Pedagogy program, the participants must play a full-length recital (from one to one and one-half hours duration) of literature which will show technical proficiency and stylistic understanding of several periods. For those who have already completed two full-length recitals as part of another credit program, this recital is optional. Participants will receive no credit for this recital and be graded Pass or Fail.

Prerequisite: Music 1261 and 1263.

MUSC 2109 – Theory of Music III

(3 credits) 2 hours lecture, 2 hours lab

This course focuses on theoretical fundamentals required for the study of Harmonic, Melodic and Form Analysis in Common Practice. Chromaticism, including advanced modulation and extended chords will be introduced. Curriculum will include a review and reinforcement of terminology and approach to analytical thinking; term projects based upon analysis of 19th century repertoire; and an introduction to analytical concepts for other style periods. Lab: Development of musicianship skills through directed group exercises, self-directed lab work and assignments, transcriptions and dictation. Focus will be placed on the development of basic aural, sight-singing and rhythmic skills with an emphasis on harmonic materials and melodic from the modal and extended tonal styles.

Prerequisite: Music 1123 or 1237.

MUSC 2123 – Theory of Music IV

(3 credits) 2 hours lecture, 2 hours lab

This course will focus on skill development in detailed structural analysis of repertoire from the entire Common Practice style period. Principles of form, harmony, melody and rhythm from other styles will also be introduced. Curriculum will include analysis of period repertoire and two term projects demonstrating thinking, writing and notation skills. Lab: Development of musicianship skills through directed group exercises, self-directed lab work and assignments. Focus will be placed on the development of advanced aural, sight-singing and rhythmic skills with an emphasis on chromatic melodic materials and extended harmonies.

Prerequisite: Music 2109.

MUSC 2201 – Introduction to Music History

(3 credits) 3 hours lecture

This course is an overview of the history of western art music, by means of listening and analysis, from its beginnings in Medieval Europe to the present day. It includes units on the music of the Medieval, Renaissance, Baroque, Classical, Romantic, and 20th Century eras (including the significant pop/jazz developments).

MUSC 2241 – History of Musical Style I

(3 credits) 3 hours lecture

This course examines the history of western art music from its beginnings in Medieval Europe through the Renaissance.

Prerequisite: Consent of the department.

MUSC 2261 – Jazz Arranging I

(2 credits) 2 hours lecture

This course will cover practical arranging concepts and build a more extensive understanding of the application of jazz theory in arranging. Topics such as chord voicings, voice leading, voicing and transposition for horns, a linear approach to harmonization, arranging techniques for small jazz ensembles and writing for the rhythm section will be discussed.

Prerequisite: Music 1237 or equivalent.

MUSC 2263 – Jazz Arranging II

(2 credits) 2 hours lecture

Further development and application of arranging concepts. Weekly orchestrations based on existing instrumentation and use a variety of techniques to create and perform personalized arrangements of different pieces.

Prerequisite: Music 2261.

MUSC 2281 – Jazz Improvisation I

(1.5 credits) 1.5 hours lecture

Theory and techniques of jazz improvisation with an emphasis on functional harmony, melodic form, scales, tune studies, ear training, and development of style.

Prerequisite: Music 1237 or equivalent.

MUSC 2283 – Jazz Improvisation II

(1.5 credits) 1.5 hours lecture

The application theory in jazz improvisation. Functional harmony, melodic concepts, transcription form, ear training and the development of style all consistent in depth. Weekly assignments utilizing a variety of techniques will lend the student to improved soloing and understanding.

Prerequisite: Music 2281.

MUSC 3343 – History of Musical Style II

(3 credits) 3 hours lecture

This course examines the history of western art music from the Baroque era through Beethoven. Emphasis is on the evolution of musical style.

Prerequisite: Music 2241.

MUSC 3345 – History of Musical Style III

(3 credits) 3 hours lecture

This course examines the history of western art music from the Romantic period to the present day. Emphasis is on the evolution of musical style.

Prerequisite: Music 3343.

MUSC 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

MUSIC-PRIVATE LESSONS

Private lessons are available through the Mount Royal College Conservatory. Arrangements for instruction can be made through The Conservatory Office, Room W302, Telephone (403) 240-6821.

Due to the specialized nature of instruction, fees for these courses are billed at a higher rate than other College courses. Fees for the courses listed below and other private lessons may be obtained directly from The Conservatory Office.

See section entitled "Special Fees" under "Fees and Deposits".

Lessons are offered in the areas listed below. A variety of instruction to meet individual needs can be arranged through The Conservatory Office.

Principal and Secondary Instruments or Voice:

MUSA – _ Hour Private Instruction

(1 credit – TG) lecture

MUSB – 1 Hour Private Instruction

(2 credits – TG) lecture

MUSD – 2 Hour Private Instruction

(4 credits – TG) lecture

Note: Restricted to diploma students.

These courses may only be taken with the permission of the Mount Royal College Conservatory.

Instrument	Semester			
	1	2	3	4
Keyboard				
• Piano	1131	1231	1331	1431
Vocal				
• Voice	1141	1241	1341	1441
Strings				
• Violin	1151	1251	1351	1451
• Viola	1152	1252	1352	1452
• Cello	1153	1253	1353	1453
• Bass	1154	1254	1354	1454
• Harp	1155	1255	1355	1455
• Guitar	1156	1256	1356	1456
Winds				
• Oboe	1161	1261	1361	1461
• Clarinet	1162	1262	1362	1462
• Flute	1163	1263	1363	1463
• Bassoon	1164	1264	1364	1464
• Saxophone	1165	1265	1365	1465
Brass				
• Trumpet	1171	1271	1371	1471
• Trombone	1172	1272	1372	1472
• French Horn	1173	1273	1373	1473
• Tuba	1174	1274	1374	1474
Percussion				
• Percussion	1191	1291	1391	1491

NATIVE STUDIES (NTST)

NTST 0130 – Introduction to Native Studies

(0 credits)

This course will provide an overview of Aboriginal world views and belief systems. Students will gain an awareness of similarities and differences among First Nations in the area of social organizations, spiritual beliefs and cultural practices.

NATURAL SCIENCE (NTSC)

NTSC 1112 – An Introduction to Current Environmental Issues

(3 credits – TG) 3 hours lecture

This course involves a current, comprehensive and holistic overview of critical environmental issues for non-science majors. The environmental issues explored in this course from various points of view will serve as a valuable and solid foundation for students, who will be making decisions that shape the future of their society.

NTSC 1115 – Forensic Science

(4 credits) 3 hours lecture, 3 hours lab

This course is designed to acquaint the prospective law enforcement officer and those in related fields with a wide variety of enforcement, detection and preventative devices and methods being employed and developed. Demonstrations, lectures and discussion groups will be utilized and, where feasible, specialists in the numerous forensic fields will be asked to speak.

Note: Restricted to Criminology students or consent of the instructor.

NTSC 1201 – The Chemistry of Life and Death

(3 credits) 3 hours lecture, 1 hour tutorial

The student will be introduced to fundamental chemical principles, the importance of water to life, the bases of organic chemistry and biochemistry. Chemical changes that occur before and after death will be examined and the effects of thanatochemistry introduced.

Prerequisite: *Biology 30, Chemistry 30 or equivalents, or consent of the department.*

NTSC 1272 – Health in Today's World

(3 credits) 2 hours lecture, 1 hour tutorial

This course examines human health behaviour as a lifetime process of response and adaptation to the demands of an internal and external environment. The multi-disciplinary approach is designed to assist students as individuals and family members to acquire the knowledge to make healthy choices that will affect the quality of their lifestyle.

NTSC 2201 – Environmentally Sustainable and Healthy Societies

(3 credits – TG) 3 hours lecture

Every human being, every institution and every organization can make a difference in the quest for a sustainable and healthy future for humankind. This course will examine current practices that result in unhealthy societies and unsustainable environmental impacts and the changes that must be made in order to establish a sustainable and healthy future planet. Our future depends on managing our planet in ways that create sustainable relationships with our ecosystems.

NTSC 3301 – Environmental Health

(3 credits – TG) 3 hours lecture

Many aspects of human health are affected by the environment, and many diseases can be initiated, promoted, sustained or stimulated by environmental factors. For that reason the interactions of people with their environment are an important component of public health. This course introduces students to the complexity of environmental health issues facing society today.

Prerequisite: *Natural Science 2201 or Biology 2231 or Chemistry 3357 or Nursing 2279 or 3375 or consent of the department.*

NONPROFIT STUDIES (NPRO)

NPRO 2201 – Canada's Nonprofit Sector – Foundations

(4 credits) 3 hours lecture, 1 hour tutorial

This foundation course introduces the history of the nonprofit sector, its role in service delivery, and composition. It will introduce basic concepts and vocabulary unique to Canada's nonprofit sector. Recent trends in the nonprofit sector will also be discussed.

NPRO 3301 – Statistical Applications for the Nonprofit Sector

(4 credits) 4 hours lecture

This course introduces the fundamentals of descriptive and inferential statistics as applied to the nonprofit sector. The understanding of these applications will be enhanced through the exposure and use of current statistical software.

NPRO 3303 – Law for the Nonprofit Sector

(3 credits) 3 hours lecture

This law course provides students with an overview of charitable tax law from Elizabeth I to the present as well as contemporary Supreme Court decisions affecting the nonprofit sector in Canada. Legislation at the federal and provincial levels pertaining to registering a charity or society, fundraising, commercial activity, and income tax will be addressed.

NPRO 3305 – Program Planning and Assessment for the Nonprofit Sector

(3 credits) 3 hours lecture

This course addresses program planning and assessment principles currently used in the nonprofit sector. It will equip students with the knowledge and skills necessary to create new programs and initiatives.

NURSING (NURS)

NURS 2201 – Understanding Health

(4 credits) 3 hours lecture, 3 hours lab

This course provides a theoretical base for understanding the concept of health and patterns of health, focusing on the individual and family. The course also addresses differences in individuals' and families' unique experiences of health.

Co-requisite: *Nursing 2203.*

NURS 2203 – Professional Nursing Practice I

(3 credits) 105 hours clinical experience

This course provides a focussed practice with a variety of guided learning experiences to develop interpersonal effectiveness and basic nursing practices. There is a focus on nursing inquiry, promoting health and illness/injury prevention with individuals in the context of family and community.

Prerequisite: *Biology 1220 or Athabasca University BIOL 235.*

Pre- or Co-requisite: *Biology 1221 and Athabasca University NURS 326 (must be taken on-site, not by home delivery).*

Co-requisite: *Nursing 2201 or consent of the faculty.*

NURS 2265 – Health Patterns of Populations

(3 credits) 3 hours lecture

This course focuses on understanding population health across the lifespan, health issues affecting populations and aggregates considering relevant social and political contexts. Primary focus is on determinants of health and epidemiological issues.

NURS 3301 – Theoretical Foundations of Professional Nursing

(4 credits) 4 hours lecture

Students will explore the theoretical foundations of nursing, including person, health, environment and the relationships among these. This course focuses on historical development of the profession, its roles and its position in the health care system, the development of nursing knowledge and theory, and the ethical and legal responsibilities of professional nurses.

Prerequisite: *Biology 1220 and 1221 or Athabasca University BIOL 235, Nursing 2201, 2203 and Athabasca University NURS 326 or consent of the faculty.*

NURS 3303 – Professional Nursing Practice II

(6 credits) 210 hours clinical experience

This course focuses on managing care from an holistic and interdisciplinary perspective with individuals experiencing acute and chronic illness. The primary focus is on adults with a curative, restorative and rehabilitative emphasis in a variety of tertiary care settings.

Prerequisite: *Nursing 2201, 2203, and Athabasca University NURS 326.*

Pre- or Co-requisite: *Nursing 3301, 3305, 3307.*

NURS 3305 – Pathophysiology

(4 credits) 4 hours lecture

This course provides an overview of pathophysiological concepts across the lifespan at the cellular, organ and systems level and their relationships to human body systems.

Prerequisite: Biology 1220 and 1221 or Athabasca University Biology 235 or consent of the faculty.

NURS 3307 – Nursing Therapeutics and Pharmacology

(3 credits) 3 hours lecture

This course examines concepts/principles of pharmacology and nursing therapeutics in wellness and illness.

Prerequisite: Biology 1220/1221, Nursing 2201 and 2203.

Pre- or Co-requisite: Nursing 3305.

NURS 4401 – Adult Health and Illness

(3 credits) 3 hours lecture

The focus of this course is on expanding the theoretical understanding of the adult experiencing complex acute and chronic illness. This course is designed to further the student's understanding of professional nursing practice and the relationships between human health experiences, nursing caring inquiry and caring practices which support the best possible environment for health and healing in the context of acute and chronic illness.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4403. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4403 – Professional Practice in Adult Health

(4 credits) 144 hours clinical experience

The focus on this course is on managing care from a holistic and interdisciplinary perspective for more acutely and chronically ill patients with a primary focus on the adult in acute medical/surgical setting.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4401. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4411 – Family Newborn Health

(3 credits) 3 hours lecture

Opportunities will be provided to gain theory related to health needs of individuals within childbearing families using a nursing perspective. Previous experience and knowledge of family concepts from Nursing 2201 will provide the foundation for family assessment and intervention.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4413. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4413 – Professional Practice in Family Newborn Health

(4 credits) 144 hours clinical experience

This course provides practice opportunities to work with individuals and their families in the childbearing years in a variety of practice settings.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Pre- or Co-requisite: Nursing 4411. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4421 – Child Health

(3 credits) 3 hours lecture

This course focuses on concepts, theories and empirical knowledge related to health needs of children using a nursing perspective and a family-centered approach.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4423. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4423 – Professional Practice in Child Health

(4 credits) 144 hours clinical experience

This course provides practice opportunities to work with infants and children and their families in a variety of settings.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4421. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4431 – Mental Health

(3 credits) 3 hours lecture

This course provides an holistic approach to understanding the concepts of health, patterns of health and nursing roles in working with clients in a variety of mental health settings.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4433. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4433 – Professional Practice in Mental Health

(4 credits) 144 hours clinical experience

This course offers an holistic approach to the application of nursing knowledge and skills in providing care to individuals experiencing mental health and illness across the lifespan.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4431. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4441 – Senior's Health

(3 credits) 3 hours lecture

This course offers an holistic approach to understanding the diversity of older adults with a focus on patterns of health and opportunities for nurses to have a positive impact on health in a variety of settings.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4443. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4443 – Professional Practice in Senior's Health

(4 credits) 144 hours clinical experience

This course offers an holistic approach to the application of nursing knowledge and skills providing care to older adults experiencing healthy aging and/or health concerns.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4441. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4445 – Consolidated Clinical Experience

(8 credits) 280 hours clinical experience

This course offers an holistic approach to the application and integration of nursing knowledge and skills in providing care to older adults experiencing healthy aging and/or health concerns. The course also provides a consolidation experience in an acute care setting for students electing to exit the program with a diploma. Students exiting with a diploma must complete this course in lieu of Nursing 4443 and must ensure it is scheduled as their last clinical experience. The course will be restricted to those exiting the program with a diploma.

Prerequisite: All previous 2200- and 3300-level Nursing courses and Athabasca University NURS 326.

Co-requisite: Nursing 4441 or Athabasca University NURS 442. This is a co-requisite unless special permission is granted by the instructor or chair in extenuating circumstances.

NURS 4461 – Advanced Theoretical Perspectives in Professional Practice

(3 credits) 3 hours lecture

This course provides students the opportunity to explore the theoretical perspectives of various nursing specialties, unique populations and healthcare settings.

Prerequisite: All previous 4400-level Nursing courses, Athabasca University HLST 320 and NURS 328.

Pre- or Co-requisite: Athabasca University NURS 432, 434, 438.

NURS 5571 – Concepts in Professional Practice

(3 credits) 3 hours lecture

Concepts of leadership, management, and change within the context of nursing and health care. Emphasis on effective communication, interpersonal skills, conflict management, professional comportment and interdisciplinary collaboration. Exploration of strategies for transition to the graduate role and responsibilities inherent in being a nursing professional.

Prerequisite: All 4400-level nursing courses or consent of the faculty.

NURS 5572 – Nursing Focus I

(8 credits) 2 hours lecture, 210 hours clinical experience

Synthesis, application and further growth of knowledge, skills, and attitudes in a selected nursing practice setting. Emphasis on complexity of nursing care with clients (individuals, families and/or aggregates). Selection of focus area will be made through consultation with faculty.

Prerequisite: All 4400-level nursing courses, or consent of the faculty, and current C.P.R. Basic Rescuer Certificate.

Pre- or Co-requisite: Nursing 5571 or consent of the faculty.

NURS 5574 – Nursing Focus II

(8 credits) 2 hours lecture, 210 hours clinical experience

Application and integration of theory and research in nursing practice. Selection of practicum will be made through consultation with faculty.

Prerequisite: All 4400-level nursing courses, or consent of the faculty, and current C.P.R. Basic Rescuer Certificate.

Pre- or Co-requisite: Nursing 5571 and 5572 or consent of the faculty.

NURS 5583 – Independent Professional Practice Specialty Focus

(9 credits) 315 hours clinical experience

This course provides the student with the opportunity for application, integration and synthesis and further growth of knowledge, skills and attitudes in a selected practice setting. Emphasis is on complexity of nursing care with clients (individuals, families and/or aggregates).

Prerequisite: All previous 4400-level Nursing courses, Athabasca University HLST 320 and NURS 328.

Pre- or Co-requisite: Athabasca University NURS 432, 434, 438.

PHILOSOPHY (PHIL)

PHIL 2201 – Problems of Philosophy (U of C PHIL 201)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Provides an introduction to philosophy through the discussion of selected topics such as: skepticism, perception, personal identity, free will and determinism, and God.

PHIL 2249 – Ethics (U of C PHIL 249)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

A first enquiry into the nature and justification of moral standards.

PHIL 2275 – Introductory Logic (U of C PHIL 275)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

An introduction to deductive and inductive techniques used in appraising arguments. The course may contain some elementary formal logic, but its main focus will be on analyzing arguments as they occur in everyday life and ordinary language.

Note: Not open to students with credit in Philosophy 2279 or 3377.

PHIL 2279 – Logic I (U of C PHIL 279)

(4 credits – TG) 3 hours lecture, 1 hour tutorial

Sentential and first-order logic from both deductive and semantic points of view. Some elementary metatheorems.

Recommended Preparation: Philosophy 2275.

Note: Not open to students with credit in Philosophy 3377.

PHIL 3301 – The Classical Period (U of C PHIL 301)

(3 credits – TG) 3 hours lecture

An introduction to philosophy through the study of a period in its history. A selection of philosophers from the Pre-Socratics, through Plato and Aristotle, to the Hellenistic and Roman philosophers will be discussed.

Recommended Preparation: Philosophy 2201 or 2249.

PHIL 3305 – The Seventeenth and Eighteenth Centuries (U of C PHIL 305)

(3 credits – TG) 3 hours lecture

An introduction to philosophy through the study of a period in its history. A selection of philosophers from Descartes through Kant will be discussed.

Recommended Preparation: Philosophy 2201 or 2249.

PHIL 3307 – Analytic Philosophy (U of C PHIL 307)

(3 credits – TG) 3 hours lecture

A study of the motivations and positions of Analytical Philosophy, a movement that formed the basis of twentieth century English-language philosophy. The course will examine some of the central concepts of Analytic Philosophy and their historical roots.

PHIL 3313 – Bio Ethics (U of C PHIL 313)

(3 credits – TG) 3 hours lecture

A critical and analytical examination of ethical and legal problems arising in and about health care. Issues to be considered may include: euthanasia, abortion, the conditions for the withdrawal of treatment, the physician-patient relationship, research on human subjects, and genetic engineering. The practical applications of ethical and legal theory are emphasized.

PHIL 3319 – Philosophy of Law (U of C PHIL 319)

(3 credits – TG) 3 hours lecture

An investigation of philosophical accounts of the nature of law and legal systems. Acquaints the students with central positions in jurisprudence, such as the nature of law, the relationship of law to morality, punishment, rights, and justice. *Recommended Preparation:* Philosophy 2249.

PHIL 3321 – Metaphysics (U of C PHIL 321)

(3 credits – TG) 3 hours lecture

An examination of such topics as categories, existence, persons, space, time, necessity.

Recommended Preparation: Philosophy 2201.

PHIL 3329 – Business Ethics (U of C PHIL 329)

(3 credits – TG) 3 hours lecture

A critical and analytical examination of some central moral problems that arise in and for business. Emphasis throughout the course will be placed not only on the details of the particular problems studied but also on the conceptual and other tools needed to understand and resolve or solve such problems. Topics to be discussed will include: the moral responsibilities and rights of corporations and their officers, codes of business ethics, and conflicts of responsibilities and rights.

PHIL 3333 – Philosophy of Art (U of C PHIL 333)**(3 credits – TG) 3 hours lecture**

An examination of the criteria and concepts employed in aesthetic evaluation. Aesthetics deals primarily with the concepts of art and beauty and with our evaluative judgements about them.

Recommended Preparation: Philosophy 2201 or 2249.

PHIL 3337 – Feminist Philosophy (U of C PHIL 337)**(3 credits – TG) 3 hours lecture**

Issues in feminist philosophy and methodology. Topics may include feminist theories of knowledge and science, ethics, metaphysics, political theory and feminist methodology.

Recommended Preparation: Philosophy 2201 or 2249.

PHIL 3345 – Topics in Moral Theory**(3 credits) 3 hours lecture**

An investigation of selected central theories in moral philosophy. In any given term, the course may focus on general theories or concepts, for example contemporary metaethics, utilitarianism, or theories of rights. Sometimes it may focus on a particular set of problems, such as moral personhood, free will, or moral responsibility.

Recommended Preparation: Philosophy 2249.

PHIL 3353 – Social and Political Philosophy**(3 credits) 3 hours lecture**

In this course some of the fundamental issues in social and political thought are studied. Issues to be studied may include rights, justice, authority, equality, freedom, democracy, property, liberalism, the family, and communitarianism.

PHIL 3363 – Theory of Knowledge (U of C PHIL 363)**(3 credits – TG) 3 hours lecture**

A study of some of the central problems in epistemology, including the following: knowledge and belief, empirical (perceptual and inductive) knowledge, a priori knowledge, appearance and reality, truth, and skepticism.

Recommended Preparation: Philosophy 2201.

PHIL 3367 – Philosophy of Science (U of C PHIL 367)**(3 credits – TG) 3 hours lecture**

For students in any discipline who would like to understand some of the fundamental principles of scientific enquiry and the place of scientific discoveries in human knowledge. Topics will include: scientific explanation, theory, prediction, confirmation, and, when feasible, other material relating to the interests of the students in the course.

Recommended Preparation: Philosophy 2201 or 2275 or 2279.

PHIL 3377 – Elementary Formal Logic (U of C PHIL 377)**(4 credits – TG) 3 hours lecture, 1 hour tutorial**

Sentential and first-order logic with identity and descriptions, from both the deductive and semantic points of view. Completeness, compactness, decidability for sentential logic.

Recommended Preparation: Philosophy 2275.

Note: Not open to students with credit in either Philosophy 2279 or U of C PHIL 279.

PHIL 3381 – Philosophy of Mind (U of C PHIL 381)**(3 credits – TG) 3 hours lecture**

A study of topics such as: thought, emotions, action and the will, mind-body identity, personal identity, and theories about the nature of mind.

Recommended Preparation: Philosophy 2201.

PHIL 3391 – Philosophy and the Environment**(3 credits – TG) 3 hours lecture**

Traditional and contemporary philosophical theories and methods will be brought to bear on issues raised by the relationship between human beings and their environment. Moral and other philosophical aspects of some major issues, such as pollution, population growth, and use of natural resources, will be considered.

PHIL 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

PHYSICAL EDUCATION (PHED)**PHED 1115 – Fitness and Self-Defence****(3 credits – TG) 3 hours lecture**

This is a physical fitness and self-defence course to encourage students entering the field of justice administration to develop and maintain a high level of physical fitness.

Note: Restricted to criminology students.

PHED 1145 – Introduction to Strength Training**(1.5 credits – TG) 1.5 hours lecture**

This is a practical course in strength training with emphasis on skill and safety and the design of basic personal strength training programs.

PHED 1155 – Social Dance**(3 credits – TG) 3 hours lecture**

This course is designed to provide students with the basic skills to participate in and enjoy social dance at the beginner's level. While step execution will be of great importance, the aspects of posture and development of simple choreography will play an important role. The Two Step, Swing, Foxtrot, Waltz, Cha Cha, Rumba and some Line Dances will be included.

PHED 1171 – Introduction to Outdoor Pursuits**(3 credits – TG) 38 hours lecture and 22 hours fieldwork**

This course will survey the history, principles, philosophy, rationale and vocational opportunities of outdoor pursuits. Students will become familiar with fundamental camping and navigation techniques as the cornerstones of outdoor living. Participation is required in one weekend of fieldwork.

PHED 1173 – Wilderness Survival Techniques**(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork**

This course prepares students to handle emergency situations in the Canadian climate. Participation is required in one weekend of fieldwork.

PHED 1215 – Lifetime Leisure Activities**(3 credits – TG) 3 hours lecture**

This course provides an exposure to a variety of lifetime physical and leisure skills. It includes a variety of individual, dual and team, physical activities; cultural and social recreational activities; managing and planning leisure time; and an introduction to personal health associated with lifetime leisure pursuits.

Note: An additional lab fee of \$40 will be charged for this course.

PHED 1216 – Program Planning for Physical Activity and Sport**(3 credits – TG) 3 hours lecture or 6 hours lecture per week for 8 weeks**

An in-depth study of the theory, methods, techniques, and skills used in planning physical activity and sport programs. Topics include principles of program planning; identification of program needs; program planning in specific settings; and program evaluation.

PHED 1218 – Fitness Assessment**(3 credits – TG) 3 hours lecture**

This is a theoretical and practical course covering all aspects of fitness assessment. Topics include: testing protocols, counselling techniques and exercise prescription. Students will have the opportunity to become Certified Fitness Consultants through the Fitness Appraisal Certification and Accreditation (FACA) Program, assuming they have the FACA prerequisites (see the department for details).

Prerequisite: Physical Education 2203 or consent of the department.

PHED 1219 – Recruiting and Training Volunteers in Physical Activity and Sport**(3 credits – TG) 6 hours lecture per week for 8 weeks**

A study of the role of the volunteer in physical activity and sport. The focus will be on the principles and strategies of recruiting and training volunteers for physical activity and sport programs.

PHED 1222 – Physical Activity and Sport – Promotion and Sales

(3 credits – TG) 3 hours lecture

An examination of the promotion component of marketing. Concepts and strategies of promotion will be studied, these include; advertising, publicity, personal selling, and sales presentation as applied to physical activity and sport programs, products and services.

PHED 1224 – Human Anatomy

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides a systematic survey of the structure of the human body. Topics include: cells and tissues of the body; the anatomy of the skeletal, articular, muscular, digestive, respiratory, urinary, reproductive, circulatory, nervous, integumentary and endocrine systems. Labs are designed to provide practical demonstrations that parallel the material discussed in the lectures.

Note: To obtain transfer credit at the University of Calgary, Physical Education 1224 must be completed with a grade of "C-" or above before enrolling in Physical Education 2263. This course is the same as Biology 1214.

PHED 1225 – Organization and Administration of Sport

(3 credits – TG) 3 hours lecture

This course provides an examination of the role, function and relationships of the administrator of athletic programs, their responsibilities to the athlete, coach, spectators, sponsor and the program. It is designed to give a philosophical overview as well as practical administrative skills to the sports and athletic program administrator.

PHED 1229 – Introductory Golf

(1.5 credits – TG) 3 hours lecture for 8 weeks

This is an introductory course in golf with the emphasis on skills, rules, safety, etiquette, the care and selection of equipment and the organization of recreational activities.

PHED 1235 – Basketball for Men

(3 credits – TG) 3 hours lecture

This is a comprehensive course in basic basketball skills, knowledge, teaching methods and team strategy. Students will be expected to prepare a comprehensive scouting report. Students will practice specific basketball skills apart from class time. The Level I Technical Course for the National Coaching Certification Program may be included.

PHED 1236 – Basketball for Women

(3 credits – TG) 3 hours lecture

This is a comprehensive course in basic basketball skills, knowledge, teaching methods and team strategy. Students will be expected to prepare a comprehensive scouting report. Students will practice specific basketball skills apart from class time. The Level I Technical Course for the National Coaching Certification Program may be included.

PHED 1237 – Volleyball for Men

(3 credits – TG) 3 hours lecture

This is a comprehensive course in basic volleyball skills, knowledge, teaching methods and team strategy. Students will learn how to organize and administrate volleyball tournaments and league play as well as prepare a comprehensive scouting report. Students will practice specific volleyball skills apart from class time. The Level I Technical Course for the National Coaching Certification Program may be included.

PHED 1238 – Volleyball for Women

(3 credits – TG) 3 hours lecture

This is a comprehensive course in basic volleyball skills, knowledge, teaching methods and team strategy. Students will learn how to organize and administrate volleyball tournaments and league play as well as prepare a comprehensive scouting report. Students will practice specific volleyball skills apart from class time. The Level I Technical Course for the National Coaching Certification Program may be included.

PHED 1239 – Introductory Badminton

(1.5 credits – TG) 3 hours lecture for 8 weeks

This is an introductory course in badminton with the emphasis on skills, teaching and coaching strategies as well as the organization of clinics and tournaments.

PHED 1241 – Cardiovascular Training

(1.5 credits – TG) 3 hours lecture for 8 weeks

This course is designed to both improve the cardiovascular fitness of the student and, at the same time, familiarize him or her with theoretical knowledge and training regimens.

PHED 1242 – Flexibility and Relaxation

(1.5 credits – TG) 3 hours lecture for 8 weeks

This is an introductory course, which will focus on developing a conceptual framework for utilizing flexibility and relaxation, in relation to overall fitness and personal well-being. A variety of relaxation techniques will be explored and incorporated in practical ways.

PHED 1245 – Advanced Strength Training

(3 credits – TG) 3 hours lecture

This is an advanced course in the theory and practice of strength training. Emphasis will be on the utilization of free weight equipment for participants requiring additional or advanced strength training.

Prerequisite: Physical Education 1145.

PHED 1247 – Introduction to Sport and Recreation Facilities

(3 credits – TG) 3 hours lecture

This course investigates the range and types of facilities utilized in the sport and recreation delivery system. Design requirements and operational conditions will be explored.

PHED 1249 – Introductory Tennis

(1.5 credits – TG) 3 hours lecture for 8 weeks

This is an introductory course in tennis with the emphasis on skills, teaching and coaching strategies and the organization of clinics.

PHED 1250 – Introductory Canoeing

(1.5 credits – TG) 3 hours lecture for 8 weeks

This is an introductory course in canoeing with the emphasis on basic techniques, equipment, safety precautions, group dynamics and leadership skills. Students may be involved in moving water situations.

Prerequisite: Students must be able to swim 100 metres.

PHED 1251 – Introductory Kayaking

(1.5 credits – TG) 3 hours lecture for 8 weeks

This is an introductory course in kayaking with the emphasis on basic techniques, equipment, safety precautions, group dynamics and leadership skills. Students may be involved in moving water situations.

Prerequisite: Students must be able to swim 100 metres.

PHED 1252 – Backpacking

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This course is an exposure to the skills, knowledge and attitudes necessary for trail hiking, off trail rambling and below treeline camping in the backcountry. Harmonious and minimal impact living and walking in the natural environment is a major priority. Participation is required in one weekend of fieldwork.

PHED 1253 – Introductory Rock Climbing

(1.5 credits – TG) 3 hours lecture for 8 weeks

This is an introductory course in rock climbing with the emphasis on the skills necessary for easy lead climbing. Use will be made of indoor and outdoor facilities.

PHED 1254 – Introductory Mountaineering

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This is an introductory course in mountaineering, which includes alpine and glacier techniques. Emphasis will be placed on safety and sound judgement. A peak ascent, within the Rocky Mountains, will be attempted. Participation is required in one weekend of fieldwork.

PHED 1255 – Mountain Bike Trekking

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This course is designed to provide students with the ability to demonstrate basic skills regarding safety, mountain bike maintenance and repair, riding technique and planning for back country touring. Participation is required in one weekend of fieldwork.

PHED 1256 – Bicycle Touring

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This course is designed to provide students with the ability to demonstrate skills of basic bicycle maintenance, tune-ups and bicycle safety. Participation is required in one weekend of fieldwork.

PHED 1257 – Cross-Country Skiing

(1.5 credits – TG) 15 hours lecture and 22 hours fieldwork

This course is an introduction to the basic skills and knowledge of cross-country skiing on groomed or packed trails using light nordic equipment. Participation is required in one weekend of fieldwork.

PHED 1258 – Back Country Skiing

(1.5 credits) 1 hour lecture, 22 hours fieldwork

This course is an introduction to the basic skills and knowledge of back country skiing. Participation is required in one weekend of fieldwork.

PHED 1259 – Fund Raising in Physical Activity and Sport

(1.5 credits – TG) 6 hours lecture per week for 4 weeks

An insight into the ways and means by which support (financial and otherwise) may be obtained and sustained for physical activity and sport programs. The emphasis will be on strategies, planning methods and the implementation techniques associated with fund raising efforts.

PHED 1261 – Organizing Special Events

(1.5 credits – TG) 6 hours lecture for 4 weeks

The presentation of strategies for organizing and managing special events. This course will provide a viable and totally practical "how to" approach to organizing events in physical activity and sport.

PHED 1264 – Advanced Coaching

(3 credits – TG) 3 hours lecture

This course provides exposure to selecting sport specific training programs, evaluating fitness, organizing and selecting training programs, detecting and correcting errors in skill techniques, advising on nutritional programs, developing mental strategies, pre-competition strategies, competition strategies, problem solving and motivational techniques for long term training programs. This course includes the National Coaching Certification Program Theory Level III.

Prerequisite: National Coaching Certification Program Level I Full Certification and Level II Theory and Technical.

PHED 1269 – Introductory Power Skating and Hockey Coaching

(3 credits – TG) 3 hours lecture

This is a theoretical and practical course on power skating techniques and ice hockey skills. The student will learn how to teach skating and organize hockey sessions for skill development. Topics include: proper use of biomechanical principles in skating; proper use of edges; drills to develop skating skills and techniques to develop necessary strength and power both on and off the ice. The student will be shown the proper execution of all basic hockey skills – shooting, passing, stickhandling and checking – and will be taught proven teaching progressions for each. Level I Technical of the National Coaching Certification Program may be included.

PHED 1271 – Outdoor/Indoor Soccer

(3 credits – TG) 3 hours lecture

This is a comprehensive course in basic soccer skills, knowledge, officiating and team strategy. Indoor and outdoor play will be covered. Lecture time will be spent on organizing tournaments, teaching methods and officiating the game of soccer.

PHED 1285 – Practicum for Physical Activity and Sport

(4 credits – TG) 250 hours practicum

This is formal work experience with an assigned agency. Participants will be required to participate in specified hours of practicum and to complete the assignments. Students will be accepted into the practicum on the basis of professional suitability and conduct as determined by a faculty committee.

Prerequisite for Physical Activity and Sport Administration: Physical Education 1216, 1219, 1222, 1259, 1261 and 2211 with an overall Grade Point Average of 2.00 in these courses. Specific practicum assignments may require some students to hold current certification in First Aid, CPR, Fitness Leadership, Fitness Appraisal or Coaching.

Note: This course is limited to Physical Education students enrolled in the Outdoor Pursuits and the Physical Activity and Sport Administration patterns who have successfully completed or are currently enrolled in the core courses.

PHED 1290 – Introductory Swimming

(3 credits – TG) 3 hours lecture

Students will perfect swimming strokes, water entries and basic self rescue skills. Students will also complete the requirements for two levels of the Canadian Red Cross Aquaquest Program and the Royal Life Saving Society Junior Resuscitation Award.

Prerequisite: Students enrolling in the course must be comfortable in deep water and be able to swim 100 metres continuously.

Note: Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.

PHED 1293 – Introductory Aquatic Lifesaving

(3 credits – TG) 3 hours lecture

Students will learn techniques of first aid, artificial respiration and other emergency care procedures required to assist a victim of an aquatic emergency. Students will also learn and perfect life saving skills related to water rescue. The Royal Life Saving Society Senior Resuscitation, Bronze Medallion and Bronze Cross Awards will be included.

Prerequisite: Students must be comfortable in deep water and be able to swim 200 metres continuously.

Note: Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.

PHED 1295 – Water Safety Instructor

(3 credits – TG) 3 hours lecture

This course includes a comprehensive study of the techniques of teaching swimming, water safety and life saving. Other aquatic activities such as aqua aerobics, diving, competitive swimming and snorkelling will be introduced. Students must demonstrate competent swimming, rescue and artificial respiration skills and meet the requirements of the Canadian Red Cross Water Safety Instructor Award. Ten hours of student teaching must be completed during this course.

Prerequisite: Current RLSSC Bronze Medallion and Senior Resuscitation Awards.

Note: Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.

PHED 1296 – Advanced Aquatic Life Saving

(4 credits – TG) 4 hours lecture

Lifeguarding techniques for pools, basic first aid techniques and various emergency situations in aquatics will be studied. Students must meet the requirements for the Royal Life Saving Society National Lifeguard Service and Life Saving Fitness Awards and the Red Cross Standard First Aid and Basic Cardiopulmonary Resuscitation Awards.

Prerequisite: Current RLSSC Bronze Cross and Senior Resuscitation Award.

Note: Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee.

PHED 1297 – Basic SCUBA

(3 credits – TG) 3 hours lecture

This is a comprehensive course designed to prepare students for SCUBA diving certification. It includes diving physics and medicine as well as optional open water dives.

Prerequisite: Medical certificate, Bronze Medallion or consent of the department.

Note: Students will be responsible for payment of fees to outside organizations when the issue of a certificate involves a fee. An additional lab fee of \$50 will be charged for this course.

PHED 1301 – Musculoskeletal Assessment – Spinal

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course involves the study of athletic injuries that fall into the category of complex injuries, repetitive trauma; injuries common to athletics will be approached from the perspective of differential diagnosis. Assessment techniques utilized by Certified Athletic Therapists will be taught. Practical experience will emphasize the assessment of injured athletes as well as the utilization of appropriate intervention skills. Specific joints to be covered are: Cervical, Thoracic, Lumbar, Pelvis and Hip.

Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.

PHED 1303 – Musculoskeletal Assessment – Peripheral

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course involves the study of athletic injuries that fall into the category of complex injuries, repetitive trauma; injuries common to athletics will be approached from the perspective of differential diagnosis. Assessment techniques utilized by Certified Athletic Therapists will be taught. Practical experience will emphasize the assessment of injured athletes as well as the utilization of appropriate intervention skills. This course will deal with the following joints: finger, wrist, hand, forearm, elbow, shoulder, knee, lower leg, and foot.

Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.

PHED 1305 – Therapeutic Modalities in Athletic Therapy

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course will provide theoretical and practical in-depth knowledge of the safe and effective use of clinical modalities. Some of the topics include a review of the injury process, the transmission of energy, use of thermal agents, use of electrical agents and use of mechanical agents. These modalities are those typically used by Certified Athletic Therapists in Canada.

Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.

PHED 1307 – Rehabilitation Techniques in Athletic Therapy

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab

This course will provide theoretical and practical in-depth knowledge of the safe and effective use of rehabilitation to enhance the recovery of injury. The techniques are those typically used by Certified Athletic Therapists in Canada.

Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.

PHED 1311 – Advanced Rehabilitation Techniques in Athletic Therapy

(3 credits – TG) 2 hours lecture, 1 hour tutorial, 1 hour lab for 16 weeks or 8 hours lecture, 4 hours tutorial, 4 hours lab for 8 weeks

This course will build on the concepts learned in Physical Education 1301, 1303, 1305 and 1307. This course will integrate the assessment and rehabilitation of the body as a whole, viewing assessment and rehabilitation as a kinetic chain. Rehabilitation will be studied from the acute stage through to the chronic stages of an injury. This course will address the typical situations a Certified Athletic Therapist in Canada is confronted with in a clinical setting.

Prerequisite: Physical Education 1301, 1303, 1305, 1307 and 1350.

PHED 1313 – Issues in Sports Medicine

(3 credits – TG) 3 hours lecture for 16 weeks or 6 hours lecture for 8 weeks

This course will include the study and investigation of topics of sports medicine that have a direct affect on Certified Athletic Therapists in Canada. Some of the topics include the role of the sports medicine physician, the role of pathology in sports medicine, diagnostic tools available, the role of athletic therapists and the role of other paramedical professionals in the care of athletes. Other topics will arise within the context of the course work.

Prerequisite: Physical Education 1301, 1303, 1305, 1307 and 1350.

PHED 1315 – Practical Clinical Management and Administration in Athletic Therapy

(3 credits – TG) 3 hours lecture for 16 weeks or 6 hours lecture for 8 weeks

This course will cover the theoretical and practical skills needed to operate an athletic therapy clinic or practice privately, with an athletic team or in conjunction with other paramedical professionals. Topics such as business plan writing, budgetary issues, marketing issues, personnel hiring and evaluation, physical planning of a clinic and operating, licensing, and codes will be covered.

Prerequisite: Physical Education 1301, 1303, 1305, 1307 and 1350.

PHED 1350 – Field Practicum I

(3 credits – TG) 1 hour lecture, 175 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required.

Prerequisite: Admission to the Advanced Certificate in Athletic Therapy.

Note: This course is limited to students enrolled in the Advanced Certificate in Athletic Therapy who have successfully completed or are currently enrolled in the core course requirements.

PHED 1352 – Field Practicum II

(3 credits – TG) 1 hour lecture, 175 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required. Typical assignments are log book recordings of activities and case study analysis of situations specific to fieldwork of a trainer or Certified Athletic Therapist in Canada. This course will allow students to continue with an agency for seasonal sports that coincide with the academic year such as hockey, basketball, volleyball or badminton. This course will also allow the student to join another agency for sports that only last one semester. An example of such a sport is indoor soccer.

Prerequisite: Physical Education 1350.

Note: This course will be delivered in a block placement format. This course is limited to students enrolled in the Advanced Certificate in Athletic Therapy who have successfully completed or are concurrently enrolled in the core course requirements.

PHED 1354 – Clinical Practicum I

(3 credits – TG) 1 hour lecture, 175 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required. Typical assignments are log book recordings of activities and case study analysis of situations specific to fieldwork of a Certified Athletic Therapist in Canada. This work experience is specific and under the supervision of a paramedical professional such as a Certified Athletic Therapist, physiotherapist, sports medicine physician, chiropractor or sports massage therapist. Please note that the code of ethics for each of those professionals must be investigated and adhered to.

Prerequisite: Physical Education 1350.

Note: This course will be delivered in a block placement format. This course is limited to students enrolled in the Advanced Certificate in Athletic Therapy who have successfully completed or are concurrently enrolled in the core course requirements.

PHED 1356 – Advanced Clinical and Field Practicum

(6 credits) 275 hours practicum

This is a formal work experience with an approved agency. Participants will be involved in integration seminars, and will be required to participate in the specified hours of practicum and complete the assignments as required. Typical assignments are logbook recordings of activities and case study analyses of situations specific to field and clinical work of a Certified Athletic Therapist in Canada. This work experience is specific and under the supervision of a paramedical professional such as a Certified Athletic Therapist, physiotherapist, sports medicine physician, chiropractor or sports massage therapist.

Prerequisite: Physical Education 1352 and 1354.

PHED 2201 – The Essence and Experience of Physical Activity (U of C KNES 201)

(4 credits – TG) 1 hour lecture, 3 hours tutorial

This course investigates the fundamental factors, which influence the physical activities we choose, and the kinaesthetic principles governing how we move. Active participation in a variety of movement experiences (novel and familiar) will be an essential component of this course. This course will establish the fundamental kinaesthetic, physical and management parameters of physical activity.

PHED 2203 – Fundamental Fitness and Measurement (U of C KNES 203) (formerly PHED 1114)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

This is a foundation course in physical fitness incorporating the basic theory, testing and application of physical fitness, nutrition and weight control knowledge. It involves a lecture/tutorial presentation in which students will design personal fitness programs, apply the programs, test their progress and evaluate the results.

PHED 2211 – Leadership and Communication in Physical Education (U of C KNES 211)

(3 credits – TG) 3 hours lecture for 16 weeks or 6 hours lecture for 8 weeks

This course presents the theory and application of leadership and interpersonal communication skills as they apply to large and small groups in the field of physical activity and sport.

PHED 2213 – Communication: Critical Thinking and the Analytical Approach in Physical Education (U of C KNES 213)

(3 credits – TG) 3 hours lecture

A study of the use of the analytical approach to communication with emphasis on information gathering, problem solving, search processes, describing and analysing data and applying critical thinking to the field of physical education and kinesiology.

PHED 2243 – The Body in Socio-Cultural Studies I (U of C KNES 243)

(3 credits – TG) 3 hours lecture

An examination of the cultural meanings of sport, leisure, and physical education; and the place of the body in our culture both historically and in the present.

PHED 2245 – The Body in Socio-Cultural Studies II (U of C KNES 245)

(3 credits – TG) 2 hours lecture, 1 hour tutorial

An examination of current methodologies in the study of cultural meaning of sport, leisure and physical education.

PHED 2253 – Mind Sciences II

(3 credits) 3 hours lecture

This course provides an introduction to the psychosocial concepts underlying an understanding of human behaviour in physical activity, sport and health. This course is divided into two equal components. The first examines the perspective of Exercise and Health Psychology, while the second uses the perspective of Personality and Social Psychology.

PHED 2255 – Elementary School Physical Education I (formerly PHED 2202)

(3 credits – TG) 3 hours lecture

A comprehensive course involving aspects of the modern elementary school physical education program with a particular emphasis on movement experiences in games. Off campus travel is required for some field-work observation.

PHED 2257 – Elementary School Physical Education II (formerly PHED 2203)

(3 credits – TG) 3 hours lecture

A comprehensive course involving aspects of the modern elementary school physical education program with particular emphasis on movement experiences in dance and gymnastics. Some off campus travel is required for practical experience.

Prerequisite: Physical Education 2255.

PHED 2263 – Biomechanics (U of C KNES 263)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

Muscular and mechanical analysis of human movement.

Prerequisite: Mathematics 30 or equivalent and Physical Education 1224.

Note: To obtain transfer credit at the University of Calgary, Physical Education 1224 must be completed with a grade of "C-" or above before enrolling in Physical Education 2263.

PHED 3303 – Introductory Nutrition

(3 credits) 3 hours lecture

This course will provide the student with a basic understanding of the role of nutrition in health and fitness. By surveying the basics of human nutrition, and considering practical applications, the student will be prepared to apply nutrition guidelines to their individual nutrition needs and those of specialized populations.

PHED 3331 – Introductory and Intermediate Coaching (U of C KNES 331) (formerly PHED 1268)

(3 credits – TG) 3 hours lecture

This course provides exposure to motor learning, growth and development, philosophy, psychology, audio-visual, public relations, administration and training methods as it pertains to coaching. Students have the opportunity to obtain both Level I and II Theory of the National Coaching Certification Program.

PHED 3367 – Adapted Physical Activity (U of C KNES 367)

(3 credits – TG) 3 hours lecture

An examination of specific problems within the psychomotor domain and the related delivery systems for their identification and amelioration.

This is an applied course that focuses on the issues and challenges of providing physical activity experiences for a person with a disability.

Prerequisite: Physical Education 1224.

PHED 3371 – Scientific Basis of Prevention and Care of Athletic Injuries (U of C KNES 371) (formerly PHED 1220)

(5 credits – TG) 3 hours lecture, 2 hours tutorial

This course provides a study of the responsibilities of physical educators toward the basic principles of athletic therapy and their role in the prevention and treatment (first aid) of athletic injuries.

Prerequisite: Physical Education 1224.

Note: To obtain transfer credit at the University of Calgary, Physical Education 1224 must be completed with a grade of "C-" or above before enrolling in Physical Education 3371.

PHED 3385 – Physical Activity and the Older Adult

(3 credits – TG) 3 hours lecture

This course will focus on the issues and challenges of providing physical activity experiences for the older adult with an emphasis on applied exercise leadership.

Recommended Preparation: Physical Education 1114 and 1224.

PHED 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

PHYSICS (PHYS)

PHYS 0130 – Introductory Physics

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course involves the study of electricity and mechanics of solids. These topics are considered with a minimum requirement of mathematics and the use of experiments. Not recommended for students having Physics 30.

Prerequisite: Mathematics 20 or equivalent.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education Diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

PHYS 1110 – Microelectronics in Business and Manufacturing

(4 credits) 3 hours lecture, 3 hours lab

This course will survey the applications of microelectronics in business and industry. It will examine the current and future impact of information technology on commercial and manufacturing activities and will review the associated social and economic implications. The basic concepts of digital technology will be introduced and applied to an examination of the uses of computers, telecommunications, robotics, computer-aided manufacturing and process control. The course is designed for non-science majors.

PHYS 1130 – Physics of Hi-Fi

(4 credits) 3 hours lecture, 3 hours lab

This course provides a non-mathematical approach to the concepts of physics and Hi-Fi consumerism. Topics include: vectors; kinematics; rotational dynamics; oscillations; acoustics; D.C. and A.C. circuitry; transistor and I.C. Technology and Fourier analysis; and magnetism. Electromagnetic wave theory will be taught using examples taken from modern Hi-Fi equipment.

Recommended Preparation: Mathematics 20 or equivalent.

PHYS 1243 – Basic Physics for Aviation

(5 credits) 3 hours lecture, 1 hour tutorial, 3 hours lab

This is an algebra-based physics course mainly designed to suit aviation students. This course will introduce students to relevant topics in mechanics and electricity. The topics include: motion in one and two dimensions, the laws of motion, work and energy, circular motion, impulse, linear momentum and collisions, kinematics and dynamics of a rigid body, current and resistance, D.C. circuits, basics of aerostatics and aerodynamics.

Prerequisite: Mathematics 30 or equivalent.

The department offers the following first-year university transfer courses:

- (a) Physics 2205 – Classical Physics I/2207 – Classical Physics II/2209 – Elementary Modern Physics. This sequence is intended for students whose program requires only two one-semester courses (one full-course equivalent) in Physics giving a broad survey of Physics. Physics 2205/2207/2209 do not use calculus.
- (b) Physics 2231 – Physics I/2233 – Physics II. This sequence is intended for (i) students whose programs have either physics, astrophysics, geophysics, geology, chemistry, chemical physics or applied mathematics as a major field or whose programs have either physics, astrophysics or geophysics as a minor field; (ii) students whose programs require more than one full-course equivalent in physics; or (iii) students who want a rigorous introduction to physics concentrating on mechanics rather than providing a broad survey. Physics 30 and Mathematics 30 are prerequisites to Physics 2231. It is recommended that Mathematics 2221 be taken concurrently with Physics 2231, unless taken earlier. In some cases, Mathematics 2211 may be used instead of Mathematics 2221. Physics 2233 uses calculus and requires Mathematics 2249 or 2251 as a prerequisite. Further, it is strongly recommended that Mathematics 2253 be taken concurrently, unless completed earlier.

Note: After completing the first half-course of either sequence (a) or (b) above, students may transfer to the second half-course of the other sequence. A transfer from Physics 2205 to 2233 requires the consent of the department. Students will have to do some preparatory work before beginning Physics 2233 to make up for the difference in coverage between Physics 2205 and 2231. Such students should consult the department at least one month before beginning Physics 2233. They should also note the mathematics prerequisite for Physics 2233 and other mathematics courses recommended in conjunction with Physics 2231 and 2233.

- (c) Engineering 1215 and Physics 2269. These are service courses for Engineering students.

PHYS 2205 – Classical Physics I

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab
Mechanics and fluid flow.

Prerequisite: Mathematics 30 or equivalent.

PHYS 2207 – Classical Physics II

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab
Oscillations and waves, electricity; magnetism and optics.

Prerequisite: Physics 2205 or 2231.

PHYS 2209 – Elementary Modern Physics

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab
Thermal physics, quantum physics, and relativity.

Prerequisite: Physics 2205 or 2231.

PHYS 2231 – Physics I

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

A discussion of fundamental concepts, emphasizing rigorous reasoning based on definitions and physical laws. Special relativity, vectors, kinematics, statics, Newton's laws, force fields, work and energy, conservation laws and subatomic particles.

Prerequisite: Mathematics 30 and Physics 30 or equivalent.

Recommended Preparation: Mathematics 2211 or 2221, and Mathematics 2249 or 2251 to be taken concurrently with Physics 2231.

PHYS 2233 – Physics II

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 3 hours lab

A discussion of mechanical systems using calculus. Newton's laws and applications. Systems of particles. Work and energy with variable forces. Dynamics of rigid body motion. Fluid mechanics, Electrostatics and DC Circuits.

Prerequisite: Mathematics 2249 or 2251 and Physics 2231.

Recommended Preparation: Mathematics 2253 to be taken previously or concurrently.

**PHYS 3369 – Acoustics, Optics and Radiation
(U of C PHYS 369) (formerly PHYS 2269)**

(4 credits – TG) 3 hours lecture, 1 hour tutorial

For students in Engineering. Wave motion as applied to acoustics, geometric and physical optics, and radiant energy transfer. Traditional and modern applications.
Prerequisite: Mathematics 1217, 1219 and Engineering 1215.

PHYS 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

POLITICAL SCIENCE (PLSC)

**PLSC 2201 – Introduction to Government and Politics
(U of C POLI 201)**

(4 credits – TG) 3 hours lecture, 1 hour tutorial

A systematic introduction to the basic concepts and institutions of the process of politics.

PLSC 2223 – Conflict and Unity: Canadian Issues

(3 credits – TG) 3 hours lecture

Themes of Canadian politics, such as federalism and regionalism, the place of Quebec in Confederation, the Charter of Rights, class conflict and citizenship.

**PLSC 2283 – Issues and Trends in World Politics
(U of C POLI 283)**

(3 credits – TG) 3 hours lecture

Major trends and issues in world politics, such as international tensions, migration, ethnic conflicts, human rights and sustainable development.

PLSC 2285 – Model United Nations

(1 credit) 1 hour lecture

This course allows students to participate in an inter-collegiate Model UN. Over the course of a weekend, a simulated Model UN involving students from numerous other colleges and universities will take place. Prior to the conference, students will work in groups (delegations) to research both their country and selected foreign policy issues (Terrorism, drug trade, disarmament, UN Reform, etc.) At the conference, students will present foreign policy speeches, draft resolutions, and negotiate (caucus) with other delegations to try to pass or defeat resolutions.

Pre- or Co-requisite: Political Science 2283.

Note: Students may be responsible for personal travel and subsistence costs associated with enrolment in Political Science 2285. If these costs are a concern to you, check with you instructor prior to registration.

PLSC 3310 – History of Political Thought I

(3 credits – TG) 3 hours lecture

This course focuses on the quest for the GOOD REGIME in the West. The criteria for the GOOD REGIME will be enunciated and applied to the Classical (Platonic, Aristotelian and Roman) and the Medieval (Augustinian and Thomistic) conception of the GOOD REGIME.

Prerequisite: Political Science 2201.

Note: Political Science 3310/3311 = U of C POLI 310.

PLSC 3311 – History of Political Thought II

(3 credits – TG) 3 hours lecture

This course is a continuation of Political Science 3310. It focuses on the Machiavellian, Liberal, Marxian and Utopian conceptions of the GOOD REGIME.
Prerequisite: Political Science 3310.

Note: Political Science 3310/3311 = U of C POLI 310.

PLSC 3321 – The Canadian State (U of C POLI 321)

(3 credits – TG) 3 hours lecture

The formal institutions of the Canadian state, including Parliament, the executive, federalism, the Constitution, and the courts. Emphasis on the way that political processes are shaped by these and other institutions.

Prerequisite: Any junior (2200-level) Political Science course or consent of the department.

PLSC 3327 – Women and Politics (U of C POLI 327)

(3 credits – TG) 3 hours lecture

Examination of political participation by women, women's issues and public policy, and feminist political theories.

Prerequisite: Political Science 2201 or consent of the department.

**PLSC 3329 – Alberta and Provincial Politics
(U of C POLI 329)**

(3 credits – TG) 3 hours lecture

Source of conflict and consensus; policy making; inter-governmental affairs; and the management of the Provincial Political Economy.

Prerequisite: Any junior (2200-level) Political Science course.

PLSC 3335 – Perspectives on Political Economy

(3 credits – TG) 3 hours lecture

This course is an introduction to Political Economy concepts and perspectives. These are then applied to the analysis of interconnected political and economic issues, both historic and current. It will utilize a case approach with a Canadian emphasis.

Prerequisite: Economics 2201 or 2203, and any junior (2200-level) Political Science course.

**PLSC 3343 – Law, Politics and the Judicial Process
(U of C POLI 343)**

(5 credits – TG) 3 hours lecture, 1 hour tutorial, 2 hours lab

The judicial system as a branch of government and as a part of the political process. Focus on the Canadian judiciary within a comparative context.

Prerequisite: Any Political Science course or introductory Criminology course.

**PLSC 3359 – Comparative Government and Politics
(U of C POLI 359)**

(3 credits – TG) 3 hours lecture

An introduction to the analytical concepts of the comparative approach to political analysis.

Prerequisite: Any junior (2200-level) Political Science course.

**PLSC 3381 – Introduction to International Relations
(U of C POLI 381)**

(3 credits – TG) 3 hours lecture

The structures and processes of international relations and foreign policy.

Prerequisite: Political Science 2201.

PLSC 3398 – Politics and the Media

(3 credits – TG) 3 hours lecture

This course will consider how politics is portrayed in the coverage given it by the mass media, with special emphasis on the cognitive psychology involved in framing issues and the coverage of political events by television and the new media of the Internet. Canadian and American experience will be stressed.

PLSC 3485 – The Politics of the International Economic Order (U of C POLI 485)

(3 credits – TG) 3 hours lecture

Analysis of the political management of international economic relations. Topics include the politics of trade and money relations, energy, multinational corporations, and the New International Economic Order.

Prerequisite: Political Science 3381.

PLSC 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

PSYCHOLOGY (PSYC)

PSYC 1112 – The Psychology of Adjustment

(3 credits – TG) 3 hours lecture

This course provides an introduction to the psychology of personal growth and adjustment: its principles and methods of study. It will deal with the application of psychological concepts to such selected issues as identity and growth; relationships and communication; sex roles and sexuality; and emotions and stress. The aim of the course is to help students increase their awareness of themselves and others.

PSYC 1221 – Effective Interpersonal Behaviour

(3 credits – TG) 3 hours lecture

This course provides an opportunity to explore some important aspects of interpersonal communication, to develop a greater understanding of interpersonal effectiveness, and on the basis of this understanding to practice behaviours, which increase interpersonal effectiveness.

PSYC 1230 – Behaviour Modification

(3 credits – TG) 3 hours lecture

The theory and practice of operationalizing behaviour modification techniques are examined in this course. It is intended for students who anticipate being employed in helping professions such as Day Care, Social Work and Nursing.

PSYC 2205 – Principles of Psychology (U of C PSYC 205)

(3 credits – TG) 3 hours lecture

An introduction to the methods, theory and practice of psychology. This course is a prerequisite for all senior psychology courses.

PSYC 2223 – Communicating Effectively in the Workplace: Teamwork, Diversity, and Conflict Resolution

(3 credits – TG) 3 hours lecture

Students will explore teamwork, diversity, and conflict resolution as three key aspects of work communication. Students will be assisted in developing conceptual understandings of these topics through illustrative case studies which consider a variety of work situations, through role plays, and through selected readings. Facilitated teamwork in seminars, in projects, and in presentations, as well as journal activities, will assist students in making their learning relevant to their current and anticipated work settings.

PSYC 2227 – Problem Solving and Decision Making

(3 credits – TG) 3 hours lecture

When people solve problems and make decisions, what steps and processes are involved? What is creative thinking, what is critical thinking, and how does each contribute to effective problem solving and decision making? What strategies are used by highly successful problem solvers and decision makers? What are the common obstacles to effective problem solving and decision making and how can these be overcome? How can we become more adept at solving problems and making decisions in academic, work, interpersonal, and everyday settings? This course will address these issues by reviewing relevant theories and research findings from the field of cognitive psychology.

PSYC 3305 – History of Psychological Thought

(3 credits – TG) 3 hours lecture

An examination of the roots of psychological thought in Western culture, and the relationship between theories of human nature and changing social institutions. *Prerequisite: Psychology 2205.*

PSYC 3312 – Behavioural Statistics

(4 credits – TG) 2 hours lecture, 1 hour tutorial, 2 hours lab

This course provides an introduction to descriptive and inferential statistical techniques as applied to behavioural research. Tabulation, graphic representation and reduction of data, correlation, chi square, probability, t-distribution and one-way analysis of variance are all examined.

Prerequisite: Mathematics 30 or equivalent.

Note: Psychology 3312/3313 = U of C PSYC 312

PSYC 3313 – Experimental Psychology I

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides an introduction to experimental design, analysis and interpretation, and scientific methods in psychology. It is intended for psychology majors.

Prerequisite: Psychology 2205 and 3312.

Note: Psychology 3312/3313 = U of C PSYC 312. Psychology 3313 = Athabasca University PSYC 404. Credit will be allowed for only one of Psychology 3313 and PSYC A404.

PSYC 3319 – Psychology of Death and Dying

(3 credits – TG) 3 hours lecture

The course examines social and psychological aspects of death and dying, such as: historical and cross cultural variability in death attitudes, spirituality, the dying process, ethical issues such as euthanasia and suicide, bereavement, burial practices and death perceptions across the life-span.

Prerequisite: Psychology 2205.

PSYC 3325 – Life-Span Development (formerly PSYC 2225)

(3 credits – TG) 3 hours lecture

This course provides an overview of the major developmental stages from birth to death. Development will be studied from a variety of theoretical perspectives and the application of theory to practical situations will be examined.

Prerequisite: Psychology 2205 or consent of the department.

PSYC 3345 – Social Psychology (U of C PSYC 345)

(3 credits – TG) 3 hours lecture

Social psychological approaches to understanding social influence, social perception and cognition, attitudes, and group dynamics.

Prerequisite: Psychology 2205 or equivalent.

Note: Psychology 3345 = Athabasca University PSYC 379. Credit will be allowed for only one of Psychology 3345 and PSYC A379.

PSYC 3347 – Psychology of Gender (U of C PSYC 347)

(3 credits – TG) 3 hours lecture

A psychological approach to the study of gender stereotypes, the empirical evidence for female-male differences and similarities in behaviour and experience, and the implications of gender roles for interpersonal relationships and social roles. Biologically-based and socially-based explanations will be evaluated.

Prerequisite: Psychology 2205 or consent of the department.

PSYC 3351 – Developmental Psychology (U of C PSYC 351)

(3 credits – TG) 3 hours lecture

The study of psychological development through childhood.

Prerequisite: Psychology 2205 or equivalent or consent of the department.

Note: Psychology 3351 = Athabasca University PSYC 323. Credit will be allowed for only one of Psychology 3351 and PSYC A323.

PSYC 3353 – Psychology of Aging (U of C PSYC 353)

(3 credits – TG) 3 hours lecture

This course examines the nature, causes and implications of developmental changes across the middle and later adult years. Following a basic overview of theoretical perspectives and research methods used in the area, the course will look at age-related changes in physiological, psychological, and social functioning. Diversity in later adulthood is also discussed, as it is reflected in gender and in cultural, lifestyle and individual variability.

Prerequisite: Psychology 2205.

Note: Psychology 3353 = Athabasca University PSYC 381. Credit will be allowed for only one of Psychology 3353 and PSYC A381.

PSYC 3355 – Adolescence (U of C PSYC 355)

(3 credits – TG) 3 hours lecture

Examination of the interaction of physical, cognitive, emotional and social changes occurring during adolescence.

Prerequisite: Psychology 2205 or equivalent or consent of the department.

Note: Psychology 3355 = Athabasca University PSYC 350. Credit will be allowed for only one of Psychology 3355 and PSYC A350.

PSYC 3365 – Cognitive Psychology (U of C PSYC 365)**(3 credits – TG) 3 hours lecture**

A survey of research and theory in cognitive psychology. Topics may include the origins of cognitive psychology in traditional learning and theories, as well as contemporary views of neurocognition, attention, language, memory, problem solving, creativity and artificial intelligence.

Prerequisite: Psychology 2205 or consent of the department.

Note: Psychology 3365 = Athabasca University PSYC 355. Credit will be allowed for only one of Psychology 3365 and PSYC A355.

PSYC 3375 – Brain and Behaviour (U of C PSYC 375)**(formerly PSYC 3371)****(3 credits – TG) 3 hours lecture**

This course encourages students to adapt a biological perspective towards psychological questions and issues. From a basic overview of brain anatomy and neuron physiology, the course looks at a varied selection of topics such as vision, brain damage and recovery. Alzheimer's disease, sleep and dreaming, drug addiction, learning, aggression and schizophrenia. All these topics are of interest to psychologists and all can be reduced to, and understood in terms of, the operations of the nervous system.

Prerequisite: Psychology 2205 or equivalent.

Note: Psychology 3375 = Athabasca University PSYC 402. Credit will be allowed for only one of Psychology 3375 and PSYC A402.

PSYC 3383 – Personality (U of C PSYC 383)**(3 credits – TG) 3 hours lecture**

Approaches to the study of personality.

Prerequisite: Psychology 2205 or equivalent.

Note: Psychology 3383 = Athabasca University PSYC 356. Credit will be allowed for only one of Psychology 3383 and PSYC A356.

PSYC 3385 – Introduction to Abnormal Psychology (U of C PSYC 385)**(3 credits – TG) 3 hours lecture**

An overview of abnormal behaviour and experiences, their causes and treatment.

Prerequisite: Psychology 2205 or equivalent.

Note: Psychology 3385 = Athabasca University PSYC 435. Credit will be allowed for only one of Psychology 3385 and PSYC A435.

PSYC 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

RECREATION STUDIES (RECR)**RECR 1111 – Foundations of Leisure****(3 credits – TG) 2 hours lecture, 1 hour tutorial**

This course is a survey of the historical, philosophical, psychological and sociological foundations of leisure.

RECR 1115 – Program Planning for Community Recreation**(3 credits – TG) 3 hours lecture**

This course involves the study of the theory, methods, techniques and skills used in planning community recreation programs.

RECR 1132 – Twentieth Century Arts and Crafts: An Introduction**(3 credits – TG) 3 hours lecture**

This course is an experiential exploration of arts and crafts incorporating various media.

RECR 1147 – Introduction to Volunteering**(3 credits) 3 hours lecture for 16 weeks or 6 hours lecture for 8 weeks**

This course provides a study of the volunteer in the community. Discussion will include a brief history of volunteering, the recruitment and training of volunteers and the role of volunteers in the planning and delivery of community programs. The focus of the course is on the principles of volunteer management in a wide variety of community service environments.

RECR 1175 – Introduction to Tourism**(3 credits – TG) 3 hours lecture**

This course provides a survey of the history, principles, organization, planning, regional attitudes, behaviour, patterns and vocational opportunities in tourism.

RECR 1180 – Leadership Practicum**(3 credits) 1 hour lecture, 120 hours practicum**

This course provides students with field experience in the area of direct recreation leadership.

Prerequisite: Recreation Studies 1115 and Applied Communications 2245 with an overall minimum Grade Point Average of 2.00 in these courses.

Co-requisite: Recreation Studies 1201, 1203 and 1205.

Note: Students will be accepted into practicum on the basis of academic performance, professional suitability and conduct. If a question of professional suitability and/or conduct arises, a committee of three faculty members of the department, under the direction of the chair, shall examine the specific case.

RECR 1185 – Therapeutic Recreation Practicum I**(3 credits) 1 hour lecture, 120 hours practicum**

This course provides field experience in the practice of therapeutic recreation. Students will begin the process of integrating theory with direct recreation leadership and therapeutic recreation practice.

Prerequisite: Recreation Studies 1111 and Applied Communications 2245 with an overall minimum Grade Point Average of 2.00 in these courses.

Co-requisite: Recreation Studies 1231, 1233, and 1235.

Note: Students will be accepted into practicum on the basis of academic performance, professional suitability and conduct. If a question of professional suitability and/or conduct arises, a committee of three faculty members of the department, under the direction of the chair, shall examine the specific case.

RECR 1190 – Portfolio I**(1 credit) 1 hour lecture**

Students will begin to develop a personal portfolio. The purpose of the portfolio is to provide a mechanism whereby students can maintain a record of the knowledge, skills and abilities they will acquire during their program. Contents of the portfolio will include projects, assignments and student experiences from their course work, practicum and personal learning.

RECR 1201 – Introduction to Community Recreation Services**(3 credits) 3 hours lecture**

This course is an introduction to principles and practices in the delivery of community recreation services.

RECR 1203 – Recreation and Community Development**(3 credits) 3 hours lecture**

This course examines the model of community development and how it is used to empower individuals and communities. The recreation practitioner as a facilitator of community action will be the focus.

RECR 1205 – Applied Leadership**(1.5 credits) 3 hours for 8 weeks or 1.5 hours for 16 weeks**

This course studies leadership theory and introduces leadership skills that apply the theory in personal, community and work settings.

RECR 1207 – Commercial Recreation**(3 credits) 3 hours lecture**

This course is an investigation of the many providers of commercial recreation services.

RECR 1209 – Organizational Development and Planning for Community Recreation**(3 credits) 6 hours lecture for 8 weeks**

This course is an introduction to areas of organizational development that impact planning for community recreation.

RECR 1211 – Administration and Governance for Community Recreation

(3 credits – TG) 6 hours lecture for 8 weeks

This course is a study of the principles and practices of administration and governance for community recreation.

RECR 1215 – Leadership Analysis

(1.5 credits) 1.5 hours lecture for 16 weeks or

3 hours lecture for 8 weeks

This course introduces selected leadership skills inventories that allow the student to analyze and evaluate their leadership skills. Students will reflect on their leadership experiences and develop strategies to plan personal learning opportunities to maximize their leadership skills.

Prerequisite: Recreation Studies 1205.

RECR 1217 – Marketing for Sport and Recreation

(3 credits – TG) 3 hours lecture for 16 weeks or

6 hours lecture for 8 weeks

This course is an investigation of principles and practices of marketing in sport and recreation studies.

RECR 1231 – Introduction to Disabling Conditions

(3 credits – TG) 3 hours lecture

This course acquaints students with the nature of a selected cross-section of disabling conditions typically encountered in therapeutic recreation practice. It provides an overview of the relationship between these conditions and the body systems and studies that impact on the leisure, and social lifestyle of individuals.

Note: Credit will be allowed for only one of Disability Studies 1115 or Recreation Studies 1231.

RECR 1233 – Helping Skills in Therapeutic Recreation Practice

(3 credits) 3 hours lecture

This course provides students with an understanding of basic helping relationship skills in the practice of therapeutic recreation.

RECR 1235 – Program Planning for Therapeutic Recreation

(3 credits – TG) 3 hours lecture

This course involves a study of the theory, methods, techniques and skills required to plan, implement and evaluate therapeutic recreation programs.

RECR 1237 – Assessment and Intervention for Therapeutic Recreation

(3 credits) 3 hours lecture

This course is designed to introduce students to the assessment tools and protocols used in therapeutic recreation practice. Students also study the professional principles and practices of therapeutic intervention and service delivery.

RECR 1239 – Modalities for Therapeutic Recreation

(4 credits) 4 hours lecture

This is an applied course in the modalities of therapeutic recreation practice.

RECR 1241 – Advanced Studies in Disabling Conditions

(3 credits) 3 hours lecture

This course builds on material studied in Recreation Studies 1231 by focusing on the spectrum of severity in the conditions covered and the resulting impact on the lives of individuals. Service delivery implications for clinical and community settings will also be examined.

Prerequisite: Recreation Studies 1231.

RECR 1245 – Administration Practices for Therapeutic Recreation

(3 credits) 3 hours lecture

This course is a study of the basic administrative principles and practices utilized in the administration of therapeutic recreation programs.

RECR 1247 – Theory and Practice in Leadership

(3 credits – TG) 3 hours lecture for 16 weeks or 6 hours lecture for 8 weeks

This course studies leadership theory and introduces leadership skills that apply the theory in personal, community and work settings. Students are introduced to leadership skills inventories that allow them to analyze and evaluate their leadership skills. Students will reflect on their leadership experiences and develop strategies to plan personal learning opportunities to maximize their leadership skills.

RECR 1251 – Issues and Trends in Leisure and Recreation

(3 credits) 3 hours lecture

This course addresses the constantly changing and evolving nature of the field of leisure and recreation. By studying and discussing issues and trends, which affect the profession, students will be prepared to work effectively in the constantly changing work environment.

RECR 1270 – Leisure Counselling

(3 credits – TG) 3 hours lecture

Concepts, methods and techniques of leisure counselling are discussed in this course.

RECR 1274 – Leisure Services for the Elderly

(3 credits – TG) 6 hours lecture for 8 weeks

This course is designed to familiarize the student with the elderly, the aging process and their relationship to the provision of leisure services for the elderly in both community and institutional settings.

RECR 1280 – Business Practicum in Community Recreation

(5 credits – TG) 300 hours practicum

This course provides the student with direct experience in the organization and delivery of community recreation services.

Prerequisite: Recreation Studies 1180, 1201, 1203 and 1205.

Co-requisite: Recreation Studies 1207, 1209, 1211 and 1217.

Note: Students will be accepted into practicum on the basis of academic performance, professional suitability and conduct. If a question of professional suitability and/or conduct arises, a committee of three faculty members of the department, under the direction of the chair, shall examine the specific case.

RECR 1285 – Therapeutic Recreation Practicum II

(5 credits – TG) 300 hours practicum

This course builds on the applied knowledge and skills learned in Recreation Studies 1185 by providing students with the opportunity to learn and refine the additional skills and abilities required in the practice of therapeutic recreation. Under the supervision of professionals, and in approved agencies or institutions, students gain further practical and theoretical experience in therapeutic recreation practice.

Prerequisite: Recreation Studies 1185, 1231, 1233, 1235, 1237, 1239 and 1241, with a Grade Point Average of 2.00 in these courses.

Co-requisite: Recreation Studies 1245, 1247, 1251 and Entrepreneurship 1232.

Note: Students will be accepted into practicum on the basis of academic performance, professional suitability and conduct. If a question of professional suitability and/or conduct arises, a committee of three faculty members of the department, under the direction of the chair, shall examine the specific case.

RECR 1290 – Portfolio II

(1 credit) 1 hour lecture

During this semester students will complete the development of their portfolios with instructor guidance and support. The portfolio will document knowledge, skills and abilities students have acquired, as well as an assessment of these outcomes. Students, instructors, practicum supervisors and professionals in the field will contribute to the assessment of learning outcomes. It is expected that the portfolio will serve as a comprehensive personal statement, which students can use to seek future employment and/or additional educational experience.

RECR 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

RELIGIOUS STUDIES (RELS)

RELS 2201 – World Religions: Western (U of C RELS 201)

(4 credits – TG) 4 hours lecture

Introduction to Western religions including: Judaism, Christianity and Islam.

RELS 2203 – World Religions: Eastern (U of C RELS 203)

(4 credits – TG) 4 hours lecture

Introduction to Eastern religions such as Jainism, Hinduism, Buddhism, Confucianism and Taoism.

RELS 2205 – The Nature of Religion (U of C RELS 205)

(4 credits – TG) 4 hours lecture

An introduction to the study of religion which relates religious traditions to contemporary thought and culture.

RELS 3301 – The Religion of the Hebrew Bible/Old Testament (U of C RELS 301)

(3 credits – TG) 3 hours lecture

An introduction to the critical study and reading of the books of the Hebrew Bible/Old Testament in English translation. The course focuses on the religious beliefs and institutions of ancient Israel.

RELS 3309 – The Nature and Function of Religious Experience (U of C RELS 309)

(3 credits – TG) 3 hours lecture

A study of ancient views and some contemporary psychological analyses of the nature and function of religious experience. Such religious phenomena as the genesis and development of religious behaviour, conversion and mysticism will be examined.

Prerequisite: One of Religious Studies 2201, 2203, 2205 or a university transfer course in psychology.

RELS 3311 – The Classical Hindu Tradition

(3 credits – TG) 3 hours lecture

The background, basic literature, thought and practices of classical Hinduism.

Prerequisite: Religious Studies 2203.

RELS 3315 – World Christianity

(3 credits – TG) 3 hours lecture

This course examines Christianity as a global phenomenon, considering important issues and movements around the world. Topics include types of Christianity, Mission, Ecumenism, Pentecostalism, Fundamentalism, social justice issues, roles and status of women, globalization, secularization, and relations between Christianity and other religious traditions.

RELS 3317 – Medieval Hinduism: Sects and Saints

(3 credits) 3 hours lecture

This course examines the important religious thinkers and movements in Hinduism from roughly eighth to the eighteenth century. Primary emphasis will be placed on the devotional (bhakti) trends in Hinduism during this period. Topics to be discussed may include: the nature of bhakti, sectarian philosophy, iconography and forms of worship, mythology, pilgrimage, sacred time and sacred space.

Prerequisite: Religious Studies 2203 or consent of the department.

RELS 3321 – Religion in Modern India

(3 credits) 3 hours lecture

This course examines the important religious thinkers and movements in India during the nineteenth and twentieth centuries. While the focus will be on Hinduism, it may also consider developments associated with Islam, Sikhism, Buddhism, and Christianity.

Prerequisite: Religious Studies 2203 or consent of the department.

RELS 3331 – Religious Perspectives on Suffering

(3 credits) 3 hours lecture

The course will examine and critique positions that traditional philosophers of religion have taken in response to the fact of suffering, as well as those positions taken by a variety of non-western religious traditions.

Prerequisite: One of Religious Studies 2201, 2203, 2205 or consent of the department.

RELS 3333 – Belief in an Afterlife (U of C RELS 333)

(3 credits – TG) 3 hours lecture

An examination of belief in life after death in various world religions, its interaction with other aspects of those religions and the difficulties which it has to face in modern thought.

Prerequisite: Religious Studies 2205 or consent of the department.

RELS 3343 – Religion and Social Morality (U of C RELS 343)

(3 credits – TG) 3 hours lecture

The examination of religious views on the moral issues involved in human society, and on the moral implications of key social, economic, political and cultural elements in the modern world.

Prerequisite: Religious Studies 2205 or Philosophy 2249 or consent of the department.

RELS 3379 – The Buddhist Tradition (formerly RELS 3383)

(3 credits – TG) 3 hours lecture

A study of the doctrinal development, and practices of the Buddhist tradition, including treatment of topics such as early Buddhism, Mahayana, and Tibetan Vajrayana.

Prerequisite: Religious Studies 2203.

RELS 3381 – Women and Religion (U of C RELS 381)

(3 credits – TG) 3 hours lecture

An examination of the origins, content and influence of the view of women contained in the religious traditions and expressed in the religious practices of West and East.

Prerequisite: One of Religious Studies 2201, 2203, 2205 or any Women's Studies course.

RELS 3383 – The Beginnings of Christianity (U of C RELS 383) (formerly RELS 3303)

(3 credits – TG) 3 hours lecture

The history, literature and religion of the early Christians.

Prerequisite: Religious Studies 2201 or consent of the department.

RELS 3385 – East Asian Religious Traditions

(3 credits – TG) 3 hours lecture

An examination of the literature, development, and practices of the Chinese and Japanese religious traditions, including topics such as; Confucianism, Taoism, and Shinto, as well as East Asian schools of Buddhism (eg. Zen).

Prerequisite: Religious Studies 2203.

RELS 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

ROMANCE STUDIES (ROST)

ROST 2299 – Topics in Romance Culture (U of C ROST 299)

(3 credits – TG) 3 hours lecture

This interdisciplinary course will provide an introduction to social life, art and architecture, and the economic and political systems of three major cultures of the Mediterranean: Arabic, French and Spanish. Classroom activity will be augmented by cultural activities.

SCIENCE (SCIE)

SCIE 0110 – Introduction to Science

(0 credits)

This is a credit-free upgrading course; special fees apply.

Topics include zoology, botany, microbiology, biochemistry, chemistry, Newtonian and post-Newtonian physics.

Note: This course is the equivalent of Science 10. Not intended for science majors.

SCIE 0120 – Science, Technology and Society

(0 credits)

This is a credit-free upgrading course; special fees apply.

Topics include telecommunications, computers, nuclear, hydroelectric and other power sources, extinction and environmental issues, cancer and treatment, vaccines, AIDS, genetic engineering and careers involving new technologies.

Note: This course is the equivalent of Science 20. Not intended for science majors.

SOCIAL SCIENCE (SOSC)

SOSC 0130 – Contemporary History and Government

(0 credits)

This is a credit-free upgrading course; special fees apply.

This course involves a study of contemporary political, economic and social problems including international conflict and co-operation.

While this course may be presented for admission to the University of Calgary, credit-free upgrading courses completed at Mount Royal College are not eligible for Alberta Education graduation credits or transcript purposes. However, students who are deemed "mature" under Alberta Education criteria may challenge the Alberta Education diploma examinations and receive credit towards an Alberta High School Diploma. Students should therefore confirm their maturity status in advance of Mount Royal College enrolment by contacting Student Records, Alberta Learning for formal confirmation.

SOCIAL WORK (SLWK)

SLWK 1111 – Effective Interpersonal Communication for the Helping Professions

(3 credits – TG) 3 hours lecture

This course examines the principles and practice of effective interpersonal communication for people in the helping professions. Students will develop an understanding of the interactive forces of self-awareness, self-esteem, and perception of communication processes, and develop knowledge and skills in listening, verbal, and nonverbal communication.

SLWK 1114 – Social Work Process

(3 credits) 3 hours lecture

This course provides an introduction and an overview to all aspects of Social Work practice from a generalist perspective. It is based on a computer managed learning format in addition to classroom instruction.

SLWK 1187 – Social Welfare Policies and Issues

(3 credits) 3 hours lecture

This course examines social problems and social policy to address social problems. A review and analysis of social policies and issues as they relate to the delivery and development of appropriate social services are investigated.

SLWK 1215 – Social Work Methods

(3 credits) 3 hours lecture

This second semester methods course provides students with an opportunity to develop the knowledge, skills and attitudes for implementing a social work process model of intervention.

Prerequisite: Social Work 1114 and 1187.

SLWK 1216 – Helping Skills with Individuals

(3 credits) 3 hours lecture

This course concentrates on development of social work interviewing skills and examines students' attitudes as a help or a hindrance in working with individuals. Students contribute case material for classroom use.

Prerequisite: Social Work 1114 and 1215.

SLWK 1217 – Administration in Social Work Organizations

(3 credits) 3 hours lecture

This course involves studies of detailed aspects of social service administration.

Prerequisite: Social Work 1114 and 1215.

SLWK 1218 – Social Work with Groups

(3 credits) 3 hours lecture

This course is designed to further develop and refine social work skills for working with groups.

Prerequisite: Social Work 1114 and 1215.

SLWK 1221 – Community Organization

(3 credits) 3 hours lecture

This course provides students with an opportunity to develop beginning skills in community organization and development. The focus of the course is on practice rather than theory and students will be evaluated on their ability to practice social work with a community as a client.

Prerequisite: Social Work 1114 and 1215.

SLWK 1222 – Social Work with Families

(3 credits) 3 hours lecture

The purpose of this course is to provide students with a framework for understanding the diversity and changing concepts of the family dynamics as related to social work practice.

Prerequisite: Social Work 1111.

SLWK 1223 – Social Work and Mental Health

(3 credits) 3 hours lecture

This course provides students with an understanding of the many interrelated factors that affect individuals' mental health. The role of social workers in working with mental health consumers and understanding and addressing mental health issues, across the range of social work practice is examined.

Prerequisite: Social Work 1111.

SLWK 1287 – Social Work Practicum I

(7 credits) 3 hours tutorial biweekly, 357 hours practicum

This course involves supervised study and practice. Students spend three days a week in a social service agency. After an initial orientation period, students are expected to assume responsibility for assigned agency duties in order to enhance their knowledge and skill in social work methods. During agency work, attention is given to teaching students specific skills, developing competence in terms of offering adequate services to clients and participating in the overall agency program.

Seminars will focus on integrating relevant social work knowledge, with students' work in the field.

Prerequisite: Social Work 1111, 1114 and 1187.

Co-requisite: Social Work 1215.

SLWK 1297 – Social Work Practicum II

(7 credits) 3 hours tutorial biweekly, 357 hours practicum

This course involves supervised study and practice. Students spend three days a week in a social service agency. After an initial orientation period students are expected to assume full responsibility for cases in order to enhance their knowledge and skill in social work methods and actively engage in social work practice. During agency work attention is given to teaching students specific skills, developing competence in terms of offering adequate service to clients and participating in the overall agency program.

Prerequisite: Social Work 1187 and 1287.

Note: Social Work 1297 is open only to Social Work students who have successfully completed all Social Work courses in Semesters 1, 2, and 3.

SLWK 3301 – Children's Mental Health

(3 credits) 3 hours lecture

This course provides students with an understanding of many issues that effect the mental health of children including knowledge of the major mental disorders in children, factors contributing to these disorders, therapeutic interventions, suicide and suicide risk assessment, the mental health system for children, and the role of social workers.

SLWK 3331 – International Community Development

(3 credits) Internet Delivery

This course will provide students with an overview of International Community Development issues such as poverty, health care, education, human rights, foreign aid and controversy. Students will be encouraged to examine topics such as sustainable development, child soldiers, and the world AIDS crisis, from the unique perspective of their individual field of study.

SLWK 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

SOCIOLOGY (SLGY)

SLGY 1110 – Introduction to Sociology

(3 credits – TG) 3 hours lecture

This course provides an introduction to the basic concepts and models of sociological inquiry. Topics include: culture; socialization; social groups; deviance and control; organizations; social stratification; ethnic groups; social movements; social institutions; urban living; and social change.

SLGY 2201 – Introductory Sociology (U of C SOCI 201)

(3 credits – TG) 3 hours lecture

The sociological study of society, social institutions, group behaviour, personality formation, and social change.

SLGY 2203 – Current Social Issues

(3 credits – TG) 3 hours lecture

Issues such as population growth, industrial conflict, abortion, drug abuse, and status of women will be treated from a sociological perspective.

SLGY 2205 – Canadian Society (U of C SOCI 205)

(3 credits – TG) 3 hours lecture

An examination of the major institutions of Canadian society. Consideration will be given to the diversity of the Canadian population and to the dynamics of contemporary patterns of social change.

Note: This course will not replace Sociology 2201 as a prerequisite for senior Sociology courses.

SLGY 2211 – Race and Ethnic Relations

(3 credits – TG) 3 hours lecture

This course involves an analysis of the influence of racial and/or cultural factors upon the position of minority group members in a social class system. Consideration is given to questions of race, prejudice, conflict, accommodation, caste and social mobility as they pertain to minority relationships in world perspective.

Recommended Preparation: Anthropology 2203 and/or Sociology 2201.

SLGY 2213 – Marriages and Families: A Cross-Cultural Perspective

(3 credits – TG) 3 hours lecture

This course provides an international perspective on the significance of marriages and families, methods of mate selection, and systems of marriages and families. Also covered are such topics as alternatives to the conventional marriage, communication problems, conflicts and conflict resolution, family violence, division of labour and decision making processes, divorce, remarriage, reconstituted families and other related topics.

SLGY 2217 – Juvenile Delinquency

(3 credits – TG) 3 hours lecture

This course provides a systematic analysis and criticism of biological, psychological, psychoanalytical and sociological theories of deviancy. Attention is given to statistics and contemporary research with special emphasis on the distribution and types of deviant subcultures.

Recommended Preparation: Sociology 2201.

SLGY 2219 – Crime and Society

(3 credits – TG) 3 hours lecture

This course provides an introductory analysis and criticism of the major theories of criminal behaviour. Emphasis is placed on the relationship between social structure and types of criminal behaviour such as drug addiction statistics and contemporary research.

Recommended Preparation: Sociology 2201.

SLGY 3303 – The Sociology of Gender Relations (U of C SOCI 303)

(3 credits – TG) 3 hours lecture

An analysis of the condition of women in relationship to that of men in modern society, studying the impact of certain institutional structures. Examination of the nature of sex difference, gender role socialization, the sexual division of labour and liberationist movements.

Prerequisite: Sociology 2201.

SLGY 3331 – Classical Sociological Theory (U of C SOCI 331)

(3 credits – TG) 3 hours lecture

An overview of the development of sociological theory with emphasis on the period from the nineteenth century to the Second World War. Theorists such as Marx, Durkheim and Weber will be discussed.

Prerequisite: Sociology 2201 or consent of the department.

SLGY 3333 – Contemporary Sociological Theory (U of C SOCI 333)

(3 credits – TG) 3 hours lecture

An overview of the development of sociological theory with emphasis on the period from the Second World War to the present. Theorists such as Parsons, Blau, Goffman and Garfinkel will be discussed.

Prerequisite: Sociology 2201 or consent of the department.

SLGY 3353 – Urban Sociology (U of C SOCI 353) (formerly SLGY 2215)

(3 credits – TG) 3 hours lecture

This course provides a study of social and political factors in the life of the city. Special emphasis will be placed on current issues in The City of Calgary.

Prerequisite: Sociology 2201 or consent of the department.

SLGY 3371 – Sociology of Families

(3 credits – TG) 3 hours lecture

Structure and functions of the family, family systems, sociology of family life stages (such as childhood, adolescence, adulthood, old age), contemporary trends and problems of the family.

Prerequisite: Sociology 2201.

SLGY 3373 – Sociology of Aging (U of C SOCI 373)

(3 credits – TG) 3 hours lecture

Individuals experience changing roles, activities, and relationships as they age. In addition, declining birthrates and increasing life expectancies have profound implications for social structures, norms, and values. This course examines the social aspects of both individual and population aging.

Prerequisite: Sociology 2201 or consent of the department.

SLGY 3375 – Theories and Patterns of Ethnic Relations (U of C SOCI 375)

(3 credits – TG) 3 hours lecture

A sociological introduction to the forms and dynamics of relations among ethnic groups around the world. Such concepts as prejudice, racism, assimilation, pluralism, and decolonization are examined in theoretical and cross-national contexts.

Prerequisite: Sociology 2201.

SLGY 3377 – Sociology of Religion (U of C SOCI 377)

(3 credits – TG) 3 hours lecture

An introduction to the theories and concepts utilized by sociologists to interpret religious behaviour and the organization of religion.

Prerequisite: Sociology 2201.

SLGY 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

SPANISH (SPAN)

SPAN 2201 – Beginners' Spanish I (U of C SPAN 201)

(4 credits – TG) 4 hours lecture, 1 hour lab

A comprehensive course for students with no prior knowledge of the language. Includes training in listening, speaking, reading, and writing of Spanish in its cultural context.

Note: May not normally be taken for credit by students with Spanish 30 or equivalent.

SPAN 2203 – Beginners' Spanish II (U of C SPAN 203)

(4 credits – TG) 4 hours lecture, 1 hour lab

A continuation of Spanish 2201.

Prerequisite: Spanish 30, 2201 or equivalent.

SPAN 3301 – Intermediate Spanish I (U of C SPAN 301)

(3 credits – TG) 3 hours lecture, 1 hour lab

Further development of communication skills in Spanish as well as the study of some cultural aspects of the Hispanic world.

Prerequisite: Spanish 2203 or consent of the department.

SPAN 3303 – Intermediate Spanish II (U of C SPAN 303)

(3 credits – TG) 3 hours lecture, 1 hour lab

A continuation of Spanish 3301.

Prerequisite: Spanish 3301 or consent of the department.

SPAN 3321 – Contemporary Hispanic Cultures and Oral Practice (U of C SPAN 321) (formerly SPAN 1305)

(3 credits –TG) 3 hours lecture

A study of current issues in the Hispanic world as seen through various media sources. Written and oral presentations with emphasis on oral work.

Prerequisite: Spanish 2203 or consent of the department.

SPAN 3323 – Introduction to Textual Analysis and Composition (formerly SPAN 3307)

(3 credits – TG) 3 hours lecture

Further development of writing skills through analysis of cultural readings taken from journalistic, scientific and literary texts as well as from other media.

Prerequisite: Spanish 2203 or consent of the department.

SPAN 1199 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

SPEECH (SPCH)

SPCH 1110 – Fundamentals

(3 credits – TG) 3 hours lecture

This course provides an introduction to current theories of communication. An understanding of effective communication and its potential is promoted through participation in a variety of speaking situations. Opportunity is given for group discussion; audience analysis; development of good listening habits and how to research, organize and prepare various types of speeches.

SPCH 1111 – Oral Interpretation I

(3 credits) 1 hour lecture, 2 hours tutorial

This course is designed to develop vocal potential. Emphasis is placed on relaxation, breathing, resonance and articulation to encourage full vocal expressiveness.

SPCH 1112 – Introduction to Public Speaking Using Visual Aids

(3 credits) 3 hours lecture

In this course the student will develop the skills of public speaking in an organized and effective manner using visual aids to support and clarify the message. Particular emphasis is placed on the art of persuasive speaking.

SPCH 1113 – Delivery Techniques for Presentation

(3 credits – TG) 3 hours lecture

This course is designed to develop the vocal techniques of the student and to polish fundamental delivery skills. Specifically it provides the student with the option to move to advanced techniques in verbal and non-verbal delivery. It is relevant for anyone whose career path requires them to communicate with others.

SPCH 1115 – Bridging Communication Tradition

(3 credits) 3 hours lecture

This course is designed to allow the student to explore and experience the oral tradition of native culture and the speech demands of the 21st century. Specifically it provides the student with practical experience in the arts of speaking and listening, as well as an opportunity to contrast communication characteristics of two cultures.

SPCH 1120 – Exploration of Speech Sounds and Rhythms

(3 credits) 3 hours lecture

This course is designed for students whose first language is not English and who need the skills to be understood and to communicate effectively.

Students will first learn and practice individual speech sounds, sound combinations, vocabulary and pronunciation. Students will secondly learn and practice delivery techniques. The course objective is for students to develop a fluent, expressive oral presentation in the English language.

This is a very good preparatory class for Speech 1110.

SPCH 1201 – Presentation in the Information Age

(3 credits – TG) 3 hours lecture

This course will explore presentation using new technologies as a key support component. Students will be guided through the preparation and presentation process and will be able to use various new presentation technologies to enhance delivery and communication. The latest in information and presentation technologies will be utilized including, but not limited to, PowerPoint, Internet Conferencing, Electronic Whiteboarding, Video Conferencing and Internet Group Forums.

Recommended Preparation: One of Speech 1110/1112 or 1113.

SPCH 1199 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

THEATRE ARTS (THEA)

THEA 1100 – Stagecraft I

(2 credits – TG) 1 hour lecture, 3 hours lab

In Stagecraft I, students will be introduced to the technical elements of theatrical productions, stage and scenery. Students will gain carpentry skills and learn the proper and safe operation of hand and power tools through practical projects in the carpentry shop and utilizing stage equipment in the theatre. Students will understand theatre terminology and be introduced to production organization and management.

THEA 1103 – Make-up for Stage, Film, and Fashion

(3 credits) 1 hour lecture, 2 hours tutorial

This is an introductory course in make-up technique particularly relevant to theatre workers and models. Practical class sessions allow you to practice make-up application.

THEA 1105 – Production Practicum I

(2 credits – TG) 100 hours practicum

Students are required to work on the department's productions in performance or production crew capacities.

THEA 1110 – Acting I

(3 credits – TG) 2 hours lecture, 3 hours lab

This course is an introduction to improvisation, movement and a creative dramatics approach through theatre games for the beginning actor. Dramatic works from Ibsen to our contemporaries will be discussed.

THEA 1112 – Introduction to the Theatre

(3 credits – TG) 3 hours lecture

This course provides an introduction to the nature of theatre including the function and purpose of theatre both in historic and contemporary times, an introduction to script analysis and an opportunity to investigate the acting process through scripted scenework.

THEA 1115 – Creative Drama and Movement for Adults Dealing with Children

(3 credits – TG) 3 hours lecture

This course deals with directed play, emotional control, and the ability to co-operate with children through improvisation, theatre games and movement. The imagination is developed and students gain experience in developing expressive speech.

THEA 1120 – Movement I

(2 credits – TG) 1 hour lecture, 3 hours lab

This course introduces a movement approach for actors that promotes freedom and ease of movement. The work is a physical exploration, which includes training in movement techniques designed to develop flexibility, control, rhythm and expressiveness.

THEA 1130 – Voice and Diction I

(2 credits – TG) 1 hour lecture, 3 hours lab

This course provides an introduction to the nature of voice production and articulation. The emphasis will be on freeing the natural voice as it pertains to the stage task.

THEA 1135 – Basic Music Skills I

(1 credit) 1 hour lecture, 1 hour lab

This course is designed to introduce the student to the rudiments of singing technique. The course will cover vocal vocabulary, techniques for singing, finding your range and singing on pitch.

THEA 1141 – Lighting I

(1 credit) 1 hour lecture, 1 hour lab

This course is an introduction to stage lighting practice. Students will examine how stage lighting systems and equipment work and how they are used to light the stage. Students will be able to use basic lighting technology safely and understand basic electrical theory and practice. This course is also an introduction to how light is used as an artistic expression in theatre.

THEA 1146 – Sound I

(1 credit) 1 hour lecture, 1 hour lab

This is a practical course in which students work primarily on the preparation and use of audio tapes for theatre productions. A series of lab sessions and creative projects are designed to enable the student to develop an awareness of the effectiveness of sound in theatre and a working knowledge of various types of basic audio equipment. Principles of sound propagation and travel are also covered.

THEA 1154 – Costumes I

(1 credit) 1 hour lecture, 1 hour lab

This course is an introductory examination of costume shop procedures, tasks, equipment, and techniques with an introductory study of fibres and fabrics where students will acquire skills to sample hand and machine sewing techniques and to retrieve, manage and evaluate information to complete period costume research.

THEA 1157 – Drafting and Design I

(2 credits) 1 hour lecture, 3 hours lab

In Drafting and Design I, students will be introduced to the use of drafting in the theatre, through practical exercises in orthographic and isometric projection, plans, elevations and sections. This is designed to increase their ability to glean information from drawings as supplied by the designer. This approach to the design process will be supplemented with an introduction to perspective rendering.

THEA 1200 – Stagecraft II

(2 credits – TG) 1 hour lecture, 3 hours lab

This course is a continuation of Theatre Arts 1100 in more depth and detail. Students will be introduced to materials and techniques used in properties construction and scenic painting. Students will work on practical projects in colour mixing, and scenic painting techniques, as well as prop building.

Prerequisite: Theatre Arts 1100.

THEA 1202 – Early Theatre

(3 credits – TG) 3 hours lecture

This course provides an historical survey of the theatre from ancient times to the Renaissance.

THEA 1203 – Modern Theatre

(3 credits – TG) 3 hours lecture

This is an historical survey of the theatre from the Renaissance to the present day. Recommended Preparation: English 1112 or 2201.

THEA 1205 – Production Practicum II

(2 credits – TG) 100 hours practicum

Students are required to work on the department's productions in performance or production positions.

Prerequisite: Theatre Arts 1105 or Theatre Arts 1110 with a "C-" or better.

THEA 1206 – Production Practicum III

(3 credits – TG) 200 hours practicum

Students in their second year will work on the department's productions in major acting roles and senior production positions.

Prerequisite: Theatre Arts 1205.

THEA 1207 – Production Practicum IV

(3 credits – TG) 200 hours practicum

Students in their second year will work on the department's productions in major acting roles and senior production positions.

Prerequisite: Theatre Arts 1206.

THEA 1208 – Properties I

(2 credits) 1 hour lecture, 3 hours lab

Students will gain an understanding of various basic techniques of properties construction, coupled with an appreciation of the aesthetic and structural consideration that are involved in the design, planning and execution of any given stage property. Students will produce projects in a wide range of different props from simple handprops to fake food and replica weapons. Props organization in the purchase and/or borrowing of properties as well as set dressing and running of props will be examined.

Prerequisite: Theatre Arts 1200.

THEA 1209 – Properties II

(2 credits) 1 hour lecture, 3 hours lab

The course is a continuation of Theatre Arts 1208 in more depth and detail. The course continues with instruction in the use of metals, dyes and paints and an introduction to furniture construction involving period styles.

Prerequisite: Theatre Arts 1208.

THEA 1210 – Acting II

(3 credits – TG) 2 hours lecture, 3 hours lab

This course is a continuation of Theatre Arts 1110. Contemporary plays are discussed, and classroom exercises are based on the scripts. The emphasis is on character analysis, character portrayal and performance techniques.

Prerequisite: Theatre Arts 1110.

THEA 1211 – Acting III

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides continued study in the techniques of acting with the emphasis on intensive scene work from contemporary scripts.

Prerequisite: Theatre Arts 1210.

THEA 1212 – Acting IV

(4 credits – TG) 3 hours lecture, 3 hours lab

This course provides continued study in the techniques of acting with the emphasis on scenes selected from period scripts. The periods to be studied may be chosen on the basis of the department's productions.

Prerequisite: Theatre Arts 1211.

THEA 1215 – Acting for Film and Television

(2 credits – TG) 1 hour lecture, 1 hour tutorial

This course will assist the actor in making the transition from stage to film and television.

Prerequisite: Theatre Arts 1211, 1221 and 1231.

THEA 1220 – Movement II

(2 credits – TG) 1 hour lecture, 3 hours lab

This course is a continuation of the work introduced in Theatre Arts 1120. Emphasis will be placed on the skilful integration of the developing skills.

Prerequisite: Theatre Arts 1120.

THEA 1221 – Movement III

(2 credits – TG) 1 hour lecture, 3 hours lab

This course provides the opportunity for more advanced and in-depth movement techniques for actors based on a solid foundation of understanding gained in Theatre Arts 1120 and 1220.

Prerequisite: Theatre Arts 1220.

THEA 1222 – Movement IV

(2 credits – TG) 1 hour lecture, 3 hours lab

This course is intended to teach the students the basics of theatrical stage combat covering the disciplines of unarmed combat, single sword and quarter staff in preparation for the development of character work in staged violence, with the safety of the actor as a prime concern. At the successful completion of this course, the student may receive certification for the Actor Combatant Level with Fight Directors Canada, the national governing body responsible for teaching Stage Combat.

Prerequisite: Theatre Arts 1221.

THEA 1230 – Voice and Diction II

(2 credit – TG) 1 hour lecture, 3 hours lab

The focus of this course is on voice for characterization. Work is primarily on oral interpretation of literature with emphasis on vocal technique in performance.

Prerequisite: Theatre Arts 1130.

THEA 1231 – Voice and Diction III

(2 credit – TG) 1 hour lecture, 3 hours lab

This course explores the varied demands made on the actor's voice in theatrical applications. Emphasis is on quality and control in performance.

Prerequisite: Theatre Arts 1230.

THEA 1232 – Voice and Diction IV

(2 credit – TG) 1 hour lecture, 3 hours lab

This course is a continuation of work with the voice of the individual actor.

Prerequisite: Theatre Arts 1231.

THEA 1235 – Basic Music Skills II

(1 credit) 1 hour lecture, 1 hour lab

This is a continuance of Theatre Arts 1135. The student will build on existing techniques and will develop the ability to choose individual selections appropriate to their vocal style. In this course the student will develop a repertoire of songs appropriate for a performance audition. Units will include:

Unit I – What's Available

Unit II – Vocal Style

Unit III – Putting it all Together

THEA 1241 – Lighting I

(1 credit) 1 hour lecture, 1 hour lab

This course is a continuation of Theatre Arts 1141. Students will have the opportunity to learn more about light as a design element in the theatre as well as the planning and drafting of lighting for the stage. Students will learn to operate computer lighting control desks and be introduced to stage lighting colour theory. Students will learn stage lighting graphics and paperwork organization by creating a lighting design using the "McCandless Method" of design.

Prerequisite: Theatre Arts 1141.

THEA 1242 – Lighting III

(2 credits) 1 hour lecture, 3 hours lab

This course looks at the process of lighting from the point of view of the Master Electrician. Students will involve themselves in an in-depth study of the technology of theatrical stagelighting, modern theatre technology, including computer lighting control, digital dimming, projections and colour science will be examined through practical labs and projects.

Prerequisite: Theatre Arts 1241.

THEA 1245 – Lighting IV

(2 credits) 1 hour lecture, 3 hours lab

This course draws on the knowledge of the technology of stage lighting gained in Theatre Arts 1242 to examine, in-depth, the role of the lighting designer in professional theatre. Students follow the design process from script to final design blueprints, focus and level/cue setting through practical design projects in the theatre and theoretical designs using Computer Aided Drafting and Design software.

Prerequisite: Theatre Arts 1242.

THEA 1246 – Sound II

(1 credit) 1 hour lecture, 1 hour lab

This course is a continuation of Theatre Arts 1146. This is a practical course in which students work primarily on the preparation and use of audio for theatre productions. A series of lab sessions and creative projects are designed so that the student develops an awareness of the effectiveness of sound in theatre and a working knowledge of various types of basic audio equipment. Students will be introduced to digital audio technology and digital editing for show tape production.

Prerequisite: Theatre Arts 1146.

THEA 1248 – Sound III

(2 credits) 1 hour lecture, 3 hours lab

This course is structured to provide the student with knowledge of and experience in the use of contemporary theatre audio systems and methods. Students will explore the principles of sound generation, control, reproduction and processing, audio augmentation in stage productions and the proper preparation and operation of tapes for complex audio productions in the theatre using analog and digital audio recording, mixing and editing techniques.

Prerequisite: Theatre Arts 1246.

THEA 1249 – Sound IV

(2 credits) 1 hour lecture, 3 hours lab

This is a course in advanced audio theory and practice and the role of the Audio Engineer and the Sound Designer in professional theatre. Through practical workshops and labs, students will examine audio system configuration and architecture, digital audio and MIDI systems, wireless technology, monitor mixing techniques and live audio reinforcement. Students will produce a full sound design for a theatrical production.

Prerequisite: Theatre Arts 1248.

THEA 1254 – Costumes II

(1 credit) 1 hour lecture, 1 hour lab

This course is an examination of fabric and notions selection and costume design methods. Students acquire skills to draft a basic pattern, cut and build a simple garment, and to retrieve, manage and evaluate period costume information in order to develop a costume design concept.

Prerequisite: Theatre Arts 1154.

THEA 1255 – Costumes III**(2 credits) 1 hour lecture, 3 hours lab**

This course is an examination of drafting, draping and fitting basic blocks with a study of period costume design elements and methods, where students will acquire skills to draft, cut, build and fit a simple period costume. Students will retrieve, manage and evaluate information to identify period costume design elements and methods.

*Prerequisite: Theatre Arts 1254.***THEA 1256 – Costumes IV****(2 credits) 1 hour lecture, 3 hours lab**

This course is an examination of drafting, cutting and building a complex period costume with a study of the selection and application of fabric dyes, paints and decorative materials where students acquire skills in dyeing, painting and breakdown. Students will acquire skills to retrieve, manage and evaluate information to do comparative period costume research.

*Prerequisite: Theatre Arts 1255.***THEA 1257 – Drafting and Design II****(2 credits) 1 hour lecture, 3 hours lab**

This course is an examination of basic CADD (Computer Aided Drafting and Design) computer concepts with a study of basic CADD computer operations where students acquire skills in CADD drawings of elevations, ground plans, sections, and orthographic and isometric projections.

*Prerequisite: Theatre Arts 1157.***THEA 1258 – Scenic Painting I****(2 credits) 1 hour lecture, 3 hours lab**

This course is an introduction to the basic techniques in scenic painting for the theatre. Students will produce projects using basic painting techniques to produce various effects including woodgrain, brickwork and foliage.

*Prerequisite: Theatre Arts 1257.***THEA 1259 – Scenic Painting II****(2 credits) 1 hour lecture, 3 hours lab**

This course is a continuation of Theatre Arts 1258 in more depth and detail. The course continues with more complex painting projects involving colour mixing, stencils, stamps, scaling drop painting and more advanced texturing techniques.

*Prerequisite: Theatre Arts 1258.***THEA 1267 – Stage Carpentry and Scenic Construction I****(2 credits) 1 hour lecture, 3 hours lab**

This course covers the construction of theatrical set pieces using advanced procedures. Theatre carpentry is studied using more advanced tools, joinery and building techniques. Topics may include, three dimensional elements such as ceilings, wagons, weight bearing staircases and platforms and irregular shapes and surfaces. Students will understand the role and responsibility of the Head Carpenter and carpentry shop organization and management.

*Prerequisite: Theatre Arts 1200.***THEA 1268 – Stage Carpentry and Scenic Construction II****(2 credits) 1 hour lecture, 3 hours lab**

This course examines the roles and responsibilities of the Stage Carpenter in addition to further projects in scenic construction. Students will learn stage carpentry through practical exercises and projects in rigging and flying scenery, rigging knots and safe practice when operating a fly system will be addressed. Techniques for shifting scenery such as wagons, skids, revolves and flying will be introduced, as well as setup procedures. Scenic construction techniques will deal with movable scenery.

*Prerequisite: Theatre Arts 1267.***THEA 1271 – Stage Management I****(2 credits) 1 hour lecture, 3 hours lab**

This is an introductory level course in stage management. Students will be introduced to the organizational skills necessary for successful stage management in a theatrical production. The position of the Assistant Stage Manager will be explored in detail. Clear and concise communication within the production team will be stressed. Various stage management forms will be introduced.

*Prerequisite: Theatre Arts 1100.***THEA 1273 – Stage Management II****(2 credits – TG) 1 hours lecture, 3 hours lab**

This is an advanced course in stage management with the role of the Equity Stage Manager as the major focus. Organizational skills and communication skills will be stressed. Through practical projects, students will perform the role of Stage Manager, creating prompt book and calling cues. Study will include: an overview of technical direction, production management and administration. Performing arts unions and associations will be analysed.

*Prerequisite: Theatre Arts 1100 and 1200.***THEA 1280 – Professional Development****(1 credit) 1 hour lecture, 1 hour lab**

This course is designed to prepare the student for field placement or employment in the profession.

THEA 1285 – Film and Television Set Etiquette**(2 credits) 1 hour lecture, 1 hour tutorial**

This course is an introduction to the technical aspects of the film and television industry. It will introduce basic film vocabulary and basic first day etiquette. Various union jurisdictions and job descriptions in the film industry will be addressed. Students will learn what personal supplies may be needed on a first day of work, what questions they need to ask the dispatcher, and how to fill out an employee start pack properly. A filming Code of Ethics and the ethics of shooting on location will also be discussed.

Note: This course is recognized by IATSE Local 212 as a prerequisite for permit status.

THEA 1199, 1299 – Directed Readings

See "Directed Readings" which are listed alphabetically in this section of the Calendar.

WOMEN'S STUDIES (WMST)**WMST 2272 – Issues for Canadian Women****(4 credits – TG) 4 hours lecture**

An interdisciplinary study of major issues confronting Canadian women. Topics may include: Canadian feminism in historical perspective, health, sexuality, work issues (such as equal pay, unemployment, pensions and the impact of technology), family issues and women's role in Canadian politics.

WMST 3305 – Introduction to Women's Studies**(3 credits – TG) 3 hours lecture**

An historical survey of the role and status of women: politically, socially, economically. A critical examination of the social science research and theory will be made with special reference to the current social movement.

Recommended Preparation: Women's Studies 2272.

WMST 3307 – Contemporary Issues in Feminism (U of C WMST 307)**(3 credits – TG) 3 hours lecture**

A survey and analysis of issues concerning women's lives in their contemporary social context. Topics include images of women, mother/daughter and other family relations, marriage and divorce, women and work, violence against women, sexuality and power.

*Prerequisite: Women's Studies 2272 or 3305.***WMST 3321 – Women and Health (U of C WMST 321)****(3 credits – TG) 3 hours lecture**

An interdisciplinary examination of women's experience of physical and psychological health, of perceptions and treatment of women in health care systems, and of the role of women as health care providers in families and society. Examples will come primarily, but not exclusively, from the Canadian context.

Recommended Preparation: Women's Studies 2272 or 3 senior Women's Studies credits.

WMST 3339 – Gender and Popular Culture**(3 credits) 3 hours lecture**

This course will introduce students to feminist and postmodern theoretical perspectives on gender and popular culture. Selected themes may include gender and spectatorship; representing difference; advertising as ideological practice; cyberbodies and technoculture; and subculture and cultural resistance.

WMST 3341 – Women in Canada**(3 credits – TG) 3 hours lecture**

Change in the lives of Canadian women over three centuries. A survey of women's roles as men saw them and of women's view of their place in Canadian society. Topics may include: the family, the frontier experience, paid and unpaid labour, moral reform, politics and feminism.

Prerequisite: Women's Studies 2272 or any first year history course.

WMST 3383 – Women and Aging**(3 credits – TG) 3 hours lecture**

An interdisciplinary examination of the reality and variation in women's lives as they age. The focus will be on Canadian society in social and historical context, but comparisons and examples will be taken from other societies, both developing and developed.

Recommended Preparation: Women's Studies 2272 or 3 senior Women's Studies credits.

ZOOLOGY (ZOO)**ZOOL 2261 – Animal Physiology****(4 credits) 3 hours lecture, 3 hours lab**

An examination of diverse solutions to common biological challenges within the Kingdom Animalia. Emphasis will be placed on the relationship between form and function.

Prerequisite: Biotechnology 2203.

ZOOL 2273 – Animal Biology**(4 credits – TG) 3 hours lecture, 3 hours lab**

Study of animal design, function and evolution.

Prerequisite: Biology 2231 with a grade of "C-" or above.

**ZOOL 3361 – Introduction to Human Physiology I
(U of C ZOOL 361)****(4 credits – TG) 3 hours lecture, 3 hours lab**

Basic physiology of human organ systems.

Prerequisite: Biology 2231 with a grade of "C-" or above.

Note: Not open for credit to Zoology majors in the biological sciences.

**ZOOL 3363 – Introduction to Human Physiology II
(U of C ZOOL 363)****(4 credits – TG) 3 hours lecture, 3 hours lab**

Physiology of human organ systems including acute and chronic physiological adaptations to stress.

Prerequisite: Zoology 3361 with "C-" or better.

Note: Not open for credit to Zoology majors in the biological sciences.

ZOOL 3373 – Embryology**(4 credits – TG) 3 hours lecture, 3 hours lab**

The development of vertebrate and invertebrate organisms including: gametogenesis, fertilization, cleavage, gastrulation, organogenesis and growth.

Prerequisite: Biology 2233 with a grade of "C-" or better.

**ZOOL 3375 – An Introduction to Invertebrate Zoology
(U of C ZOOL 375)****(4 credits – TG) 3 hours lecture, 3 hours lab**

A survey of the invertebrate phyla with particular reference to those which exemplify the following grades of organization: protoplasmic, cellular, tissue, and organ-system and within the latter – acoelomate, pseudocoelomate, schizocoelomate and enterocoelomate. Emphasis is placed on functional morphology of the major phyla.

Prerequisite: Biology 2233 with a grade of "C-" or better.

ZOOL 3377 – The Vertebrates (U of C ZOOL 377)**(4 credits – TG) 3 hours lecture, 3 hours lab**

Comparative anatomy; a basis for understanding the functional organization, development and adaptive radiation of vertebrates.

Recommended Preparation: Zoology 3373.

ZOOL 3379 – Patterns of Animal Development**(4 credits – TG) 3 hours lecture, 3 hours lab**

An introduction to animal development through detailed examination of model systems. Topics will include: gametogenesis, fertilization, early development to neurulation, the vertebrate body plan, morphogenesis, cell fates, pattern formation, sex determination, *evol/devo*.

Prerequisite: Biochemistry 3393 or U of C BCEM 411, and Biology 3311.



Scholarships, Bursaries and Awards

GENERAL INFORMATION

Awards

Mount Royal College students are eligible for a variety of awards, including scholarships, bursaries and prizes.

Scholarships: A scholarship is an award for academic excellence and general proficiency. In a number of scholarships, financial need may be taken into account as a secondary criterion to decide between candidates of approximately equal attainment.

Bursaries: A bursary is an award to students with financial need, and satisfactory academic standing.

Prizes: Prizes are normally awards in the form of cash, books and medals valued at less than \$200. They are awarded on the basis of academic achievement and any other conditions stated in the eligibility terms of reference.

APPLICATION FOR AWARDS

Application forms may be picked up at the Student Awards and Financial Aid Office (Room F101) at Mount Royal College from mid-August to the last working day in October unless otherwise indicated. Forms must be completed and received in the Student Awards and Financial Aid Office no later than the date designated on the form.

While the College reserves the right to make awards to students who have not applied, students who have not applied may not claim any right of consideration by the College.

PAYMENT OF AWARDS

All awards are payable only when the student is in actual attendance as a full-time student at Mount Royal College, unless otherwise stated.

The College assumes liability for the payment of scholarships, bursaries, prizes and other awards only to the extent that expected gifts from donors or returns from investments of endowable funds are realized.

The College reserves the right to change the information found here, including any addition to, or cancellation of, the awards described herein.

FIRST-YEAR/ENTRANCE AWARDS ADMINISTERED BY MOUNT ROYAL COLLEGE

These awards are for students attending Mount Royal College for the first time on a full-time basis who have completed a minimum of five (5) grade 11 courses unless otherwise stated.

Application forms are available from the Student Awards and Financial Aid Office (Room F101) at Mount Royal College from mid-August until the last working day in October. Deadline for application is the last working day in October.

Applicants must either be a Canadian citizen or a landed immigrant unless otherwise stated.

CENTRE FOR COMMUNICATION STUDIES

Society for Technical Communication Award

Sponsored by: Alberta Chapter, Society for Technical Communication
Value: One year membership in the Society for Technical Communication
Number: 4 (one for 1st, 2nd, 3rd and 4th year of the program)
Eligibility: For a full-time student carrying a full course load in the Bachelor of Applied Communications – Technical Communication program.
Criterion: Highest Grade Point Average in the Fall Semester.
Application: Not required.

CONSERVATORY (THEATRE/MUSIC)

Marion Knight Memorial Scholarship

Value: \$500
Eligibility: For a full-time student enrolled in the first or second year of the Theatre and Speech program.
Criteria: Community involvement, support for theatre spirit and financial need.

IATSE/Jean-Guy Meilleur Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the first or second year of the Theatre Arts program – Technical Stream who demonstrates outstanding skill and promise towards a professional career in theatre arts.
Criteria: Academic proficiency and financial need.

Dean Ott Scholarship

Value: \$1,000
Eligibility: For a full-time student enrolled in the first or second year of the Theatre Arts program – Technical Stream.
Criteria: Outstanding Technical Arts student.
Application: Not required.

Ollie Stoner Memorial Scholarship

Value: \$500
Eligibility: For a full-time student enrolled in the Music Performance program, majoring in classical/semi-classical voice or piano, that displays a love of music.
Criteria: Demonstrated interest in a performance or teaching career.

Suzuki Piano Pedagogy Scholarship

Value:	Variable
Number:	Variable
Eligibility:	For a full-time student enrolled in the first or second year of the Certificate of Achievement in Suzuki Piano Pedagogy at Mount Royal College Conservatory.
Criteria:	For a first-year student who has successfully completed MUSC 1263 and MUSC 1265 or a second-year student who has successfully completed MUSC 1269.
Application:	Not required.

FACULTY OF ARTS

Humanities Faculty Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in any Arts program who has completed a minimum of 4 courses with two courses in humanities.
Criteria:	Academic excellence and financial need.
Application:	Must be accompanied by a one-page letter outlining your future educational goals.

Interior Design Program Advisory Committee Scholarship (Art History)

Value:	Variable
Eligibility:	For a full-time student enrolled in the first, second, or third year of the Bachelor of Applied Interior Design program.
Criteria:	Highest cumulative average in a minimum of 3 art history courses, including History of Interiors course.
Application:	Not required.

Interior Design Industry Scholarship for International Education

Value:	Variable
Eligibility:	For a full-time student enrolled in the Bachelor of Applied Interior Design program.
Criteria:	Student must undertake an international exchange for one academic semester.
Application:	Must be accompanied by a letter outlining the intent of the exchange and provide confirmation that the exchange will be undertaken in a subsequent semester.

Bunny McClintock Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in any Arts program who has completed a minimum of four (4) courses.
Criteria:	Satisfactory academic achievement (minimum G.P.A. of 2.00) and financial need.
Application:	Application form must be accompanied by a letter outlining why you feel you should receive this award, your goals, interests, and accomplishments.

Michael Mears Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in Bachelor of Applied Nonprofit Studies program.
Criteria:	Academic proficiency (minimum G.P.A. of 2.70), community involvement and financial need.
Application:	Must be accompanied by a letter that outlines your career and academic goals and that highlights your community involvement.

Brian Pitt Memorial Travel Award

Value:	Variable
Eligibility:	For a full-time student enrolled in the first, second, or third year of the Bachelor of Applied Interior Design program.
Criteria:	Demonstrated desire to travel to study architecture.
Application:	Application form must be accompanied by a letter of intent that clearly indicates your proposed travel plans as they relate to the study of Interior Design.

Talisman Energy Scholarship

Value:	\$2000
Number:	2 (one to be awarded to a native student).
Eligibility:	For a full-time student enrolled in the first or second year of studies in one of the following areas: Earth Science, Engineering, Commerce, or Economics.
Criteria:	Satisfactory academic performance and financial need.

FACULTY OF HEALTH AND COMMUNITY STUDIES

Calgary Chapter – Alberta Association on Gerontology Scholarship

Value:	\$500
Eligibility:	For a student enrolled in the Gerontology program. Must live in the Calgary area and must not be receiving another award for the current academic year.
Criteria:	Academic proficiency (minimum G.P.A. of 3.20) and a demonstrated effort to promote the interests of Gerontology through efforts to enhance the lives of the aging population.

Realities of Life & Justice Conference Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Bachelor of Applied Justice Studies program.
Criteria:	Academic excellence in first-year coursework, demonstrated ability in written communication and class participation.
Application:	Not required.

Michelle Skabar Memorial Scholarship

Value:	Variable
Eligibility:	For a part-time evening student enrolled in the Early Childhood Care & Education Diploma program.
Criteria:	Academic proficiency (minimum G.P.A. of 3.75) with an emphasis on achieving a high grade in the practicum course.
Application:	Not required.

Frank Speakman Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student entering the Bachelor of Applied Ecotourism and Outdoor Leadership program.
Criteria:	Academic proficiency and financial need.

Dr. Roger J. Tierney Memorial Scholarship

Value:	Variable
Eligibility:	For a student enrolled in a minimum of two (2) courses in the Advanced Studies in Mental Health program.
Criteria:	Demonstrated interest and commitment to suicide prevention.
Application:	Not required.

Warren Tetters LLP Scholarship

- Value:** \$600
- Eligibility:** For a full-time or part-time student enrolled in the Advanced Studies in Critical Care Nursing program who is currently employed at the Foothills Hospital working in Critical Care.
- Criteria:** Demonstrated professional performance and financial need.
- Application:** Applicants must submit both a letter of reference from their immediate supervisor at the Foothills Hospital and a letter outlining professional performance.

FACULTY OF SCIENCE AND TECHNOLOGY

Nickle Family Foundation Scholarship – Engineering

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the first year of the Bachelor of Engineering program who is a graduate of a southern Alberta high school.
- Criterion:** Academic proficiency in Grade XII.

Talisman Energy Scholarship

- Value:** \$2000
- Number:** 2 (one to be awarded to a native student).
- Eligibility:** For a full-time student enrolled in the first or second year of studies in one of the following areas: Earth Science, Engineering, Commerce, or Economics.
- Criteria:** Satisfactory academic performance and financial need.

Trans Mountain Pipe Line Company Ltd. Scholarship

- Value:** \$500
- Eligibility:** For a full-time student enrolled in any of the following programs: Bachelor of Engineering, Bachelor of Science or Bachelor of Science – Computer Science.
- Criteria:** Academic merit and financial need.

TransAlta Scholarship

- Value:** \$500
- Eligibility:** For a full-time student enrolled in the first year of the Bachelor of Engineering program who is a graduate of an Alberta high school.
- Criteria:** Academic proficiency and financial need.

BISSETT SCHOOL OF BUSINESS

Alberta Association of Insurance Adjusters – Central Chapter – Rocky Tretiak Memorial Award

- Value:** \$1,000
- Eligibility:** For a full-time student enrolled in the first year of the Business Administration and Insurance program.
- Criteria:** Outstanding academic performance in the first semester combined with overall contribution to the College, the program, the community or the insurance industry.

Jill Andrus Memorial Scholarship

- Value:** \$500
- Eligibility:** For a full-time student enrolled in the first year of the Business Administration and Insurance program with previous post-secondary studies.
- Criterion:** Academic excellence in post-secondary studies completed prior to entering the General Insurance program.
- Application:** Must be accompanied by an unofficial transcript from your previous post-secondary institution(s).

Aviation Society's Student Bursary

- Value:** \$100
- Eligibility:** For a student enrolled in the first or second year of the Aviation program.
- Criteria:** Demonstrated dedication to the Aviation Society and the Aviation program. This award will be given to a student who has worked extra hard to ensure the success of the society and the program and has not been recognized by any other Aviation awards.
- Application:** Not required.

David H. Bankes Memorial Scholarship in Aviation

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the first year of the Aviation program. The recipient must be a permanent resident of Canada.
- Criteria:** Demonstrated academic and practical proficiency, dedication to the Aviation program and financial need.
- Application:** Must be accompanied by a letter outlining your interest in Aviation as a profession and your motivation for applying for the award.

Paul Ciaschini Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the first year of the Business Administration or Bachelor of Applied Business and Entrepreneurship program taking accounting courses.
- Criteria:** Financial need.

Economical Mutual Sponsored Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the first year of the Business Administration and Insurance program.
- Criteria:** Highest Grade Point Average in the first semester over a minimum of five courses.
- Application:** Not required.

Guardian Insurance Scholarship (First-Year)

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the first year of the Business Administration and Insurance program who has not previously attended a post-secondary institution.
- Criterion:** Academic excellence in Grade XII.

Guardian Insurance Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Business Administration and Insurance program with previous post-secondary studies.
Criterion:	Academic excellence in post-secondary studies completed prior to entering the Business Administration and Insurance program.
Application:	Must be accompanied by an unofficial transcript from your previous post-secondary institution(s).

Insurance Professionals of Calgary Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Business Administration and Insurance program.
Criteria:	Academic proficiency (over a minimum of 4 courses in the first semester of the program) and financial need.

Gordon Laing Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Aviation program. The recipient must be a permanent resident of Canada.
Criteria:	Demonstrated academic and practical proficiency, dedications to the Aviation program and financial need.
Application:	Must be accompanied by a letter outlining your interest in Aviation as a profession and your motivation for applying for the award.

Mr. Sub Scholarship

Value:	\$500
Criteria:	For a full-time student who is enrolled in the Bachelor of Applied Business and Entrepreneurship program.
Eligibility:	Academic proficiency and community involvement.

National Association of Insurance Women Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Business Administration and Insurance program.
Criteria:	Academic proficiency (over a minimum of 4 courses in the first semester of the program) and financial need.

Nickle Family Foundation Scholarship – Business Administration

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Business Administration program who is a graduate of a southern Alberta high school.
Criterion:	Academic proficiency in Grade XII.

Peace Hills General Insurance Company Scholarship

Value:	\$500
Eligibility:	For a full-time student enrolled in the first year of the Business Administration and Insurance program who has not previously attended a post-secondary institution.
Criterion:	Academic excellence in Grade XII.

Primal Grounds – Marketing Scholarship

Value:	\$500
Number:	2
Eligibility:	For a full-time or part-time female student enrolled in the Business Administration – Marketing Management program.
Criteria:	Financial need and a minimum G.P.A. of 3.30 (after completing 8 of the 20 required courses).
Applications:	Must be accompanied by a 2-page typed essay outlining the candidate's rationale for choosing marketing, career goals and a description of a favorite marketing campaign and why.

Real Canadian Superstore Scholarship in Applied Business and Entrepreneurship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Bachelor of Applied Business and Entrepreneurship program who possesses strong entrepreneurial leadership qualities.
Criteria:	Academic proficiency and financial need.
Application:	Application form must be accompanied by a typed letter (no more than one page in length) that outlines the following: a) why you want to be an entrepreneur, b) why you chose the Bachelor of Applied Business and Entrepreneurship program, c) what are your career goals after you graduate, d) describe any experience(s) you have had involving a small business.

Jim Sinclair Insurance Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of the Business Administration and Insurance program.
Criteria:	Academic proficiency (over a minimum of 4 courses in the first semester of the program) and financial need.

Southern Alberta Society of Fellows Insurance Scholarship

Value:	\$750
Number:	2 (one to be awarded to a first-year student, one to a second-year student)
Eligibility:	For a full-time student enrolled in the first or second year of the Business Administration and Insurance program who is interested in becoming a Fellow.
Criteria:	Academic proficiency and financial need.
Application:	Must be accompanied by a one-page letter outlining the applicant's perception of what the FCIP credential entails and why she/he might wish to pursue this designation in the future.

Talisman Energy Scholarship

Value:	\$2000
Number:	2 (one to be awarded to a native student).
Eligibility:	For a full-time student enrolled in the first or second year of studies in one of the following areas: Earth Science, Engineering, Commerce, or Economics.
Criteria:	Satisfactory academic performance and financial need.

GENERAL SCHOLARSHIPS FOR ALL PROGRAMS

Alberta Blue Cross 50th Anniversary Scholarship for Entrance Students

Value:	\$750
Eligibility:	For a full-time student enrolled in the first year of any program who has no previous post-secondary education. Applicant must be an Alberta resident.
Criteria:	Academic achievement in Grade XII and financial need.

Alberta Blue Cross 50th Anniversary Traveller's Scholarship

Value:	\$750
Eligibility:	For a full-time student enrolled in the first year of any program who has no previous post-secondary education and has had to relocate (more than 100 km one way) to attend Mount Royal College. Applicant must be an Alberta resident.
Criteria:	Academic achievement in Grade XII and financial need.

Board of Governors Entrance Scholarship

Value:	\$1,500
Eligibility:	For a full-time student enrolled in the first year of any program who is a graduate of an Alberta high school.
Criterion:	Academic excellence in Grade XII.

City of Calgary Scholarships

Value:	\$1,200
Number:	3
Eligibility:	For full-time students enrolled in the first year of any program who are graduates of Calgary high schools.
Criteria:	Academic proficiency and financial need.

Alan Dymont Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of any program who has a physical disability.
Criterion:	Financial need.
Application:	Must be accompanied by documentation from a disabilities specialist describing your disability and a letter from yourself outlining what impact your disability has on your academic life.

Colleen Griffin Memorial Scholarship (ESL)

Value:	Variable
Eligibility:	For a student enrolled in the English as a Second Language program.
Criteria:	Outstanding achievement and desire to pursue further post-secondary studies at Mount Royal College.
Application:	Not required.

Hire A Student/Calgary Chamber of Commerce Bursary

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of any program.
Criteria:	Financial need.

Dr. George W. Kerby Memorial Scholarship

Value:	\$600
Eligibility:	For a full-time student enrolled in the first year of any program.
Criterion:	Academic proficiency in Grade XII.

Mount Royal College Entrance Awards – Bursaries (Calgary area)

Value:	Tuition and fees for one full academic year plus a \$500 cash stipend for each Fall and Winter Semester. The initial award is for the Fall Semester and will automatically be renewed for the Winter Semester if the recipient has enrolled in and completed at least 12 credits for the Fall Semester and has obtained a Grade Point Average of 3.00 or higher on his/her Fall Semester courses at the College.
Number:	10
Eligibility:	Applicant must have applied for admission to a full-time program of studies at Mount Royal College and be enrolled at a Calgary or area high school (a high school situated within the boundaries of the following jurisdictions: Calgary School District, Calgary Roman Catholic School District, Rocky View School Division, Foothills School Division, or Golden Hills School Division) in an appropriate Grade 12 program of studies or be recent graduates (within the immediately preceding calendar year). Applicant must also be nominated by the appropriate high school official (principal, counsellor or designate).
Criteria:	Applicant must have a minimum average of 70% on Grade 10, Grade 11 and available final and interim Grade 12 marks. A final average of 65% on five appropriate Grade 12 subjects is required to ensure eligibility for the award. Selection criteria will include evidence of financial need and equally important, evidence of leadership as demonstrated through extracurricular and community activities and contributions.
Application:	Application forms are available from high school counsellors. Deadline for submission to the Student Awards and Financial Aid Office is March 31.

Mount Royal College Entrance Awards – Scholarships (Calgary area)

Value:	Tuition and fees for one full academic year plus a \$500 cash stipend for each Fall and Winter Semester. The initial award is for the Fall Semester and will automatically be renewed for the Winter Semester if the recipient has enrolled in and completed at least 12 credits for the Fall Semester and has obtained a Grade Point Average of 3.00 or higher on his/her Fall Semester courses at the College.
Number:	10

Eligibility:	Applicant must have applied for admission to a full-time program of studies at Mount Royal College and be enrolled at a Calgary or area high school (a high school situated within the boundaries of the following jurisdictions: Calgary School District, Calgary Roman Catholic School District, Rocky View School Division, Foothills School Division, or Golden Hills School Division) in an appropriate Grade 12 program of studies or be recent graduates (within the immediately preceding calendar year). Applicant must also be nominated by the appropriate high school official (principal, counsellor or designate).
Criteria:	Applicant must have a minimum average of 75% on Grade 10, Grade 11 and available final and interim Grade 12 marks. A final average of 65% on five appropriate Grade 12 subjects is required to ensure eligibility for the award. Selection criteria will include academic merit as evidenced by high school grades and equally important, evidence of leadership as demonstrated through extracurricular and community activities and contributions.
Application:	Application forms are available from high school counsellors. Deadline for submission to the Student Awards and Financial Aid Office is March 31.

Mount Royal College Entrance Awards – Scholarships (Alberta – outside Calgary area)

Value:	Tuition and fees for one full academic year plus a \$500 cash stipend for each Fall and Winter Semester. The initial award is for the Fall Semester and will automatically be renewed for the Winter Semester if the recipient has enrolled in and completed at least 12 credits for the Fall Semester and has obtained a Grade Point Average of 3.00 or higher on his/her Fall Semester courses at the College.
Number:	15
Eligibility:	Applicant must have applied for admission to a full-time program of studies at Mount Royal College and be enrolled at an Alberta high school (outside Calgary area) in an appropriate Grade 12 program of studies or be recent graduates (within the immediately preceding calendar year). Applicant must also be nominated by the appropriate high school official (principal, counsellor or designate).
Criteria:	Applicant must have a minimum average of 75% on Grade 10, Grade 11 and available final and interim Grade 12 marks. A final average of 65% on five appropriate Grade 12 subjects is required to ensure eligibility for the award. Selection criteria will include academic merit as evidenced by high school grades and equally important, evidence of leadership as demonstrated through extracurricular and community activities and contributions.
Application:	Application forms are available from high school counsellors. Deadline for submission to the Student Awards and Financial Aid Office is March 31.

Mount Royal College First-Year Scholarships

Value:	Variable
Eligibility:	For a full-time student enrolled in the first year of any program.
Criterion:	Demonstrated academic proficiency in Grade XII.

Native Calgarian Society Scholarship

Value:	\$200
Eligibility:	For a full-time student enrolled in the first year of any program who was born in Calgary.
Criterion:	Demonstrated academic proficiency in Grade XII.

Royal Canadian Legion Bursaries – AB – NWT – Command

Value:	\$500
Number:	2
Eligibility:	For full-time students enrolled in the first, second, third or fourth year. One will be awarded to a student in the Undergraduate Nursing Diploma/Degree program and the other to a student in any program. Recipients must be A) the son or daughter of a deceased or disabled veteran, or B) the son or daughter of a war veteran, or C) an ex-service man or woman, or D) the son or daughter of an ex-service or serving personnel, or E) grandchild of ex-service personnel, or F) a native or naturalized Canadian domiciled in Alberta or NWT.
Criteria:	Satisfactory academic performance and financial need.

Student Parent Bursary

Value:	Variable
Eligibility:	For a full-time student who is a parent enrolled in the first or second year of any program. Must not be a member of the Students' Association Executive Committee.
Criteria:	Involvement in student life and financial need. Must be in good academic standing according to Mount Royal College regulations.

Students' Association First-Year Bursary

Value:	Variable
Eligibility:	For a first-year student enrolled in any program. Must not be a member of the Students' Association Executive Committee.
Criteria:	Involvement in student life and financial need. Must be in good academic standing according to Mount Royal College regulations. Preference will be given to students involved in Students' Association activities.

David G. Tallman Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student who is a single parent and who is enrolled in any program at Mount Royal College.
Criteria:	Financial need and academic proficiency.
Application:	Must be accompanied by a one-page letter on how this scholarship will help the candidate achieve their educational goals. Preference will be given to single parents who are widows.

TD Bank Financial Group Bursary

Value:	Variable
Number:	Variable
Eligibility:	For a full-time or part-time student enrolled in any program at Mount Royal College.
Criteria:	Financial need.
Application:	Must be accompanied by a one-page letter detailing your financial situation and how you would benefit from this bursary.

Robert Wyckham Credit Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the first or second year of any program. Must not be a member of the Students' Association Executive Committee.
Criteria:	Outstanding contribution to campus life, demonstrating the ability to be challenging and innovative in the area of student life and leadership at Mount Royal College. Must be in good academic standing according to Mount Royal College regulations and demonstrate financial need.

Robert Wyckham Non-Credit Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in predominantly non-credit courses. Must not be a member of the Students' Association Executive Committee.
Criteria:	Outstanding contribution to campus life, demonstrating the ability to be challenging and innovative in the area of student life and leadership at Mount Royal College. Must be in good academic standing according to Mount Royal College regulations and demonstrate financial need.

SECOND-YEAR/UNDERGRADUATE AWARDS ADMINISTERED BY MOUNT ROYAL COLLEGE

These awards are for full-time students who have completed a minimum of eight courses or 24 credits in the immediate preceding year at Mount Royal College unless otherwise stated.

Application forms are available from the Student Awards and Financial Aid Office (Room F101) at Mount Royal College from mid-August until the last working day in October. Deadline for application is the last working day in October. Scholarships are not awarded to students who do not apply, unless otherwise stated.

Applicants must either be a Canadian citizen or a landed immigrant unless otherwise stated.

CENTRE FOR COMMUNICATION STUDIES

Alberta Weekly Newspaper Association Scholarship

Value:	\$1,000
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Communications – Journalism program.
Criterion:	Outstanding feature writing or top reporting ability.
Application:	Not required.

Richard S. Anco Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the third year of the Bachelor of Applied Communications – Journalism program.
Criteria:	Excellence in writing as determined by the faculty and financial need.

John Balcers Scholarship

Please contact the Student Awards and Financial Aid Office for further information

Mac Bell Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second year of the Broadcasting program.
Criterion:	Demonstrated technical skill in the production of a radio program or commercial.
Application:	Not required.

Bell Globemedia Excellence in Broadcasting Scholarship (Broadcast Journalism)

Value:	Variable
Eligibility:	For a full-time student in their second year of the Broadcasting program.
Criteria:	Highest G.P.A. in radio and television Broadcast Journalism courses.
Application:	Not required.

Bell Globemedia Excellence in Broadcasting Scholarship (Communications)

Value:	Variable
Eligibility:	For a full-time student in their second year of the Broadcasting program.
Criteria:	Highest G.P.A. in radio and television Communications courses.
Application:	Not required.

Calgary Herald Centennial Bursary – Journalism

Value:	\$400
Eligibility:	For a student enrolled in the second year of the Bachelor of Applied Communication – Journalism program.
Criteria:	Academic proficiency and contribution to a student newspaper.
Application:	Not required.

Dr. Martha Cohen 90th Anniversary Scholarship in Applied Communications

Value:	Variable
Eligibility:	For a full-time student entering the third year of the Bachelor of Applied Communications Studies program and who will be completing a work-term within their third year of study.
Criteria:	Academic proficiency, volunteerism and financial need.

Betty K. Cooper Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second year of the Broadcasting program.
Criterion:	Demonstrated personal growth.
Application:	Not required.

Faculty Award for Technical Design

Value:	\$300 (first prize), \$100 (second prize)
Eligibility:	For a student enrolled in the Bachelor of Applied Communications – Technical Communication program.
Criteria:	Best technical design on paper or medium executed as part of classroom instruction or experience.
Application:	Submissions will have been completed as a project for one of the classroom courses within the Technical Communication program (must have been completed within the 16 months preceding the application date). Work completed during a Directed Field Studies (work-term) is not eligible. Your project will demonstrate the following: use of graphics, layout, and verbal strategies such as style, organization and rhetoric. Your project is to be submitted in an envelope or folder with a cover page including your name, address, phone number and student identification number by November 24th to the Chair, Technical Writing.

TMP Worldwide Integrated Marketing Communications Scholarship

Value:	\$400
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Communications – Public Relations program.
Criterion:	Demonstrated academic proficiency.
Application:	Not required.

Global Television Network Award for International Work Experience

Value:	Variable
Eligibility:	For a full-time student who has completed a minimum of four semesters in the Centre for Communication Studies program and who is embarking on an international work experience.
Criteria:	Demonstrated interest in learning and working in an international environment. Academic achievement will be considered.
Application:	Must be accompanied by a letter of intent identifying your preparation for an international work experience, a statement of your personal goals related to the international work experience you intend to pursue, and a budget detailing anticipated costs and financial support for the work experience. Submissions will be adjudicated by a committee of faculty from the Centre for Communication studies. After the work experience, scholarship students are expected to submit a report describing their experiences. Deadline: April 15.

Global Television Network Award for Canadian Work Experience

Value:	Variable
Eligibility:	For a full-time student who has completed a minimum of four semesters in the Centre for Communication Studies program and who is embarking on an out-of-province work experience.
Criteria:	Demonstrated interest in learning and working in another Canadian province. Academic achievement will be considered.
Application:	Must be accompanied by a letter of intent identifying your preparation for an out-of-province work experience, a statement of your personal goals related to the out-of-province work experience you intend to pursue, and a budget detailing anticipated expenditures and financial support for the work experience. Submissions will be adjudicated by a committee of faculty from the Centre for Communication studies. After the work experience, scholarship students are expected to submit a report describing their experiences. Deadline: April 15.

Husky Oil Scholarship

Value:	\$300
Eligibility:	For a full-time student enrolled in either the second year of the Bachelor of Applied Industrial Ecology program or the second or third year of the Bachelor of Applied Communications – Public Relations program (award will alternate each year between programs).
Criteria:	Academic proficiency and involvement in extra-curricular and/or community activities.

International Association of Business Communicators Award

Value:	\$500
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Communications – Public Relations program.
Criteria:	Academic merit and contribution to extra-curricular activities during the first-year of study. Student must be a student member of IABC.
Application:	Not required.

Journalism Endowment Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Communications – Journalism student who shows particular aptitude for the skills and the drive required in daily newspaper reporting and news writing.
Criteria:	The recipient is a student who has shown particular ability to meet deadlines, to pursue stories, to cover assignments competently and with professional polish and to write efficiently and effectively.
Application:	Not required.

Journalist & Wordsmith Society Photography Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in semester three (3) of the Bachelor of Applied Communications – Journalism program.
Criteria:	For a student who has completed Level I Photojournalism (ACOM 2223) and who is currently enrolled in Photojournalism II (ACOM 3315) who has shown excellence in photography and who has a minimum G.P.A. of 2.50.
Application:	Must be accompanied by a letter outlining skills, accomplishments and goals pertaining to journalism.

Legacy Scholarship in Public Relations

Value:	Variable
Eligibility:	For a full-time student (minimum 60% of a full course load) who has completed a minimum of one semester in the Bachelor of Applied Communications – Public Relations program. A minimum Grade Point Average of 2.50 is required (no individual grade lower than 2.00 will be accepted). Applicant must be a member of the PRS and a Canadian citizen.
Criteria:	Demonstrated involvement in extra-curricular activities in the public relations field (internal or external) and financial need.
Application:	Application must be accompanied by a 1-2 page essay in response to the question designated by the Public Relations faculty each year.

Lions Club of Alberta TV Scholarship

Value:	\$250
Eligibility:	For a full-time student enrolled in the second-year of the Broadcasting program.
Criterion:	Proficiency in television writing or producing.
Application:	Not required.

Matrix Video Communications Broadcasting Scholarship

Value:	\$750
Eligibility:	For a full-time student enrolled in the second-year of the Broadcasting a program.
Criteria:	For a student who has demonstrated outstanding technical skills in the areas of videography and editing, and in the judgement of the faculty; displays initiative, creativity and leadership skills.
Application:	Not required.

Debbie Mazar Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Bachelor of Applied Communications – Journalism program.
Criteria:	Financial need and academic proficiency.

Mount Royal Faculty Association Scholarship for the Centre for Communication Studies

Value:	\$500
Eligibility:	For a full-time student who has completed one full year at the College in the Centre for Communication Studies.
Criteria:	Demonstrated academic excellence (minimum G.P.A. of 3.20) and a demonstrated commitment to campus life.
Application:	Must be accompanied by two letters of reference and a one-page letter that outlines the student's commitment to campus life at Mount Royal College.

Mount Royal College Public Relations Alumni Scholarship

Value:	Variable
Eligibility:	For a full-time student who has completed a minimum of two semesters in the Bachelor of Applied Communications – Public Relations program. Applicant must be a member of the Public Relations Society.
Criteria:	Demonstrated involvement in extra-curricular activities within the public relations field and the Public Relations Society, academic proficiency and financial need.

Polaris Communication Ltd. Scholarship

Value:	\$500
Eligibility:	For a full-time student enrolled in the Bachelor of Applied Communications – Technical Communication program who has completed a minimum of 60 credits (including Applied Communications 2015 – Directed Field Studies – Technical Communications).
Criteria:	Academic proficiency (minimum 3.00 G.P.A.), demonstrated leadership qualities through student affairs and/or other extra-curricular activities or through work-term experience and financial need.

Eva Reid Memorial Scholarship

Sponsored by:	The Calgary Foundation
Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Bachelor of Applied Communications – Journalism program.
Criteria:	Enthusiasm, financial need and a minimum 3.25 G.P.A. in the first year.

Dave Rutherford Scholarship

Value:	\$1,000
Eligibility:	For a full-time student enrolled in the second year of the Broadcasting program.
Criteria:	Demonstrated knowledge of ethical principles in COMM 1203 – Radio News, a minimum G.P.A. of 3.20 in Radio Journalism courses and financial need.

Linda Singleton Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Communications – Public Relations program. The selected recipient may be eligible for renewal of the award in their third year of study if they maintain a minimum G.P.A. of 3.50. Must be a Canadian citizen.
Criteria:	Demonstrated academic merit (minimum 3.50 Grade Point Average with no individual grades lower than 2.00) and community involvement. Financial need may also be considered a deciding factor.
Application:	Must be accompanied by a letter identifying your public relations work completed (paid or unpaid) during the time enrolled in the program, a statement of your personal goals and two letters of reference (one letter from a professional in the Public Relations community and one letter from an instructor from the Centre for Communication Studies at Mount Royal College).

Society for Technical Communication Award

Sponsored by: Alberta Chapter, Society for Technical Communication
Value: One year membership in the Society for Technical Communication
Number: 4 (one each for a student who has completed 15 credits, 30 credits, 60 credits and 90 credits)
Eligibility: For a full-time student carrying a full course load in the Bachelor of Applied Communications – Technical Communication program.
Criterion: Highest Grade Point Average in the Fall Semester.
Application: Not required.

Society for Technical Communication Scholarship

Value: \$300
Eligibility: For a full-time student enrolled in the Bachelor of Applied Communications – Technical Communication program who has completed a minimum of 30 credits.
Criteria: Academic proficiency (minimum 3.00 G.P.A.), demonstrated leadership qualities through student affairs and/or other extra-curricular activities and financial need.

Bryan Strilchuk Memorial Scholarship for Broadcasting

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Broadcasting program.
Criteria: Recipient must display strong talents in photojournalism and other technical areas of television broadcasting.
Application: Not required.

Telemedia Radio West Scholarship

Value: \$2,000
Eligibility: For a full-time student enrolled in the second-year of the Broadcasting program.
Criteria: Academic proficiency, demonstrated leadership qualities and financial need.

TransCanada PipeLines Limited Award in Public Relations

Value: \$2,500
Eligibility: For a full-time student enrolled in the Bachelor of Applied Communications – Public Relations program and who is entering his/her graduating year of study.
Criteria: Community involvement and academic proficiency (minimum G.P.A. of 3.50).
Application: Application form must be accompanied by proof of enrollment and a copy of the student's resume and cover letter.

Toby Trowbridge Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Broadcasting program.
Criteria: Demonstrated academic proficiency and outstanding aptitude and potential for work in the field.
Application: Not required.

White Iron Productions Scholarship

Value: \$250
Eligibility: For a full-time student enrolled in the second-year of the Broadcasting program.
Criteria: Demonstrated academic excellence and financial need.

David Wood – CPRS Award

Value: Variable
Eligibility: For full-time students enrolled in the second-year of the Bachelor of Applied Communications – Public Relations program.
Criteria: Academic proficiency and financial need. Applicant must be a student member of CPRS.

CONSERVATORY (THEATRE/MUSIC)

Scott Armstrong Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Theatre Arts program.
Criteria: Academic proficiency and demonstrated caring and contributions to fellow students.

Beth Israel Players Scholarship

Sponsored by: The Calgary Foundation
Value: Variable
Eligibility: For full-time students enrolled in second-year of the Theatre Arts program.
Criterion: Awarded to the most outstanding students in achievement and attitude.
Application: Not required.

Marion Knight Memorial Scholarship

Value: \$500
Eligibility: For a full-time student enrolled in the first or second year of the Theatre and Speech program.
Criteria: Community involvement, support for theatre spirit and financial need.

IATSE/Jean-Guy Meilleur Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the first or second-year of the Theatre Arts program – Technical Stream who demonstrates outstanding skill and promise towards a professional career in theatre arts.
Criteria: Academic proficiency and financial need.

Mount Royal Faculty Association Scholarship for Music/Theatre Arts

Value: \$500
Eligibility: For a full-time student who has completed one full year at the College in the Conservatory in either Music or Theatre Arts.
Criteria: Demonstrated academic excellence (minimum G.P.A. of 3.20) and a demonstrated commitment to campus life.
Application: Must be accompanied by two letters of reference and a one-page letter that outlines the student's commitment to campus life at Mount Royal College.

Dean Ott Scholarship

Value: \$1,000
Eligibility: For a full-time student enrolled in the first or second year of the Theatre Arts program – Technical Stream.
Criteria: Outstanding Technical Arts student.
Application: Not required.

Dr. Leona Paterson Scholarship for Theatre Arts

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Theatre Arts program.
Criteria: Outstanding contribution to theatre arts at Mount Royal College, academic proficiency and financial need.

Ollie Stoner Memorial Scholarship

Value: \$500
Eligibility: For a full-time student enrolled in the Music Performance program majoring in classical/semi-classical voice or piano who displays a love of music.
Criteria: Demonstrated interest in a performance or teaching career.

Suzuki Piano Pedagogy Scholarship

Value: Variable
Number: Variable
Eligibility: For a full-time student enrolled in the first or second year of the Certificate of Achievement in Suzuki Piano Pedagogy at Mount Royal College Conservatory.
Criteria: For a first-year student who has successfully completed MUSC 1263 and MUSC 1265 or a second-year student who has successfully completed MUSC 1269.
Application: Not required.

Theatre Arts Faculty Scholarships

Value: Variable
Eligibility: For full-time students enrolled in the second-year of the Theatre Arts program.
Criterion: Outstanding students as determined by faculty.
Application: Not required.

FACULTY OF ARTS

The Alberta Association of Architects Scholarship

Value: \$1000
Eligibility: For a graduate of the Bachelor of Applied Interior Design program.
Criteria: Demonstrated outstanding achievement in the senior project, encompassing both design and technical expertise.
Application: Not required.

Behavioural Sciences Scholarship

Value: Variable
Eligibility: For a full-time or part-time student enrolled in courses delivered through the Behavioural Sciences program. The student must have completed at least one (1) behavioural sciences course in each of the two (2) preceding terms.
Criteria: Academic proficiency, a demonstrated intent to pursue studies in the following year and financial need.

Benjamin Moore Scholarship

Value: \$500
Number: 2
Eligibility: For a student enrolled in semester three of the Bachelor of Applied Interior Design program.
Criteria: Demonstrated enthusiasm and insight in the understanding of color theory and its application to design as proven in the Introduction to Design (INDS 2211) and in the Color, Light and Materials (INDS 2229) courses.
Application: Not required.

Benjamin Moore – Academic Excellence Scholarship

Value: \$500
Number: 2
Eligibility: For a student enrolled in semester three of the Bachelor of Applied Interior Design program.
Criteria: Demonstrated excellence in the understanding of color theory and its application to design. Highest G.P.A. in both the Introduction to Design (INDS 2211) and in the Color, Light and Materials (INDS 2229) courses.
Application: Not required.

Gerald Burden 90th Anniversary Scholarship in Applied Policy Studies

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Policy Studies program who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need.

Robert L. & Irene Bruce Memorial Scholarship

Value: \$500
Eligibility: For a full-time student entering the second year of the Bachelor of Education – University Transfer program.
Criteria: Academic proficiency, involvement in community service (on- or off-campus) and financial need.

Calgary Herald Centennial Bursary – Arts

Value: \$400
Eligibility: For a student enrolled in the second-year of an arts program.
Criterion: Demonstrated academic proficiency.

Calgary Homebuilders Association Scholarship

Value: \$500
Number: 2
Eligibility: For a full-time student enrolled in the semester three of the Bachelor of Applied Interior Design program.
Criteria: Demonstrated excellence in the Bachelor of Applied Interior Design Program.
Application: Not required.

CDI Furnishings Scholarship

Value: \$1000
Eligibility: For a full-time student enrolled in the sixth semester of the Bachelor of Applied Interior Design program.
Criteria: Creative approach in generating office designs as part of Design II and academic proficiency in Interior Design core courses.
Application: Not required.

Cougar Contractors Ltd Scholarship

Value: \$1000
Eligibility: For a full-time student enrolled in the third semester of the Bachelor of Applied Interior Design program.
Criteria: Academic proficiency (a minimum G.P.A. of 3.00 in Interior Design core courses), community involvement, a demonstrated positive attitude, enthusiasm and passion for Interior Design and financial need.

Cougar Contractors Ltd. Scholarship (for single parents)

- Value: \$500
Eligibility: For a full-time student who has completed semesters one and two of the Bachelor of Applied Interior Design program. Recipient is a single parent with a child (or children) under eighteen (18) years old.
Criteria: Academic proficiency (minimum G.P.A. of 3.00 in Interior Design core courses) and financial need.

Sid & Bronia Cyngiser Multicultural Education Scholarship

- Value: Variable
Eligibility: For a full-time student enrolled in the second year of the Bachelor of Education – University Transfer program.
Criteria: For a student who has made a contribution to multicultural education as evidenced through community service, extra-curricular activity, and other relevant projects, educational activities or course work that promote tolerance and understanding, such as the promotion of Holocaust education. Academic proficiency (minimum G.P.A. of 3.30) and financial need.

Rob Davidson Memorial Scholarship

- Value: Variable
Eligibility: For a full-time second-year student who has a major interest in political science. He/she should be presently enrolled in a second-year political science course and have completed at least two other political science courses.
Criteria: Demonstrated high level of academic proficiency and financial need.

General A.J.G.D. DeChastelain Scholarship in Policy Studies

- Value: Variable
Eligibility: For a full-time student enrolled in the fourth-year of the Bachelor of Applied Policy Studies program.
Criteria: Demonstrated academic excellence.

Education Undergraduate Society Scholarship

- Value: \$200
Number: 3
Eligibility: For full-time students enrolled in the second-year of the Bachelor of Education program. Students must be a member in good standing of the AEUS/ATA.
Criteria: Academic excellence in Education 2231/2233. Commitment to teaching, community volunteer service over and above the course requirement and financial need.
Application: Must be accompanied by a letter outlining your commitment to teaching.

Faculty of Arts Achievement Award

- Value: Variable
Eligibility: For a full-time student enrolled in the second-year of any program who has completed between 30 and 45 credits (a minimum of 70% of these courses must be within the Faculty of Arts).
Criteria: Academic proficiency (minimum of 3.30 G.P.A.), strong leadership abilities as demonstrated through academics and extra-curricular activities.
Application: Application form must be accompanied by a letter outlining your future educational and career goals along with why you feel you are deserving of this award.

Kevin Gillis Memorial Scholarship

- Value: Variable
Eligibility: For a full-time student who is enrolled in second-year Economics and Political Science courses.
Criteria: Demonstrated interest in and commitment to Economics Studies and financial need.

Global Group Scholarship

- Value: \$500
Eligibility: For a full-time student enrolled in semester three of the Bachelor of Applied Interior Design program.
Criteria: Demonstrated creativity as well as academic merit.
Application: Not required.

William F. Gold Memorial Scholarship

- Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Bachelor of Arts – University Transfer program.
Criteria: Demonstrated academic achievement (minimum G.P.A. of 3.50) and proficiency in one or more disciplines within the Humanities and Social Sciences area.

Humanities Faculty Scholarship

- Value: Variable
Eligibility: For a full-time student enrolled in any Arts program who has completed a minimum of 4 courses with two courses in humanities.
Criteria: Academic excellence and financial need.
Application: Must be accompanied by a letter outlining your future educational goals.

Charlotte Illerbrun-Parsons Interior Design Scholarship

- Value: Variable
Eligibility: For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criteria: For a student whose hard work and successful studies show commitment to a career in Interior Design.
Application: Not required.

Interior Design Faculty Scholarship

- Value: Variable
Eligibility: For a full-time student enrolled in the third semester of the Bachelor of Applied Interior Design program.
Criteria: Highest overall G.P.A. in Interior Design core courses for the first two semesters of the program.
Application: Not required.

Interior Design Industry Scholarship for International Education

- Value: Variable
Eligibility: For a full-time student enrolled in the Bachelor of Applied Interior Design program.
Criteria: Student must undertake an international exchange for one academic semester.
Application: Must be accompanied by a letter outlining the intent of the exchange and provide confirmation that the exchange will be undertaken in a subsequent semester.

Interior Design Industry Scholarship for Research Studies

Value:	Variable
Eligibility:	For a graduate of the Bachelor of Applied Interior Design program.
Criteria:	Demonstrated interest and research capability in the area of sustainable design.
Application:	Must be accompanied by written documentation to support the application.

Interior Design Program Advisory Committee Scholarship (Art History)

Value:	Variable
Eligibility:	For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criterion:	Highest cumulative average in art history courses.
Application:	Not required.

Interior Design Program Advisory Committee Scholarship (Business)

Value:	Book
Eligibility:	For a student who has completed all graduation requirements of the Bachelor of Applied Interior Design program.
Criterion:	Highest cumulative average in Interior Design business courses.
Application:	Not required.

Interior Designers of Alberta Award

Value:	Book
Eligibility:	For a recent graduate of the Bachelor of Applied Interior Design program.
Criteria:	Demonstrated determination, motivation and potential.
Application:	Not required.

Dr. Mahfooz A. Kanwar Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled the second- or third year of either the Bachelor of Applied Justice Studies or Bachelor of Arts program (majoring in Sociology).
Criteria:	Academic proficiency (minimum G.P.A. of 3.70) and financial need

Don Kennedy Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time, student enrolled in semester five of the Bachelor of Applied Interior Design program.
Criteria:	For a student who values and recognizes design excellence and is prepared to take the creative risks to achieve that excellence based on semesters 1, 2, 3 and 4.
Application:	Not required.

Sharon Kienas Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in semester three of the Bachelor of Applied Interior Design program.
Criteria:	Demonstrated academic proficiency, involvement in extra-curricular activities, positive attitude and participation.
Application:	Not required.

Bunny McClintock Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in any Arts program who have completed a minimum of four (4) courses.
Criteria:	Satisfactory academic achievement (minimum G.P.A. of 2.00) and financial need.
Application:	Application form must be accompanied by a letter outlining why you feel you should receive this award, your goals, interests, and accomplishments.

Michael Mears Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in Bachelor of Applied Nonprofit Studies program.
Criteria:	Academic proficiency (minimum G.P.A. of 2.70), community involvement and financial need.
Application:	Must be accompanied by a letter that outlines your career and academic goals and that highlights your community involvement.

Fred A. Miles Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time single parent enrolled in the second-year of one of the following programs: Child and Youth Care Counsellor, Social Work, Early Childhood Care and Education, Disability Studies, University Transfer Education or Psychology.
Criteria:	Satisfactory academic standing and demonstrated financial need.

Karen Miller-Tait Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in semester three of the Bachelor of Applied Interior Design program.
Criteria:	Awarded to the most creative and artistic student (not necessarily the highest G.P.A.). Student must also have proven exceptional interest in pursuing any or all of the above career paths after successfully completing the second year of the program. The student must also have displayed a commitment to the pursuit of excellence in the visual and emotional field of design and creativity. Award proceeds are to be used towards further studies at a bona-fide design or art institute.
Application:	Not required.

Mona Lisa Artists' Material Scholarship for Design

Value:	\$250
Eligibility:	For a full-time student enrolled in semester three of the Bachelor of Applied Interior Design program.
Criterion:	Demonstrated insight into the application of design communication principles.
Application:	Not required.

Mona Lisa Artists' Material Scholarship for Representation

Value: \$250
Eligibility: For a full-time student enrolled in semester three of the Bachelor of Applied Interior Design program.
Criterion: Demonstrated insight into the application of visual representation, principles and techniques.
Application: Not required.

The Monaco Construction Group Ltd. Scholarship

Value: \$250
Eligibility: For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criteria: Demonstrated team leadership during the fabrication of a space as part of Construction Fundamentals II.
Application: Not required.

Mount Royal College Writing Prizes (Composition)

Value: \$100
Number: 2
Eligibility: For full- or part-time credit students enrolled in English 1112 or English 2201 during the academic year.
Criterion: Best essay written as part of the requirements for completion of English 1112 or English 2201.
Application: Guidelines are available at the English Department. Submit entries to the English Department by May 15.

Mount Royal College Writing Prizes (Creative Writing)

Value: \$100
Number: 3
Eligibility: For full- or part-time credit students enrolled for at least one semester during the academic year.
Criterion: Outstanding submission in short story, short play, or poetry category.
Application: Guidelines are available at the English Department. Submit entries to the English Department by May 15.

Mount Royal College Writing Prizes (Edith Park Essay Prize in Literature)

Value: \$100
Number: 1
Eligibility: For full- or part-time credit students enrolled in a junior literature course through the Mount Royal College English Department during the academic year.
Criterion: Best critical essay written as part of the requirements for completion of a literature course at the junior (2200) level.
Application: Guidelines are available at the English Department. Submit entries to the English Department by May 15.

Mount Royal College Writing Prizes (English Department Essay Prize in Literature)

Value: \$100
Number: 1
Eligibility: For full- or part-time credit students enrolled in a senior literature course through the Mount Royal College English Department during the academic year.
Criterion: Best critical essay written as part of the requirements for completion of a literature course at the senior (3300) level.
Application: Guidelines are available at the English Department. Submit entries to the English Department by May 15.

Mount Royal College History Prize

Value: Book
Criterion: Demonstrated exceptional ability in history.
Application: Not Required.

Mount Royal College Philosophy Prize

Value: Book
Criterion: Demonstrated exceptional ability in philosophy.
Application: Not Required.

Mount Royal College Religious Studies Prize

Value: Book
Criterion: Demonstrated exceptional ability in religious studies.
Application: Not Required.

Mount Royal College Women's Studies Prize

Value: Book
Criterion: Demonstrated exceptional ability in woman's studies.
Application: Not Required.

Mount Royal Faculty Association Scholarship in the Faculty of Arts

Value: \$500
Eligibility: For a full-time student who has completed one full year at the College in the Faculty of Arts.
Criteria: Demonstrated academic excellence (minimum G.P.A. of 3.20) and a demonstrated commitment to campus life.
Application: Must be accompanied by two letters of reference and a one-page letter that outlines the student's commitment to campus life at Mount Royal College.

Brian Pitt Memorial Gold Medal Award

Value: Variable
Eligibility: For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criteria: Demonstrated academic excellence, creativity, personal and professional integrity and participation in activities.
Application: Not required.

Brian Pitt Memorial Travel Award

Value: Variable
Eligibility: For a full-time student enrolled in any semester of the Bachelor of Applied Interior Design program.
Criterion: Demonstrated desire to travel to enrich their understanding of Interior Design through the study of architecture.
Application: Application form must be accompanied by a letter of intent that clearly indicates your proposed travel plans as they relate to the study of Interior Design.

The RGO Office Products Partnership Scholarship

Value: \$2,500
Eligibility: For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criteria: Outstanding achievement in the Interior Design program and financial need.

Bill and Jean Robson Memorial Scholarship

Value: Variable
Eligibility: For a full-time student who is currently enrolled in a senior-level English course who has completed a minimum of two other English courses.
Criteria: Academic proficiency (minimum G.P.A. of 3.30)
Application: Not required.

Royal Construction Limited Scholarship

Value: \$1,000
Eligibility: For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criteria: Commitment to becoming a designer in commercial office interiors, good academic standing in the Construction Fundamentals III (INDS 4405) course and financial need.
Application: Students must submit a letter of intent which outlines their commitment to becoming a designer in commercial office space.

Constance Mary Rymes Memorial Scholarship

Value: \$2,500
Eligibility: For a full-time student entering semester six of the Bachelor of Applied Interior Design program. Student must be a Canadian citizen and a full-time resident of Canada.
Criteria: For a student who demonstrates enthusiasm and leadership in class and a positive interest in community affairs. The student must also possess a minimum G.P.A. of 3.00 and demonstrate financial need. The student must also have completed all of the previous years of the Interior Design curriculum at Mount Royal College.

Steelcase Scholarship for Design Excellence

Value: \$750
Eligibility: For a graduate of the Bachelor of Applied Interior Design program.
Criterion: Awarded to the most deserving graduating student with a demonstrated interest in office design.
Application: Not required.

Talisman Energy Scholarship

Value: \$2000
Number: 2 (one to be awarded to a native student).
Eligibility: For a full-time student enrolled in the first or second year of studies in one of the following areas: Earth Science, Engineering, Commerce, or Economics.
Criteria: Satisfactory academic performance and financial need.

Carolyn B. Tavender Interior Design Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criteria: This award is designed to benefit a student who exemplifies the high professional standards of Carolyn Tavender: A student who strives to achieve their highest personal, professional and academic standards through a demonstrated enthusiasm and commitment to the profession of interior design, a strong work ethic, and who is active in volunteerism and leadership activities.
Application: Application must accompany a resume and a covering letter, which highlights the students' reasons for eligibility for the award.

Teknion Furniture Systems Scholarship

Value: \$1000
Eligibility: For a full-time student enrolled in semester six of the Bachelor of Applied Interior Design program.
Criteria: Excellence in design combined with a strong entrepreneurial spirit.
Application: Application form must be accompanied by a letter of intent, which outlines your entrepreneurial career aspirations in the Interior Design industry.

Douglas Thomson 90th Anniversary Scholarship in Applied Interior Design

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Interior Design program and who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need.

Lincoln A. Wood Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second year of the Bachelor of Arts – University Transfer program who has completed a minimum of two philosophy courses.
Criteria: Academic proficiency (minimum G.P.A. of 3.50), involvement in extra-curricular activities and financial need.

Hal Wyatt 90th Anniversary Scholarship in Applied Non-Profit Studies

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Non-Profit Studies program and who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need.

Dr. Yusuf Umar Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of a university transfer program and taking political science/political economy.
Criteria: The student must have taken political science in his/her first year, submitted noteworthy and original written work, demonstrated a strong interest in theory and the conceptual side of political studies/political economy.
Application: Not required.

FACULTY OF HEALTH AND COMMUNITY STUDIES

The Adoption Options Scholarship

Value:	\$600
Eligibility:	For a full-time student enrolled in the second-year of the Social Work program who has a desire to continue studies at the graduate level.
Criteria:	Demonstrated interest to practice in the area of a child focussed service preferably with an interest in adoption, academic proficiency and financial need.

Advanced Studies in Mental Health Nursing Scholarship

Value:	Variable
Eligibility:	For a student enrolled full- or part-time in the Advanced Studies in Mental Health program. Must have completed, or be currently enrolled in, a minimum of four courses.
Criteria:	Above-average academic performance and a commitment to mental health nursing.
Application:	Not required.

American Society for Industrial Security Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the third-year of the Bachelor of Applied Justice Studies program.
Criteria:	Academic proficiency and financial need.

Frank Anderson Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the fourth-year of the Bachelor of Applied Justice Studies program.
Criteria:	Academic proficiency and involvement in the community and campus life.

Bain Family Scholarship

Value:	\$500
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Justice Studies program who has completed AJUS 2211.
Criteria:	Demonstrated desire for learning and community involvement.

Bow Institute for Advancement of Supervisors Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Social Work program.
Criteria:	Demonstrated improvement in skills and academics after first year in program.
Application:	Not required.

Robert Boyle Memorial Scholarship

Sponsored by:	WeCare Home Health Services
Value:	\$500
Eligibility:	For a full-time student enrolled in the fourth-year of the Undergraduate Nursing Diploma/Degree program.
Criteria:	Academic proficiency and a demonstrated desire to focus in child health in the fourth-year of study.
Application:	Must be accompanied by a one page letter outlining your interest in child health.

Brother Christopher/Glorieux Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Child and Youth Care Counsellor program.
Criteria:	Academic proficiency and involvement in the campus life and the community.
Application:	Must be accompanied by a letter outlining why you should receive the award, your involvement and future plans.

Calgary Chapter – Alberta Association on Gerontology Scholarship

Value:	\$500
Eligibility:	For a student enrolled in the Gerontology program. Must live in the Calgary area and must not be receiving another award for the current academic year.
Criteria:	Academic proficiency (minimum G.P.A. of 3.20) and a demonstrated effort to promote the interests of Gerontology through efforts to enhance the lives of the aging population.

Bob Charlton Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the third year of the Bachelor of Applied Child Studies program.
Criteria:	Academic proficiency, volunteerism within the Calgary community in an organization related to their discipline and financial need.

Child and Youth Care Association of Alberta Scholarship

Value:	\$200
Eligibility:	For a full-time or part-time student enrolled in the second year of one of the following programs: Child and Youth Care Counsellor, Disability Studies or Social Work.
Criteria:	Academic proficiency, commitment to the field of study and membership in the Child and Youth Care Association of Alberta.

Class of '86 Nursing Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criterion:	Continuous improvement in G.P.A.
Application:	Not required.

Class of '87 Nursing Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criteria:	Academic excellence, contribution to Nursing Society and financial need.

Class of '95 Nursing Scholarship

Value:	Variable
Eligibility:	For a full-time second-year student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criterion:	Academic excellence, involvement in the Nursing Society and financial need.

Dr. Cohen Nursing Scholarship

Value: \$300
Eligibility: For a full-time student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criteria: Academic proficiency and financial need.

Critical Care Nursing Scholarships

Value: Variable
Number: Variable
Eligibility: For full- or part-time students accepted to the Advanced Studies in Critical Care Nursing program who are currently employed by the Peter Lougheed Hospital (for a minimum of two years – preference will be given to those working in the Intensive Care Unit).
Criteria: Demonstrated professional performance and financial need.
Application: Must be accompanied by a letter of reference from your immediate Supervisor (Peter Lougheed Hospital) referring to your performance and a brief letter explaining your financial need. Deadline: August 17 for Fall term and December 10 for Winter term.

Rene A. Diamond Scholarship

Value: \$600
Eligibility: For a student eligible to enter the second year of the Social Work diploma program.
Criteria: Academic proficiency and financial need.

Roy V. Deyell, Q.C. 90th Anniversary Scholarship in Applied Justice Studies

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Justice Studies program and who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need.

Sandra F. Durrant Scholarship

Amount: Variable
Eligibility: For a student enrolled in the Advanced Studies in Critical Care Nursing program who demonstrates kindness, caring, comfort, compassion and competence.
Criteria: Financial need, academic achievement (preference will be given to a nurse who is a single parent).

Early Childhood PanCanadian Wainwright Scholarship

Value: Variable
Eligibility: For a full- or part-time student enrolled in the Early Childhood Care and Education diploma or certificate program, who has completed a minimum of four (4) courses in the program.
Criteria: Community involvement, advocate for children, demonstrated commitment to children and their families, and financial need.
Application: Application must be accompanied by a current resume.

Vi Flanagan Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Mount Royal College Undergraduate Nursing Diploma/Degree program.
Criteria: Academic proficiency (minimum G.P.A. of 3.00), demonstrated dedication to the Nursing profession, financial need.

Jean Fraser 90th Anniversary Scholarship in Applied Ecotourism and Outdoor Leadership

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Ecotourism and Outdoor Leadership program and who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need.

Keith Harrison Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Applied Justice Studies program.
Criteria: Demonstrated academic proficiency and involvement in the community and campus life.

Evelyn Herauf Memorial Scholarship

Value: \$1,000
Eligibility: For a full-time student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criteria: Recipient will show an interest in the care and support for patients in an oncology setting, display clinical excellence, and demonstrate academic proficiency with a G.P.A. of 3.50 or greater.
Application: Must be accompanied by a letter outlining your interest in working with patients in oncology.

Donna B. Hinde Memorial Scholarship

Value: Variable
Number: 2
Eligibility: For a student registered in the Gerontology program who has completed a minimum of four courses.
Criteria: Blends personal and professional commitments to promote well-being of older adults. Demonstrates leadership ability. High academic standing.
Application: Not required.

Dr. Mahfooz A. Kanwar Scholarship

Value: Variable
Eligibility: For a full-time student enrolled the second- or third year of either the Bachelor of Applied Justice Studies or Bachelor of Arts program (majoring in Sociology).
Criteria: Academic proficiency (minimum G.P.A. of 3.70) and financial need.

Christine Kelly Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criteria: Demonstrated capacity for strong caring relationships with patients and the patient's family and friends.
Application: Must be accompanied by a one page letter outlining your interest in nursing.

Maureen Kermack Memorial Scholarship (Advanced Studies in Critical Care Nursing)

Value: \$300
Eligibility: For a student enrolled full- or part-time in the Advanced Studies in Critical Care Nursing program who has completed a minimum of two (2) courses and who is a Canadian citizen.
Criteria: Financial need, demonstrated enthusiasm, drive, leadership, and academic achievement.

Maureen Kermack Memorial Scholarship (Maternal Infant Child Healthcare)

Value: \$300
Eligibility: For a student enrolled full- or part-time in the Maternal Infant Child Healthcare program who has completed a minimum of two (2) courses and who is a Canadian citizen.
Criteria: Financial need, demonstrated enthusiasm, drive, leadership, and academic achievement.

Phylis Lee Memorial Scholarship

Value: Variable
Eligibility: For full-time female student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criteria: Demonstrated financial need combined with improving academic performance.

Jean Mackie Award For Nursing

Value: Variable
Eligibility: For a full-time student enrolled in the Undergraduate Nursing Diploma/Degree program.
Criteria: Consistent clinical excellence and above average academic performance.
Application: Not required.

Jeff McClure Memorial Scholarship

Value: \$600
Eligibility: For a full-time student enrolled in the second-year of the Child and Youth Care Counsellor program.
Criteria: Academic proficiency, passion and commitment to helping troubled children and youth. Applicant must display financial need.
Application: Must be accompanied by a letter outlining why you should receive the award, your involvement and future plans.

Fred A. Miles Memorial Scholarship

Value: Variable
Eligibility: For a full-time single parent enrolled in the second-year of one of the following programs: Child and Youth Care Counsellor, Social Work, Early Childhood Care and Education, Disability Studies, University Transfer Education or Psychology.
Criteria: Satisfactory academic standing and demonstrated financial need.

Mount Royal College Custodial Services Scholarship (Scott Young [Western] Ltd.)

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of Disability Studies, Social Work or Recreation Studies program.
Criteria: Demonstrated desire to work with disabled persons, preferably with mentally handicapped young adults and recommendation of faculty.

Mount Royal Faculty Association Scholarship in the Faculty of Health and Community Studies

Value: \$500
Eligibility: For a full-time student who has completed one full year at the College in the Faculty of Health and Community Studies.
Criteria: Demonstrated academic excellence (minimum G.P.A. of 3.20) and a demonstrated commitment to campus life.

Application: Must be accompanied by two letters of reference and a one-page letter that outlines the student's commitment to campus life at Mount Royal College.

Sandra Nault Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the Mount Royal College Undergraduate Nursing Diploma/Degree program.
Criteria: Academic excellence and a demonstrated interest to focus in Psychiatric-Mental Health Nursing during senior years of study.
Application: Must be accompanied by a letter outlining your interest in Psychiatric-Mental Health.

Neville York Gerontology Student Award

Sponsored by: Calgary Co-operative Memorial Society Ltd.
Value: \$150
Number: 2
Eligibility: For full- or part-time students enrolled in the Gerontology program that have completed or are currently enrolled in a minimum of four theory courses.
Criteria: Commitment to care of elderly and above average academic performance.
Application: Not required.

Neville York Scholarship For Gerontology

Sponsored by: Calgary Co-operative Memorial Society Ltd.
Value: \$450
Eligibility: For a student registered in the Gerontology program who has completed a minimum of five courses and is currently employed in institutional long term care and returning to school to enhance his/her knowledge and skills.
Criteria: Above average ability to demonstrate and put to use what he/she learned.
Application: Not required.

Kari Maureen Ozar Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the fourth-year of the Bachelor of Applied Justice Studies program.
Criteria: Academic excellence and financial need.

Mary Prossak Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Social Work program.
Criteria: Academic proficiency and financial need.
Application: Application form must be accompanied by a letter outlining your interest in palliative care and/or care of the elderly and their families.

Royal Canadian Legion – Jubilee Branch #286 – Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in second-year of one of the following community health programs – Undergraduate Nursing, Child and Youth Care Studies, Social Work or Disability Studies.
Criteria: Academic proficiency and a desire to work with disabled young people, especially mentally challenged young adults.

Scenic Bow Association Bursary

Value: \$300
Eligibility: For a full-time student enrolled in the second-year of the Disability Studies program.
Criteria: Academic proficiency, clinical ability and financial need.

Lona Valda Scotta Memorial Scholarship

Value: \$250
Eligibility: For a full-time student enrolled in the second-year of the Child and Youth Care Counsellor program.
Criteria: Academic proficiency, demonstrated desire to continue in the field and financial need.
Application: Must be accompanied by a letter that outlines the factors that create and foster resilience in people.

Billie Shepherd Scholarship for Outstanding Achievement in Early Childhood Care and Education

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Early Childhood Care and Education program.
Criteria: Satisfactory academic performance and demonstrated financial need.
Application: Application must be accompanied by a written essay outlining personal commitment to the field of early childhood education and commitment to work with children after graduation.

Michelle Skabar Memorial Scholarship

Value: Variable
Eligibility: For a part-time evening student enrolled in the Early Childhood Care & Education Diploma program.
Criteria: Academic proficiency (minimum G.P.A. of 3.75) with an emphasis on achieving a high grade in the practicum course.
Application: Not required.

Rick Sonnenberg Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the third-year of the Bachelor of Applied Justice Studies program.
Criteria: Demonstrate the following qualities: integrity, honesty, self-initiation, team spirit, compassion and dedication.

Sylvia Soole Nursing Award

Value: \$100
Eligibility: For a full-time mature student enrolled in the Undergraduate Nursing Diploma/Degree program with previous work experience.
Criteria: Demonstrated progress in theory and practice.
Application: Must be accompanied by a current resume.

Grant Spiro Memorial Scholarship

Value: Variable
Eligibility: For a full-time Bachelor of Applied Justice Studies student who is in need of financial assistance in order to pursue his/her career.
Criteria: Academic proficiency (minimum G.P.A. of 3.30), a sincere dedication to understanding human frailties and finding ways to bring about change by motivation guided by high ethical standards and principles and financial need.

Jeffery James Stouffer Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of any program in the Faculty of Health and Community Studies. Demonstrated academic proficiency and outstanding aptitude and potential as exhibited in clinical, practicum or fieldwork placement.
Criteria:

Student Nursing Society Scholarship

Value: \$300
Eligibility: For a full-time student enrolled in the second or third year of the Undergraduate Nursing program.
Criteria: For a student who is a member of the Student Nursing Society, who has an overall minimum G.P.A. of 3.00 and the highest overall G.P.A. in NURS 3301, NURS 3305, NURS 3307 and NURS 3303. (If there is more than one candidate that has attained the highest overall G.P.A. in NURS 3301, 3305, 3307 and 3303, the award will be based on the final summative evaluation of NURS 3303).

Warren Tettensor LLP Scholarship

Value: \$600
Eligibility: For a full-time or part-time student enrolled in the Advanced Studies in Critical Care Nursing program who is currently employed at the Foothills Hospital working in Critical Care.
Criteria: Demonstrated professional performance and financial need.
Application: Applicants must submit both a letter of reference from their immediate supervisor at the Foothills Hospital and a letter outlining professional performance.

Dr. Roger J. Tierney Memorial Scholarship

Value: Variable
Eligibility: For a student enrolled in a minimum of two (2) courses in the Advanced Studies in Mental Health program.
Criteria: Demonstrated interest and commitment to suicide prevention.
Application: Not required.

Anne Tingle 90th Anniversary Scholarship in Applied Child Studies

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Child Studies program and who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need.

Richard (Dick) Wallace Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the third year of the Bachelor of Applied Justice Studies program.
Criteria: For a student whose passion for working with people is governed by demonstrated principles and ethics.
Application: Not required.

WeCare Home Health Services Scholarship

Value:	\$500
Eligibility:	For a full-time student enrolled in the third- or fourth-year of the Mount Royal College Undergraduate Nursing Diploma/Degree program.
Criterion:	Recipient will show an interest in a career in community (home) care as demonstrated through volunteer or work related experience.
Application:	Must be accompanied by a letter outlining your interest in a career in community (home) care.

Wood's Homes Scholarship

Value:	\$750
Eligibility:	For a full-time student enrolled in the second-year of the Child and Youth Care Counsellor program.
Criteria:	Academic proficiency, financial need and involvement in the community and campus life. Priority will be given to those students who have had involvement with Wood's Homes in some capacity.
Application:	Application form must be accompanied by a letter outlining why you should receive the award, your involvement and future plans.

FACULTY OF SCIENCE AND TECHNOLOGY

APEGGA Transfer Scholarship

Value:	\$2,000
Eligibility:	For a student who has completed the first year of Engineering at Mount Royal College and is transferring to second-year of Engineering, Geology or Geophysics at the University of Calgary or the University of Alberta.
Criteria:	Academic proficiency and participation in extra-curricular activities.
Application:	Not required.

Bantrel Engineering Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Engineering program.
Criteria:	Academic achievement and financial need.

Calpine Canada Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Bachelor of Applied Industrial Ecology program.
Criteria:	Demonstrated academic standing, leadership qualities as demonstrated through community, extra-curricular and school involvement and a genuine interest in the environment.

Canadian Association of Petroleum Producers (CAPP) and Small Explorers and Producers Association of Canada (SEPAC) Scholarship

Value:	\$4000
Number:	5
Eligibility:	For full-time students enrolled in the second-year of either the Bachelor of Engineering or Bachelor of Science (Geology or Geophysics) program.
Criteria:	Demonstrated academic achievement and financial need.

Canadian 88 Energy Corp Scholarship – University Transfer

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of either the Bachelor of Commerce, Bachelor of Engineering or Bachelor of Science program (preference will be given to a single parent).
Criteria:	Exceptional academic achievement and financial need.

Canadian Information Processing Society Scholarship

Value:	\$500 plus Student Membership in CIPS.
Eligibility:	For a full-time student enrolled in the second-year of the Bachelor of Applied Business and Entrepreneurship – Computer Information Systems program. Student must be a Canadian citizen or permanent resident. Preference will be given to student CIPS member.
Criterion:	Academic proficiency.
Application:	Not required.

Devon Energy Corp. Scholarship – Computer Science

Value:	\$500
Eligibility:	For a full-time student enrolled in the second-year of the Bachelor of Science – Computer Science University Transfer program or Bachelor of Applied Business and Entrepreneurship – Computer Information Systems program.
Criteria:	Academic proficiency and participation in extra-curricular activities.

Devon Energy Corp. Limited Scholarship – Industrial Ecology

Value:	\$500
Eligibility:	For a full-time student enrolled in the second-year of the Bachelor of Applied Industrial Ecology program.
Criteria:	Academic proficiency and participation in extra-curricular activities.

Earth Science Prize in Physical Geography

Value:	Variable
Eligibility:	For a full-time student who has successfully completed two or more Geography courses at Mount Royal College, one of which should be a second-year Science course.
Criteria:	Demonstrated exceptional ability in Physical Geography.
Application:	Not required.

Earth Science Prize in Geology

Value:	Variable
Eligibility:	For a full-time student who has successfully completed two or more Geology courses at Mount Royal College.
Criteria:	Demonstrated exceptional ability in Geology.
Application:	Not required.

Husky Oil Scholarship

Value:	\$300
Eligibility:	For a full-time student enrolled in either the second-year of the Bachelor of Applied Industrial Ecology program or the second- or third-year of the Bachelor of Applied Communications – Public Relations program (award will alternate each year between programs).
Criteria:	Academic proficiency and involvement in extra-curricular and/or community activities.

Environmental Science Faculty Scholarship

Value: Variable
Eligibility: For students enrolled in the second-year of the Bachelor of Applied Industrial Ecology program.
Criteria: As determined by the faculty.

Cheryl Lightbound Memorial Scholarship

Value: Variable
Eligibility: For a mature student enrolled full-time in the second year of a program offered by the Department of Computer Science and Information Systems at Mount Royal College.
Criteria: Academic proficiency and financial need. Preference will be given to a female student.
Application: Must be accompanied by a one-page letter outlining the student's financial need and how this scholarship will help them achieve their goals.

Mount Royal College Biology Prize

Value: Variable
Eligibility: For a student who has completed a minimum of 2 biology courses.
Criterion: Academic performance and financial need.

Mount Royal College Chemistry Prize

Value: Variable
Eligibility: For a student who has completed a minimum of 2 chemistry courses.
Criterion: Academic proficiency and financial need.

Mount Royal College Computer Science Department Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of either the Bachelor of Science – Computer Science University Transfer program or the Bachelor of Applied Business and Entrepreneurship – Computer Information Systems program.
Criterion: Academic proficiency and financial need.

Mount Royal College Engineering Department Prize

Value: Variable
Criterion: Demonstrated exceptional ability in engineering.
Application: Not required.

Mount Royal College Mathematics Department Prize

Value: Variable
Criterion: Demonstrated exceptional ability in mathematics.
Application: Not required.

Mount Royal College Physics Prize

Value: Variable
Criterion: Demonstrated exceptional ability in physics.
Application: Not required.

Mount Royal Faculty Association Scholarship in the Faculty of Science and Technology

Value: \$500
Eligibility: For a full-time student who has completed one full year at the College in the Faculty of Science and Technology.
Criteria: Demonstrated academic excellence (minimum G.P.A. of 3.20) and a demonstrated commitment to campus life.
Application: Must be accompanied by two letters of reference and a one-page letter that outlines the student's commitment to campus life at Mount Royal College.

Nickle Family Foundation Scholarship – Engineering

Value: Variable
Eligibility: For a southern Alberta resident enrolled full-time in the second-year of the Engineering program.
Criterion: Academic proficiency.

Douglas Rogan 90th Anniversary Scholarship in Applied Industrial Ecology

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Industrial Ecology program and who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need

Ray Sloan Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Bachelor of Applied Industrial Ecology program.
Criteria: Academic excellence in the biological sciences, demonstrated work-term proficiency, involvement in extra-curricular and/or community activities, and financial need.

Talisman Energy Scholarship

Value: \$2,000
Number: 2 (one to be awarded to a native student)
Eligibility: For a full-time student enrolled in the first or second year of studies in one of the following areas: earth science, engineering, commerce or economics.
Criteria: Satisfactory academic performance and financial need.

TransCanada Pipelines Limited Environmental Leadership Award

Value: Variable
Eligibility: For a full-time student enrolled in the third or fourth year of the Bachelor of Applied Industrial Ecology program.
Criteria: Demonstrated practical skills and proficiency in dealing with environmental issues and participation and diligence in environmental activities relevant to the program.
Application: Must be accompanied by a letter outlining the student's practical skills and proficiency in dealing with environmental issues. The letter must also outline the student's participation and diligence in environmental activities relevant to the program.

TransCanada Pipelines Limited Sustainable Environmental Award

Value:	Variable
Eligibility:	For a full-time student enrolled in the third or fourth year of the Bachelor of Applied Industrial Ecology program.
Criteria:	Academic excellence and a demonstrated contribution to the community and Mount Royal College.
Application:	Must be accompanied by a letter outlining the candidate's contributions to the community and Mount Royal College.

Trans Mountain Pipe Line Company Ltd. Scholarship

Value:	\$500
Eligibility:	For a full-time student enrolled in any of the following programs: Bachelor of Engineering, Bachelor of Science or Bachelor of Science – Computer Science.
Criteria:	Academic merit and financial need.

BISSETT SCHOOL OF BUSINESS

Air Canada Award

Value:	Engraved trophy, awards certificate and return pass to any point in Canada on the Air Canada System.
Eligibility:	For a full-time student enrolled in the second-year of the Aviation program.
Criteria:	Demonstrated academic proficiency and flying ability, professional attitude and participation in College and extra-curricular activities.
Application:	Not required.

Alberta Association of Insurance Adjusters – Central Chapter – Past Presidents Award

Value:	\$1,000
Eligibility:	For a full-time student enrolled in the second-year of the Business Administration and Insurance program.
Criteria:	Outstanding academic performance combined with overall contribution to the College, the program, the community or the insurance industry.

Alberta Association of Insurance Adjusters – Central Chapter – Scholarship

Value:	\$1,000
Eligibility:	For a full-time student enrolled in the second-year of the Business Administration and Insurance program.
Criteria:	Academic proficiency and financial need.

TSX Venture Exchange Seed Capital Scholarship

Value:	\$2,500
Eligibility:	Offered annually to a student entering a second work-term venture in the Bachelor of Applied Business and Entrepreneurship program.
Criteria:	Students will be evaluated in the following areas: Business plan for proposed venture, viability and originality of proposed venture and written submission of how funds will be used.
Application:	Apply in writing to the School for Business and Entrepreneurial Studies with your business plan prior to March 2nd.

Apex Corporation Scholarship

Value:	\$1,000
Eligibility:	For a full-time student enrolled in the second year of the Business Administration – Marketing Management Diploma program.
Criteria:	Academic proficiency and financial need.

ATCO Gas Scholarship

Value:	\$600
Eligibility:	For a full-time student enrolled in the second-year of the Business Administration program.
Criteria:	Academic merit (in top 50% of class) and financial need.

Aurum Ceramic Dental Laboratories Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of either Business Administration – Marketing Management or General Business Administration.
Criteria:	Demonstrated academic excellence, general proficiency and financial need. Preference will be given to a well-rounded student involved in extra-curricular activities (i.e. community services, sports).

Aviation Society's Student Bursary

Value:	\$100
Eligibility:	For a student enrolled in the first or second year of the Aviation program.
Criteria:	Demonstrated dedication to the Aviation Society and the Aviation program. This award will be given to a student who has worked extra hard to ensure the success of the society and the program and has not been recognized by any other Aviation awards.
Application:	Not required.

Axa Pacific Insurance Company Scholarship

Value:	\$1,000
Eligibility:	For a graduate (from the prior year) of the Business Administration and Insurance program.
Criteria:	Overall contribution to the College and academic and work-term success in the General Insurance program.
Application:	Not required.

Pauline Bish Memorial Scholarship

Value:	Variable
Eligibility:	For a female student enrolled full-time in the second-year of the General Business Administration program.
Criteria:	Academic proficiency, financial need and whose attitude shows potential for leadership in business.

Blue Goose Award

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Business Administration and Insurance Program.
Criteria:	Outstanding achievement in the first Co-op work-term.
Application:	Not required.

Cal Browne Memorial Scholarship in Aviation

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Aviation program who is committed to pursuing a career in Aviation.
Criteria:	Demonstrated high level of proficiency and a natural instinct for learning. Participation in the Aviation Society as well as extra-curricular activities at the College.
Application:	Not required.

Budget Rent-A-Car of Calgary Scholarship

Value:	Variable
Eligibility:	For a full-time student who has completed their first year of the Business Administration and Insurance program.
Criteria:	Academic proficiency, participation in extra-curricular activities, community involvement, volunteer work and financial need.

Canadian Association of Insurance and Financial Advisors Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in either the second-year of the Business Administration program or second-, third- or fourth-year of the Bachelor of Applied Business and Entrepreneurship program.
Criteria:	Academic proficiency, participation in extra-curricular activities and entrepreneurial spirit.
Application:	Must be accompanied by a paper written on any facet of the life insurance industry which shows interest in marketing and the life insurance industry.

Canadian 88 Energy Corp Scholarship in Business Administration

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Business Administration program (preference will be given to a single parent).
Criteria:	Exceptional academic achievement and financial need.

Canadian 88 Energy Corp Scholarship – University Transfer

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of either the Bachelor of Commerce, Bachelor of Engineering or Bachelor of Science program (preference will be given to a single parent).
Criteria:	Exceptional academic achievement and financial need.

Canon Canada Scholarship

Value:	Variable
Eligibility:	For full-time student enrolled in the Bachelor of Commerce program who has completed a minimum of ten university transfer courses and at least two business administration courses.
Criteria:	Demonstrated academic proficiency, outstanding aptitude and potential in business work.

Certified General Accountants of Alberta Scholarship

Value:	\$500
Eligibility:	For a full-time second-year accounting major based on academic merit in the best three financial accounting, managerial accounting, taxation or finance courses accepted for credit in the Certified General Accountants Association of Alberta program.
Criteria:	Academic proficiency and involvement in extra-curricular activities.

CSS – Wayne & Adele Reid Scholarship Fund

Value:	Variable
Eligibility:	For a second-year or third-year student enrolled in the Bachelor of Applied Business and Entrepreneurship – Small Business program.
Criteria:	A demonstrated determination and drive required to succeed as an entrepreneur and financial need.
Application:	Application must be accompanied by a work-term report (including a budget) for their first direct field study or new venture with a proposal on how they will utilize the scholarship.

Devon Energy Corp. Scholarship – Business Administration

Value:	\$500
Eligibility:	For a full-time student enrolled in the second-year of a Business Administration program.
Criteria:	Academic proficiency and participation in extra-curricular activities

Downey/Kostek Memorial Scholarship in Aviation

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Aviation program.
Criteria:	Demonstrated flying ability, sincere love of flying, professional attitude, contribution to the Aviation program, and financial need.

DSI Estate Planning Scholarship Fund

Value:	\$1,200
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Business and Entrepreneurship – Small Business program.
Criteria:	Academic proficiency (G.P.A. 2.75 and above in the first academic year over 10 courses) and financial need
Application:	Application must be accompanied by a letter outlining the student's entrepreneurial ambitions.

Frederick George Durrant Memorial Scholarship in Aviation

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year student in the Aviation program.
Criteria:	Academic proficiency in the first year of the program, and financial need.

Stuart Holland Scholarship

Value:	\$300
Eligibility:	For a full-time student enrolled in the second year of the Bachelor of Applied Business Administration – Accounting program.
Criteria:	Highest G.P.A. in the program.
Application:	Not required.

Human Resources Association of Calgary Scholarship (H.R.A.C.)

- Value:** \$500 plus a student membership in H.R.A.C.
- Eligibility:** For a full- or part-time student enrolled in the second-year of the Human Resources program (diploma or certificate) who has finished a minimum of any eight (8) courses in the program.
- Criteria:** Academic proficiency.
- Application:** Application form must be accompanied by a short letter (1-2 typed pages) outlining why you are interested in pursuing a career in Human Resources, the skills and abilities you will bring to the profession and what work/volunteer experience or community services you have pursued that are relevant toward a career in Human Resources.

Hunt Personnel Scholarship

- Value:** \$1,000
- Eligibility:** For a full-time student enrolled in the fourth-year of the Bachelor of Applied Business and Entrepreneurship program.
- Criteria:** Academic proficiency and exceptional leadership qualities as demonstrated through community, extra-curricular and school involvement.

Kelly Hurd Gibson Award

- Value:** Up to \$5,000
- Eligibility:** Offered annually for up to three graduating students enrolled in the Bachelor of Applied Business and Entrepreneurship program.
- Criteria:** Students will be evaluated in the following areas: Business plan for proposed venture, viability and originality of proposed venture, written submission of how funds will be used, academic achievement (student in upper quartile), and who has personally invested a minimum of \$1,000 equity to the proposed venture.
- Application:** Apply in writing to the Bissett School of Business with your business plan prior to March 2nd.

ING Western Union Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of the Business Administration and Insurance program.
- Criteria:** A diverse student who has demonstrated academic proficiency and professional growth, has proven results and developed effective relationships at school and in the first work-term.
- Application:** Not required.

Insurance Community of Southern Alberta Scholarship (Academic)

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of the Business Administration and Insurance program.
- Criteria:** Highest Grade Point Average in the first three semesters over a minimum of 10 courses.
- Application:** Not required.

Insurance Community of Southern Alberta Scholarship

- Value:** Variable
- Eligibility:** For a graduating student of the Business Administration and Insurance program.
- Criterion:** Outstanding achievement in the second Co-op work-term.
- Application:** Not required.

W. Frank Johns/Calgary Real Estate Board Award

- Value:** \$700
- Eligibility:** For a full-time student enrolled in five courses per semester in the second-year of the Business Administration program.
- Criterion:** Demonstrated academic proficiency.

Bob Kirkman Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of the Aviation program.
- Criterion:** Contribution to the Aviation Society.
- Application:** Not required.

Gerry LaBrie Scholarship

- Sponsored by:** Canada Brokerlink Inc.
- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of the Business Administration and Insurance program.
- Criteria:** Academic proficiency and financial need.

Kathy Laing Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of the Aviation program. The recipient must be a permanent resident of Canada.
- Criteria:** Demonstrated academic and practical proficiency, dedication to the Aviation program financial and need.
- Application:** Must be accompanied by a letter outlining your interest in Aviation as a profession and your motivation for applying for the award.

Mac's Marketing Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of Business Administration – Marketing Management program.
- Criterion:** Superior academic performance.

Lorne MacDonald Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of the Aviation program.
- Criteria:** Demonstrated determination, diligence and participation in extra-curricular activities.
- Application:** Not required.

Michael L. MacDonald Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-year of the Applied Business and Entrepreneurship program.
- Criteria:** Academic proficiency (top 50% of the class) and financial need.

Morgex Insurance Group Ltd. Scholarship

Value: \$1,000
Eligibility: For a full-time student enrolled in the second-year of the Business Administration and Insurance program.
Criteria: Academic proficiency and financial need.

Mount Royal Faculty Association Scholarship for the Bissett School of Business

Value: \$500
Eligibility: For a full-time student who has completed one full year at the College in the School for Business and Entrepreneurial Studies.
Criteria: Demonstrated academic excellence (minimum G.P.A. of 3.20) and a demonstrated commitment to campus life.
Application: Must be accompanied by two letters of reference and a one-page letter that outlines the student's commitment to campus life at Mount Royal College.

Mr. Sub Scholarship

Value: \$500
Criteria: For a full-time student who is enrolled in the Bachelor of Applied Business and Entrepreneurship program.
Eligibility: Academic proficiency and community involvement.

Nickle Family Foundation Scholarship – Business Administration

Value: Variable
Eligibility: For a southern Alberta resident enrolled full-time in the second-year of the Business Administration program.
Criterion: Academic proficiency.

P.W.A. Pilots Aviation Foundation Scholarships

Value: Variable
Number: 2-4
Eligibility: For full-time students enrolled in the second-year of the Aviation program.
Criteria: Academic proficiency, flying ability and professional attitude.
Application: Not required.

Petroleum Accountants Society Bursary

Value: \$750
Eligibility: For a full-time student enrolled in the second-year of the Bachelor of Applied Business Administration – Accounting program, who has expressed an intention to pursue a career in the petroleum industry.
Criteria: Academic proficiency and financial need.

Primal Grounds – Marketing Scholarship

Value: \$500
Number: 2
Eligibility: For a full-time or part-time female student enrolled in the Business Administration – Marketing Management program.
Criteria: Financial need and a minimum G.P.A. of 3.30 (after completing 8 of the 20 required courses).
Application: Must be accompanied by a 2-page typed essay outlining the candidate's rationale for choosing marketing, their career goals and a description of a favorite marketing campaign and why.

Russell Purdy F.C.A. 90th Anniversary Scholarship in Bachelor of Applied Business Administration – Accounting

Value: Variable
Eligibility: For a full-time student entering the third year of the Bachelor of Applied Administration – Accounting program and who will be completing a work-term within their third year of study.
Criteria: Academic proficiency, volunteerism and financial need.

Robert Rose Memorial Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Aviation program.
Criterion: Involvement in and contribution to the Aviation Society.
Application: Not required.

Shumka Craig Moore Adjusters Ltd. Canada Scholarship

Value: \$500
Eligibility: For a full-time student enrolled in the second-year of the Business Administration and Insurance program.
Criterion: Outstanding achievement in the first Co-op work-term.
Application: Not required.

Society of Management Accountants of Alberta Scholarship

Value: Variable
Eligibility: For a full-time student enrolled in the second-year of the Bachelor of Applied Business Administration – Accounting program.
Criteria: Demonstrated overall merit and expressed interest in a career as a Certified Management Accountant.

Southern Alberta Society of Fellows Insurance Scholarship

Value: \$750
Number: 2 (one to be awarded to a first-year student, one to a second-year student)
Eligibility: For a full-time student enrolled in the first or second year of the Business Administration and Insurance program who is interested in becoming a Fellow.
Criteria: Academic proficiency and financial need.
Application: Must be accompanied by a one-page letter outlining the applicant's perception of what the FCIP credential entails and why she/he might wish to pursue this designation in the future.

Standen's Limited Scholarship

Value: \$750
Eligibility: For a full-time student enrolled in the second-year of the Bachelor of Applied Business and Entrepreneurship program.
Criteria: Academic proficiency and financial need.

Talisman Energy Scholarship

Value: \$2,000
Number: 2 (one to be awarded to a native student)
Eligibility: For a full-time student enrolled in the first or second year of studies in one of the following areas: earth science, engineering, commerce or economics.
Criteria: Satisfactory academic performance and financial need.

David Tuer 90th Anniversary Scholarship in Applied Business and Entrepreneurship

Value:	Variable
Eligibility:	For a full-time student entering the third year of the Bachelor of Applied Business and Entrepreneurship program and who will be completing a work-term within their third year of study.
Criteria:	Academic proficiency, volunteerism and financial need.

Rocky Tretiak Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of the Business Administration and Insurance program who has completed two academic semesters and their first Co-op Work-Term.
Criteria:	Demonstrated enthusiasm and academic growth, combined with overall contributions to the College, the program, the community and/or the insurance industry.
Application:	Not required.

Turner Scholarship

Value:	\$500
Eligibility:	For a full-time student enrolled in the second-year of the Bachelor of Applied Business Administration – Accounting program.
Criteria:	Academic proficiency, a strong team player, energetic, outspoken and demonstrated financial need.

Brian Wanner Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the Bachelor of Commerce program who has completed a minimum of 10 courses.
Criteria:	Academic proficiency (minimum G.P.A. of 2.70) and financial need.
Application:	Must be accompanied by a one page letter outlining your interest in a career in the oil and gas industry.

Ziff Energy – Tom J. Clay Bursary

Value:	\$700
Eligibility:	For a full-time student enrolled in the second-year of the Business Administration program with an accounting major.
Criteria:	Academic proficiency and financial need.
Application:	Must be accompanied by a letter outlining your interest in pursuing a career in the petroleum industry.

GENERAL AWARDS FOR ALL PROGRAMS

Alberta Blue Cross 50th Anniversary Scholarship for Students with Special Needs

Value:	\$750
Eligibility:	For a full-time student enrolled in the second-year of any program, who has a diagnosed learning or physical disability that incurs additional expenses to attend college. Applicant must be an Alberta resident.
Criteria:	Financial need and satisfactory academic achievement.
Application:	Must be accompanied by documentation from a disabilities specialist describing your disability and a letter from yourself outlining what impact your disability has on your academic life.

Alberta Union of Provincial Employees Bursaries

Value:	Variable
Eligibility:	Full-time students enrolled in the second-year of any program that are members in good standing of the Alberta Union of Provincial Employees or the son, daughter, legal ward or spouse of such members.
Criteria:	Financial need and satisfactory academic achievement.

James S. Atkinson Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of any program who is competing in the Men's Cougar hockey team.
Criteria:	Academic proficiency, athletic ability, demonstrated sportsmanship and leadership within the hockey team.
Application:	Not required.

BDO Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of any program.
Criteria:	Academic proficiency, participation in the Cougar Athletics soccer team and financial need.

Nathan Bennor Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of any program. Must be a member of the Cougar men's volleyball program.
Criteria:	Demonstrated athletic ability, sincere love of sports, professional attitude, zest of life and contribution to the athletic program. Demonstrated financial need and satisfactory academic standing.

Al Bohonus Memorial Scholarship

Value:	Variable
Number:	2 (one male, one female)
Eligibility:	For full-time students enrolled in the second-year of any program who are competing on a varsity Cougar team.
Criteria:	Demonstrated academic proficiency, athletic leadership and community involvement.
Application:	Not required.

Britamco Citizenship Award

Value:	\$100
Eligibility:	For full-time students enrolled in the second-year of any program.
Criterion:	Outstanding contribution to student life at Mount Royal College.

Calgary Booster Club Athletics of the Year Scholarship

Value:	Variable
Number:	2 – one male and one female
Eligibility:	For second-year students who participate on at least one of the Cougar Athletic teams.
Criteria:	Awarded to students who best exemplifies the qualities of sportsmanship, leadership, integrity, scholastic excellence and athletic ability.
Application:	Not required.

Calgary Booster Club Rookie of the Year Scholarship

Value:	Variable
Number:	2 – one male and one female
Eligibility:	For first-year students who participate on at least one of the Cougar Athletic teams who have no previous collegiate or professional athletic experience.
Criteria:	Awarded to students who best combines the qualities of sportsmanship, athletic ability, leadership, and scholastic achievement.
Application:	Not required.

Calgary Co-op Scholarship

Value:	\$2,000
Number:	2
Eligibility:	For full-time students enrolled in the second-, third-, or fourth-year of any program.
Criteria:	Demonstrated academic achievement and financial need.

The Calgary Hitmen Scholarship

Value:	\$2500
Eligibility:	For a full-time student enrolled in the second-, third- or fourth-year of any program.
Criteria:	Academic Achievement and financial need.

Calgary Juventus Sports Club Scholarship

Value:	Variable
Eligibility:	Outstanding soccer players with the Mount Royal Cougars soccer team.
Criteria:	Good sportsmanship, enthusiasm, excellent skills for the sport of soccer and a minimum G.P.A. of 2.00 in the semester preceding the disbursement of the award.

Romeo Calosing Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second year of any program. The student must have successfully completed two (2) or more chemistry courses at Mount Royal College.
Criteria:	Academic proficiency, demonstrated exceptional ability in chemical sciences, involvement in extra-curricular and/or community activities and financial need.

Campus Security Citizenship Awards

Value:	Variable
Eligibility:	For full-time students enrolled in the second-year of any program.
Criteria:	Academic proficiency and involvement in the College community.

Canadian Progress Club Calgary Eves Scholarship

Value:	Variable
Eligibility:	For a full-time student entering the second year of any program who is a Canadian citizen or landed immigrant.
Criteria:	Academic proficiency, participation (current or past) in the Big Sisters or Big Brothers program (formerly Aunts or Uncles at Large), and financial need. If there are no candidates who meet this criterion, sons or daughters of current Canadian Progress Club members will be eligible. If there are no candidates who meet these requirements, the award will be presented to a student based on academic merit and financial need only.

Roy A. Cunningham Memorial Scholarship

Value:	\$250
Eligibility:	For a Native student registered in any Applied Degree, Diploma or University Transfer program at Mount Royal College.
Criteria:	For a student who demonstrates good academic standing within their program of study and who volunteers at Mount Royal College, either through the Native Centre, a Native student organization/association or the Aboriginal Education Project.
Application:	Must submit a copy of their academic record and a letter of support from the Mount Royal College organization to which they have made a volunteer contribution.

Dr. Cohen International Students Scholarship

Value:	\$150
Eligibility:	For a full-time International student enrolled in the second-year of any program.
Criteria:	Academic proficiency and financial need.

John and Patricia Donahue Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the third- or fourth-year of any program who is an Alberta resident.
Criteria:	Academic proficiency, sincere love of sports with an emphasis on qualities of sportsmanship, zest for life and financial need.

Abe Dyck Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second, third, or fourth-year of any program. Applicant must be an immediate family member of a current or past employee who is/was employed by Mount Royal College for a minimum of five years.
Criteria:	Demonstrated involvement in extra-curricular activities within the College and/or the community, minimum G.P.A. of 3.00, and financial need.

Andrea Eirikson Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time second-year female student who is a member of the Cougar women's basketball or volleyball program.
Criteria:	Demonstrated athletic ability, sincere love of sports, professional attitude, zest for life, contribution to the athletic program, campus life, and financial need.
Application:	Not required.

Colleen Griffin Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student in any program who is participating in an international exchange program with one of Mount Royal College's partner institutions.
Criteria:	Academic proficiency (minimum G.P.A. of 3.20) and financial need.
Application:	Not required.

Holocaust Education Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second, third or fourth year of any program at Mount Royal College.
Criteria:	Based on quality of research/term paper on the Holocaust and/or anti-Semitism.
Application:	Must be accompanied by a research/term paper of between 2000 and 2500 words, written during the current or previous academic year, on a topic related to the Holocaust and/or anti-Semitism. By submission of the written essay, the student will have authorized its publication in whole or in part.

Jack Kenyon Memorial Scholarship

Value:	Variable
Eligibility:	For a student who has completed a university transfer course in linear algebra.
Criteria:	Demonstrated mathematical ability and shows enthusiasm for mathematics.
Application:	Not required.

George W. Kerby Scholarships

Value:	Variable
Eligibility:	For full-time students who have completed a minimum of nine courses or 27 credits in two consecutive semesters.
Criterion:	Demonstrated academic performance.

Ellen Krempien Memorial Scholarship

Value:	Variable
Eligibility:	For mature female students enrolled full-time in the second-year of any program.
Criteria:	Academic proficiency and contribution to campus life or the community and financial need.

J.E. Love Bursary

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of any program.
Criteria:	Academic proficiency and financial need with special consideration given to students with dependants.

Hans Peder Madsen Scholarships

Value:	Variable
Eligibility:	For full-time students enrolled in the second-year of any program who have a physical disability.
Criteria:	Academic proficiency and financial need.
Application:	Must be accompanied by documentation from a disabilities specialist describing your disability and a letter from yourself outlining what impact your disability has on your academic life.

Arthur Duncan McCue Memorial Scholarship

Value:	Variable
Eligibility:	For a full-time student enrolled in the second-year of any program who has taken courses in the Department of Chemical, Biological and Environmental Sciences.
Criteria:	Significant improvement in academic achievement, demonstrated financial need and participation in campus and/or community life.

Meloche Monnex Alumni Scholarship

Value:	\$500
Eligibility:	For a full-time student enrolled in the second-, third-, or fourth-year of a diploma or degree program. Applicants must be an immediate family member of a Mount Royal College Alumnus and/or Alumna.
Criteria:	Demonstrated involvement in extra-curricular activities within the College and/or the community and financial need.

Mount Royal College Learning Assistance Award

Value:	Variable
Eligibility:	For a full-time or part-time student enrolled in the second-year of any program who has a diagnosed learning disability and has taken at least 12 credits at the College.
Criterion:	Academic proficiency.
Application:	Must be accompanied by documentation from a disabilities specialist describing your disability and a letter from yourself outlining what impact your disability has on your academic life.

Mount Royal College Scholarships for Part-Time Students

Value:	\$300
Number:	5
Eligibility:	For part-time students enrolled in any credit program who have completed 15 credit hours in that program on a part-time basis.
Criterion:	Academic proficiency (minimum 3.50 G.P.A.).
Application:	Not required.

The New Sun Education Award Established by Joy Harvie-Maclaren in Honor of Her Father Eric Harvie

Sponsored by:	The Calgary Foundation.
Value:	\$1,500
Eligibility:	For a full-time student of Native ancestry enrolled in the second-year of any program.
Criteria:	Demonstrated academic merit and financial need. Student must be able to demonstrate interest and involvement in the preservation of traditional Native culture.
Application:	Must be accompanied by a letter outlining your involvement.

Optimist Club of Calgary Diamond Anniversary Scholarship

- Value:** \$500
- Eligibility:** For a full-time student enrolled in the second-year of any program who is not receiving any other awards in excess of \$500.
- Criteria:** Community involvement (preferably in the following areas: scouts, guides, sports, community youth work, students association or academic club), academic proficiency, and financial need.

Sharon Ord Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time single parent enrolled in the second-year of any program.
- Criteria:** Academic achievement – minimum G.P.A. of 3.00 and financial need.

Eva Rosenberg Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time single-parent enrolled in the second-, third- or fourth-year of any program.
- Criteria:** Academic excellence and financial need.

Royal Canadian Legion Bursaries – AB – NWT – Command

- Value:** \$500
- Number:** 2
- Eligibility:** For full-time students in first, second, third, or fourth year. One will be awarded to a student in the Undergraduate Nursing Diploma/Degree program and the other to a student in any program. Recipients must be A) the son or daughter of a deceased or disabled veteran, or B) the son or daughter of a war veteran, or C) an ex-service man or woman, or D) the son or daughter of an ex-service or serving personnel, or E) grandchild of ex-service personnel, or F) a native or naturalized Canadian domiciled in Alberta or N.W.T.
- Criteria:** Satisfactory academic performance and financial need.

Sien Lok Society of Calgary Scholarship

- Value:** \$500
- Eligibility:** For a full-time student enrolled in the second-year of any program. The recipient must be of Chinese extraction, a Canadian citizen and a permanent resident of Alberta.
- Criteria:** Academic proficiency and financial need.

The Robert Spence Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the second-, third- or fourth-year of any program who is a resident of Canada.
- Criteria:** Academic proficiency (minimum 2.70 G.P.A.), community and/or volunteer involvement and financial need.
- Application:** Application form must be accompanied by a short essay (500 words or less) that highlights your community and/or volunteer involvement and outlines your career and academic goals.

Student Parent Bursary

- Value:** Variable
- Eligibility:** For a full-time student who is a parent enrolled in the first or second year of any program. Must not be a member of the Students' Association Executive Committee.
- Criteria:** Involvement in student life and financial need. Must be in good academic standing according to Mount Royal College regulations.

Students' Association Bursary

- Value:** Variable
- Eligibility:** For full-time students enrolled in the second-year of any program. Must not be members of the Students' Association executive.
- Criteria:** Minimum 2.00 G.P.A. in previous semester. Must demonstrate outstanding contribution to student life on campus in a leadership role. Greater consideration will be given to individuals not receiving any other scholarships.

David G. Tallman Memorial Scholarship

- Value:** Variable
- Eligibility:** For a full-time student who is a single parent and who is enrolled in any program at Mount Royal College.
- Criteria:** Financial need and academic proficiency.
- Application:** Must be accompanied by a one-page letter on how this scholarship will help the candidate achieve their educational goals. Preference will be given to single parents who are widows.

TD Bank Financial Group Bursary

- Value:** Variable
- Number:** Variable
- Eligibility:** For a full-time or part-time student enrolled in any program at Mount Royal College.
- Criteria:** Financial need.
- Application:** Must be accompanied by a one-page letter detailing your financial situation and how you would benefit from this bursary.

University Transfer Scholarships

- Value:** \$1,000
- Number:** 5
- Eligibility:** For full-time students enrolled in either the Bachelor of Arts, Bachelor of Education, Bachelor of Science, Bachelor of Commerce, Bachelor of Engineering or Bachelor of Physical Education programs who have completed eight courses or 24 credits and are presently enrolled in a minimum of four courses or 12 credits.
- Criterion:** G.P.A. of 3.50 or greater. Recipients of the Louise McKinney Post-Secondary Scholarship are not eligible to receive this scholarship.
- Application:** Not required.

Robert Wyckham Credit Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in the first or second year of any program. Must not be a member of the Students' Association Executive Committee.
- Criteria:** Outstanding contribution to campus life, demonstrating the ability to be challenging and innovative in the area of student life and leadership at Mount Royal College. Must be in good academic standing according to Mount Royal College regulations and demonstrate financial need.

CONTINUING EDUCATION/NON-CREDIT AWARDS ADMINISTERED BY MOUNT ROYAL COLLEGE

These awards are for students who are attending predominantly non-credit/continuing education courses Mount Royal College.

Application forms are available from the Student Awards and Financial Aid Office at Mount Royal College from mid-August until the last working day in October. Deadline for application is the last working day in October.

Applicants must either be a Canadian citizen or a landed immigrant unless otherwise stated.

Canadian Funeral Trade Association Scholarship

- Value:** \$300
- Eligibility:** For a full-time student enrolled in the second term of the Funeral Director and Embalmer Certificate program.
- Criteria:** Academic proficiency and a demonstrated commitment to the funeral trade industry.
- Application:** Not required.

Robert L. McNamara Memorial Scholarship

- Value:** Variable
- Eligibility:** For an entry-level student enrolled in the Petroleum Land Contract and Administration Certificate program.
- Criteria:** For a student who exhibits a strong interest and show promise as a future professional in this field. Consideration will be given to those with financial need.
- Application:** Must be accompanied by a one-page letter outlining the student's interest in the program, their motivation for pursuing a career in this field and what attributes they might bring to this profession.

Robert Wyckham Non-Credit Scholarship

- Value:** Variable
- Eligibility:** For a full-time student enrolled in predominantly non-credit courses. Must not be a member of the Students' Association Executive Committee.
- Criteria:** Outstanding contribution to campus life, demonstrating the ability to be challenging and innovative in the area of student life and leadership at Mount Royal College. Must be in good academic standing according to Mount Royal College regulations and demonstrate financial need.



Services for Students and the Community

ALUMNI

Alumni are issued a card for \$10. All replacement cards will cost the individual the \$15 lost/stolen card fee. Defining the prerequisites of who qualifies to be an Alumnae, and the access and use of an Alumni SmartCard is at the discretion of the Foundation Office. A library number maybe included on the card and will have to be activated by first use. Issuance and control of library numbers is at the discretion of the library. With the card, Alumni can purchase a membership with Mount Royal Recreation for \$43.00 per semester. This entitles each person to participate in Mount Royal Recreation programs and services at reduced rates and use of all recreation facilities.

ATHLETICS

MRC Cougar Athletics

Whether you are the centre of attention or cheering from the sidelines, Cougar Athletics will be an important part of your campus experience at Mount Royal College. MRC is a member of the Alberta Colleges Athletic Conference (ACAC), which provides opportunities for talented young men and women to compete in competitive intercollegiate sports. Seventeen member institutions make up the conference including:

Augustana University College
Briercrest Bible College (Caronport, Saskatchewan)
Concordia University College of Alberta
Grande Prairie Regional College
Grant MacEwan College
Keyano College
Lakeland College
Lethbridge Community College
Medicine Hat College
Northern Alberta Institute of Technology
Olds College
Portage College
Prairie Bible College
Red Deer College
Southern Alberta Institute of Technology
The King's University College
University of Calgary

The Cougar Athletic Teams are among the very best in Canada, having been presented with the Canadian Colleges Athletic Association's 25th Anniversary Overall Sports Supremacy Award three years ago. Last year, the College played host to the CCAA National Women's Basketball Championships for the third consecutive year, with the Cougars securing the silver in front of an appreciative home crowd. Come see the Cougars in action! Admission is free for all Mount Royal College students.

Intercollegiate Sports

Team Activities

Basketball: The men's and women's basketball programs at Mount Royal College continue to be leaders among college teams in Alberta and Canada. Both teams are consistently ranked among the top ten college basketball programs in the Nation and the Cougar Women's team is perennially a threat to win the National Championship. They secured the CCAA Silver in a game that was down to the wire just last year.

Hockey: The Cougars play in the most competitive conference in Canada. Cougar hockey has provided a viable alternative for many former WHL and AJHL Tier 1 and 2 level hockey players who are interested in combining fast paced hockey with a well respected formal education. This season, the Cougars hope to bring home their 3rd Provincial Championship in the past 5 years.

Soccer: The men's soccer program has distinguished itself over a short time span having won the ACAC Championship for nine of the past eleven years. The women's soccer program likewise has distinguished itself with six ACAC titles in eight years. The men's team won the CCAA National Championship in 1994 and 1997, and laid claim this past year to an All-Canadian athlete on their way to a Bronze in the Provincial Conference. The women's team brought home the Silver.

Volleyball: The men's and women's volleyball programs have a long history of success at Mount Royal College. Both teams are continually ranked among the top ten college volleyball programs in the Nation. The men's team has won two National Championships in the past 6 years while the women's team strives to top their National Bronze from two years past.

Women's Hockey: The 2002-2003 year marks the third season for women's hockey in the ACAC. Last year, the Cougar women's hockey team earned the ACAC Bronze medal.

Tournament Sports

Badminton: The Cougar Badminton Team has enjoyed a remarkable string of success and continues to be the top program in Canada. The team is currently ranked #1 in Canada and won three of five National individual titles last year with the ACAC Team winning Gold.

Cross Country Running: This is the newest sport to compete at the National level. The Cougar Cross Country Team stormed the ACAC Grand Prix Series this year, with the men's team capturing the Provincial Gold and women's team the Silver. At Nationals, the Cougars brought home the Men's Individual Gold and both teams brought home the ACAC Team Gold.

Golf: The Cougar Golf Team is a perennial contender for the ACAC Championship. This past year, men's and women's teams won ACAC Gold – the men's 5th in 6 years – and the Cougars won the Fair Play Award at the National Golf Championship.

Swimming: The Cougars swim team won the ACAC Gold in men's, women's and combined team categories during the 2001-2002 season. They remain undefeated in every category of every race since the team's inception seven years ago.

ALL Cougar Student Athletes are provided with the opportunity to obtain financial assistance through the Mount Royal College Athletics Academic Scholarship Program.

For more information, contact Cougar Athletics in Room U131 or phone (403) 240-6516.

BOOKSTORE

The MRC BookStore

Phone: (403) 240-6300

Fax: (403) 240-6628

Email: BookStore@mtroyal.ca

Regular Hours:

Monday to Thursday 8 a.m. – 7 p.m.

Friday 8 a.m. – 4:30 p.m.

Saturday 10 a.m. – 3 p.m.

Summer Hours (July to mid-August):

Monday to Friday 8 a.m. – 4 p.m.

Hours are subject to change.

All Mount Royal College students are encouraged to visit the MRC BookStore located at the Lincoln Park Campus, or on-line at www.mtroyal.ca/BookStore. Master booklists are available to assist you in purchasing your textbooks and course material prior to the start of each semester. Sales areas are set up at the City Centre and Holy Cross campuses at the start of each semester, making the purchase of textbooks, study aids and supplies readily available.

The MRC BookStore provides a used textbook buyback service for texts required for the next semester, paying up to 50% of the current retail price. This is available prior to each semester. Check the Used Book Buyback on-line for titles and prices. Buyback is available year round, with the exception of September and January. Not only do we buy for Mount Royal College, but for nine other universities and colleges across Canada.

The MRC BookStore carries resource books, study aids and wide range of general reading material. Special orders are welcome. Computer hardware and software (educational pricing), stationery supplies, crested clothing and gift items are also available.

Throughout the year, numerous sales and events are planned and the general public is always welcome.

Stay up to date by visiting our Web site on a regular basis at www.mtroyal.ab/Bookstore.

CAREER SERVICES

Career Services provides opportunities for students to clarify, experience and achieve their graduate career/employment goals. Career Services builds and enhances business-education partnerships to address the evolving needs of students and employers and works closely with faculty to enhance classroom learning. Designed as a comprehensive centralized resource area, Career Services encompasses career planning and development, a career resource library, student and graduate job search assistance and Co-operative Education and Applied Degree work-term administration. **Career Services is available to all students and graduates of credit programs and is located in A200 (2nd floor, Kerby Hall).**

Job Search Resources:

- On-line listing of part-time, project, full-time and summer job opportunities for Mount Royal College students and graduates
- Career Resource Centre computer lab is exclusively available for career/employer research, resume development and job search activities
- Web links to employer sites, professional associations, recruiters and other community resources
- Thousands of sample resumes, cover letters and other job search communications on reserve in the Career Resource Centre
- Personalized resume, cover letter and portfolio critiquing
- Appointments available for effective and targeted job search planning
- Skills assessment, self assessment and self-marketing worksheets, tips and trends
- Special events including a Fall Volunteer Fair and a Spring Recruitment and Career Fair

Career and Employment Development Assistance:

- User friendly Career Resource Centre containing valuable video, audio and print materials on developing and conveying employability and employment skills for changing work alternatives and the new economy
- Local, regional and national labour market and business/association announcements and directories
- Individual assistance clarifying career paths, job search coaching and positioning strengths to relate to employer needs
- Individual appointments for interview preparation and dealing with difficult questions
- On-line links to personal career exploration, career planning, industry information and resume/cover letter development sites
- Web links to other sites including those with further educational and occupational details

Applied Degree Work Experience and Co-operative Education Programs:

- Work experience co-ordinators work in conjunction with program faculty to provide work related opportunities for students to complete Directed Field Studies/Co-op courses
- Provide industry specific pre-employment preparation
- Work experience co-ordinators market programs in the business community and coach student development to succeed in their target business/industry sectors

For more information or to book an appointment for career/employment development, contact:

Career Services (403) 240-6307

Work Term Scheduling Office (403) 240-6562 or (403) 240-6434

Web site: www.mtroyal.ca/careerservices

Hours of Operation:

mid-August – end of June: 8:30 a.m. – 4:30 p.m.

July – mid-August: 8:30 a.m. – 4:00 p.m.

CATERING AND FOOD SERVICES

Mount Royal College's catering and food services, except outlets in Wyckham House, are provided by Sodexo Services and include:

Courtside Café

The Courtside Café has a variety of food selection including, Selona Grill, Theme Cuisine, Fresh Inspirations, Chef's Features, Charcuterie Salads, Sage Deli, Farmer's Market, The Copper Pot (soup station), Gourmet Bean, as well as bakery/dessert items and cold beverages. The Café is open September through April from 7:30 a.m. – 7 p.m. Monday – Thursday, 7:30 a.m. – 5 p.m. Friday, 8 a.m. – 3:30 p.m. Saturday and closed on Sunday. Days and hours of operation may vary, please see the postings in the Café for further details.

Lincoln Park Room

The Lincoln Park Room is available to book for catered luncheons, dinners, and receptions. Lincoln Park also features lunch buffets for special occasions (Christmas, Valentines, Easter, etc.).

Tim Horton Donuts

The kiosk is located off the main hallway on the lower level and features donuts, muffins, and famous Tim Horton coffee. It is open, Monday to Friday, 7:30 a.m. – 3:30 p.m., September to April. Days and hours of operation may vary, please see the postings at the kiosk for further details.

Convenience Store

The Convenience Store is located on the lower level and offers Mr. Sub sandwiches, fresh pastries, snacks, assorted beverages and gourmet coffee. The convenience store is open September to April from Monday to Thursday 8 a.m. – 8:30 p.m., Friday 8 a.m. – 4 p.m., Sunday; 9 a.m. – 3 p.m. Days and hours of operation may vary, please see the postings in the store for further details.

City Centre Campus Cafeteria

The cafeteria on Level 4 of City Centre Campus operates year-round, offering fresh deli sandwiches, hot entrees, soups, beverages, and snacks.

Gourmet Bean

Located in the East A building, the Gourmet Bean features a variety of hot and cold beverages, soup, specialty sandwiches, salads and pastries. Hours are 7:30 a.m. – 6:00 p.m. Monday to Thursday, 7:30 a.m. – 4:00 p.m. Friday. Days and hours of operation may vary, please see the postings at the kiosk.

West Wing Kiosk

Located just inside the Recreation entrance this location features a variety of hot and cold beverages, specialty sandwiches, salads and pastries, as well as a variety of snack items. Days and hours of operation may vary, please see the postings at the kiosk.

East Gate Café

The East Gate Café features regular and specialty coffee by Starbucks, specialty pastries, sandwiches, salads and a variety of cold beverages.

The hours of operation are: 7:30 a.m. – 8:30 p.m. Monday – Thursday, 7:30 a.m. – 3:30 p.m. on Friday, closed Saturday and Sunday. Days and hours of operation may vary, please see the postings in the Café for further details.

Wyckham House Food Kiosks

Wyckham House has seven food kiosks that offer campus food variety including pizza, burgers, Chinese food, subs, Japanese food, sundaes and ice cream cones, gourmet coffee, muffins and cookies, pretzels, salads, specialty sandwiches and soup, and beverages. There is also plenty of seating.

Food Service will be available in the new facilities. Check postings for hours and locations.

Food and Beverage Regulations

The consumption of food and beverages is permitted only in food service areas, department offices, public corridors, and hallways. Food and beverages are not permitted in classrooms, reading rooms, the library, lecture halls, theatres, etc.

The consumption of alcoholic beverages is permitted only in areas licensed by, and under the regulations of, the Alberta Gaming and Liquor Commission.

CHILD CARE CENTRE

Mount Royal College Child Care Centre

An independent board, the Mount Royal College Day Care Society, operates the Mount Royal College Child Care Centre. The facility is located in the west side of Mount Royal College and makes extensive use of the College's facilities to provide stimulating and enriching activities for the children in their care. The beautiful grounds for sunny days, and the gymnasiums, dance studios and physical education centre are available on rainy or cold days. Other resources include easy access to swimming and the Conservatory.

Highly involved, enthusiastic, creative, friendly and caring staff provide warm, loving and respectful individualized attention to all children consistently and professionally. Children enjoy meaningful active and quiet play indoors and outside. Our centre includes an inclusive Supported Child Care Program enabling staff to meet all children's special needs.

The Mission Statement of the Centre is to provide children with "A caring community where all children grow and develop in a healthy, safe environment supported by educated professionals".

The affiliation with the Early Childhood Care and Education program at Mount Royal College is a major asset to the Centre. The involvement with College faculty and students and the most recent education knowledge and practices benefit all children in the Child Care Centre. In addition, all children have the benefit of retaining the comfort of a familiar environment when making the transition to Kindergarten. Careful preparation provided in the Kindergarten program helps to ensure a successful transition to Grade 1.

The facility provides care for children of students, faculty, support staff, and the community from the ages of 19 months to five years. Current fees are available upon request. Subsidies may also be available from Calgary Rockyview Child and Family Services. There are lengthy wait-lists for some age groups, but not for others. Please inquire as to current availability.

In September 2001, we launched a new Preschool Program. Registration is ongoing.

Programs run:	Monday, Wednesday, Friday	8:50 – 11:50 a.m.
	Monday, Wednesday, Friday	12:50 – 3:50 p.m.
	Tuesday, Thursday	9:20 a.m. – 12:20 p.m.
	Tuesday, Thursday	12:25 – 3:25 p.m.

For further information contact: Child Care Centre
Phone: (403) 240-6410

CONSERVATORY

The Mount Royal College Conservatory

The Mount Royal College Conservatory is considered to be one of the finest Artistic Training programs in Canada. It has been an integral part of Mount Royal College and the Calgary community for the past 90 years. Graduates of its programs are active professional performers, teachers and administrators employed throughout the major arts organizations of North America.

The Conservatory teaches more than 4,500 students annually in a variety of programs, including music, speech arts and theatre. The Conservatory serves both the serious students intent on professional careers and community members of all ages looking for educational enrichment. It provides instruction to people of all ages and levels of development. We are committed to providing quality instruction that sets the standard for similar programs throughout Canada. Programming includes professional training in Music and Theatre as well as a broad range of community programming extending from Early Childhood offerings to adult choirs. With its unique combination of music, theatre and speech it offers a comprehensive range of performing arts programming that is not matched by any similar institution in Canada.

Post-secondary programs in theatre, speech and music are complemented by a broad range of credit-free activities, some of international scope. Key summer activities include the International Organ Workshop, Shakespeare in the Park and the Morningside Music Bridge as well as numerous specialized music and speech programs for younger students.

CONTINUING EDUCATION AND EXTENSION

The Faculty of Continuing Education and Extension

The Faculty of Continuing Education and Extension provides practical, strategic and up-to-the-minute personal and professional development for 40,000 people each year in a variety of fields, including business, international trade, computers, IT, environmental science, as well as conflict resolution, addictions, complementary health and wellness. The faculty has a mandate to offer quality, cost-effective programs. The goal is continued growth as the city of Calgary grows, while maintaining the current level of customer service in building skills for career change and enhancement. Programs are offered in affiliation with business organizations and professional associations, leading to a certificate of completion or other designation that is widely recognized and helps the learner to secure employment.

New courses in high-demand fields are developed each year. Representatives of business, industry and professional associations work with the Faculty of Continuing Education and Extension to develop new courses and update course content. There are many personal development courses and professional development programs.

The Faculty of Continuing Education and Extension has met the needs of working adults by establishing the City Centre Campus at 833 – 4th Avenue S.W., where many of the business and computer courses are held. The Small Business Training Institute is headquartered there. The new Centre for Complementary Health Education recently moved into the renovated heritage building at the Holy Cross Centre site, 2204 – 2 Street S.W., and holistic therapies and wellness programs are centred there.

Instructors in the Faculty of Continuing Education and Extension at Mount Royal College are from the business community. They are actively involved as practitioners and professionals in their respective fields and pass on their expertise, both theoretical and hands-on, to the students.

Distance education is an area of growth and a means of reaching new markets for the Faculty of Continuing Education and Extension. Current programs that are offered on-line include: Telecommunications and Project Management. The Personal Fitness Trainer Certificate Program is delivered in print and supported by telephone tutoring. The Funeral Director and Embalmer Certificate is delivered as a 12 month full-time program or as a 2 year part-time correspondence course.

Credit Extension, Part-Time Studies and Academic Upgrading

Part-Time Studies at Mount Royal College offer the part-time student a flexible means to qualify for entrance to a College diploma or applied baccalaureate degree. Whether 18 or 81, part-time students at Mount Royal College gain the knowledge they need for personal fulfilment, the opportunity for rewarding career growth, or the chance to begin College level study. For further information, call (403) 240-6282.

Academic upgrading courses at a high school equivalency level are also offered. Courses are accepted as entrance requirements by Mount Royal College and other Alberta colleges and universities. Upgrading courses can be taken alone or combined with credit courses. Combining upgrading with at least two credit courses may qualify for a student loan.

The Part-Time Credit and Academic Upgrading Registration Guide is published in February, June and October. For further information, call (403) 240-6282.

In addition to providing adults with personal and professional development opportunities, the Faculty of Continuing Education and Extension offers the following special community services.

The Aboriginal Education Project

The Aboriginal Education Project at Mount Royal College offers a college/university preparation program to adult students of Aboriginal ancestry. This upgrading program includes two levels of study designed to meet the cultural and educational needs of Aboriginal adults seeking admission to post-secondary programs. The program is enhanced through tutorial support and academic services offered by the Aboriginal Education Centre and by mandate to integrate a cultural/spiritual component into the educational experience. For more information on the Aboriginal Education Project, please contact (403) 240-6285.

Transitional Vocational Program

The Transitional Vocational program provides a variety of unique post-secondary opportunities designed to foster personal, professional and/or academic growth. The program serves adults who have previously participated in vocational, integrated occupational or special education programs.

The Employment Preparation Program prepares participants for competitive employment and community living. It combines on-campus instruction with community-based work experience placements. The Employment Assistance Program offers continued job placement and support services to graduates.

Adult Basic Education offers evening courses in mathematics and literacy. Day courses in literacy provides individual instruction with volunteer tutors supervised by a certified instructor. The Guided Reading Group enhances literacy skills by exploring books in a small group setting.

Courses in Computer Literacy help participants overcome technical barriers and Self-Development Courses in Communication and Creative Problem Solving/Decision Making helps them with the challenges of day-to-day living.

For more information, call (403) 240-6872.

Continuing Education – Registration and Information

The free Continuing Education Calendar is published in April, July and December. It is distributed on all three campuses and is available throughout the city. For further information, call the Faculty of Continuing Education and Extension at (403) 240-6875, visit A150, Kerby Hall, Lincoln Park Campus or visit our Web site at www.mtroyal.ca/conted.

Registration is handled by the Continuing Education Registration Services, Kerby Hall, Lincoln Park Campus or City Centre Campus, 833 – 4th Avenue S.W. Continuing Education Registration Services at Lincoln Park Campus is open Monday to Thursday, 8:30 a.m. – 7 p.m. and Friday, 8:30 a.m. – 4 p.m. during the Fall and Winter Semesters. To register call (403) 240-3833 or toll-free 1-877-287-8001. Have your Visa or MasterCard ready. Cheques are accepted in person or by mail. For current hours of operation at the City Centre Campus, call (403) 240-5505.

COPY CENTRE

The Copy Centre is for the use of faculty, staff and students and is located in K105 on the lower level of the main building and East A building, room EA1016. It offers over-the-counter photocopying and printing from disk, as well as a variety of printing and document services, including desktop publishing. Coin-operated photocopiers are located in the library at \$0.15 per copy.

K105 Hours of Operation:

Monday – Thursday	7:30 a.m. – 7 p.m.
Friday	7:30 a.m. – 4:30 p.m.

EA1016 Hours of Operation:

Monday – Thursday	7:30 a.m. – 5:30 p.m.
Friday	7:30 a.m. – 4:30 p.m.

ENCANA WELLNESS CENTRE

The Counselling Centre

A staff of psychologists and qualified counsellors is available to help students with personal, career or educational concerns. All services are confidential and are available to students free of charge.

Counsellors are available, by appointment, to assist you in the following areas:

Crisis Intervention during times of emergency, loss, trauma or distress is our highest priority – please contact the Centre immediately for support.

Personal Counselling is available to assist you in dealing with a variety of issues, including:

- stress management
- personal growth and development
- concerns of depression, anxiety
- test anxiety desensitization
- relationships
- assertiveness skills
- trauma, abuse or assault
- student effectiveness and motivation

Career Counselling is available to help you to establish career goals and educational plans through:

- exploring values, temperament, abilities, interests and motivation
- researching educational and occupational alternatives
- linking discoveries about self with potential occupations and career pathways

Educational Counselling provides assistance with educational goal setting, academic difficulties, improving motivation and understanding College policies and procedures.

Workshops and therapeutic groups are also available each term on a variety of topics. Please contact the Centre for a current schedule.

Hours of Operation:

Regular Office Hours:

Monday to Friday 8:30 a.m. to 4:30 p.m.

Extended Evening Hours

(September 17th to December 20th and January 2nd to April 18th):

Monday to Thursday 8:30 a.m. to 7:00 p.m.

Fridays 8:30 a.m. to 4:30 p.m.

Summer Hours (July 1st to August 14th):

Monday to Friday 8:30 a.m. to 4:00 p.m.

Please contact The Counselling Centre to make an appointment or for more information:

Location: A200 – Kerby Hall

Phone: (403) 240-6362

Email: counselling@mtroyal.ca or, visit our Web site at:

www.mtroyal.ca/counselling.

Health Services

Health Services provides confidential, complete health care to students, employees, and their dependants. You are advised to make an appointment in advance for most health concerns, with the exception of emergencies.

Health Services is staffed by nurses, a secretary, and physicians. Hours of operation during Fall and Winter Semesters are Monday – Thursday 8 a.m. to 7 p.m. and Friday 8 a.m. to 4:30 p.m. Facilities include a laboratory, minor surgery area, four examining rooms, and a patient recovery area.

Complete medicals, including third party medical, immunizations, removal of cysts/warts, suturing and removal of sutures, cast application and removal, and all other medical/health needs can be attended to by appointment. Student accident insurance is processed through this office. Nurses provide health education to individuals and groups.

Health Services is located on the second floor, Physical Education wing in Room U226. Phone (403) 240-6326.

Visit our Web site at

www.mtroyal.ca/programs/academserv/healthservices.

Optimal Therapies

Optimal Therapies is located in the EnCana Wellness Centre and provides the following services:

- Chiropractic
- Athletic Therapy
- Massage Therapy
- Phyiotherapy

Our team of practitioners provides you with an interdisciplinary approach to your treatment. So whether you've been in a motor vehicle accident, or your golf swing is tight, or you simply want to end your day with a relaxation massage, our practitioner will be happy to provide the treatment you require. We also offer acupuncture and orthotics. Our services are priced very competitively and many of the services are covered, to some degree, by extended insurance and/or Alberta Health and Wellness.

Location: U216, EnCana Wellness Centre (near the Recreation entrance)

Hours: Monday to Thursday, 7 a.m. to 7 p.m. – Friday, 7 a.m. to 4:30 p.m.

Phone: (403) 240-6917

Human Rights Services

Human Rights Services works collaboratively with students, faculty and staff populations to broaden awareness and respect for diversity. Human Rights Services offers general and innovative educational initiatives from in-class presentations to agency partnership building and networking with the larger community.

The Human Rights Policy at Mount Royal College promotes equity as outlined in the Alberta Human Rights, Citizenship and Multicultural Act. The thirteen prohibited grounds of discrimination and harassment are: race, religious beliefs, mental disability, ancestry, place of origin, source of income, colour, marital status, physical disability, gender, family status, sexual orientation and age.

Human Rights Services makes every effort to maintain and establish a healthy inclusive environment consisting of respect and dignity for students, faculty and staff members of the College community by:

- assisting students with class presentations or research papers on Human Rights issues
- maintaining strict client confidentiality in accordance with the Freedom of Information and Protection of Privacy Act (FOIP)
- exploring informal and innovative resolution methods, including mediation
- providing education for individuals or groups, and class presentations on various topics within Human Rights
- agency partnership building and networking toward providing enhanced support building initiatives for student, faculty, staff for future use.
- providing Volunteer Ambassador training that will ultimately reach out to the larger community
- providing guidance and support when a formal complaint becomes necessary

Location: E224

Telephone: (403) 240-5929

E-Mail: hrrs@mtroyal.ca

Web site: www.mtroyal.ca/programs/humanrights/hrrs

Hours: Monday to Friday, 9 a.m. to 4 p.m. or by appointment after regular hours

ENROLLMENT SERVICES

The Office of Enrollment Services co-ordinates and offers a wide and comprehensive array of information and enrollment services designed to facilitate public access to the College's educational programs and courses. These enrollment services include:

- Student Recruitment and Prospective Student Advising;
- Academic Advising (for new and continuing Arts, Education and Science students);
- Testing (entrance and placement);
- New Student Orientation;
- Student Awards (scholarships and bursaries) and Financial Aid (student loans);
- Admissions;
- Transfer Credit and Prior Learning Assessment and Recognition;
- Registration (Credit and Credit-Free);
- Student Records and Transcripts;
- Program Completion Audit and Convocation; and
- Academic Scheduling (classes and final examination).

Student Recruitment, Prospective Student Advising, Academic Advising and New Student Orientation Services are provided through the Advising Centre (Room B156 on "Main Street" near the East Gate Entrance).

Admissions, Registration (Credit and Credit-Free), and Student Records and Transcript Services are housed in Room A101 in Kerby Hall.

Student Awards and Financial Aid Services are located in Room F101.

Testing Services are in Room A200 (second floor of Kerby Hall)

Scheduling Services are in Room A249 (second floor of Kerby Hall near the elevator).

The Office of Enrollment Services is responsible for the preparation and distribution of College publications such as the annual Calendar, an information brochure for prospective students, the Schedule of Classes, the Student Guide to Academic Policies and Regulations and Mount Royal College Provincial Transfer Agreements.

Many of the enrollment services are accessible electronically through our Student Web Services, MyMRC and through the College's Web site www.mtroyal.ca.

Normal hours of in-person service during the Fall and Winter Semesters (mid-August to mid-May) are 8:30 a.m. to 7:00 p.m., Monday to Thursday, and 8:30 a.m. to 4:30 p.m., Friday. Telephone assistance is available 8:30 a.m. to 4:30 p.m., Monday to Friday during this period.

Mount Royal College offers one-stop service at the Advising Centre providing you with all the information you need to make your entry into College as convenient as possible. If you require assistance, please call (403) 240-0148.

Orientation for New Students

The New Student Orientation Program at Mount Royal College is both enjoyable and practical. It is designed to help you become aware of what our expectations are of you as a student, the academic policies that affect you, and the various College services that will help you to succeed. It is also an opportunity for you to get your questions answered, to become more at ease about your studies with us, and to have a chance to meet a few people who, like yourself, are starting something new.

All new students are STRONGLY ENCOURAGED to attend. Research studies have shown that orientation programs can help to improve your chances for academic success.

For more information, call (403) 240-6947.

INTERNATIONAL EDUCATION

Office of International Education

The office of International Education coordinates the implementation of the MRC Internationalization Strategy college-wide. This includes the development of institutional partnerships, and the creation of opportunities for student and faculty participation in international exchanges. Access for international students to MRC is facilitated through English language training programs delivered by the Languages Institute and through direct recruitment into college programs and courses. The college participates in international development projects and provides customized training packages and study tours for local and international companies and government agencies. Internationalization of the college curriculum is encouraged through the development of study tours, international practica, internships, work placements and language training.

For more information, visit our Web site at www.mtroyal.ca/international.

The Languages Institute

The Languages Institute offers a full-time, credit-free English Language program. There are three distinct programs available: English As a Second Language (ESL), English for Academic Purposes (EAP), and International Communication (IC).

All classes are open to permanent residents of Canada and individuals with a tourist permit or a student authorization. Students applying to the College from outside Canada who do not satisfy the College's English Language Requirement can apply for admission to the Academic Preparation Program.

The ESL and EAP programs have varying concentrations of oral work, reading, vocabulary, and writing. The IC course is designed for intermediate to advanced students who want to develop English communication skills for the workplace and social situations.

If seats are available, intermediate and advanced students may also take a combination of upgrading and credit classes (maximum total of 2) with the approval of the Languages Institute student advisor.

The Languages Institute also offers part-time foreign language courses in Spanish, French, German, Portuguese, Russian, Mandarin, Italian and Japanese. These courses focus on conversation skills. Custom classes can also be arranged.

For more information, call the Languages Institute at (403) 240-5513 or visit our Web site at www.mtroyal.ca/international.

LEARNING SKILLS CENTRE

Score Higher: Whether your academic goal at Mount Royal College is a C or an A, the Learning Skills Centre (LSC) can help you get there. Our team can coach you to success in school, by building skills that will serve you throughout life. Our free services include:

Academic Achievement Services

The Learning Skills Centre offers free, professional individual instruction and group seminars that will help build skills for success in academic life and beyond. Subjects include:

- managing your time
- writing skills
- studying for and taking tests
- making effective class presentations
- taking notes more effectively
- reading textbooks

One-on-one instruction is available by appointment or a drop-in basis everyday between 11:30 am and 1:30 pm. You can also give us a call or send an e-mail with your question. Visit our Web site or call us for workshop dates and times.

Disabilities Services

Disabilities Services offers free support to Mount Royal College students with disabilities. We support and facilitate the academic success of students with disabilities, and recognize that some students may require accommodations in some courses but not all.

Where needed and without compromising academic standards, the following services may be provided within financial and time constraints:

- scribes
- note takers
- sign language interpreters
- audio taping class lectures
- preferential seating
- extended examination time
- distraction-free testing areas
- alternate format examinations
- use of computer technology
- priority registration
- peer tutors

Mount Royal College students with disabilities are eligible for Disabilities Services accommodations and services* if they:

- meet with a Mount Royal College Disabilities Consultant prior to their first semester at the College
- provide written documentation of their disability (specific guidelines apply)
- request individualized supports, services and accommodations
- apply for alternate funding sources where applicable
- read and adhere to the Terms and Agreements of Disability Services.

* Accommodations and services are provided within College resources and are not guaranteed. Requested accommodations must be supported by assessment documentation.

Peer Tutor Services

Free one-on-one tutoring in credit and upgrading courses for all Mount Royal College students, depending upon availability of tutors. To sign up, just stop by the LSC and fill in a tutor request form.

Paid opportunities for student tutors are also available. Tutoring others is a great way to reinforce your own learning, so please come to the LSC and sign up!

For more information about services or dates and times for sessions, contact us: (403) 240-6452.

LIBRARY

The Library consists of a collection of over 150,000 books, a wide range of audio-visual materials, over 6,000 periodical subscriptions, and many other specialized resources. Services include term paper research instruction and assistance, general reference assistance, circulation, inter-library loans, photocopying, microfilm/fiche reader/printer facilities, electronic access to the Internet and other resources, an information research lab, and audio-visual playback equipment for in-College use. The Library also has evening and weekend hours.

On your first visit to the Library, stop at the Information Desk for an introduction to the services we offer. Phone (403) 240-6140 for information on hours, loan periods, library instruction, and borrowing procedures.

There is a small library at the City Centre Campus for students attending classes there. For hours and other information, pick up a fact sheet at the City Centre Campus.

LOCKERS

Full-length lockers are available for rent for \$20.00 per semester or \$30.00 for two semesters with a \$10.00 lock deposit. Box or half lockers rent for \$13.00 per semester or \$18.00 for two semesters with a \$10.00 lock deposit. The Spring semester locker rentals are \$4.00 with a \$10.00 lock deposit. The Fees Office handles rentals shortly after classes begin. Be forewarned – at the end of each semester the contents are turned over to the Lost and Found Department and will be disposed of, if not claimed, in 45 days.

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

Mount Royal College does not accept responsibility for any damage to the contents or loss of items from lockers, which have been rented to students and/or other parties.

Students renting lockers are required to use the locks provided by the College.

The additional \$10.00 Lock Deposit Fee is refundable if the lock is returned at the end of the semester.

RECREATION

Mount Royal Recreation

Mount Royal Recreation – a great way to have fun, meet new people, socialize with friends, get some exercise, learn new skills and enjoy friendly competition. How do you get involved? A Mount Royal Recreation membership can be obtained by students at no extra charge from the Mount Royal Recreation office. The membership allows you to use the recreation facilities and access Mount Royal Recreation programs and services.

Mount Royal College students and employees can participate in the following areas:

Intramurals: Basketball, volleyball, ice hockey, ball hockey, soccer, flag football – these are a few examples of some of our leagues and tournament sports. Anyone may participate at various levels.

Fitness: We offer a variety of fitness classes and services to fit every student's busy schedule. From the beginner to advanced, the Mount Royal Recreation Fitness Program has something for you!

Special Interest: Non-credit courses are offered in music, dance, crafts, first aid and CPR, and in sport skills such as kayaking, rock climbing and hang gliding.

Clubs: Clubs are student organized and student run. See the Club Board opposite the Mount Royal Recreation office for more information.

Drop-In Sports: Join us as often as your schedule will allow for badminton, soccer, kayaking or Karate.

Special Events: There is something for everyone to get involved in, including road races and triathlons.

Free time: Facilities may be used during posted free time and discounted vouchers are available for downhill skiing.

Locker rentals and convenient towel service are available at reasonable rates through the Equipment Room.

Remember, recreation is not restricted to competitive activities or even physical activities. We would like you to enjoy your leisure time by using Mount Royal Recreation to its fullest. You will find a tremendous selection of opportunities in Mount Royal Recreation's brochure. Phone (403) 240-6517 for additional information.

Downhill Skiing

Mount Royal Recreation offers discount lift tickets to students and employees for downhill skiing for local ski resorts including Lake Louise, Sunshine, Nakiska, and Fortress.

Mount Royal Recreation and Athletics Expansion

The West Wing expansion is history in the making. It is part of a campus-building boom that will continue over the next few years. These new facilities include the following:

Triple Gymnasium

- 3 International Basketball courts
- 3 competition Volleyball courts
- 3 men's/women's varsity change rooms
- stadium seating for 1800+ fans
- 200M Indoor Running Track

Fitness Centre

- 15,000 square feet
- 2 Aerobic studios
- on site fitness trainers with consultation area
- cardio machines (treadmills, elliptical and step mills)
- Resistance training (selectorized, plate loaded and free weights)

Swimming Pool

- 25 X 25 (6 lanes with dive tank)
- Saltwater
- Hot tub
- 2 family change rooms
- steam rooms in men's and women's changing rooms

6 International Squash Courts

Equipment Room

- full service Pro Shop

Multipurpose Room

- programs (yoga, martial arts, dance, etc.)

Climbing Wall

- Come and challenge your mind and body in these new, state-of-the-art facilities!

RESIDENCE

Mount Royal Court Student Housing

Mount Royal Court consists of townhouse and apartment style units, which will house 1,032 single students. Each unit is fully furnished and provides an individual bedroom for each student, and all utilities and cable T.V. are included in the rent. Laundry facilities as well as mail boxes are located in the Administration Building. Ten single units are set-aside for mature students and guest suites, and there are four barrier free units.

Students must apply separately for accommodation and **need not be officially accepted by the College** as a full-time student, however a student must have applied for admission to the College and their Residence application must be processed. The \$200.00 security deposit must be paid before an applicant can be placed on the Residence wait list. Rooms will be held until July 15 for students waiting for official acceptance into a College program. Applications are processed on a first come, first served basis and the \$200.00 security deposit will be fully refunded if the student is not accepted into a program at Mount Royal College.

Rent is due before move-in on a semester or two basis. Rooms are available for the Spring and Summer months for continuing students.

For more information, phone (403) 240-6275 or write: Mount Royal College Residence, #31 Mount Royal Court, Calgary, AB T3E 7C9.

Web site: www.mtroyal.ca

E-mail: residence@mtroyal.ca

Student Mail

Mount Royal College does not forward student mail nor does it release student addresses to third parties. Any mail for students from outside parties should be sent to their home addresses. Any mail for students staying in Residence should be sent to the student at the following address:

Name

Box #

31 Mount Royal Court S.W.

Calgary, Alberta

T3E 7C9

SMARTCARD SERVICES

Voice: (403) 240-7711

Tech Support: (403) 240-6081

Fax: (403) 240-6101

Email: smartcard@mtroyal.ca

Web site: www.mtroyal.ca/smartcard

The SmartCard office is located in room F103, just off Main Street between the BookStore and Student Awards & Financial Aid offices.

Hours of Operation

Regular Hours:

(mid-August – April)

Monday – Friday 8:30 a.m. – 4:30 p.m.

Tuesday – Thursday 4:30 p.m. – 7:00 p.m.

go to Document Services, Room K105

Saturday 10:00 a.m. – 3:00 p.m.*

(May – June)

Monday – Friday 8:30 a.m. – 4:30 p.m.

Tuesday – Thursday 4:30 p.m. – 7:00 p.m.

go to Document Services, Room K105

(July – mid-August)

Monday – Friday 8:30 a.m. – 4:30 p.m.

* Please go to the BookStore and ask to have the SmartCard Service Technician paged (240-6081) if you require a SmartCard during these hours.

Special Hours

At the start of each semester, and as required for some programs, special hours of operation may be in effect. Please check with the SmartCard office and/or the Web site for days and times.

The SmartCard is the official College identification card for students and employees at Mount Royal College. Once you have been issued a SmartCard, it is yours for life! It will be necessary to have this card with you to serve as identification to access a variety of College departments such as the Library, Mount Royal Recreation and the Residences. (You will have to meet the eligibility requirements at these locations.) The information contained on your SmartCard includes your name, student/employee identification number, and your photo. The magnetic stripe on the back of the SmartCard may be activated by Security for access into areas that are controlled by electronic locks.

SmartCard Issuance

To obtain your SmartCard, you will need your student identification number and one piece of government issued photo identification (e.g. drivers license, provincial identification, or a passport) or two pieces of non-photo identification (e.g. birth certificate, social insurance number, credit cards, health care card, etc.). You must also have completed your course registration for the upcoming semester. You are responsible for your SmartCard and will be charged to replace a lost or damaged card.

The SmartCard Sleeve verifies that you are a student for the present semester. This has been requested by merchants off campus that provide student discounts. Some of the merchants may be Calgary Transit, ski resorts, sporting goods suppliers, beauty salons, etc. We do not keep a list, but suggest you ask when making purchases. The sleeve is also used to protect the chip and the magnetic stripe of your SmartCard. Come to the SmartCard office in room F103 to pick up a new sleeve each semester.

Electronic Purse

The SmartCard acts as an electronic purse when you deposit money onto your card.

It has a maximum capacity of \$100. If the card is lost the dollar value on the card is also lost and cannot be refunded to the individual.

Money (\$1, \$2, \$5, \$10, \$20) can be loaded on the card by using Cash Card Manager (CCM) machines at the following locations: Tim Hortons, West Gate, Library, City Centre Library, West Wing and East A. The SmartCard office will also take debit and credit cards.

The SmartCard can be used at the Courtside Café, BookStore, Document Services, Tim Hortons, the Convenience Store, Mr. Sub, East Gate Café, Gourmet Bean (East A Building), West Wing Concessions, Wyckham House, photocopiers, laser printing in the computer labs, and vending machines.

MRC Anonymous Card

This is limited function (non-ID) SmartCard that can be used by anyone for e-cash functions only. It may be purchased for \$6 from any of the self-serve machines or at the SmartCard office. Once purchased, money must be loaded onto the chip of the Anonymous SmartCard. Mount Royal College students who have forgotten their SmartCards and want to access laser printers and/or photocopiers may also purchase and use an Anonymous Card.

Technical Support

A service technician is available at various times to service SmartCard equipment. If you are experiencing difficulties or know of any equipment requiring servicing please phone (403) 240-6081 and leave a detailed message including the room number and a description of the problem. The technician will be notified upon completion of your call.

STUDENTS' ASSOCIATION

The Students' Association of Mount Royal College (SAMRC) is the independent voice of all students at Mount Royal College. SAMRC is a representative charitable organization, which supports, informs, empowers and advocates on behalf of its members, the students of Mount Royal College.

The Students' Association of Mount Royal College is a charitable, non-profit organization run for students, by students. It is the oldest students' association in Alberta. SAMRC operates under the legislative authority of the Alberta Colleges Act and was incorporated under the Alberta Societies Act in 1967. At that time, SAMRC set itself the task of ensuring that the students of Mount Royal College had an opportunity to participate in all matters that affect the quality of student life at the college.

The Wyckham House Student Centre

The Students' Association of Mount Royal College has always been visionary and strongly independent. Back in 1964, Students received a government grant to be used for the creation of a Student building. Students added to this money using student fees to create the building fund, which would eventually be used to build a student center. After relocating twice, the Wyckham House Student Centre became the home of the Students' Association. Officially opened in September 1987, Wyckham House is the student centre of Mount Royal College, offering services and a social environment for the college community, and in particular, the students of Mount Royal College.

Wyckham House has four levels. The basement level houses the Peer Support Centre, the Student Benefits Plan office, the Copywrite, Postal Outlet, Ticketmaster, meeting rooms for student groups, and the Reflector Newspaper office. The main level includes the Food Court, the Collegiate Shop offering convenience items, and the Liberty Lounge. On the second level, you can find the Students' Council chambers, the Executive Committee and staff offices, and two study lounges with natural light. The third level contains club and society lockers, meeting rooms, the Native Student Centre, and additional staff offices.

Student Government at Mount Royal College

The Students' Association of Mount Royal College is administered under the direction of the Executive Committee of the Association. The Executive Committee, comprised of the President and three Vice-Presidents, is elected annually in March of each year by a popular vote of the Association's membership. The Executive Committee of the Association reports to Students' Council, a body of student leaders elected in the fall semester by general election.

Representation

The Students' Association works to ensure that the student voice is heard at all decision-making levels in the college and to the government. Students' Association representatives have equal representation with faculty and administration on the Academic Council of Mount Royal College and its subcommittees and one student executive of the Association represents students to the college's ultimate decision-making authority, the Board of Governors. Student representation for over 50 college committees is provided through the Association. These committees address a broad range of issues affecting campus life.

Student perspective is provided to the municipal, provincial and federal governments through Association participation in various lobby organizations. Calfasa, the Calgary Faculty and Student Alliance, ACTISEC, the Alberta College and Technical Institute Student Executive Council, and CASA, the Canadian Alliance of Students' Associations all meet regularly with government officials to discuss funding, tuition levels, student finance and a broad range of other issues that affect students.

Students' Association Services

Activities & Events

The SA holds many activities and special events for Mount Royal students throughout the year. These include big-name concerts, cabarets, and various special events hosted by Clubs and Societies. Start the year off right with Welcome Week.

A week full of special events held throughout the Wyckham House Student Centre at the beginning of the Fall semester.

Awareness Weeks

Awareness Weeks occur during the year to raise social awareness and to provide students with information on current issues. Clubs and Societies are encouraged to participate and anyone who wants to volunteer is welcome. For more information please contact the VP Student Life.

Past Awareness Weeks have included Anti-Hatred Week, Native Awareness Week, Montreal Massacre Memorial, Multi-Culturalism Week. We've Got Issues Week and many more!

Bursaries, Awards, and Scholarships

The SA currently provides four bursaries which you can apply for through Financial Aid and Awards: a Student Parent Bursary, a Students' Association First-Year Bursary, and two Robert Wyckham Scholarships, one each for a credit and a non-credit student.

The Students' Association has recently created a member development fund supporting extra-curricular school-related student development.

Finally, the Students' Association has also recently introduced fourteen new scholarships for Mount Royal students, ranging in value from \$500 to \$1000 each. Please see samrc.com for details.

E-Awards

Each year the SA hosts an Excellence Awards ceremony recognizing students who demonstrate contribution to student life on campus.

Recipients are provided with a certificate and/or scholarship. Faculty and staff are recognized with Teaching Excellence and Guardian Angel certificates. Eligibility requirements vary for all award categories and scholarship amounts will be announced during the Awards ceremony. Students are encouraged to nominate one or more of the many outstanding staff, faculty and/or peers they feel are deserving of recognition. Nomination forms are available in February and can be picked up at the SA offices located on the second floor of Wyckham House in Room Z 201. The deadline date for nominations/applications will also be posted in the SA reception area.

Emergency Student Loans (ESLs)

Students who experience unforeseen financial difficulty may be eligible to receive an Emergency Student Bursary from Mount Royal Financial Aid and Awards office. Students can also apply for an Emergency Student Loan (ESL) from the SA. Applications are available through the Peer Support Centre, located in the basement of Wyckham House. Subject to funding availability, ESLs are interest-free loans not exceeding \$250, granted after establishing financial need and to be repaid by the recipient within 30 days.

SAMRC Student Owned Businesses

The SA operates businesses that cater to students, as well as to faculty, staff and outside clients. The challenge for these businesses is to balance low-cost, quality service to students, while also earning revenue for the Students' Association. The revenue from these businesses offsets Students' Association fees and helps to sustain important student support services. Having student-run businesses also helps keep prices as low as possible for Mount Royal students.

CopyWrite:

Located in the basement of Wyckham House, CopyWrite provides postal services and student loan services in addition to cheap colour and black and white copies, computers, laser printing, scanning, typing, resume and fax services. Students can also sell and buy used textbooks on consignment. A Ticketmaster outlet is the most recent addition to this service centre. CopyWrite hires students to work part time throughout the year and full-time in the summer.

The Liberty Lounge:

Provides live entertainment, DJs, pool tables, arcade games, TVs and plenty of special events. The Liberty is a place where students can relax and socialize with their peers and instructors on campus. The Liberty also provides some Mount Royal students with employment and valuable work experience.

Food Kiosks and Collegiate Shop:

SAMRC leases space to various tenants to provide students with a variety of food choices and convenience items. Currently, the Wyckham House Food Court houses the Wycked Kitchen, Asia Gardens, Dairy Queen, Johnny's Deli, Tokyo Teriyaki/Pizzamania, Coffee Company, Subway and the Collegiate Shop.

Space Rental:

The SA also leases various spaces throughout the Wyckham House Student Centre to temporary student-focused vendors such as Imaginus, Posters and local CD and jewelry kiosks.

Safewalk:

"Why Walk Alone?" Available 24 hours a day. Visit the Security Desk or Use the RED Help Phone or Call 240-6898 for an escort to your car or bus stop.

Native Student Centre (NSC)

"Honouring Culture through Student Support Services"

The Native Student Centre offers services including cultural activities, information sharing, educational resources, office equipment, and transitional support. Tel: 240-7795, 3rd floor of Wyckham House

Peer Support Centre (PSC)

"Students Helping Students"

The Peer Support Centre's service offerings include Food Bank Hampers, Emergency Student Loans, Free Legal Clinic, one-on-one listening and on and off campus referrals. Tel: 240-6269, Room Z 004, Basement of Wyckham House

International Student Services Program (ISSP)

The goals of this program are to provide networking opportunities for International students studying at Mount Royal College, act as a resource for International students studying at Mount Royal College and to provide a venue for International and Canadian students to explore other cultures. Tel: 240-6077, Room Z 210 of Wyckham House

Academic Appeals & Grievances

All students attending Mount Royal have rights and responsibilities. Students who have questions regarding their program, courses, exams, marks, or instructors can talk to the SA's VP Academic for explanation of the College's policies and procedures, or to seek assistance with any academic appeals, grievances or non-academic misconduct charges.

Contests

Check out our web site at samrc.com for regular contests and prizes including movie premier tickets, t-shirts, CDs, and concert tickets. Look throughout Wyckham House for contest details.

The Students' Association offers literally dozens of services to its membership. Check out the SAMRC Services Directory for a complete listing or visit our Web site at: www.samrc.com.

Students' Association Health and Dental Plan Fee

Full-time credit students (9 credits or more) at Mount Royal College are automatically enrolled in the student health and dental plans that have been established by the Students' Association through the Student Benefits Plan Office. This plan provides a comprehensive set of extended health and dental insurance benefits.

Students must fill out the "Personal Information Form" at the Student Benefits Plan Office in order to activate their coverage under these plans.

The following are some of the more commonly used benefits of the plans:

Health Benefits

- 80% of prescription drugs
- Supplemental Health:
Chiropractor, Physiotherapy*,
Massage Therapy*, Psychology*
- Ambulance
- * Physician's prescription required

Dental Benefits

- 100% of examination, X-rays
- 80% of fillings
- 75% of simple extractions
- 50% of complicated extractions
- 0% of scaling and root canals

Add-On Family under the Plan

Students who are on the plan can also enrol their spouses and children under these plans (under 21 years of age or up to age 25, if attending school full-time) by paying an additional family coverage fee each year by the posted deadline.

Care Card

Each student covered under the student health insurance plan can pick up, or download a Care Card from our Web site (www.gallivan.ca/studentnetworks). In order for a student's Care Card to be activated a "Personal Information Form" must be completed at the Student Benefits Plan Office. Please use this card for as long as you are a full-time student and remain enrolled in the health plan at Mount Royal College. Students returning to school next year will not have a disruption of their prescription drug coverage at the beginning of the new school year.

Opt Out of the Plan

Students who are already covered under an extended health and dental plan may choose to opt-out of one or both of these plans and receive a refund of the fees they have paid. Please note that your provincial health care plan does not qualify as an extended health plan. If you choose to exclude yourself from one or both of these plans, visit the Student Benefits Plan Office and fill out the opt-out form by the posted deadline date. You must demonstrate that you are already covered by another plan by presenting a copy of your current policy membership card, current claims statement, pay direct drug card or verification letter from an employer clearly showing the name of the insurance company and the policy number. Students have the opportunity to opt-out only once an academic year before the specified deadline which occurs at the beginning of the semester. If students do not provide proof of alternative coverage it will be assumed that they have none and will be insured on the Students' Association plan. There will be no exceptions made for opt-outs received after the deadline. For full details, please visit the Student Benefits Plan Office in room Z001 in Wyckham House.

Disclaimer

In the event of any discrepancy between the information herein and our contract with the insurer, the terms of the contract will apply.

WORSHIP

For over 75 years, Mount Royal College has upheld a spiritual tradition, which stems from the original vision of Dr. George Kerby. This tradition continues today through the existence of an on-campus Chaplaincy where a variety of services are available. Currently offered are: weekly Chapel Services, counselling, support groups, and weekly discussion groups in the Chapel. The Chaplaincy Team consists of professionals as well as student volunteers who are interested in the ministry. The office is open daily from 10 a.m. to 5 p.m.

The Chaplains are available as resource persons and will provide guidance on spiritual issues. Phone (403) 240-8942 or (403) 240-8904.

MISCELLANEOUS SERVICES

Accidents

The College holds an insurance policy providing some coverage to students for accidents only. The Finance Department has all policy details; for information call, (403) 240-6310. Health Services will process your claim and help you to recover; for information call (403) 240-6326.

Buses

The Calgary Transit System offers five main bus routes to the College. From the College, students may catch the #13 bus (Mount Royal), which stops on campus outside the West Gate Entrance. Students living in the Lakeview area may catch the #18 bus (Lakeview) at the West Gate. The #72 bus (Circle Route) makes a clockwise circuit around the city, including stops at the University. It stops near the College on Richardson Way and Richard Road. The #73 (Circle Route) moves counter-clockwise across the city. Students are also able to catch the #20 bus (Heritage Station) on the east side of Richard Road, going north on the east side of Richard Road opposite the East Gate Entrance. The #20, going south, stops on Richard Road beside the East Gate Entrance. It's best to contact Calgary Transit for schedule information at (403) 262-1000. Bus passes and tickets are available at the BookStore and Collegiate Shop. Student bus passes for full-time students only are available at the BookStore.

Newspapers

The Journal

A regular newspaper produced by Journalism students.

The Reflector

Students needn't be enrolled in the Journalism program to write for the Reflector. All that is needed is a sense of adventure and humour, a desire to inform, educate, and entertain, and, on occasion, an affinity for the absurd. Everyone is welcome to contribute.

The Reflector is editorially autonomous and financially independent from the Students' Association of Mount Royal College. As such, it has a responsibility to provide accurate, fair, and non-discriminatory information about issues and events that are of interest to the students of the College.

Make a point of stopping by the Reflector office located in Wyckham House, or phone us at (403) 240-6268.

Radio

CMRC, the College radio station operated by Broadcasting diploma students, broadcasts in-house and via cable.

Room Bookings

Scheduling Services is the central booking office for Mount Royal College. This office assigns space for credit and credit-free courses, Mount Royal Recreation activities, and community functions such as meetings and seminars. Phone (403) 240-6585.

Smoking Policy

Smoking is not permitted in Mount Royal College facilities except in designated areas (see main doors or directories for designated smoking areas). This policy applies to all College students, employees, and visitors and is in effect full-time.

Complaints regarding the infringement of this policy should be referred to the Manager, Chair, or Supervisor of the area for violations by College employees. The Department of Security and Public Safety should be notified of violations by students or the public. Breach of this policy will be treated in the same manner as breaches of other existing College policies.

Theatres

The College has three excellent performance theatres. The Leacock Theatre, set aside for music and speech events, seats 300. Full theatrical lighting, sound equipment, and movable seating make the 250-seat Wright Theatre and the 183-seat Nickle Theatre ideal for performing arts activities. In addition to these three theatres, the 195-seat Jenkins Theatre (I-115) hosts lectures, films, and special events.

Glossary

Please note that the definitions that follow are general. More specific explanations of these terms as they are used at Mount Royal College may be found throughout this Calendar.

Academic Schedule

- a calendar of important College dates such as the first and last day of classes, deadlines for payment of fees, and last day to withdraw from a course.

Admission

- acceptance of a person who has formally applied to attend the College. Individuals may be admitted if they meet the admission requirements for the program they wish to study and submit all the necessary forms, transcripts, and supporting documentation.

Admission Requirements

- sometimes called entrance requirements.
- the background an applicant must have before being admitted to study at the College. Some examples of admission requirements are: a high school diploma, letters of reference, English 30, and a Department of Transport Medical Clearance.

Advisor

- sometimes called an academic advisor, program advisor, or admissions advisor.
- faculty member or administrator who helps students select their programs of study and the specific courses that will satisfy graduation requirements for the student's program. Advisors have been assigned to each program the College offers. Students should keep their original advisor as long as they stay in their original program.

Alumnus

- a former student or graduate of the College.

Appeal

- a request that a grade on a particular piece of work or a final standing in a course or program be changed on grounds related to the accuracy or fairness of the mark assigned.

Applied Degree

- English 2201.
- an Entrepreneurship course of at least three credits. If Entrepreneurship is the major discipline or area of focus of the applied degree program, an elective must be substituted for this requirement.
- a Computer Science course of at least three credits which provides an introduction to computer applications and literacy. If Computer Science is the major discipline or area of focus of the applied degree program, an elective must be substituted for this requirement.
- a minimum of six Arts and Science Requirements (minimum of 18 credits) representing at least four of the seven areas. All courses must be outside the major discipline or area of focus and at least six credits must be at the senior level (all courses numbered 3300 or greater and appropriate courses at the 1300-1399 level).
- program core courses which include 30 credits of Directed Field Studies electives and/or approved options.
- minimum of 120 credits is required for applied degree programs; maximum of 132 credits.

Approved Option

- a course relating to a student's field of study that must be chosen in consultation with and approved by the appropriate program advisor.

Arts and Science Requirement

- course selected from each of any four (4) of the seven (7) Arts and Science areas. See the "General Graduation Requirements" section.

Auditor

- often referred to as an auditing student.
- a student who pays to attend a credit class. An auditor does not receive credit for attending the course and is not allowed to participate in assignments or exams. To audit a course, students must have the permission of the instructor.

Bursary

- an award given to a student on the basis of financial need as well as academic merit. For most College bursaries, a minimum Grade Point Average is required to qualify as well as strong evidence of financial need. See "Scholarships, Bursaries, and Awards" section.

Certificate

- programs offering this type of credential may include program core courses, electives and approved options (minimum of 18 credits and 6 courses). Generally, programs of this type will be from 6 to 10 courses in length and will focus on in-service, post-diploma or post-baccalaureate education. A minimum of 50% of the required credits must be earned at Mount Royal College.

Certificate of Achievement

- given to acknowledge completion of an approved series of related credit courses (minimum of 9 credits and 3 courses). Generally, programs of this type will be from 3 to 5 courses in length and will focus on in-service education. A minimum 50% of the required credits must be earned at Mount Royal College.

Continuing Student

- student who was enrolled in one or more courses at Mount Royal College during the immediately preceding major semester (i.e., Fall or Winter). Students who attend the Winter Semester, miss the Spring Semester, and then return for the Fall Semester are also considered to be continuing students.

Convocation

- the ceremony to celebrate with those students who successfully completed their program and satisfied the College's graduation requirements. The convocation ceremony is held in the Spring.

Co-operative Education

- integrated academic study and alternating salaried work-terms available in a number of specialized disciplines.

Co-requisite

- course(s) students must take at the same time they are taking other particular courses.

Course Load

- the number of courses a student takes in a semester.

Credit

- often called credit hour.
- number assigned to the "amount of learning" a student receives through a combination of lectures, tutorials, labs, etc. One credit usually equals one hour of lecture or tutorial or two or three hours of laboratory per week over a 16-week semester.

Deferred Final Examination

- students who miss a final examination due to some compelling reason may apply, through the Office of the Registrar, to write the examination at a later date. Refer to the "Examination Policy" and "Deferred Examination" sections under "Academic Regulations".

Diploma

- English 1112 or 2201. Any other higher number English course may be substituted for English 1112 provided the final grade is "C" or higher.
- a minimum of four Arts and Science Requirements, representing at least four of the seven areas, and
- program core courses (no fewer than 36 credits), electives and approved options.
- No 30-level equivalent or lower course shall be accepted in fulfilment of a graduation requirement in an option or elective category. Generally, programs of this type will have a minimum of 60 credits and a maximum of 72 credits.

Directed Field Studies

- integrate academic learning with paid work experience or self-employed businesses and comprise 25% of the curriculum for applied baccalaureate degree programs.

Directed Readings

- special arrangement whereby students may pursue and receive credit in areas of study on an independent basis. See Directed Readings under the "Course Description" section for procedures and restrictions.

Disqualified Student

- a student who is no longer permitted to attend Mount Royal College for a specified period of time. Students will be disqualified if they do not do well in their courses. The College transcript will carry a notation "Required to Withdraw".

Drop/Add

- frequently referred to as registration adjustment or change of registration.
- students may drop or add courses following initial registration. Courses, which are "dropped", do not show on a student's record.

ESL/EAP

- English as a Second Language/English for Academic Purposes.
- special English courses offered to students who do not speak, read, or write English well enough to be successful in College credit courses. The ESL/EAP courses are offered through the Languages Institute. For further information call (403) 240-5513.

Elective

- a course which is not specified for a program but counts towards an applied degree, diploma, or certificate. While program advisors may recommend certain courses to fulfil elective requirements, students may freely choose their electives.

Fees

- money which students must pay the College to attend courses. Tuition and fees cover things such as accident insurance, athletics, some laboratory costs, as well as class attendance. They do not cover text books.

Full-time Student

- for admission, registration, College Placement Testing, and advising purposes, a full-time student is one who is enrolled in three (3) or more courses (normally a minimum of nine [9] credits) in a semester.
- for financial assistance, under The Province of Alberta Students Finance Act, and for fee assessment purposes, a full-time student is considered to be one taking at least three (3) courses and a minimum of nine (9) credits per semester for the Fall or Winter Semesters or at least two (2) courses and a minimum of six (6) credits for the Spring Semester. See the "Fees" and "Financial Aid and Scholarships" sections.
- for Income Tax purposes, a full-time student must be enrolled in a minimum of nine (9) credits (excluding Audit courses and courses for which credit was granted by the prior learning assessment and recognition process) per semester.
- for participation on a Mount Royal College Athletic Team, a full-time student must be enrolled in at least three (3) courses and a minimum of nine (9) credits.

Grade Point Average (G.P.A.)

- the average of a student's marks. The College does not use percentage grades for final marks; thus, each letter grade is assigned a number of points (i.e., A = 4 points, D = 1 point) so that the marks can be added together and averaged. For more information, see the "Academic Status" section.

Grievance

- a claim or complaint by a student that a College unit has reached a decision which is not in keeping with College policy or taken an erroneous action which adversely affects the student.

Instructor

- sometimes called a faculty member or teacher.
- a qualified individual who teaches at the College.

Limited Enrollment Program

- often referred to as a quota program.
- a program which only accepts a fixed number of first-year students.

Option

- a course selected by the student from the list of courses available in the Calendar. It counts toward an applied degree, diploma, or certificate.

Parchment

- the award received for successful completion of the College's graduation requirements for an applied degree, diploma, or certificate.

Part-time Student

- a student who enrolls in one (1) or two (2) credit courses (normally fewer than nine [9] credits) in a semester.

Petition

- a request that a regulation be waived on compassionate grounds or because of extenuating circumstances (i.e., petition for readmission or against disqualification).

Practicum

- a course of study involving supervised practical work.

Prerequisite

- course(s) that students must successfully complete prior to taking a higher-level course.

Program

- an approved group of related courses leading to an applied degree, diploma, or certificate.

Re-Admitted Student

- a student who has taken course(s) at Mount Royal College in the past but not in the immediately preceding Fall or Winter semester.

Registration

- the period before each semester when students select and enrol in classes and pay fees. New and returning students cannot register in courses until they have been officially admitted to the College.

Required Courses

- often called compulsory courses. Specific courses in a program that relate to the field a student is studying. Students may not substitute any other course for a required course without the written permission of the program chair. To graduate, students must complete all the required courses outlined in their program pattern.

Required to Withdraw

- see "Disqualified Student"

Scholarship

- an award given to a student primarily on the basis of academic standing. For most College scholarships, a minimum Grade Point Average is required to qualify, although other criteria such as financial need, extracurricular activities, and contribution to community or campus life may be considered in selecting recipients. See "Scholarships, Bursaries, and Awards" section.

Semester

- often known as an academic session. Each academic year at the College is divided into periods of time called semesters. At Mount Royal, the Fall and Winter Semesters each last 16 weeks and are referred to as major semesters. There is also one Spring Semester, which usually lasts six or eight weeks. Students who attend the Spring Semester receive the same number of hours of instruction for each course taken as in the Fall or Winter Semester.

Senior Matriculation

- frequently known as university entrance.
- a term used in Alberta to describe a student who has an Alberta High School Diploma (100 credits) with five (5) appropriate 30-level subjects. These five (5) 30-level subjects must be chosen carefully as different

subjects are required for entrance to the various university faculties.

Student Loan

- a government loan to help students pay for books, tuition, and living expenses while attending a college, university, or technical school. Students must start paying back their loan once they have been out of school for six (6) months. See the "Financial Aid" section for more information.

TOEFL

- Test Of English As A Foreign Language.
- an international test which must be written by every applicant to the College whose native language is not English.

Transcript

- sometimes called an academic record or student record.
- a permanent record of all of a student's courses, credits, and grades. Transcripts are maintained by the Office of the Registrar and are only released upon written request by the student.

Transfer Credit

- sometimes called advanced credit, advanced standing, or credit for previous knowledge.
- students may be awarded transfer credit for courses they have taken at another accredited or recognized college, university, or technical institute. Transfer credit is only given when the knowledge an applicant acquired through previous study is equivalent or comparable to that which would be gained in one of the credit courses offered at the College.

Tuition

- see the "Fees" section of this Calendar for more information.

Withdrawal

- procedure for a student who withdraws from one or more courses or from the College completely and stops attending classes. Students who do not withdraw from courses using the proper procedures can be given an "F" grade in the course(s) even if they haven't attended class.



Governance

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Director, Ancillary Services
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Dickson, N.; (Fiddle)
Elson, L.; M.M.A., D.M.A.; (Violin) (Senior Artist
in Residence)
Garrett, S.; B.Mus., Cert. Adv. Studies (London);
(Double Bass)
Grigoriu, K.; Dip. (Bucharest); (Violin)
Hyde, J.; (Jazz Bass)
Jurchuk, T.; Mus. Perf. Dip.; (Violin)
Kadz, J.; (Cello)
Lane, D.; (Violin)
Louie, B.; B.Mus, M.Mus.; (Violin)
Neumann, A.; B.Mus., M.Mus.; (Violin)
Neumann, B.; B.Mus.; (Violin)
O'Brien, D.; B.Mus., M.Mus., D.M.A.; (Violin,
Viola)
O'Sullivan, M.; (Harp)
Plotnick, T.; (Violin, Viola)
Plotnick, J.; B.A.; (Chamber Music) (Violin)
Pulos, N.; B.Mus., M.Mus.; (Viola, Violin)
Sandvoss, B.; B.Mus, M.Mus.; (Cello)
Szebenyi, M.; M.Mus.; (Cello)
Szojka, E.; Dip. (Basel) B.Mus.; (Violin)
Thompson, J.; L.R.A.M.; (Viola)
Vandekerkove, M.J.; B.Mus. (Perf); (Violin)
van der Sloom, A.; Dip.; (Violin/Viola)
van der Sloom, W.; B.Mus., Dip.; (Violin/Viola)
Vrba, C.; Dip. (Czechoslovakia); (Violin)

Woodwind Faculty

Climie, S.; B.Mus.; (Clarinet)
Colquhoun, J.; B.Mus.Ed., M.Mus.; (Clarinet)
Dornian, P.; B.Mus., M.Mus.; (Clarinet) (Director,
Mount Royal College Conservatory)
Eselson, L.; B.Mus., M.Mus.; (Flute)
Friedenberg, E.; B.Mus.; (Saxophone, Flute)
Fullerton, P.; (Flute)
Reside, J.; (Flute)

Brass Faculty

Baker, R.; B.Mus., M.Mus.; (Trombone)
Brown, L.; B.A.Mus., M.A.Mus.;
(Chamber Music) (Trumpet)
Caswell, D.; B.Mus, M.Mus.; (French Horn)
Day, R.; (Trumpet)
Eastep, M.; B.Mus.; (Tuba, Euphonium)
Engstrom, H.; B.Mus.; (Trumpet)

Percussion Faculty

DeBoeck, G.
Schuett, M.; B.Mus., M.Mus.

Classical Guitar Faculty

James Carne, S.
Maier, R.; B.Mus., M.Mus.
Mahon, B.; Mus.Perf.Dip., B.Mus.
Rumpel, G.; Mus.Perf.Dip.
Weiss, S.

Harp Faculty

O'Sullivan, M.; B.A., B.Mus.

Jazz/Contemporary Popular Performance

Buschmeyer, R.; Dip. Music; (Guitar)
Cardinal, V.; (Jazz Voice)
Day, R.; (Trumpet)
DeBoeck, G.; (Percussion)
Friedenberg, E.; B.Mus.; (Flute, Saxophone)
Hyde, J.; (Bass)
Rumpel, G.; Dip. Mus. (Perf); (Guitar)
Zandboer, S.; (Piano)

Vocal/Choral Faculty

Case, E.; A.R.C.T., A.Mus.
Chiasson, F.; Director, Children's Choir, Children's
Chamber Choir
Ferguson, D.; A.R.C.T., B.Ed., M.Mus.; Mount
Royal Youth Choir (Artistic Director
Choral Program)
Johnson, D.; B.Mus.
Johnson, E.; A.R.T.C., B.Ed.; (Co-ordinator,
Vocal Studies)
Noren, W.; B.Mus.
Perlau, A.; B.Ed. (Mus.) (Director, Jr. Children's
Choir)
Rendell, J.; Mus.Ed.Dip., DRSAMD. (Director,
Songsters)
Sherban, R. A.R.C.T., B.Ed., M.A. (Children's
Choir)

Accompanists

Music

Ahenda, L.; A.R.C.T., B.Mus.
Bennie, R.; (Credit)
Clark, B.; (Songsters)
Connelly, P.; (Kantorei/General
Programs/Academy)
Dahlberg, M.; B.Mus., A.Mus., Dip (Perf.)
(General Programs/Academy)
Dirks, P.; (Kantorei)
Dornian, K.; A.R.C.T., B.Mus., M.Mus. (General
Programs)
Jacques, J.; B.Mus, M.A. (Academy/Credit)

Jewell, P.; B.Mus.; (Youth Choir)
 Kirby, M.; B.Mus., M.Mus. (Academy)
 Lin, P.; (Academy)
 Lindsay, S.; (General Programs)
 May, E.; (Credit)
 Neary, K.; B.Mus., M.Mus.
 (Academy/Credit/General Programs)

Nesterov, D.; (Academy)
 Phi, N.; (Academy)
 Rendell, J.; (Children's Choir)
 Ruberg-Gordon, S.; (Academy)
 Waite, J.; B.Mus., M.Mus., A.R.C.T., A.Mus.,
 (Credit) (Co-ordinator, Academy
 Accompanists)
 Yee, B.; B.Mus., M.Mus. (General Programs)

Theory Faculty

Abram, J.; B.Sc., M.A. (Composition), Ph.D.
 Janes-Carne, S.; B.Mus, M.F.A.
 Janz, T.; B.Mus.
 Lee, B.; B.Mus. (Hon), M.Mus., Ph.D. (Theory Co-
 ordinator)
 Lee, H.; B.Mus., M.Mus.
 Longacre, I.; A.R.C.T., Artist Diploma (Salzburg)
 Nadler, S.; (Credit History)
 Noren, W.; B.Mus.
 Page, S.; A.T.C.L., B.Mus.
 Rosen, R.; (Area Co-ordinator, Music Theory)
 (Co-ordinator, Academy Theory)
 Speech Arts Faculty
 Chow, D.; B.Comm., A.M.R.C.
 Dobbin, J.; L.T.C.L., B.A., B.Ed., M.F.A.
 Duska, S.; A.M.R.C., L.M.R.C., A.R.T.C., B.F.A.
 Fleming, F.; A.M.R.C., L.M.R.C.
 Fleming, J.; A.R.C.T., A.T.C.L., A.M.R.C., L.M.R.C.
 Goodfellow-Duke, V.; B.A., Speech Dip. T.C.L.
 Love, J.; A.T.C.L., B.A., L.T.C.L.
 Martell, K.; A.R.T.C., A.M.R.C., A.T.C.L., L.T.C.L.,
 B.Ed.
 Morrow, G.; A.M.R.C., A.R.C.T., B.A.
 Orr, J.; A.R.C.T., A.M.R.C., B.A. (Co-ordinator,
 Speech Arts)
 Paterson, G.; A.M.R.C., A.C.R.T., A.T.C.L., L.T.C.L.,
 F.T.C.L., B.A., M.F.A.
 Richards, B.; A.M.R.C., B.Ed.
 Seetal, S.; B.A. (Hon), B.A.C. (PR), A.R.C.T.,
 A.M.R.C.
 Seeverson-Baker, J.; B.A. (Hon), A.M.R.C.
 Steen, D.; A.M.R.C., Speech Diploma M.R.C.
 (Hon)
 Woolgar, T.; A.M.R.C., B.A.

FACULTY ADVISORY COMMITTEES

Faculty of Science and Technology

Antonio, M.; Educational Consultant.
 Harrison, C.; Alliance of Manufacturers and
 Exporters Canada.
 Peppler, L.; Enersol Inc.
 Perrin, M.; PanCanadian Petroleum Limited.
 Taylor, T.; PetroCanada.
 Weir, B.; Suncor Energy Inc.

ACADEMIC PROGRAM ADVISORY COMMITTEES

Advanced Studies in Critical Care Nursing

Amend, E.; Regional Co-ordinator, Health
 Services Support, Medicine Hat Regional
 Hospital.
 Askew, J.; Patient Care Director, Cardiac
 Sciences, University of Alberta Hospital.
 Carter-Snell, C.; Co-ordinator, Emergency
 Stream, Advanced Studies in Critical Care
 Nursing Program, Mount Royal College.
 Deagle, G.; Clinical Development Nurse,
 ICU/Emergency, Queen Elizabeth II Hospital.
 Dyer, D.; Regional Trauma Services Manager,
 Foothills Medical Centre.
 Dymond, M.; Clinical Nurse Educator,
 Emergency, University of Alberta Hospital.
 Estabrooks, L.; Co-ordinator, Critical Care
 Stream, Advanced Studies in Critical Care
 Nursing Program, Mount Royal College.
 Fowler, L.; Clinical Educator, Red Deer Regional
 Hospital.
 Gillanders, E.; Patient Care Manager, Emergency,
 Misericordia Community Hospital and Health
 Centre.
 Girard, F.; Vice President and Chief Nursing
 Officer, Calgary Health Region.
 Glowa, J.; Instructor Staff Development, ICU,
 Foothills Medical Centre.
 Gordon, D.; Director Emergency, University of
 Alberta Hospital.
 Haughian, M.; Patient Care Manager, ICU/CCU,
 Grey Nuns Hospital.
 Hendrickson, B.; Dean, Faculty of Health and
 Community Studies, Mount Royal College.
 Holberton, P.; Manager, Rockyview Intensive
 Care, Rockyview Hospital.
 Inkson, T.; Director Critical Care and Clinical
 Neurosciences, Foothills Medical Centre.
 Kelly, D.; Patient Care Manager, Emergency,
 Peter Lougheed Centre.
 Kemp, M.; Patient Care Manager, University of
 Alberta Hospital.
 Long, P.; Co-ordinator, Regional Trauma Services,
 Foothills Medical Centre.
 MacVicar, C.; Patient Care Manager, Critical
 Care, Royal Alexandra Hospital.
 Mageau, A.; Instructor, Emergency, Foothills
 Medical Centre.
 Markinobich, J.; Unit Manager, Coronary Care,
 Royal Alexandra Hospital.
 Marshall, D.; Director of Critical Care, Northern
 Lights Region.
 McLeay, J.; Patient Care Manager, Emergency,
 Foothills Medical Centre.
 Metcalf, B.; Acting Chair, Advanced Specialty
 Health Studies, Mount Royal College.
 Nettleton, J.; Patient Care Manager, Critical
 Care/Burns, University of Alberta Hospital.
 O'Shaughnessy, L.; South Alberta Student
 Representative – Emergency Stream.

Phillips, J.; Clinical Manager, ICU/CCU, Grey
 Nuns Hospital.
 Policicchio, C.; Emergency Health Leader, North
 East Community Health Centre.
 Pooler, C.; Instructor, Advanced Studies in
 Critical Care Nursing Program, Mount Royal
 College.
 Pratt, S.; Patient Care Manager, Emergency, Grey
 Nuns Hospital.
 Rudnisky, I.; Patient Care Manager, CCU,
 Misericordia Community Hospital and Health
 Centre.
 Sagan, M.; Patient Care Manager, ICU, Foothills
 Medical Centre.
 Shanks, D.; Program Director, Emergency and
 Trauma, Chinook Health Region.
 Simpson, N.; Regional Manager, Nursing Affairs,
 Capital Health Region.
 Slater-MacLean, L.; Critical Care Nursing
 Instructor – Edmonton, Advanced Specialty
 Health Studies, Mount Royal College.
 Smith, T.; Patient Care Manager, Emergency,
 Rockyview Hospital.
 Stewart, D.; Patient Care Manager, Emergency,
 University of Alberta Hospital.
 Stewart, M.; Patient Care Manager, CICU and
 Cardiovascular Intensive Care, Foothills
 Medical Centre.
 Ternovoy, K.; Patient Care Manager, Emergency,
 Royal Alexandra Hospital.
 Thompson, G.; Nurse Educator, ICU/CCU,
 University of Alberta Hospital.
 Weddel, A.; Patient Care Director, Neurosciences
 ICU, University of Alberta Hospital.
 Westby, J.; Patient Care Manager, ICU,
 Misericordia Community Hospital.
 White, L.; Calgary Chapter of CACCN.
 White, M.; Patient Care Manager, ICU/CCU,
 Peter Lougheed Centre.
 Young, S.; Critical Care/Burns/Neurosciences,
 University of Alberta Hospital.

Advanced Studies in Mental Health

Champion, I.; Patient Care Manager, Foothills
 Hospital.
 Gardner, C.; Mental Health Coordinator, 8th &
 8th Health Centre.
 Hendrickson, B.; Dean, Faculty of Health and
 Community Studies, Mount Royal College.
 Jackson, F.; Program Co-ordinator, Advanced
 Studies in Mental Health.
 Kunkel, D.; Education Project Manager,
 Children's Mental Health Board.
 Merchant, J.; Program Director of Primary and
 Community Care, Alberta Mental Health
 Board.
 Metcalf, B.; Acting Chair, Department of
 Advanced Specialty Health Studies, Mount
 Royal College.
 Orto, T.; Patient Care Manager, Peter Lougheed
 Centre.
 Rasmussen, R.; Nurse Practitioner, Alexandra
 Seniors' Community Health Centre.

Athletic Therapy

Butterwick, D.; Instructor and Head Athletic Therapist, University of Calgary.
Cook, M.; Athletic Therapist, University of Calgary.
Danylo-McClair, D.; Alumni.
Davis, J.; Athletic Therapist, Mount Royal College.
Filson, C.; Athletic Therapist, Spring Hill Sport Physiotherapy.
Forss, T.D.; Athletic Therapist, Calgary Flames.
Hendrickson, B.; Dean, Faculty of Health and Community Studies, Mount Royal College.
Lafave, M.; Program Co-ordinator, Department of Physical Education and Recreation Studies, Mount Royal College.
Lazor, R.; Athletic Therapist, Southland Sport Physiotherapy.
London, C.; Chair, Department of Physical Education and Recreation Studies, Mount Royal College.
McKenzie, L.; Athletic Therapist, Southland Sport Physiotherapy.
McMillan, W.; Athletic Therapist, Southern Alberta Institute of Technology.
Nelson, D.; Certified Athletic Therapist, Faculty, Mount Royal College.
Shaw, L.; Athletic Therapist/Physiotherapist, Canadian Sport Rehabilitation.

Aviation

Braun, J.
Brownie, D.; Prolog Canada Inc.
Carscadden, J.; Alberta Aviation Council.
Crozier, B.; Chair, Aviation Advisory Committee.
Giles, R.; PanCanadian Petroleum.
Lepage, S.; Alta Flights (Charters) Inc.
Lewchuk, L.; Student Representative, Mount Royal College.
Maki, R.; Air Canada.
Morgan, T.; WestJet Airlines.
Palmer, C.; Palmer Energy Inc.
Spear, H.; WestJet Airlines.

Bachelor of Applied Business Administration – Accounting

Atchison, M.; Schlumberger Canada Limited.
Belanger, J.; Alberta Shock Trauma Air Rescue Society and Foundation.
Fennell, H.; Husky Energy Inc.
Giesbrecht, J.; Alberta Energy Utility Board.
Kelly, M.; Trican.
Laraway, K.; Nova Chemicals.
Love, C.; Student Representative, Mount Royal College.
Martyn, T.; PriceWaterhouseCoopers LLP.
McLellan, L.; (Chair) Can Scot Resources Ltd.
Shandro, W.; Telus.
Shelton, S.; Canada Customs and Revenue Agency.

Bachelor of Applied Business and Entrepreneurship

Bregazzi, M.
Cameron, B.; Royal Bank of Canada.
Gerlinsky, M.; Second-Year Student Representative, Mount Royal College.
Hoeght, D.; Renfrew Chrysler.
Lane, B.; Moxie's Classic Grill.
Lee, G.; First-Year Student Representative, Mount Royal College.
Lewis, J.; First-Year Student Representative, Mount Royal College.
MacEachern, L.; Fortune Industries.
Major, M.; Royal Bank of Canada.
Massie, S.; About Staffing.
McLoughlan, M.; Calgary Stampede; Calgary Educational Partnership Foundation.
Nordal, H.; Third-Year Student Representative, Mount Royal College.
Penfold, D.; First-Year Student Representative, Mount Royal College.
Read, K.; Second-Year Student Representative, Mount Royal College.
Reimche, J.; First-Year Student Representative, Mount Royal College.
Simpson, C.; (Chair) Canadian Youth Business Foundation.
Solberg-Claridge, U.; Eventplan.
Walsh, M.; First-Year Student Representative, Mount Royal College.
Weber, D.; Graduate Representative, Morrison Homes.
Wright, E.; Better Business Bureau of Southern Alberta.

Bachelor of Applied Business and Entrepreneurship – Computer Information Systems

Bennett, D.; IRM Systems.
Bliss, G.; Bliss Informatics.
Carr, W.; Telus.
Duff, R.; QPM Solutions Inc.
Fraser, W.; Dean, Bissett School of Business, Mount Royal College.
Haworth, M.; Program Chair, Bissett School of Business, Mount Royal College.
Kazakoff, N.; Student Representative, Mount Royal College.
Lane, B.; Dean, Faculty of Science and Technology, Mount Royal College.
MacKimmie, C.; Chair, Computer Science and Information Systems Department, Mount Royal College.
Meneghetti, M.; (Chair) Western Management Consultants.
Mutch, R.; Petrowave Solutions, Inc.
Paterson, B.; Co-ordinator, Computer Science and Information Systems, Mount Royal College.
Pellow, M.; EOG Resources Canada Inc.
Rose, D.; Foothills Pipe Lines Ltd.
Sawotin, E.; Alumnus, Mount Royal College.
Schulich, L.; techNewLogy.com Inc.
Windrim, M.; Rightsmarket Inc.

Bachelor of Applied Child Studies

Creighton, T.; Executive Director, Providence Children's Centre.
Cutler, M.; Co-ordinator, Calgary Rockyview Child and Family Services.
Darwish, D.; Executive Director, Enviros Wilderness School.
Doherty, C.; Boys and Girls Club.
Ghitan, G.; Executive Director, Hull Child and Family Services.
Kilgallon, P.; Executive Director, Children's Cottage.
Locke, K.; Co-student Representative.
Matheson, J.; Woods Homes.
Pritchard, K.; Program Manager, Aspen Family and Community Network.
Serrett, K.; Renfrew Educational Services.
Sharrow, T.; Co-ordinator, Department of Advanced Specialty Health Studies, Mount Royal College.
Venn-Clark, C.; Co-student Representative.

Bachelor of Applied Communications – Electronic Publishing

Charland, R.; Group Publisher, Nickle Publishing.
Gardner, K.; Employment Marketing Consultant, City of Calgary.
McDermid, J.; Senior Content Editor, Carswell Publications.
McGinnis, R.
Osborne, J.; Osborne Group.

Bachelor of Applied Communications – Journalism

Duvall, M.
Motley, L.; Deputy Editor – News, Calgary Herald.
Naylor, D.; City Editor, Calgary Sun.
Solis, M.
Steward, G.; Freelance Writer.
Youngs, F.; Executive Producer, CBC Newsworld.

Bachelor of Applied Communications – Public Relations

Annesley, D.; President, D. W. Annesley and Associates.
Dolaine, H.; Manager – Communication and Marketing, Calgary Health Trust.
Holland, B.; Leader – Client Service and Northern Development Communication, TransCanada Pipelines.
Lemke, J.; Manager – Public Affairs, Alberta Cattle Commission.
Leong-Huxley, J.; Framework Partners Inc.
Pargeter, T.; Director – Corporate Communications, PetroCanada.
Pincote, D.; VP – Public Relations, TMP Worldwide.
Vircoe, P.; Director – Public Affairs, Certified Management Accountants of Alberta.

Bachelor of Applied Communications – Technical Communication

Alexander, D.K.; Alexander and Associates.
Gerritsen, K.; Freelance Writer.
McDermid, J.; Senior Content Editor, Carswell Publications.
Pearson, M.; E-Learning Consultant, PriceWaterhouseCoopers.
Tenor, D.
Traynor, B.; Nortel Networks.
Saxby, C.; Director, Saxby and Associates.
Sprung, M.A.; Manager – Documentation Team, Schlumberger Information Solutions.

Bachelor of Applied Interior Design

Ainsworth, C.; Culham Pedersen Valentine.
Almond, T.; Faculty Representative, Department of Interior Design, Mount Royal College.
Crawford, S.; Student Representative, Department of Interior Design, Mount Royal College.
Fellows, D.; Work Experience Co-ordinator, Department of Interior Design, Mount Royal College.
Kaspar, S.A.; Abugov Kaspar Interior Design.
Jalbert, N.
Jones, B.; Parchoma and Jones Design.
Labouret de Pennart, A.; Stantect Architecture Ltd.
Lawson, J.; Cohos Evamy Partners.
Leask, V.; Valadar Design in Partnership Inc.
McKinley, W.; McKinley Dang Burkart Design Group.
Perry, C.; BKDI Architects.
Reimert, S.; Christopher Bain Design Associates.
Wise, J.; Simpson Roberts Architecture Interior Design Inc.
Walker, D.; Delcy Walker Design Ltd.
Zobell, S.; Crossley Carpet Mills Limited.

Bachelor of Applied International Business and Supply Chain Management

Allen, L.; Canadian Pacific Railway.
Ash, L.; Bulk Plus Logistics, A Trimac Company.
Boguski, R.; Transalta.
Crowe, D.; The City of Calgary.
Gall, C.; Enmax Corporation.
Greaney, P.; P&H MinePro Services Canada (Harnischfeger Corporation of Canada, Ltd.).
Olson, F.; Sunor Energy Inc.
Robinson, F.; Transportation and Logistics Consulting.
Semchuk, M.; ATCO Frontec.
Shepherdson, S.; (Chair) SDS Management Consultants.
Smith, L.; Supply Chain Management.
Taillon C.; (Vice Chair) United Farmers of Alberta.
Telford, J.; Telcan Management Consultants.
Wallis, P.; The Van Horne Institute.
Young, C.; Tronicus Inc.

Bachelor of Applied Justice Studies

Borbridge, G.; Chair, Former Calgary Police Chief, Calgary Police Service.
Cody, A.; District Director, Customs.
Danelesko, E.; Program Director, Community and Health Studies, Continuing Education, Mount Royal College.
Field, T.; Private Consulting, Media Interests.
Knox, B.; Chief Probation Officer.
Hayman, J.; Supervisor, National Parole Service.
Magnusson, C.; Calgary Police Services.
Sand, G.; Executive Director, John Howard Society.

Bachelor of Applied Policy Studies

Andras, R.; Senior Director, Corporate Communications, Petro Canada.
Bushfield, C.; Student Representative, Mount Royal College.
Chapman, L.; Executive Director, Policy Research Initiative.
Dillabough, B.; Student Representative, Mount Royal College.
Ehrenworth, S.; Executive in Residence and Community Advisor, GPC International.
Gibbins, R.; CEO Canada West Foundation.
Howlett, M.; Department of Political Science, Simon Fraser University.
Kruselnicki, P.; Treasury Department, Government of Alberta.
Lenny, O.; Western Economic Diversification.
McLaren, T.; Assistant Deputy Minister, Corporate Communications, Government of Ontario.
Mertin, M.; Dean of Arts, Mount Royal College.
Rajic, M.; Southern Alberta Institute of Technology.
Sabiston, D.R.; Department of Policy Studies, Mount Royal College.
Stein, D.; Department of Intergovernmental Affairs.

Broadcasting

Duchscher, E.; News Director, CJWW Radio.
Dys, H.; VP, Apple Box Productions.
McDougall, P.; General Manager, CFCN TV.
Merriman, J.; Executive VP, White Iron Film and Video Productions.
Michaelis, N.; Operations Manager, CKRD TV.
Mullett, R.; Sales Manager, Global TV Calgary.
Perry, L.; News Director, CFCN TV.
Redel, A.; CKGY/Z99 Radio.
Rodgers, D.; Director – Creative Services, Corus Entertainment.
Taylor, D.; Reporter/Host, QR77 Radio.
Yost, B.; Freelance TV Producer, Yost Production Services.

Business Administration and Insurance

Bevan-Stewart, L.; Wawanesa Mutual Insurance Co.
Burns, B.; Trilagy Insurance and Financial Services.
Cooper, G.; Triple C Education.
Dahlgren, J. L.; Aon Reed Stenhouse.
Denney, J.; Liberty Mutual (Alumni Representative).
Duimel, M.; ING Western Union Insurance Company.
Fargey, S.; Student Representative, Mount Royal College.
Joyce, G.; Gerling Global Insurance.
MacMillan, K.; Independent Insurance Brokers Assn. of Alberta.
Miller, C.; Western Union Insurance.
Rea, P.; Student Representative, Mount Royal College.
Robertson, M.; Nexen Inc.
Seeger, J.; Enbridge Inc.
Sinclair, J.; Ex Officio Member, Fund Raising Committee.
Stott, K.; (Chair) CJ Campbell Insurance.
Thompson, D.; Underwriters Adjustment Bureau Ltd.

Business Administration – Human Resources

Bond, D.; (Chair) Right Axmith.
Copping, J.; CP Rail.
Friesen-Paul, P.
Halliday, B.; Garth Toombs and Associates Inc.
Hamilton, C.; Human Resources Program Graduate.
Hanna, S.; Shane Hanna Consulting.
Herman, B.; TransCanada Pipelines.
Holowach, M.; Telus.
Lancaster, R.; Conroy Partners Limited.
Markwart, D.; Student Representative, Mount Royal College.
McLean, M.; Nortel Networks.
Romanovitch, D.; Nexen Inc.

Business Administration – Marketing Management

Anderson, A.; Enmax Corporation.
Bentley, A.; Hewlett Packard.
Cheverie, C.; Altius Capital Corp.
Craig, L.; (Chair) West Jet.
Deane, M.; Resource Information Systems Inc.
Jackman, S.; Venture Communications.
Nemeth, M.; Primal Grounds, Inc.
Parker, H.; MGM Communications.
Pleet, B.; AgendaTECH Inc.
Sheppard, M.; Innovation Business Consulting Group.
Taft, G.
Veltri, A.; Student Representative, Mount Royal College.
Wilson, D.; Petro Canada.

Child and Youth Care Counsellor

- Bartel, W.; Manger of Group Homes, Forest Heights Group Home.
 Dawson, K.; Graduate Student.
 Drover, A.; First-Year Student, Child and Youth Care Counsellor Program, Mount Royal College.
 Elliott, L.; Second-Year Student, Child and Youth Care Counsellor Program, Mount Royal College.
 McDonald, M.; Program Manager, Wood's Homes.
 Miller, A.; Outcome Consultant and Trainer, Canadian Outcomes Institute.
 Rolfe, M.; Senior Counsellor, Whitehorn Transitional Home.
 Smith, J.; CYCAA Representative.

Disability Studies

- Clark, M.; Chair, Department of Social Work and Disability Studies, Mount Royal College.
 Desjardine, P.; Diploma Graduate, Mount Royal College.
 Hendrickson, B.; Dean, Faculty of Health and Community Studies, Mount Royal College.
 Labaree, E.; Student, Disability Studies, Mount Royal College.
 Law, S.; Executive Director, Calgary Alternative Support Services.
 Moroz, C.; Strategist for the Developmentally Challenged, School Support Services, Parkdale Centre.
 Osoff-Bultz, B.; Alberta Child Health Centre.
 Russell, M.K.; CEO, Persons with Developmental Disabilities, Calgary Region Community Board.
 Shimoni, R.; Associate Dean, Faculty of Health and Community Studies, Mount Royal College.
 Thomas, V.; Strategist for the Developmentally Challenged, School Support Services, Parkdale Centre.
 Wight-Felske, A.; Exofficio Faculty Member, Mount Royal College.
 Wood, N.; Administrative Leader, Community Health Resources.
 Yost, E.; Executive Director, Optional Rehabilitation Services.

Early Childhood Care and Education

- Abele, D.; Calgary Rockyview Child and Family Services.
 Ainsworth, S.; Thumbelina Nursery School.
 Ashton, E.; President, ECCE Society 2001-2001.
 Bailey, D.; CBE Kindergarten Specialist, School Support Services.
 Crowther, C.; Child Development Dayhomes.
 Gaudette, P.; City of Calgary.
 Jacobs, E.; Tsuu T'ina Nation.
 Kelm, T.; Marlborough Day Nursery.
 Leong-Machielse, M.; KIDZINC.
 Shimoni, R.; Dean, Health and Community Care.

- Sieger, M.; South Family YMCA.
 Simmons, L.; Calgary Rockyview Child and Family Services.
 Weaver, R.; Calgary Preschool Association.

Ecotourism and Outdoor Leadership

- Andrews, R.; Manager of Operations, Alberta Environment.
 Derbyshire, A.; Program Co-ordinator, Department of Physical Education and Recreation Studies, Mount Royal College.
 Ell, L.; Student Representative.
 Gibson, A.; Student Representative.
 Gray, L.; Student Representative.
 Gruttz, J.; Outdoor Recreation Specialist, Calgary Parks and Recreation.
 Hendrickson, B.; Dean, Faculty of Health and Community Studies, Mount Royal College.
 Jamieson, J.; Director, Rocky Mountain YMCA/Camp Chief Hector.
 Keating, B.; Executive Director, Calgary Zoo, Botanical Garden and Prehistoric Park.
 Kelba, N.; Outdoor Education Consultant, Calgary Outdoor School Consortium.
 London, C.; Chair, Department of Physical Education and Recreation Studies, Mount Royal College.
 Morton, K.; Outdoor Enthusiast.
 O'Neil, R.; Director, Fall Protection Group, Inc.
 Pavelka, J.; Instructor, Department of Physical Education and Recreation Studies, Mount Royal College.
 Radchenko, P.; Coordinator, Ecotourism and Outdoor Leadership, Medicine Hat College.
 Sherrington, I.; Instructor, Department of Physical Education and Recreation Studies, Mount Royal College.
 Skrastins, A.; Outdoor Program Centre Manager, University of Calgary.
 Slobodianiuk, R.; Executive Director, Calgary Area Outdoor Council.

Engineering

- Cummins, K.; Chemistry Instructor, Mount Royal College.
 Dang, D.; Engineering Co-ordinator, Mount Royal College.
 Day, R.; Associate Dean, Academic, University of Calgary.
 He, W.; Mathematics Instructor, Mount Royal College.
 Laureshen, C.; Mount Royal College Alumnus.
 Levesque, J.; Landata Inc., General Manager.
 Malik, O.; Associate Dean, Student Affairs, University of Calgary.
 Price, P.; National Energy Board.
 Springer, J.; Chair, Department of Mathematics, Physics and Engineering, Mount Royal College.
 Thompson, S.; Student Programs and Admissions Officer, Faculty of Engineering, University of Calgary.
 Vindevoghel, E.; Quantel Engineering.

Environmental Technology

- Balderson, D.; Chevron Ltd.
 Botham, M.; Alumnus member.
 Crowther, R.; Aquatic Resource Management.
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Forensic Studies

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Mears, M.; President, Trison Investments Ltd.
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Physical Activity and Sport Administration

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Petti, D.; President, IATSE Local 212.
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FACULTY OF CONTINUING EDUCATION AND EXTENSION

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Byer, P.; PetroCanada.
Coffin, B.; Metropol Security.
Davies, S.; International Foundation for
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McLeod, K.; ATCO.
Minion, R.; Minion Protection Service Ltd.
Seltnerich, S.; Corporate Properties Group.
Senft, J.; Apex Resource Management.
Stayura, A.; Calgary Police Service.
Warne, G.; PanCanadian Petroleum Ltd.

Certified Financial Planner

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Durnin, J.; FPC INV Inc.
Harris, G.; Money Ed/T.E. Financial Consultants
Ltd.
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Mayer, T.; Mount Royal College.
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Unruh, J.
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Coombes, S.
Fetherston, D.
Hansen-McManus, M.
Harding, R.; Widdowson, MacPhail, Webber,
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Richens, L.; Better Business Bureau.
Rodriguez Roza, M.
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Chasca, J.; SCI Alaska/Canada Region.
Greschuk, B.; Park Memorial Ltd.
Hermitte, C.; South Side Memorial Chapel.
Jacques, D.; Heritage Funeral Home.
Maetche, S.; Wilson's Funeral Chapels Ltd.
Pierson, M.; Pierson's Funeral Service Ltd.
Poissant, J.; Imperial Casket Calgary Ltd.
Rix, T.; Snodgrass Funeral Home.
Schafer, B.
Strong, E.; Leyden's Funeral Home Ltd.

Thackeray, D.; Momento Funeral Chapel Ltd.
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Yewchin, C.; Yewchin's Funeral Chapel Ltd.

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Scarborough, D.
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Personal Fitness Trainer

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Clarke, K.; Glencoe Club.
Krahn, T.
McDonald-Webber, H.
Pulliam, L.
Sherring, D.; YMCA, Eau Claire
Vanderburg, H.; Heaven's Fitness
Watts, D.; Mount Royal College.

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Chapman, L.; Utson Resources Inc.
Holub, D.; Talisman Energy Inc.
Horn, D.; Atlanta Exploration.
Klein, H.; Talisman Energy Inc.
Ogilvy, C.; OGY Petroleum Ltd.
Pearson, M.; Mobil Oil Canada.
Williams, T.; Gray Wolf Exploration.

Telecommunications

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Goerzen, B.; Telus Communications Inc.
Kelly, P.; First Calgary Saving & Credit Union.
Morris, S.; Telus Communications Inc.
O'Connell, S.; SHL Systemhouse Inc.
Reddin, L.; Ericsson Communication.
Yasiw, B.; City of Calgary.

Transitional Vocational Program

Clark, M.; Mount Royal College.
Danelesko, E.; Mount Royal College.
Duncan, K.; Lord Shaughnessy High School.
Kenny, J.; Royal Dominion Securities.
Law, E.G.
Schmitz, Y.; Services to Persons with Disabilities.
Townsend, P.; Sir William Van Horne High
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Van Boeyen, D.; Career Development Centre.

Travel and Tourism

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Voluntary and Non-Profit Sector Management

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Pearl, C.; Centre for Non-Profit Management.
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Certificate – Early Childhood Care and Education . . .	115	Credit Extension and Part-Time Studies Course Fee . . .	17	Diploma – Marketing Management . . .	102
Certificate – Environmental Technology . . .	116	Credit Extension, Part-Time Studies and Academic Upgrading . . .	268	Diploma – Music Performance – Jazz . . .	122
Certificate – Gerontology: Studies in Aging . . .	135	Credit Hours . . .	25	Diploma – Physical Education – Physical Activity and Sport Administration (Admission Suspended) . . .	139
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The Conference Board of Canada

Employability Skills Profile

The Critical Skills Required of the Canadian Workforce

What are employers looking for?

■ Academic Skills ■ Personal Management Skills ■ Teamwork Skills

The academic, personal management and teamwork skills outlined in this profile form the foundation of a high-quality Canadian workforce for both today and tomorrow.



Academic Skills

Those skills which provide the basic foundation to get, keep and progress on a job and to achieve the best results **Canadian employers need a person who can:**

Communicate

- Understand and speak the languages in which business is conducted
- Listen to understand and learn
- Read, comprehend and use written materials, including graphs, charts and displays
- Write effectively in the languages in which business is conducted

Think

- Think critically and act logically to evaluate situations, solve problems and make decisions
- Understand and solve problems involving mathematics and use the results
- Use technology, instruments, tools and information systems effectively
- Access and apply specialized knowledge from various fields (e.g., skilled trades, technology, physical sciences, arts and social sciences)

Learn

- Continue to learn for life

Personal Management Skills

The combination of skills, attitudes and behaviours required to get, keep and progress on a job and to achieve the best results

Canadian employers need a person who can demonstrate:

Positive Attitudes and Behaviours

- Self-esteem and confidence
- Honesty, integrity and personal ethics
- A positive attitude towards learning, growth and personal health
- Initiative, energy and persistence to get the job done

Responsibility

- The ability to set goals and priorities in work and personal life
- The ability to plan and manage time, money and other resources to achieve goals
- Accountability for actions taken

Adaptability

- A positive attitude towards change
- Recognition of and respect for people's diversity and individual differences
- The ability to identify and suggest new ideas to get the job done – creativity

Teamwork Skills

Those skills needed to work with others on a job and to achieve the best results

Canadian employers need a person who can:

Work with Others

- Understand and contribute to the organization's goals
- Understand and work within the culture of the group
- Plan and make decisions with others and support the outcomes
- Respect the thoughts and opinions of others in the group
- Exercise "give and take" to achieve group results
- Seek a team approach, as appropriate
- Lead when appropriate, mobilizing the group for high performance

Mount Royal College has used the Employability Skills Profile for the past several years to guide curriculum development. We have completed further work to develop a set of College-wide Learning Outcomes (see inside front cover) that are being introduced into our courses and programs. These outcomes will ensure that our students have the skills to get the job done and prepare them for employment or transfer to other post-secondary institutions.

MOUNT ROYAL COLLEGE 2003-2004 CALENDAR

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important dates
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scholarships



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COLLEGE

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