

# GENERAL INFORMATION

## HISTORY

The Act establishing the University of Saskatchewan was passed by the Legislative Assembly of the Province on April 3, 1907. The Senate held its first meeting on January 8, 1908, when elections to the Board of Governors were held. In August of the same year, Professor W. C. Murray of Dalhousie University was appointed first President of the University, and he continued to hold that office until June 30, 1937. Other presidents have been J. S. Thomson, (1937-49), W. P. Thompson (1949-59), J. W. T. Spinks (1959-74), R. W. Begg (1974-80), L. F. Kristjanson (1980-89), J. W. G. Ivany (1989-99), and R. P. MacKinnon (1999 to present).

The first classes in Arts and Science began on September 28, 1909, when 70 students were registered. The first building on the campus was opened for the admission of students in October, 1912. The other colleges and schools were established as follows: Agriculture, 1912; Engineering, 1912; Law, 1913; Pharmacy, 1914 (renamed the College of Pharmacy and Nutrition in 1995); Commerce, 1917; Medicine, 1926; Education, 1927; Home Economics, 1928 (closed in 1990); Nursing, 1938; Graduate Studies, 1946 (renamed the College of Graduate Studies and Research in 1971); Physical Education, 1958 (renamed the College of Kinesiology in 1998); Western College of Veterinary Medicine, 1964; Dentistry, 1965; Physical Therapy, 1976.

St. Thomas More College was established by the Fathers of the Order of St. Basil in 1936 and offers Arts courses which are also offered through corresponding departments of the College of Arts and Science.

In 1934, Regina College became part of the University and continued as a Junior College with a Conservatory of Music. In 1959, the institution was raised to full degree-granting status, making it a second campus of the University of Saskatchewan. On July 1, 1961, the College was renamed the University of Saskatchewan Regina Campus. By an Act of Legislation in 1974, the Regina Campus became an independent university, called The University of Regina.

Other Junior Colleges were authorized in 1924 to give work for university credit to the end of the second year in Arts and Science. St. Peter's Historic Junior College at Muenster continues to function.

On July 1, 1964 the two Teacher Colleges at Saskatoon and Regina became a part of the University and all teacher education programs were integrated within the University.

Theological Colleges, affiliated with the University and located on or near the campus, began work as follows: Emmanuel College (Anglican) 1909 (now the College of Emmanuel and St. Chad), St. Andrew's College (United Church) 1913, Lutheran

Theological Seminary (formerly Lutheran College and Seminary 1920, and Luther Theological Seminary 1949), and Central Pentecostal College 1983.

The Gabriel Dumont College of Métis Studies and Applied Research also became affiliated with the University in 1994.

## CONSTITUTION

The University Constitution is determined by the University Act of the Province of Saskatchewan, first passed in 1907 and subsequently amended. The present University Act was assented to on May 18, 1995.

The composition and functions of the various bodies making up the University are as follows:

**Convocation** is composed of the Chancellor, the Senate, members of the first Convocation and all graduates of the University. It has power to consider all matters affecting the interests and well-being of the University and to make representations thereon to the Senate. Annual meetings are held in May and October for the admission of candidates to degrees.

The **Senate** is composed as follows: the present and former Chancellors, the President and Vice-Presidents of the University, the Minister, the Deputy Minister, the Chairperson of the Education Council, Presidents and Principals of federated or affiliated colleges, Deans or Acting Deans of colleges, and such other Deans of Academic and Student Affairs and such Directors as nominated by the President and approved by the Senate, 14 electoral district members, 14 members-at-large, six undergraduate students, one graduate student, representatives of professional societies, groups or organizations in the Province which in the opinion of the Senate contribute in a significant way to the social, economic and cultural welfare of the Province and have a demonstrated interest in furthering the goals of higher education and research at the University.

The Senate makes by-laws respecting the discipline of students for any reason other than academic dishonesty; appoints examiners for, and makes bylaws respecting, the conduct of examinations for professional societies; provides for the granting of honorary degrees; recommends to the Board and Council proposals received respecting the establishment or disestablishment of any college, school, department or institute or any affiliation or federation of the University with another educational institution in terms of relevance to the Province; and recommends to the Board or Council any matters or things that the Senate considers necessary to promote the interests of the University.

The **Board of Governors** consists of twelve members as follows: The Chancellor, the President of the University, six members appointed by the Lieutenant-Governor-in-Council, two members elected by the Senate, one student, and one faculty member. It elects its own Chair and Vice-Chair from among its members.

The Board is responsible for overseeing and directing all matters respecting the management, administration and control of the university's property, revenues and financial affairs.

There is a **Council** which consists of the President, Vice-President (Academic), two faculty members, (one of which will be the Dean if no election is required) representing each college and affiliated and federated colleges, library, extension division, one student representing each college and each affiliated and federated college and 54 faculty members at-large for a total of 116 members.

The Council is responsible for overseeing and directing the University's academic affairs where it considers it appropriate on academic grounds. It authorizes the Board to provide for the establishment or disestablishment of any college, school, department, chair, endowed chair or institute. It oversees admission requirements and quotas; prescribes curricula, programs of instruction and courses of study and methods of evaluating student performance and the conduct of examinations. It is responsible for disciplining students for academic dishonesty and hears appeals from students concerning academic decisions affecting them. It also reviews the physical and budgetary plans of the University and makes recommendations respecting those matters to the President and the Board.

There is a **General Academic Assembly** which consists of the President, Vice-Presidents, Secretary, Registrar, all Deans and Directors employed by the University or an affiliated or federated college, all faculty members and a number of full-time students who are to be elected by the full-time students. The Assembly meets annually to hear the report of the President respecting the state of the University and any other matters that the President considers appropriate.

The General Academic Assembly may require the Council to reconsider its decision to authorize the Board to provide for, on academic grounds, the establishment or disestablishment of any college, department or institute or the affiliation or federation with any educational institution on the dissolution of any such affiliation or federation. The General Academic Assembly also has the power to vote to determine whether or not Council be dissolved and elections for a new Council be held.

The **Faculties** of the different colleges include in each case the President, Dean, Vice-Presidents, Associate Vice-President (Academic), Associate Vice-President (Student Affairs and Services), Dean of Graduate Studies and Research, University Librarian, University Secretary, Registrar, and professors, associate professors, assistant professors, lecturers, and lecturers who are members of departments which, for administrative purposes are assigned to the Dean of that College, together with certain representatives of other colleges and departments named by the Senate. Each Faculty, subject to the general control of the Council, has charge

of all matters of scholarship within its College.

**Advisory Councils** have been set up for some colleges (e.g. Agriculture and Veterinary Medicine), to consider and report to the Senate and Board of Governors on general regulations, courses of study and other related matters within the Colleges for which they are appointed, as set forth in the Senate Statutes.

## OFFICERS OF THE UNIVERSITY

The **Chancellor** is elected by members of Convocation and holds office for three years. The Chancellor presides over Convocation, confers degrees and is a member of the Senate and a member of the Board of Governors.

Various university officers are appointed by the Board of Governors.

The **President**, who is also the Vice-Chancellor, has general supervision over and direction of the academic work of the University, the teaching staff and student body. No person can be appointed a member of the teaching staff of the University unless nominated by the President, and no member of the teaching staff can be promoted or removed except upon the recommendation of the President, but before recommending for appointments, an advisory committee must be consulted.

The **Vice-President (Academic)**, the **Vice-President (Finance and Resources)**, and the **Vice-President (Research)** assist the President.

**Deans of Colleges** are chief executive officers of their colleges, having, subject to the authority of the President, general supervision over the direction of the work of the teaching and training of the students in all departments of their colleges.

**Heads of Departments** have general supervision and direction of the work of their departments, assigning teaching duties to the members following consultation with them in committee.

**The Controller, the University Secretary, and the Registrar** have the usual duties of persons in those positions.

Members of the Board of Governors, Senate, Faculty, administrative and other groups are listed at the back of the *Calendar*.

## LAND AND FACILITIES

The University of Saskatchewan is situated on the South Saskatchewan River within the city. Its site comprises 755 hectares of which 147 hectares have been set apart for the campus, 30 hectares for a research park and the rest are used for the University Farm and Experimental Plots. There are 118 University owned buildings on campus, with a total area of 400,000 square metres.

The University buildings include: Administration, Agriculture, Animal Resources Centre, Animal Science, Anthropology and Archaeology, Arts, Canadian Light Source/Synchrotron, College Building, Commerce, Curling Rink, Dental Clinic, Diefenbaker Canada Centre (Co-operative Studies Centre, Native Law

Centre), Education, Engineering, Faculty Club, farm buildings, General Purpose Building, Geology, Greenhouses, Health Sciences (Dentistry, Medicine, Nursing), Heating Plant, Horticulture, John Mitchell (Drama), Kirk Hall (Alumni and Development, U of S International, U.S.T. Inc., Institutional Advancement, Extension Division, and Vice-President (Research), Research Services), Law, Maintenance, Marquis Hall (bookstore, food services), McLean Hall (Languages and Linguistics, Mathematics and Statistics, Native Studies, S.U.N.T.E.P.), Medical Research, Memorial Union, Murray Building (Main Library, Art and Art History Department, Graduate Studies and Research, Museum of Antiquities, and Saskatchewan Archives Board), Observatory, Physics, Place Riel Student Centre (Students Union), Poultry Science, a residence for the President, Rutherford Rink, student residences, W. P. Thompson (Biology), Thorvaldson (Chemistry, Chemical Engineering, Pharmacy and Nutrition), Western College of Veterinary Medicine, the Williams Building (Centre for Second Language Instruction, Physical Education [Kinesiology]), Toxicology Research Centre, Waste Management, and the Veterinary Infectious Disease Organization.

Affiliated and Federated Colleges with buildings on campus are Emmanuel and St. Chad, St. Andrew's College, Lutheran Theological Seminary, and St. Thomas More College. Also located on campus are the Royal University Hospital, Ellis Hall, Hantleman Building, Canada Agriculture Health of Animals Pathology Laboratory, Canada Agriculture Research Station Laboratory, Cancer Clinic, Innovation Place Research Park (Innovation Mall, National Water Research Institute, SRC Resources Research Centre and SEDCO Centre, SED Systems), Prairie Migratory Bird Research Centre of Canadian Wildlife Service, National Research Council (Plant Biotechnology Institute), Proteins, Oils and Starches Pilot Plant, Regional Psychiatric Centre (Prairies) of the Correctional Service of Canada, and Ogle Hall.

The University has a 10 hectare site on Emma Lake with several buildings. In addition a 50 hectare Biology preserve is leased. Summer Session classes in Art and Biology are held there.

The University also owns and operates three farms for research purposes primarily in the Colleges of Agriculture and Veterinary Medicine. These farms are the Goodale Farm, 445 hectares 13 kilometres south east of Saskatoon; the Kernen Crop Research Farm, 518 hectares north east and adjacent to Saskatoon (Sutherland) area; the Termuende Farm, 778 hectares near Lanigan 130 kilometres south east of Saskatoon; and the Matador Research Station, 777 hectares 60 kilometres north of Swift Current.

## **FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY**

There is an official policy regarding the release of information about students intended to protect the individual student's right to privacy and the confidentiality of

his or her record. Access to confidential information at the University of Saskatchewan is governed by *The Local Authority Freedom of Information and Protection of Privacy Act*.

The University of Saskatchewan gathers and maintains information used for purposes of admission, registration and other fundamental activities related to being a member of the University of Saskatchewan community and to attending a public post-secondary institution in the Province of Saskatchewan.

In signing the application for admission, all applicants are advised that the information they provide and any other information placed into the student record will be protected in compliance with the above named privacy act.

## **ACADEMIC PRIORITY AREAS FOR THE UNIVERSITY OF SASKATCHEWAN**

University Council has established a priority determination process for identifying areas of academic priority at the University of Saskatchewan; four priority areas have been identified: (1) Biotechnology (approved November, 1998); (2) Northern Ecosystems Toxicology (approved December, 1999), (3) Biomolecular Structure Research and Teaching (approved December, 1999) and (4) Indigenous Peoples and Justice Initiative (approved January, 2001).

## **BIOTECHNOLOGY**

The identification of Biotechnology as a priority area has led to the establishment of a Virtual College of Biotechnology, and to the development of a number of degree program options for students interested in the study of the application of technology to living things, and of the commercial, ethical and social implications of the biotechnology industry. The role and mandate of the Virtual College of Biotechnology are described in the Virtual, Federated and Affiliated Colleges section of this Calendar. Individual academic program options are more fully described in each College section, as follows:

- College of Agriculture: Minor in Biotechnology
- College of Arts and Science: Interdisciplinary Honours and Four-Year Major programs in Biology and Biotechnology; Cell Biology and Biotechnology; Biochemistry and Biotechnology; and Microbiology and Biotechnology; Four-Year Major program in Sociology of Biotechnology
- College of Commerce: Major in Biotechnology Management
- College of Engineering: Biochemistry and Biotechnology options in Chemical Engineering
- College of Graduate Studies and Research: There is a wide choice of biotechnology courses in many different disciplines at the graduate level, and a high degree of graduate student activity in both

the Master's and the doctoral levels, in all fields related to biotechnology research.

## **DEGREES, DIPLOMAS AND CERTIFICATES**

The University of Saskatchewan provides programs leading to degrees, diplomas and certificates as follows:

### **COLLEGE OF AGRICULTURE**

Bachelor of Science in Agriculture (B.S.A.), 4 years (majors and honours)  
 Diploma in Agriculture, 3 years  
 Certificates in Agriculture, 1 to 3 years part-time  
 Prairie Horticulture Certificate, 2 to 3 years part-time

### **COLLEGE OF ARTS AND SCIENCE**

Bachelor of Arts Three-year (B.A.)  
 Bachelor of Arts Four-year (B.A.)  
 Bachelor of Arts Honours (B.A.), 4 years  
 Bachelor of Science Three-year (B.Sc.)  
 Bachelor of Science Four-year (B.Sc.)  
 Bachelor of Science Honours (B.Sc.), 4 years  
 Bachelor of Fine Arts (B.F.A.), 4 years  
 Bachelor of Music (B.Mus.), 4 years  
 Advanced Certificate in Arts  
 Advanced Certificate in Science  
 Honours Certificate in Arts  
 Honours Certificate in Science  
 Post Degree Specialization Certificate

### **COLLEGE OF COMMERCE**

Bachelor of Commerce (B.Comm.), 4 years (majors and honours)  
 Associate Certificate in Indigenous Business Administration, 2 years  
 Certificate in Business Administration, 4 years part-time  
 Certificate in Health Care Administration, 2 years part-time by Independent Studies  
 Certificate in Labour Studies, 3 years part-time

### **COLLEGE OF DENTISTRY**

Doctor of Dental Medicine (D.M.D.), 4 years (after 2 pre-professional)

### **COLLEGE OF EDUCATION**

Bachelor of Education (B.Ed.), 4 years or 2 years Post-Academic program  
 Bachelor of Education/Bachelor of Music in Music Education [B.Ed./B.Mus. (Mus.Ed.)], (Combined), 5 years  
 Aboriginal Teacher Associate Certificate, 2 years  
 Certificate in Adult and Continuing Education, 3 years part-time  
 Certificate in Ecological Education, 6 months full-time  
 Certificate in Methods of Teaching Heritage Languages, 3 years part-time  
 Certificate in Post-secondary Technical Vocational Education, 1 year (after credit equivalent to 1 year for approved occupational training and experience)

### **COLLEGE OF ENGINEERING**

Bachelor of Science in Engineering (B.E.), 4 years

## **COLLEGE OF GRADUATE STUDIES AND RESEARCH**

Master of Agriculture (M.Agr.)  
 Master of Arts (M.A.)  
 Master of Science (M.Sc.)  
 Master of Fine Arts (M.F.A.)  
 Master of Mathematics (M.Math.)  
 Master of Business Administration (M.B.A.)  
 Master of Professional Accounting (M.P.Acc.)  
 Master of Continuing Education (M.C.Ed.)  
 Master of Education (M.Ed.)  
 Master of Engineering (M.Eng.)  
 Master of Laws (LL.M.)  
 Master of Music (M. Mus.)  
 Master of Nursing (M.N.)  
 Master of Veterinary Science (M.Vet.Sc.)  
 Doctor of Philosophy (Ph.D.)  
 Postgraduate Diplomas (P.G.D.)

Doctoral degrees awarded on the basis of scholarly work are described in the College of Graduate Studies and Research section of the *Calendar*.

## **COLLEGE OF KINESIOLOGY**

Bachelor of Science in Kinesiology [B.Sc. (Kin.)], 4 years  
 Bachelor of Science in Kinesiology/Bachelor of Education [B.Sc. (Kin.)/B.Ed.], (Combined), 5 years

## **COLLEGE OF LAW**

Bachelor of Laws (LL.B.), 3 years (after 2 pre-professional)

## **COLLEGE OF MEDICINE**

Doctor of Medicine (M.D.), 4 years (after 2 pre-professional)  
 Bachelor of Science in Medicine [B.Sc. (Med.)], 1 year (after admission to Medicine)

## **COLLEGE OF NURSING**

Bachelor of Science in Nursing (B.S.N.), 4 years or 2-3 years Post-Registration program.

## **COLLEGE OF PHARMACY AND NUTRITION**

Bachelor of Science in Pharmacy (B.S.P.), 4 years (after 1 pre-professional)  
 Bachelor of Science in Nutrition [B.Sc. (Nutr.)], 4 years (after 1 pre-professional)

## **SCHOOL OF PHYSICAL THERAPY**

Bachelor of Science in Physical Therapy [B.Sc. (P.T.)], 3 years (after 2 pre-professional)

## **WESTERN COLLEGE OF VETERINARY MEDICINE**

Doctor of Veterinary Medicine (D.V.M.), 4 years (after 2 pre-professional)

## **EXTENSION DIVISION**

Certificate in Teaching English as a Second Language, 2 years part-time

## **HONORARY DEGREES**

The University grants the following honorary degrees: Doctor of Civil Law (D.C.L.), Doctor of Laws (LL.D.), Doctor of Letters (D.Litt.) and Doctor of Science (D.Sc.).

## **OTHER DEGREES**

The University of Saskatchewan does not offer degrees in the fields of Architecture,

# GENERAL INFORMATION

Chiropractic, Journalism, Library Science, Occupational Therapy, Optometry, or Social Work. For further information, see "Admission to Pre-Professional Studies" in the College of Arts and Science section of the *Calendar*.

## THE ACADEMIC YEAR

The Academic Year is a twelve month period beginning July 1st each year. During this period the University offers courses during two academic sessions, each composed of two terms. The Regular Session consists of two 13-week terms, from September to April. The Spring and Summer Session spans May to August.

Classes are offered in compressed time periods of 3-4 week quarters and approximately 7-week terms, as well as over the full 14-week session.

## STUDENT CATEGORIES

**Undergraduate students** are those who are taking one or more courses which are offered for credit toward a degree other than those awarded by the College of Graduate Studies and Research. Students are categorized as full-time or part-time. For internal purposes, full-time students are those who are registered in 18 or more credit units during the Regular Session.

**Graduate students** are those who have been admitted to the College of Graduate Studies and Research. Graduate students are registered on a full-time, part-time or maintenance of status basis.

**Audit students** are students who have registered on a non-credit basis. They have been granted official permission to attend lectures, and have registered and paid the fee required, on the understanding that they may not participate in class discussion (except at the invitation of the instructor), and that they may not undertake assignments, or sit for tests or examinations.

**Visiting Students** are students who, as *bona fide* students of another accredited institution, are permitted to take courses for credit towards a degree, certificate or diploma at their home institution.

**Exchange Students** are students studying at the University of Saskatchewan or at another accredited institution under an approved student exchange program and are enrolled in studies for transfer to a degree program at this or another university.

## ADMISSION

All inquiries relating to undergraduate admission should be directed to

Admissions  
Office of the Registrar  
University of Saskatchewan  
105 Administration Place  
Saskatoon SK S7N 5A2  
Telephone: (306)966-6718  
Fax: (306)966-6730  
Email: registrar@usask.ca  
www.usask.ca/registrar/

All applications for admission from individuals who have attained at least the

age of 16 and have met the minimum admission requirements for the program to which they are applying will be considered. Applicants are normally accepted in order of their academic standing, provided they meet application deadlines.

The University reserves the right to refuse admission even when the stated entrance requirements have been satisfied, and to limit the enrolment in any College or School. For the programs with limited enrolments, preference is generally given to applicants who best meet the criteria used by the school or a college. Saskatchewan residents are normally given first preference for places available in degree and diploma programs.

Prospective applicants may view our prospective student guide online at [www.usask.ca/registrar/recruit/](http://www.usask.ca/registrar/recruit/).

Our application for admission is now available on the web at [www.usask.ca/registrar/apply/](http://www.usask.ca/registrar/apply/).

*The number of applicants may be such that those with the minimum admission requirements will be unlikely to secure admission to some colleges. The effective cutoff average may be higher than the minimum and varies from year to year.*

The University reserves the right to limit enrolment in any program on the basis of the number of students who can be accommodated.

### Applicants from other Canadian Provinces and the Territories

For admission purposes, applicants residing in Flin Flon, Manitoba, in Lloydminster, Alberta or in the Yukon, Northwest and Nunavut Territories will be considered on the same basis as residents of Saskatchewan.

Applicants from other provinces are also encouraged to apply to the University of Saskatchewan. The following colleges have spaces allocated for out-of-province applicants: Agriculture, Arts and Science, Commerce, Engineering, Kinesiology, Law, Medicine, Pharmacy and Nutrition, and Veterinary Medicine (for applicants from Western Canada). Admission to Unclassified Studies is available to all qualified out-of-province applicants. For further details, contact Admissions, Office of the Registrar

Prospective applicants may view our prospective student guide online at [www.usask.ca/registrar/recruit/](http://www.usask.ca/registrar/recruit/).

### International Applicants

The University of Saskatchewan welcomes international applicants to apply to the following colleges: Agriculture, Arts and Science, Commerce, Dentistry, Engineering, Kinesiology, Law, Nursing (Post Registration), and Pharmacy and Nutrition. Admission is competitive, particularly for those undergraduate programs where there are a limited number of places available for international applicants. Unclassified Studies is available to all qualified international applicants. For further information, contact International

Recruitment and Admissions, Office of the Registrar.

Prospective international applicants may view our guide online at [www.usask.ca/registrar/intnl/](http://www.usask.ca/registrar/intnl/).

### Graduates and Spouses or Children of Graduates

Children and spouses of graduates of the University of Saskatchewan are encouraged to apply for admission to the University. For programs which may be entered directly from high school, those holding a degree or diploma from the University and children or spouses of those holding a degree or diploma from the University will be considered on the same basis as residents of Saskatchewan.

### Aboriginal Applicants

The Colleges of Arts and Science, Dentistry, Medicine, Nursing (Nursing Education Program of Saskatchewan, and the Post Registration Program), Pharmacy and Nutrition, School of Physical Therapy and the Western College of Veterinary Medicine have received approval from the Saskatchewan Human Rights Commission to provide access to a defined number of spaces for applicants of Aboriginal descent who are Saskatchewan residents and meet the minimum admission requirements. Applicants will compete among themselves, not against the entire applicant pool. For the purpose of application and admission to these colleges or programs at the University of Saskatchewan, and in accordance with the Constitution Act, 1982, Part II, Section 35(2), an Aboriginal applicant is an Indian, Inuit or Métis person of Canada, or a person who is accepted by one of the Aboriginal peoples of Saskatchewan as a member of their community.

In addition, there are programs within the Colleges of Commerce, Education, and Law which are available to persons of Aboriginal descent. For further details, refer to the respective college sections in the *Calendar*.

Proof of Aboriginal ancestry may be required and applicants will be advised at the time of application if it must be provided. Where proof is required, documentation can be verified by the office of the Director of the Aboriginal Students' Centre, 60 Place Riel Student Centre.

For the purpose of admission, the following is accepted as proof of Aboriginal ancestry.

- A certified copy of a Status or Treaty card.
- A certified copy of a Métis membership card.
- A certified copy of a Nunavut Trust certificate card, roll number or any other proof accepted by the Inuit communities.
- Proof that an ancestor's name has been entered:
  - in the Indian Register according to the Indian Act, or
  - on the band list of an individual band, or
  - on the Inuit roll.
- Evidence of an ancestor who received a land grant or a script grant under the Manitoba Act of the Dominion Lands Act.
- Written confirmation of Aboriginal ancestry from the Department of Indian Affairs.

• Written confirmation of membership by a band council which has enacted its own band membership code.

- A statutory Declaration by an applicant attesting to Aboriginal ancestry, supplemented by letters or documentation supporting the Declaration:
  - from an official of a recognized native organization, or
  - from a relative in an Aboriginal community, or
  - from the applicant describing involvement with Aboriginal issues.
- Other forms of proof may be considered.

### Applicants with Disabilities

Academically qualified applicants who have physical, sensory or specific learning disabilities are encouraged to apply to the University of Saskatchewan. Applicants with disabilities requiring the Application for Admission in an alternative format are encouraged to contact Admissions, Office of the Registrar at (306)966-6718. The University offers a wide variety of support services, including various forms of assistance, to accommodate the needs of individuals who have disabilities. Applicants requiring special assistance in order to attend university should contact the office of the Director of Services for Students with Disabilities, 60 Place Riel Student Centre, telephone (306)966-5673, Fax: (306)966-5081, Email [heather.kuttai@usask.ca](mailto:heather.kuttai@usask.ca), or [www.usask.ca/SAS/SSD](http://www.usask.ca/SAS/SSD)

## ADMISSION REQUIREMENTS

### ENGLISH PROFICIENCY

The language of instruction at the University of Saskatchewan is English. Applicants for admission whose first language is not English must present evidence of proficiency in English. The following will be accepted as satisfactory evidence:

(1) Three years of full-time attendance in a Saskatchewan high school (or from an institution where English is the language of instruction and examination) including complete secondary level standing and successful completion of English Literature and Composition in each of Grades 10, 11 and 12; *or*

(2) A score of at least: 550 (paper based) or 213 (computer based) on the Test of English as a Foreign Language (TOEFL), Band 6.5 on the Academic Reading and Writing Modules of the International English Language Testing System (IELTS), Band 4.5 on the Listening and Reading Sections and at least Band 4.0 on the Writing Section of the Canadian Test of English for Scholars and Trainees (CanTEST), or 85 on the Michigan English Language Assessment Battery (MELAB). Test scores must be forwarded directly to Admissions, Office of the Registrar by the testing centre, to be received no later than the deadline for receipt of applications; *or*

(3) Successful completion of at least 18 credit units of transferable university-level courses at an institution where English is the official language of instruction and examination; *or*



(4) Successful completion of the ESL program (Level 50: Advanced) offered by the Centre for Second Language Instruction is accepted by most of the colleges. These courses are considered the equivalent of full-time studies for immigration purposes. For more information about the ESL program, contact the Centre for Second Language Instruction, R.J.D. Williams Building, 232 - 221 Cumberland Ave. N., Saskatoon SK Canada S7N 1M3, Telephone: (306)966-4351, Fax: (306)966-4356, Email: international.esl@usask.ca, or www.extension.usask.ca.

## EDUCATIONAL REQUIREMENTS

The basic educational requirements for admission to degree programs include satisfactory previous training in the subjects required for admission. *The particular requirements for admission to each College and School of the University are listed individually in this section.*

## SASKATCHEWAN SECONDARY SCHOOL APPLICANTS

### General Regulations

(1) The basic requirement is complete Saskatchewan secondary level standing or equivalent. While a minimum overall average of 65% is required on subjects used for admission, a pass mark on individual subjects is acceptable.

(2) Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 or English Language Arts A30 or B30 to meet requirements (1) and (2) of all direct entry programs.

(3) All credits used in calculation of admission averages purposes must be in different subjects.

*For the purpose of admission to the University, the following combinations are considered to be the same subject:*

Any combination of subjects at both the 20 and 30 level, e.g., Algebra 20 and Algebra 30 and in addition:

Algebra 30 and Mathematics 30 (Alternate Program)

Algebra 20 and Mathematics 30 (Alternate Program)

Geometry 20 and Geometry-Trigonometry 30  
Mathematics 20 and Mathematics A30 or B30 or C30

Mathematics A30 and Mathematics B30

French Language 30 and French 30

French Literature 30 and French 30

*The following combinations are counted as different subjects:*

Algebra 30 and Geometry-Trigonometry 30

French Language 30 and French Literature 30

French A30 and French B30

Mathematics 30 (Alternate Program) and Geometry-Trigonometry 30

Mathematics A30 and C30

Mathematics B30 and C30

(4) Subjects formerly or currently numbered 21, 31, 24, 34, 26c, 36c, 28, 38,

Special Project 20 or 30, Work Experience Education I, 20, 30 (Core) (formerly 27, 37) and Work Experience II, 20, 30 (Core) (formerly 27, 37) are not acceptable for admission to any School or College.

(5) Effective September 1996 and retroactively, subjects in Technical Education (23 and 33), Industrial Arts (25 and 35), Business Education (26 and 36) and Work Experience (27 and 37) are being recorded by Saskatchewan Education as 20 and 30 level subjects. If the subject number was previously 23, 25, 26, 27, 33, 35, 36 or 37, or if the subject is in one or more of the previously mentioned categories, acceptability or non-acceptability will continue as in the past. For further details contact Admissions, Office of the Registrar.

(6) General Mathematics 20 or 30 and Mathematics 20 (alternate program) are not acceptable for admission to any college or school or to Unclassified Studies. Mathematics 30 (alternate program) is acceptable for admission purposes only for the College of Arts and Science and for Unclassified Studies; however, it is not an acceptable prerequisite for courses in Mathematics.

(7) Adult Basic Education subjects and the General Equivalency Diploma are not acceptable for admission.

(8) In general, a minimum average of 65% will be required over the seven subjects considered for admission.

(9) There are no limitations on the number of secondary level subjects which may be repeated or taken to improve an admission average.

(10) Applicants who are deficient an allowable subject and whose average on the remaining subjects is sufficiently high may apply to Admissions, Office of the Registrar for admission to some programs with one deficiency. The admission average with a 30-level deficiency is calculated by substituting a mark of 65% or the 20-level mark in the same subject, if available.

Applicants admitted with a deficiency must, in most cases, clear the deficiency before entering the second year of university studies. Regulations regarding admission with a deficiency will be found under the individual College or School admission requirements listed ahead in this section. Applicants who find themselves deficient in one or more subjects should contact one of the following for a schedule of spring, summer and winter high school subject offerings: Extension Division, Saskatchewan Institute of Applied Science and Technology, Kelsey Campus, Box 1520, Saskatoon SK S7K 3R5, Telephone: (306)933-6350 or Continuing Education Centre, Board of Education 405 3rd Ave. S., Saskatoon SK S7K 1M7, Telephone: (306)683-8200.

Applicants may also contact the college to determine methods to clear their deficiency.

(11) Applications are considered from students from all Saskatchewan Independent Schools which adhere to the Saskatchewan Education Curriculum. Applicants from Independent Schools who do not follow the regular curriculum may fulfill the subject requirements for complete

secondary level standing and for admission to the university by completing approved "I" numbered subjects or by successfully writing provincial examinations in those subjects. Applicants who do not complete the Saskatchewan Education Curriculum requirements may apply for part-time studies on the basis of Open Admission or apply to most colleges and programs for Special (Mature) Admission at the age of 21. For further details, contact Admissions, Office of the Registrar.

(12) Applicants who have elected to complete the home schooling program may meet the admissions requirements by: a) successfully writing the Saskatchewan Education provincial examinations (or equivalent) and obtaining Adult 12 standing in the required subjects or b) applying for part-time studies on the basis of Open Admission, or c) applying for Special (Mature) Admission at the age of 21. For further details, contact Admissions, Office of the Registrar.

## APPLICANTS FROM OTHER CANADIAN PROVINCES AND THE TERRITORIES

Students who have completed secondary school elsewhere in Canada should submit standing shown below with subjects required for the specific program for which they are applying.

Alberta, British Columbia (1970 and subsequent), Manitoba, New Brunswick (1971 and subsequent), Nova Scotia, Prince Edward Island (1972 and subsequent), Yukon, Northwest and Nunavut Territories - Grade 12;

Ontario - O.S.S.H.G.D. or O.S.S.D. The average will be calculated on Grade 13 or O.A.C. academic subjects;

Newfoundland - First year Memorial University or Grade 12 (1984 and subsequent);

Quebec - CEGEP completion of required subjects.

## APPLICANTS WITH INTERNATIONAL BACCALAUREATE (IB)

The University of Saskatchewan recognizes the International Baccalaureate program for purposes of admission. Subjects at the Subsidiary Level or Higher Level are acceptable equivalents for the required Saskatchewan high school subjects. Applicants must present at least three subjects at the Higher Level and three subjects at the Subsidiary Level with an overall average of at least 4. For more information, contact Admissions, Office of the Registrar or view the IB Recognition Policy on the web at [www.usask.ca/registrar/ib/](http://www.usask.ca/registrar/ib/).

## INTERNATIONAL APPLICANTS

International applicants are encouraged to apply to the University of Saskatchewan. For information on undergraduate admissions and official document requirements for applicants from specific countries, contact International Recruitment and Admissions, Office of the Registrar. Prospective international applicants may view the guide online at [www.usask.ca/registrar/intnl/](http://www.usask.ca/registrar/intnl/)

## ADMISSION CATEGORIES

### Early (Conditional) Admission

Saskatchewan students who will complete Grade 12 in June 2001 are encouraged to apply for Early (Conditional) Admission to the university. Non-residents of Saskatchewan, including those on student authorizations, may be considered for Early (Conditional) Admission to the colleges whose quota allows for admission of non-residents. Official test scores must be provided by those applicants required to prove English proficiency. Test scores must be submitted by the testing centre and received by Admissions, Office of the Registrar no later than May 15.

To apply, applicants must complete and return an application for admission along with the non-refundable application fee. Applicants must also arrange for their Principal or Guidance Counsellor to complete and submit a Preliminary Statement of Grades. Preliminary statements will be accepted following semester 1 of the applicant's grade 12 year and must list final grade 11 marks, semester 1 grade 12 marks and courses the applicant is registered in for semester 2.

Since it is expected that all direct entry colleges will be filled at the deadline date, applicants must apply by the May 15 deadline to guarantee that their applications will be considered.

To be eligible for Early (Conditional) Admission, applicants must meet the minimum average of 65% on the subjects for admission. Because of enrolment limitations, the average for acceptance to some colleges may be higher than the stated minimum. For early applicants, the admission average will be calculated using the final marks for completed subjects and the projected or estimated marks for the subjects in progress.

Early (Conditional) Admission applicants are accepted conditionally and must arrange with Saskatchewan Education, or with the appropriate provincial Department of Education or other office maintaining such official records, to have an official statement of high school standing forwarded directly to Admissions, Office of the Registrar by August 1. Statements of high school standing will not be accepted from students directly, nor will unofficial or photocopied documents be accepted in place of official documents. Applicants will retain their acceptance only if the final marks are received and the required admission average has been maintained. A final acceptance letter will not be issued.

### Regular Admission

Applicants who have completed Grade 12 and those who are in attendance at, or have attended, other post-secondary institutions may apply for Regular Admission. They must submit an application, the non-refundable application fee and other necessary documents by the dates stated above.

### Special (Mature) Admission

Special (Mature) Admission is available to applicants who do not qualify for Regular Admission. Most direct-entry colleges consider applicants for Special (Mature)

# GENERAL INFORMATION

Admission. Special (Mature) Admission may also be available to those applicants seeking Unclassified Studies.

(1) To apply for Special (Mature) Admission you must meet the following criteria:

- a) - You must be 21 years of age by the first day of classes.
- b) - You must be a *bona fide* resident of Saskatchewan for a period of at least 12 months immediately prior to the first day of classes.
- c) - You must be entering the first year of study. Applicants with 18 credit units or more of transferable university-level credits are not eligible to apply for Special (Mature) Admission.

(2) In order to be considered for Special (Mature) Admission you must submit the following information:

- a) - An application for admission form.
- b) - A \$50.00 application fee.
- c) - Proof of age (e.g. photocopy of birth certificate or driver's license).
- d) - A written request for Special (Mature) Admission. Your written submission should demonstrate your capacity to undertake university-level studies and your commitment to educational goals. The request must include the college to which admission is sought (e.g., Arts and Science); why you have chosen this area of study; and a summary of your work and personal experience since leaving school. If you have a resume, it is suggested that you include it.\*
- e) - Copies of supporting documents covering any non-credit programs you might have completed (e.g., Business College, job-related courses, Adult Basic

Education, General Equivalency Diploma) should be included with your written submission.\*

*Note:* Adult Basic Education subjects or the General Equivalency Diploma do not meet the prerequisite requirement for any university-level courses or programs.

f) - If you have completed any Saskatchewan Grade 12 (or equivalent) subjects or courses at a recognized post-secondary institution we will require official transcripts. Please refer to the application for admission for transcript details.

\* Although you are only required to submit one application for admission and one application fee, you will be required to prepare a separate package of the information in (d) and (e) above for each college (including Unclassified Studies) to which you are applying for Special (Mature) Admission.

(3) Some colleges may require an interview as part of the admission procedure.

(4) Certain Grade 12 subjects are prerequisites for particular areas of study at the University of Saskatchewan. For example, you are required to have completed Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30), Chemistry 30 and Physics 30 if you plan to apply for Special (Mature) Admission to the College of Engineering. Contact Admissions, Office of the Registrar for further details.

(5) If you are accepted, you may be restricted to fewer than the usual number of credit units in your first year of study.

(6) If you are accepted, it is recommended that you take advantage of the study skill sessions offered by Student Counselling Services on the Saskatoon campus each year in September/October.

*Special (Mature) Admission is competitive and admission is not guaranteed. The admission decision is based on your written submission, demonstrated academic potential and, in some cases, an interview.*

## Open Admission

Admission is available to applicants who lack the academic requirements for Regular Admission and are not eligible for Special (Mature) Admission.

Open Admission is not available to applicants who have successfully obtained 18 credit units or more at this or any other recognized post-secondary institution where English is the official language of instruction and examination. Applicants applying for Open Admission must submit the non-refundable application fee. Applicants who are accepted on the basis of Open Admission are students in Unclassified Studies. They are limited to registering in only 12 credit units per session, and no more than 6 credit units per term or 3 credit units per quarter. They must also apply for readmission in each subsequent session.

Following successful completion of at least 18 credit units, those admitted under Open Admission may apply for Regular Admission as full-time students in Unclassified Studies or apply to a college, provided they meet the competitive transfer average and have completed the grade 12 subjects required by the college.

*Note:* The Unclassified Studies Faculty Council Academic Policy Committee intends to review the above admission requirements. Any such changes will have to be approved by University Council.

## Visiting Student

Visiting students may apply for admission at the University of Saskatchewan to register for courses they wish to transfer back to their home institution. Visiting students are accepted on the basis of an Official Letter of Permission (in lieu of official transcripts) issued directly to Admissions, Office of the Registrar, by their home institution. The Letter of Permission must list the course(s) in which the visiting student has been given permission to enrol. Visiting students are accepted for *one session only* and must apply for re-admission for each subsequent session.

## Audit Student

Audit student status is available to students who wish to sit in on a particular course but do not wish to take the course for credit. Auditing students are not entitled to have assignments corrected, nor to write any examinations. Students applying for audit status are not required to submit any documents but must fill out an application for admission and pay the required application fee. Auditing students are accepted for one session only and must apply for re-admission for each subsequent session. Admission as an audit student does not guarantee registration in a class. This is determined on the first day of classes and is subject to space availability.

## Exchange Student

Exchange students are students who are undertaking studies at the University of Saskatchewan towards a degree at an institution in or outside of Canada with which the University of Saskatchewan has a formal exchange agreement. Exchange students are accepted for one session only and must re-apply for admission for each subsequent session with the approval of the

	Saskatchewan High School Subjects Required For Non Direct-Entry Programs										MINIMUM ADMISSION REQUIREMENTS AT PRE-PROFESSIONAL LEVEL	
	Total Subjects	English A30†	English B30†	Biology 30	Chemistry 30	Mathematics A30	Mathematics B30	Mathematics C30	Physics 30	Social Studies 30		Electives**
<b>Dentistry</b>	7	x	x	x	x		x	x	x			2 pre-Dentistry years in Arts and Science; Dental Aptitude Test; interview.
<b>Education (Post-Academic)</b>		See high school requirements for the College of Arts & Science										2 years of pre-Education classes including development of Teaching Areas 1 and 2; interview.
<b>Medicine</b>	7	x	x	x	x		x	x	x			2 pre-Medicine years in Arts and Science; MCAT; interview.
<b>Nutrition and Dietetics</b>	7	x	x	x	x		x	x			List A,B or D (1)	1 pre-Nutrition year in Arts and Science; critical thinking skills essay; personal profile.
<b>Pharmacy</b>	7	x	x	x	x		x	x			List A,B or D (1)	1 pre-Pharmacy year in Arts and Science; critical thinking skills essay; personal profile.
<b>Physical Therapy</b>	7	x	x	x	x		x	x	x			2 pre-Physical Therapy years in Arts and Science; interview.
<b>Veterinary Medicine</b>	7	x	x	x	x		x	x	x			2 pre-Veterinary Medicine years in the College of Agriculture or College of Arts and Science; interview.
<b>Law</b>		See high school requirements for the college you wish to enter, for the pre-Law program.										A university degree or 2 pre-Law years including 12 credit units in the social sciences or humanities; Law School Admission Test.

†Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs will require two 30-level language arts subjects of which one must be English A30 or B30 or English Language Arts A30 or B30 to meet requirements (1) and (2) of all direct entry programs.

Saskatchewan High School Subjects Required For Direct Entry Programs																	
†Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 or English Language Arts A30 or B30 to meet requirements (1) and (2) of all direct entry programs.	REQUIRED SUBJECTS											ELECTIVE SUBJECTS <sup>8</sup>					
	Total Subjects	English A30 <sup>†</sup>	English B30 <sup>†</sup>	Biology 30	Chemistry 30	Mathematics A30	Mathematics B30	Mathematics C30	Physics 30	Social Studies 30	Elective(s)**	Total Required Subjects	List A	List B	List C	List D	Total Required Elective(s) <sup>***</sup>
	<b>Agriculture*</b>	7	x	x	x	x		x	x				6	x	x	x	x
<b>Arts and Science</b>	7	x	x			x <sup>1</sup>	x <sup>1</sup>	x <sup>1</sup>			List A <sup>2</sup> (2)	5	x	x			2
<b>Commerce</b>	7	x	x				x	x			List A (1)	5	x	x	x	x	2
<b>Education</b>	7	x	x			x <sup>1</sup>	x <sup>1</sup>	x <sup>1</sup>		x	List A <sup>3</sup> (2)	6	x	x	x	x	1
<b>Engineering</b>	7	x	x		x		x	x	x <sup>4</sup>			6	x	x	x	x	1
<b>Kinesiology</b>	7	x	x	x	x <sup>5</sup>		x <sup>5</sup>	x <sup>5</sup>	x <sup>5</sup>		List A (1)	6	x				1
<b>Nursing (NEPS)<sup>6</sup></b>	5	x	x	x	x	x <sup>1</sup>	x <sup>1</sup>	x <sup>1</sup>				5					0
<b>Unclassified Studies</b>	7	x	x									2	x	x	x	x	5 <sup>7</sup>

\*subject requirements indicated are for the B.S.A. program

\*\*30 level elective(s) are required

\*\*\*electives must be at the 30 level for Agriculture and Education

<b>LIST A (one credit unless indicated)</b>	DRAMA ECONOMICS FAMILY LIFE (.5) FINANCE (.5) FOOD AND ITS PREPARATION (.5) FOOD AND NUTRITION(.5) FOOD STUDIES FRANCAIS A FRANCAIS B FRANCAIS FRANSASKOIS A FRANCAIS FRANSASKOIS B FRANCAIS IMMERSION FRENCH GEOGRAPHY GEOLOGY	GEOMETRY-TRIGONOMETRY GERMAN HISTORY HISTORY: CANADIAN STUDIES HOUSING INTERIOR DESIGN JAPANESE LATIN LAW MATHEMATICS A MATHEMATICS B MATHEMATICS C MUSIC NATIVE STUDIES	NATIVE STUDIES: CANADIAN STUDIES ORCHESTRA PHYSICS POLISH PSYCHOLOGY RUSSIAN SOCIAL STUDIES SOCIAL STUDIES: CANADIAN STUDIES SOCIOLOGY SPANISH THEATRE ARTS UKRAINIAN VISUAL ART
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<b>LIST B ELECTIVES* (TECHNICAL EDUCATION)</b>	GRAPHIC ARTS MECHANICAL STUDIES MECHANICS	<b>LIST C ELECTIVES* (INDUSTRIAL ARTS)</b>	<b>LIST D ELECTIVES* (BUSINESS EDUCATION)</b>
DESIGN STUDIES DRAFTING ELECTRICITY-ELECTRONICS		AUTOBODY COMMERCIAL COOKING COSMETOLOGY INDUSTRIAL ARTS WELDING	ACCOUNTING DATA PROCESSING ENTREPRENEURSHIP INFORMATION PROCESSING

\*Other subjects may be considered for elective credit in Lists A, B, C and D. Contact Admissions, Office of the Registrar.

- 1 The requirement is one of Mathematics A30, B30 or C30.
- 2 For Arts and Science, one of the required electives must be an approved science, or an approved language other than English or an approved fine arts subject.
- 3 For Education, the required electives are (i) a science (ii) an approved language other than English or fine arts subject.
- 4 For Engineering, deficiencies in Mathematics or Physics 30 are not permitted. See also (7) under Engineering (following) for list of acceptable electives.
- 5 For Kinesiology, the requirement is one of Mathematics B30 or Mathematics C30; and one of Chemistry 30 or Physics 30; Deficiencies in Mathematics or Biology 30 are not permitted.
- 6 For Nursing Education Program of Saskatchewan – for further details contact the College of Nursing or SIAST Kelsey Campus or Wascana Campus.
- 7 For Unclassified Studies, at least three of the electives must be at the 30 level.
- 8 See **Total Electives Required** to determine the number of electives required for each program.

FOR DETAILED INFORMATION, REFER TO COLLEGE & SCHOOL ADMISSION REQUIREMENTS FOLLOWING



# GENERAL INFORMATION

home institution and the coordinator of the exchange program.

## COLLEGE AND SCHOOL ADMISSION REQUIREMENTS

The requirements for Regular and Early (Conditional) Admission are listed below by college and program. See the previous section entitled *Admission Categories* for other admission options.

### AGRICULTURE

#### Bachelor of Science in Agriculture Program

Complete secondary level standing in Saskatchewan or equivalent with a minimum overall average of 65% in the following subjects:

- |  |            |
|--|------------|
| (1) English A 30*  | (1 credit) |
| (2) English B 30*  | (1 credit) |
| (3) Mathematics B30**  | (1 credit) |
| (4) Mathematics C30**  | (1 credit) |
| (5) Biology 30   | (1 credit) |
| (6) Chemistry 30   | (1 credit) |
| (7) One approved elective numbered 30 from Lists A, B, C, or D | (1 credit) |

\*Any two of the following will fulfill requirements (1) and (2): English A30, English B30; English Language Arts A30 or English Language Arts B30.

Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 or English Language Arts A30 or B30 to meet requirements (1) and (2).

\*\*Under the old mathematics curriculum, requirements (3) and (4) are as follows: Algebra 30 and Geometry-Trigonometry 30.

It is recommended that students take Physics 30 as an elective.

A minimum overall average of 65% is required on subjects used to meet requirements (1) through (6), and also on numbers (1) through (7).

Students may be admitted with one 1-credit deficiency from requirements (3) through (7). Such deficiency must be cleared before entering the second year.

#### Transfers from Other Colleges and Other Post-secondary Institutions

Applicants who have completed 18 or more credit units of transferable post-secondary level studies may apply to transfer and will be considered if the cumulative average on all courses taken is at least 60% and they meet all other admission requirements. Applicants should note, however, that fulfilling the minimum requirements does not guarantee admission.

Admitted applicants transferring from another post-secondary institution will receive an *Advanced Standing Evaluation*. This form lists any transfer credits granted based on post-secondary work completed at another institution. Upon receipt, applicants are advised to meet with an advisor in the college to determine the transfer credit applicable to the program of studies being undertaken.

#### Co-operative Education Program in Agriculture

Students with two years of credit toward the completion of the B.S.A. degree can apply to take the optional co-operative education

program. For further information, consult the College of Agriculture section of the *Calendar*.

#### Diploma in Agriculture Program

Admission Requirements – Applicants will be required to meet either one of two standards in order to be considered for admission:

- Complete secondary level standing in Saskatchewan or equivalent with suitable farm experience\* and a minimum age of 17 years;

or

- A recommendation for acceptance by a Selection Committee following a personal interview.

\* Suitable farm experience is generally interpreted as having spent at least one full growing season on a prairie farm or its equivalent.

Admission Procedures – 120 first-year students are admitted each year.

Accordingly, individuals are encouraged to submit their applications before July 1 although applications submitted thereafter will be considered if space is available.

When more applications are received than can be accommodated, applicants will be accepted on the basis of an Applicant Entrance Score. This Score takes into consideration the applicant's age, farm experience, high school standing, overall high school average, number of mathematics and science subjects completed at the Grade 12 level and the average mark of such mathematics and science subjects. It is, therefore, highly advisable for individuals planning to enter the diploma program to take as many mathematics and science subjects as possible.

For further information, contact the College of Agriculture, telephone: (306)966-4062.

#### Certificates in Agriculture Program (CAP) and Prairie Horticulture Certificate (PHC) Program

(1) Regular Admission - Applicants must be at least 17 years of age, have achieved complete secondary level standing in Saskatchewan or equivalent and for CAP, have sufficient knowledge of Western Canadian agriculture to benefit from instruction.

(2) Special (Mature) Admission - Applicants who do not meet the regular admission requirements but who are 21 years of age or older may be accepted provided they submit either:

a) - A recommendation of the Selection Committee following a personal interview;

or

b) - A recommendation of an Extension Agrologist, a person of similar qualifications, or a high school teacher, or for the PHC, from a member of the horticulture industry. The person submitting the recommendation must have known the applicant for at least 2 years. For further information concerning these programs, contact Extension Credit Studies, telephone (306)966-5563.

### ARTS AND SCIENCE

Complete secondary level standing in Saskatchewan or equivalent with a

minimum overall average of 65% in the following subjects:

- |  |             |
|--|-------------|
| (1) English A 30*  | (1 credit)  |
| (2) English B 30*  | (1 credit)  |
| (3) Mathematics A30 or B30 or C30**  | (1 credit)  |
| (4) An approved science or an approved language other than English or an approved fine arts subject numbered 30  | (1 credit)  |
| (5) One approved*** elective numbered 30 from List A   | (1 credit)  |
| (6) & (7) Two approved*** electives numbered 20 or 30 with the provision that only one credit from subjects in groups 20 or 30 is acceptable from List B | (2 credits) |

\*Any two of the following will fulfill requirements (1) and (2): English A30, English B30; English Language Arts A30 or English Language Arts B30.

Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 or English Language Arts A30 or B30 to meet requirements (1) and (2).

\*\*Under the old mathematics curriculum requirement (3) is as follows: Algebra 30 or Geometry-Trigonometry 30 or Mathematics 30.

Note: Only one of Algebra 30 or Mathematics 30 (Alternate Program) may be submitted. Mathematics 30 (Alternate Program) or Calculus 30 do not meet the prerequisite requirements for university courses in mathematics nor other university courses requiring Mathematics B30 and Mathematics C30 (or under the old mathematics curriculum Algebra 30 and Geometry-Trigonometry 30) as prerequisites, e.g., PHYS 111 or 121.

\*\*\*The following subjects numbered 20 and 30 are not acceptable for admission purposes: Family Life Education 20 or 30, General Education 20 or 30, General Mathematics 20 or 30, Mathematics 20 (Alternate Program), Life Transitions 30, Psychology 20 or 30 (1/2 credit), Physical Education 20 or 30. There are other subjects which are not acceptable. For further details contact Admissions, Office of the Registrar.

A minimum overall average of 65% is required on subjects presented in numbers (1) through (5), and also in numbers (1) through (7). Applicants may be admitted with one 1-credit deficiency from requirements (3) through (7). Such deficiency must be cleared before entering the second year. For further information, contact the Office of the Dean of Arts and Science.

Applicants admitted with a deficiency or lacking prerequisites in other subjects, such as mathematics, chemistry and physics, should consult the local Board of Education or SIASST Kelsey Campus, for information about night courses and summer offerings in 30-level subjects.

The college encourages all potential applicants for admission to take 30-level subjects in an approved science, an approved language other than English, and an approved fine arts class.

#### Transfers from Other Colleges and Other Post-Secondary Institutions

Applicants who have completed 18 or more credit units of transferable post-secondary level studies may apply to transfer and will be considered if the cumulative average on all courses transferable to the College of Arts and Science is at least 60%, and they meet all other admission requirements. Applicants should note, however, that fulfilling the minimum requirements does not guarantee admission.

Admitted applicants transferring from another post-secondary institution will receive an *Advanced Standing Evaluation*.

This form lists any transfer credits granted based on post-secondary work completed at another institution. Upon receipt, applicants should meet with an advisor in the college to determine the transfer credit applicable to the program of studies being undertaken.

Applicants holding a recognized degree will be considered to have met the admission requirements for the College of Arts and Science.

#### Off-Campus Arts and Science Program

Applicants may be admitted to the College of Arts and Science for study at a number of off-campus sites. These are located at the Cumberland Regional College (Melfort), Northlands College or NORPAC (La Ronge), Northwest Regional College (North Battleford), Parkland Regional College (Yorkton), Prairie West Regional College (Kindersley), Saskatchewan Institute of Applied Science and Technology, Woodland Campus (Prince Albert) and St. Peter's Historic Junior College (Muenster).

Arts and Science students may also take courses through Gabriel Dumont College (Saskatoon and Prince Albert).

#### Recommended High School Subjects

*Program Type A - Humanities:* A language or languages other than English from the 30-level.

*Program Type B - Social Sciences:* Mathematics A30 or B30 or C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30) and a social science 30.

*Program Type C - Natural Sciences:* Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30) and at least two natural sciences from the 30-level. To complete the university-level preparation for admission to the Colleges of Dentistry, Medicine, Pharmacy and Nutrition, School of Physical Therapy, and Western College of Veterinary Medicine in the minimum of time, a student must have standing in Biology 30, Chemistry 30, Physics 30 (except Pharmacy and Nutrition program), Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30).

*Program Type D - Fine Arts:* A language other than English from the 30-level and one of Art 30, Drama 30 or Music 30. Applicants for admission to the Bachelor of Music program or those who wish to major in music must have an interview, audition, and pass a placement examination.

#### Course Prerequisites

Certain university courses have 30-level prerequisites:

Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30) for Chemistry, Computer Science, Mathematics and Physics courses

Physics 30 for Physics courses

Chemistry 30 for Chemistry courses

Second language 30 for language courses numbered 120 or higher

Biology 30 for Biology courses

*Note:* The College of Arts and Science also offers introductory courses which will serve as prerequisites for courses in biology and languages. For further details see the Arts and Science section of the *Calendar*.

## Affirmative Action

The College of Arts and Science has been granted permission by the Saskatchewan Human Rights Commission to exempt Saskatchewan applicants of Aboriginal descent from the Regular and Special (Mature) Admission quotas. Aboriginal applicants who have complete secondary level standing (24 credits) or equivalent with a minimum overall average of 65% in the required subjects and those who qualify for Special (Mature) Admission are encouraged to apply for admission to the college.

Applicants who wish to be considered under the quota exemption *must indicate this in writing* and attach it to the application for admission. It is important that Aboriginal applicants identify themselves by including a self-identification letter with the application for admission and annually on the registration information sheet, so that they can be informed about the various support services and registration assistance offered by the college and the university. Applications for admission are available from Admissions, Office of the Registrar.

## COMMERCE

Complete secondary level standing in Saskatchewan or equivalent with a minimum overall average of 65% in the following subjects:

- |  |            |
|--|------------|
| (1) English A 30*  | (1 credit) |
| (2) English B 30*  | (1 credit) |
| (3) Mathematics B30**  | (1 credit) |
| (4) Mathematics C30**  | (1 credit) |
| (5) One approved elective numbered 30 from List A                            | (1 credit) |
| (6) and (7) Two approved electives numbered 20 or 30 from Lists A, B, C or D | (2 credit) |

\*Any two of the following will fulfill requirements (1) and (2): English A30, English B30, English Language Arts A30 and English Language Arts B30.

Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 or Language Arts A30 or B30 to meet requirements (1) and (2).

\*\*Under the old mathematics curriculum, requirements (3) and (4) are as follows: Algebra 30 and Geometry-Trigonometry 30.

A minimum overall average of 65% is required on subjects presented in numbers (1) through (5), and also in numbers (1) through (7).

Applicants may be admitted with one 1-credit deficiency from requirements (5) through (7). Such deficiency must be removed during the first year in the College of Commerce.

## Transfers from Other Colleges and Other Post-Secondary Institutions

Applicants who have completed 18 or more credit units of transferable post-secondary level studies may apply to transfer and will be considered if the cumulative average on all courses taken (or on the last year(s) on 18 credit units or more) is at least 60% and they meet all other admission requirements. Applicants should note, however, that

fulfilling the minimum requirements does not guarantee admission.

Admitted applicants transferring from another post-secondary institution will receive an *Advanced Standing Evaluation*. This form lists any transfer credits granted based on post-secondary work completed at another institution. Upon receipt, applicants are advised to meet with an advisor in the college to determine the transfer credit applicable to the program of studies being undertaken.

## CERTIFICATE PROGRAMS

### Associate Certificate in Indigenous Business Administration

Applicants to this program must meet the admission requirements specified above. For further information, contact the Dean's Office, College of Commerce or the program coordinator at the Saskatchewan Indian Federated College.

### Certificate in Business Administration

For further information concerning admission requirements and application procedures, see the College of Commerce section of the *Calendar*.

### Certificate in Health Care Administration

For further information concerning admission requirements and application procedures, see the College of Commerce section of the *Calendar*.

### Certificate in Labour Studies

For further information concerning admission requirements and application procedures, see the College of Commerce section of the *Calendar*.

## DENTISTRY

Applicants wishing to enter the four-year dentistry program are required to have completed two years (60 credit units) of full-time pre-dentistry studies. These studies may be undertaken in the College of Arts and Science. To qualify for admission to the pre-dentistry years, applicants must have met the admission requirements for the College of Arts and Science. To complete the courses required in the pre-dentistry years, applicants will normally need credit for the following high school subjects: English A30, English B30, Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30, Geometry-Trigonometry 30), Biology 30, Chemistry 30, and Physics 30. The pre-dentistry program consists of the following university courses or their equivalents:

- (1) ENG 110.6 or any two of ENG 111.3, 112.3, 113.3, 114.3\*
- (2) BIOL 110.6
- (3) CHEM 111.3 and 251.3
- (4) PHYS 111.6 or 121.6
- (5) BIOCH 200.3 and 211.3
- (6) Six credit units in the social sciences or humanities
- (7) Sufficient courses to meet the 60 credit unit requirement.

*Recommended Course: Six credit units in human physiology.*

\*Grade 13 or OAC English are not equivalent to these English courses.

Students may schedule their required pre-dentistry courses (listed above) as they wish, providing they maintain a 30 credit unit course-load per academic year (September to April). An overall minimum average of 70% must be obtained in the required pre-dentistry courses for applicants to be considered for admission. If the average is below 70%, students may improve their average in the pre-dentistry course areas by taking approved higher level courses in the same subject area. Courses approved for substitution are upper level courses which have the applicable pre-dentistry course as a prerequisite.

## Canadian and International Applicants

For the 2001-2002 academic year, the College of Dentistry has up to 10 places that may be offered to out-of province and international applicants. Applicants whose university-level courses were completed where the language of instruction and examination is not English will be required to provide evidence of English proficiency.

Equivalent course work will be evaluated upon submission of official transcripts. Applicants will be expected to take equivalency courses for the required courses listed under "Admission Requirements" in the College of Dentistry section of the *Calendar*.

## Admission of Aboriginal Applicants

(Saskatchewan Residents only)

There is a separate category in which three first-year spaces are reserved for persons of Aboriginal descent. Applicants must meet the minimum admissions requirements – an overall academic average of 74% or greater and an average of 70% or greater in the "required courses". Applicants must achieve an acceptable rating on the interview and successfully complete the Dental Aptitude Test (DAT). Applicants wishing to apply in this category should identify themselves on the application for admission.

## Dental Aptitude Test

Applicants to the dentistry program must take the Dental Aptitude Test (DAT) administered by the Canadian Dental Association. The test is conducted each year by a number of universities across Canada including the University of Saskatchewan. The Dental Aptitude Test is generally conducted on two occasions, in February and November of each year. Applicants should see the College of Dentistry section of the *Calendar* for details on test dates and application procedures.

In addition to the above requirements, applicants for admission are selected on the basis of a) academic record, b) personal interview, and c) overall committee assessment.

For further information regarding admission requirements, selection criteria and application procedures, see the College of Dentistry section of the *Calendar*.

## EDUCATION

Applicants to the Elementary/Middle and Secondary programs follow the Post-Academic route except for the following

programs: Practical and Applied Arts (Home Economics, Industrial Arts or Vocational Education), 5-year combined B.Ed./B.Mus.(Mus.Ed.), and ITEP, NORTEP, SUNTEP, which are direct entry programs.

*Direct Entry* applicants enrol in a four-year B.Ed. 126 credit-unit program.

*Post-Academic* applicants who have completed the academic portion of the B.Ed. degree, will be admitted to a two-year program of professional course work and field experiences.

The specific admission requirements for the Post-Academic and Direct Entry programs are outlined below. Program information is provided in the College of Education section of the *Calendar*.

## Post-Academic Two-Year Programs:

Applicants to the Post-Academic programs must submit an application for admission to Admissions, Office of the Registrar, by the March 15 deadline.

Applicants selected on the basis of their grades will be required to attend a selection interview. A non-refundable fee will be assessed if an interview is granted.

Applicants applying to the Post-Academic program must have completed at least 60 credit units of academic course work which can be transferred to one of the program options (Elementary/Middle or Secondary).

The minimum acceptable cumulative weighted average on the 60 transferable credit units is 60%, although admission to the program may require a higher average. In addition, for secondary option applicants, the average earned on courses included in Teaching Areas I and II must be at least 60%. See the College of Education section of the *Calendar* for the listing of Teaching Areas.

The 60 credit units of transferable academic course work should include the following:

**Elementary or Middle Options:** at least 6 credit units in English; and at least 3 credit units in each of mathematics, a natural science (excluding computer science), kinesiology, health, fine arts, native studies and social studies (history, human geography or native studies).

Teaching Area I - at least 18 credit units in a subject commonly taught in Saskatchewan schools (normally 12 credit units at the senior level);

Teaching Area II - at least 12 credit units in a second subject commonly taught in Saskatchewan schools (normally 6 credit units at the senior level).

**Secondary Option:** at least 6 credit units in English and 3 credit units in native studies.

Teaching Area I - at least 24 credit units in a subject commonly taught in Saskatchewan schools (normally 18 credit units at the senior level);

Teaching Area II - at least 18 credit units in a second subject commonly taught in Saskatchewan schools (12 credit units at the senior level).

Students are also required to have completed a total of at least 6 credit units in



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a teachable subject, outside Teaching Areas I and II.

*Note:* Physical Education cannot be selected as a teaching area in the Secondary option. Applicants who want to be specialized high school Physical Education teachers should enrol in the 5-year combined B.Sc.(Kin.)/B.Ed. degree program. See the College of Kinesiology section of the *Calendar*.

**Direct Entry Bachelor of Education: Practical and Applied Arts (Home Economics, Industrial Arts or Vocational Education), the 5-Year Combined Bachelor of Education/Bachelor of Music in Music Education, and ITEP, NORTEP, SUNTEP programs.**

The current College of Education admission requirements are not the same for first year applicants to the ATAC, ITEP, NORTEP or SUNTEP programs until 2005. Contact the College of Education or Admissions, Office of the Registrar for further information.

Applicants for regular admission must have complete secondary level standing in Saskatchewan or equivalent with a minimum overall average of 65% in the following subjects:

- (1) English A 30\* (1 credit)
- (2) English B 30\* (1 credit)
- (3) Social Studies 30 or History 30 or Native Studies 30 (1 credit)
- (4) Mathematics A30 or B30 or C30\*\* (1 credit)
- (5) A science numbered 30 (1 credit)
- (6) An approved language other than English or a fine arts subject numbered 30 (1 credit)
- (7) One approved elective numbered 30 from Lists A, B, C or D (1 credit)

\*Any two of the following will fulfill requirements (1) and (2): English A30, English B30; English Language Arts A30 or English Language Arts B30.

Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 to meet requirements (1) and (2).

\*\*Under the old mathematics curriculum, requirement (4) is as follows: Algebra 30.

No more than one credit will be used from Music 30, Band 30, Orchestra 30 or Choral 30.

A minimum average of 65% is required on subjects used to meet requirements (1) through (6), and also in numbers (1) through (7).

Applicants may be admitted with one 1-credit deficiency from requirements (4) through (7). Such a deficiency *must* be cleared before entering second year in the college by obtaining high school credit or by taking an approved introductory university course in the required discipline.

The prerequisites for Teaching Areas in the secondary program are as follows:

- Biology 30 for Biology
- Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30) for Biology, Chemistry, Computer Science, Mathematics, and Physics
- Chemistry 30 for Biology and Chemistry
- French 30 for French
- Physics 30 for Physics

## Combined Degrees

Applicants wishing to pursue the 5-year combined B.Ed./B.Mus.(Mus.Ed.) degree must successfully complete an audition, an interview, and a placement examination with the Department of Music.

Applicants wishing to pursue the 5-year combined B.Ed./B.Sc.(Kin.) must successfully complete three years in the College of Kinesiology and the remaining two years in the College of Education. For further details, see the College of Kinesiology section of the *Calendar*.

## Technical Vocational Education Program

In addition to the regular admission requirements, applicants wishing to be admitted to this program must have an acceptable Saskatchewan Journeyman Certificate or equivalent, or an acceptable Diploma in Technology or Applied Arts from a recognized Technical Institute plus evidence of satisfactory work experience in the field of the teaching major.

Acceptable Saskatchewan Journeyman's Certificates are: Agricultural Mechanic, Commercial Cook, Electrician, Industrial Mechanic (Millwright), Motor Vehicle Mechanic, Welding, Carpentry, Cosmetology, Heavy Duty Equipment Mechanic, Machinist, Electronics (formerly Radio and Television Repair).

Acceptable Diplomas in Technology or the Applied Arts are: Electrical Technology, Electronics Technology, Civil Technology, Drafting Technology, Mechanical and Architectural Technology.

Applicants accepted into this program may be granted 30 credit units towards their B.Ed. degree in recognition of their technical qualifications.

## Certificate Programs

**Aboriginal Teacher Associate:** This 2-year certificate program prepares students with practical classroom skills. Applicants for admission should contact Gabriel Dumont Institute, telephone: (306) 934-4941 for further details. This program will not provide students with the provincial teaching certificate.

**Certificate in Ecological Education:** Applicants must have completed a minimum of 60 credit units of university work to apply for this program. This program will prepare students to create, coordinate, and deliver high-quality outdoor and environmental education programs. The certificate does not provide students with a provincial teaching certificate. It is possible for students to complete a B.Ed. and a Certificate in Ecological Education simultaneously within two years. For details, consult the web site at [www.usask.ca/education/edfd/certee](http://www.usask.ca/education/edfd/certee).

**Methods of Teaching Heritage Languages:** Applicants to this program must meet the regular admission requirements described above or apply on the basis of Special (Mature) Admission or Open Admission outlined above. This program leads to a certificate of proficiency for teachers of heritage languages in out-of-school contexts. This certificate will not provide students with the credentials to teach in the

provincial school system. For further information, contact the college office, telephone: (306) 966-7654 or Saskatchewan Intercultural Association Inc., telephone: (306) 978-1818.

**Post-Secondary Technical Vocational Education:** Applicants to this program must meet the regular admission requirements noted under Technical Vocational Education described above. The combined full-time employment and formal training must total four years and students may be granted up to 30 credit units for such training. This program does not lead to a B. Ed. degree nor to a provincial teaching certificate.

## Transfers from Other Colleges and Other Post-secondary Institutions

Applicants who have completed 18 or more credit units of transferable post-secondary level studies and applying to transfer to programs in Practical and Applied Arts (Home Economics, Industrial Arts or Vocational Education) and the 5-year combined B.Ed./B.Mus.(Mus.Ed.) will be considered if the cumulative average on all courses taken is at least 60% and they meet all other admission requirements. Applicants should note, however, that fulfilling the minimum requirements does not guarantee admission.

Admitted applicants will receive an *Advanced Standing Evaluation*. Upon receipt, applicants are advised to meet with an advisor in the college to determine the transfer credit applicable to the program of studies being undertaken.

## ENGINEERING

Complete secondary level standing in Saskatchewan or equivalent with a minimum overall average of 65% in the following subjects:

- (1) English A 30\* (1 credit)
- (2) English B 30\* (1 credit)
- (3) Mathematics B30\*\* (1 credit)
- (4) Mathematics C30\*\* (1 credit)
- (5) Physics 30 (1 credit)
- (6) Chemistry 30 (1 credit)
- (7) One approved elective numbered 20 or 30 from List A or one approved elective numbered 30 from List A, B, C or D (1 credit)

\*Any two of the following will fulfill requirements (1) and (2): English A30, English B30; English Language Arts A30 or English Language Arts B30.

Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs will require two 30-level language arts subjects of which one must be English A30 or B30 to meet requirements (1) and (2).

\*\*Under the old mathematics curriculum, requirements (3) and (4) are as follows: Algebra 30 and Geometry-Trigonometry 30.

A minimum average of 65% is required on subjects presented in numbers (1) through (6), and also in numbers (1) through (7).

Calculus 30 is recommended but is not an acceptable subject for admission purposes.

Applicants may be admitted with one 1-credit deficiency as follows:

Applicants deficient in Chemistry 30 must clear this deficiency as well as first year chemistry before taking second year courses for which chemistry is a prerequisite.

Applicants deficient in an elective must clear this before taking second year courses.

*No other deficiencies are permitted.*

## Transfers from Other Colleges and Other Post-secondary Institutions

Applicants who have completed 18 or more credit units of transferable post-secondary level studies may apply to transfer and will be considered if the cumulative average on all courses taken is at least 60% and they meet all other admission requirements. Applicants should note, however, that fulfilling the minimum requirements does not guarantee admission.

Admitted applicants transferring from another post-secondary institution will receive an *Advanced Standing Evaluation*. This form lists any transfer credits granted based on post-secondary work completed at another institution. Upon receipt, applicants are advised to meet with an advisor in the college to determine the transfer credit applicable to the program of studies being undertaken.

## Engineering Professional Internship Program

Students who have completed at least 84 credit units of an Engineering program and have maintained a sessional weighted average of at least 65 percent in their program are eligible to enrol in the Professional Internship Program. This is a five-year degree program which includes a minimum of eight and a maximum of sixteen months of supervised work experience at a professional level. For further information, see the College of Engineering section of the *Calendar*.

## GRADUATE STUDIES AND RESEARCH

To be admitted to the College of Graduate Studies and Research, applicants must:

- Hold a four-year baccalaureate degree from a college or university of acceptable standing, and equivalent to the degree at this university that is required for admission to the proposed type of graduate work, or have training equivalent to that required for such a degree.
- Show promise of ability to pursue satisfactory advanced study and research, as judged by their previous scholastic record or otherwise.
- Have had adequate preparation to enter into graduate study in the chosen field.

Application for admission should be submitted on forms available on request from the College of Graduate Studies and Research. Applicants other than graduates of the University of Saskatchewan must arrange for official transcripts of their academic records to be sent directly from each institution attended. In certain cases, an attested copy of each transcript may be accepted. Applicants should also arrange for at least two confidential letters to be sent from professors or others sufficiently acquainted with their training and experience to express an opinion on their ability to undertake graduate training. These documents should be sent to the Head of the Department in which the applicant wishes to study.

The language of instruction at the University of Saskatchewan is English.

Applicants for admission whose first language is not English must, therefore, present evidence of proficiency in English. The four tests of English language proficiency are the Test of English as a Foreign Language [(TOEFL - minimum score of 550 (paper based) or 213 (computer based)], the International English Language Testing System (IELTS - score of Band 6.5) or the Canadian Test of English for Scholars and Trainees (CanTEST - score of Band 4.5 on the Listening and Reading Sections and at least Band 4.0 on the Writing Section), the Michigan English Language Assessment Battery (MELAB - score of 85). Successful completion of the ESL program (Level 50: Advanced) offered by the Centre for Second Language Instruction is also accepted. Students may register in up to 6 credit units of courses/thesis for one term upon recommendation/testing of the ESL Coordinator. Successful completion of Level 50: Advanced is required by the end of the term to continue in the program. Test scores must be forwarded directly by the testing centre to the Admissions Officer, College of Graduate Studies and Research, to be received no later than the date of initial registration. In all admissions, evidence of proficiency in the English language must be presented prior to registration.

*Note:* Meeting the minimum English proficiency requirement does not assure acceptability to programs in the College of Graduate Studies and Research.

For further information regarding admission requirements and application procedures, see the College of Graduate Studies and Research section of the *Calendar*.

## KINESIOLOGY

Complete secondary level standing in Saskatchewan or equivalent with a minimum overall average of 65% in the following subjects:

- (1) English A 30\* (1 credit)
- (2) English B 30\* (1 credit)
- (3) Mathematics B30 or C30\*\* (1 credit)
- (4) Biology 30 (1 credit)
- (5) Chemistry 30 or Physics 30 (1 credit)
- (6) Elective numbered 30\*\*\* from List A (1 credit)
- (7) Elective numbered 20 or 30\*\*\* from List A (1 credit)

\*Any two of the following will fulfill requirements (1) and (2): English A30, English B30: English Language Arts A30 and English Language Arts B30.

Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 or English Language Arts A30 or B30 to meet requirements (1) and (2) of all direct entry programs.

\*\* Under the old mathematics curriculum, requirement 3 is as follows: Algebra 30 and Geometry-Trigonometry 30. (Mathematics C30 is recommended for university chemistry courses).

\*\*\*May include Physical Education 20 or 30.

A minimum overall average of 65% is required in subjects used to meet requirements (1) through (6) and also in subjects (1) through (7).

Applicants may be admitted with one 1-credit deficiency in requirements (5), (6) or

(7). The deficiency must be cleared prior to entering second year.

## Combined Degree

Applicants wishing to pursue the 5-year combined B.Ed./B.Sc.(Kin.) must successfully complete three years in the College of Kinesiology and the remaining two years in the College of Education. For further details, see the College of Kinesiology section of the *Calendar*.

## Transfers from Other Colleges and Other Post-secondary Institutions

Applicants who have completed 18 or more credit units of transferable post-secondary level studies may apply to transfer and will be considered if the cumulative average on all courses taken is at least 60% and they meet all other admission requirements. Applicants should note, however, that fulfilling the minimum requirements does not guarantee admission.

Admitted applicants transferring from another post-secondary institution will receive an *Advanced Standing Evaluation*. This form lists transfer credits granted based on post-secondary work completed at another institution. Upon receipt, all applicants are advised to meet with an advisor in the college to determine the transfer credit applicable to the program of studies being undertaken.

## LAW

To be eligible for admission to the College of Law, an applicant must have *either* (a) acquired a university degree from a recognized institution; or (b) successfully completed at least two years of academic work beyond senior matriculation (60 credit units), including at least 12 credit units in the humanities or social sciences, at a recognized university, or the equivalent of such work.

All applicants for admission to the College of Law are required to take the Law School Admission Test (LSAT). Details concerning dates and application procedures for this test can be obtained from the Dean's Office, College of Law.

Admission to the college in every case is at the discretion of the Admissions Committee of the College of Law which takes into account the academic record, LSAT score, and any other circumstances it deems relevant.

For further information regarding admission requirements and application procedures, see the College of Law section of the *Calendar*.

## Legal Studies for Native People Program

This is an eight-week pre-law orientation and screening program which many students must take as a condition of their admission to law school under an affirmative action category for Native students. For further information, see the College of Law section of the *Calendar*.

## MEDICINE

Applicants wishing to enter the four-year medicine program require two years of full-time pre-medicine studies totaling 60 credit units (30 credit units taken each year between September and April). These studies may be undertaken in the College

of Arts and Science. To complete the courses required in the pre-medicine years, applicants will normally need to have credit for the following high school subjects: Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30), Biology 30, Chemistry 30 and Physics 30. The pre-medicine program consists of the following university courses or their equivalents:

- (1) BIOL 110.6
- (2) CHEM 111.3 and 251.3
- (3) ENG 110.6 or any two of 111.3, 112.3, 113.3, 114.3
- (4) PHYS 111.6
- (5) BIOCH 200.3 and 211.3
- (6) 6 credit units in the social sciences or humanities.
- (7) Sufficient courses to meet the 60-credit unit requirement.

*Note:* A standard First Aid Certificate is also required.

Admission to the Bachelor of Science in Medicine program requires acceptance into the Doctor of Medicine program.

## The Medical College Admission Test (MCAT)

All applicants are required to successfully complete the MCAT in order to be considered for admission. The test is only offered twice a year, April and August. A minimum score of 8 will be required in the sciences and verbal reasoning sections, and N in writing skills. *Scores must be available by the application deadline.*

## Aboriginal Applicants

(Saskatchewan Residents only)

Three first year spaces are reserved for persons of Aboriginal descent. Applicants are required to have an average of 78% or higher assessed on their two best 30-credit unit pre-medicine years, at least 16/24 on the interview and the required MCAT scores. Applicants of Aboriginal descent will compete within this category, not against the entire applicant pool. Applicants should identify themselves as Aboriginal on the application for admission.

For further information regarding admission requirements and application procedures, see the College of Medicine section of the *Calendar*.

## NURSING

### Nursing Education Program of Saskatchewan

Complete secondary standing in Saskatchewan or equivalent with a minimum overall average of 65% in the following subjects:

- (1) English A 30\* (1 credit)
- (2) English B 30\* (1 credit)
- (3) Biology 30 (1 credit)
- (4) Chemistry 30 (1 credit)
- (5) Mathematics at the 30-level (1 credit)

*No deficiency is permitted.*

\*Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects of which one must be English A30 or B30 to meet requirements (1) and (2).

Cardiopulmonary resuscitation Level C and a Standard First Aid Certificate should be obtained before the start of the program or at the latest by the end of Term I of the first year.

Applicants who are accepted to the program are required to submit an immunization record prior to the start of classes.

## Transfers from Other Colleges and Other Post-secondary Institutions

Applicants who have completed 18 or more credit units of transferable post-secondary level studies may apply to transfer into the program. They will be considered on the basis of both secondary and post-secondary level work.

Admitted applicants transferring from another post-secondary institution will receive an *Advanced Standing Evaluation*. This form lists any transfer credits granted based on post-secondary work completed at another institution. Upon receipt, all applicants are advised to meet with an advisor in the college to determine the transfer credit applicable to the program of studies being undertaken.

## Post Registration B.S.N. Program

Evidence of graduation from an approved school of nursing and *practising* nurse registration in Canada is required. This program is open to both Registered Nurses and Registered Psychiatric Nurses.

Nurses are asked to contact the college to plan their program. Applicants will be required to arrange for the submission of the proof of their practising nurse registration and official and complete transcripts to be submitted directly to Admissions, College of Nursing by the sending institution(s).

*Note:* Some nursing classes may be available to nurses not enrolled in the program. For further information, contact the College of Nursing.

## PHARMACY AND NUTRITION

### Bachelor of Science in Pharmacy Program

Applicants wishing to enter the four-year pharmacy program are required to have completed require one year (30 credit units) of pre-pharmacy studies. These studies may be undertaken in the College of Arts and Science. To complete the courses required in the pre-pharmacy year, applicants will normally need to have credit for the following high school subjects: Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30), Biology 30 and Chemistry 30. Physics 30 is also recommended. The pre-pharmacy program consists of the following university courses or their equivalents:

- (1) BIOL 110.6
- (2) CHEM 111.3
- (3) CHEM 251.3
- (4) ENG 110.6 or LIT 100.6 or FR 121.3 (or 122.3) and 125.3
- (5) Electives (12 credit units of courses in humanities, social sciences or fine arts of which 6 credit units must be one of Psychology 110.6, Sociology 110.6,



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Philosophy 110.6 (or Philosophy 120.3 and 133.3), or Native Studies 110.6.

## Aboriginal Applicants

(Saskatchewan Residents only)

Two first year spaces are reserved for persons of Aboriginal descent. Applicants will be required to complete the courses of the pre-pharmacy year and obtain a cumulative average of at least 70% or higher on university courses completed. Applicants of Aboriginal descent will compete within this category, not against the entire applicant pool. Applicants should identify themselves as Aboriginal on the application for admission.

For further information regarding admission requirements and application procedures, see the College of Pharmacy and Nutrition section of the *Calendar*.

## Bachelor of Science in Nutrition Program

Applicants wishing to enter the revised four-year nutrition program are required to complete one year (30 credit units) of pre-nutrition studies. These studies may be undertaken in the College of Arts and Science. To complete the courses required in the pre-nutrition year, applicants will normally need to have credit for the following high school subjects: Biology 30, Chemistry 30, Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30). The pre-nutrition program consists of the following university courses or their equivalents from other institutions:

- (1) BIOL 110.6
- (2) CHEM 111.3
- (3) CHEM 251.3
- (4) ENG 110.6 or LIT 100.6 or FR 121.3 (or 122.3) and 125.3
- (5) PSY 110.6 or SOC 110.6
- (6) Electives (6 credit units unrestricted) NUTR 120 may be taken in the pre-nutrition year in place of a 3 credit-unit elective, and the 3 credit-unit elective can then be scheduled in year 1 of the nutrition program.

*Note:* Applicants can be deficient in one of the preceding classes except for BIOL 110 or CHEM 111; this must be cleared during the first year of the program. In order to be considered for admission for 2001-2002, applicants must have completed a minimum of 24 credit units by April 30, 2001 and a total of 30 credit units by September 1, 2001.

## Aboriginal Applicants

(Saskatchewan Residents Only)

Two first year spaces are reserved for persons of Aboriginal ancestry. Applicants will be required to complete the courses of the pre-nutrition year. They will compete within this category, not against the entire applicant pool. Applicants should identify themselves as Aboriginal on the application for admission.

For further information regarding admission requirements and application procedures, see the College of Pharmacy and Nutrition section of the *Calendar*.

## PHYSICAL THERAPY

Applicants wishing to enter the three-year physical therapy program are required to have completed two years (60 credit units) of pre-physical therapy studies. These studies may be undertaken in the College of Arts and Science. To complete the courses required in the pre-physical therapy years, applicants will normally need to have credit for the following high school subjects: Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30), Biology 30, Chemistry 30 and Physics 30. The pre-physical therapy program consists of the following university courses or their equivalents:

- (1) BIOL 110.6
- (2) CHEM 111.3 and 251.3
- (3) ENG 110.6 or any two of ENG 111.3, 112.3, 113.3, 114.3
- (4) PHYS 111.6
- (5) PHSIO 212.6
- (6) PSY 110.6
- (7) 9 credit units in humanities or social sciences
- (8) 3 credit units in statistics\*
- (9) 12 credit units of academic electives

\* PL SC 314.3 or STATS 245.3 is recommended.

## Aboriginal Applicants

(Saskatchewan Residents Only)

Two positions in year one of the physical therapy program are reserved for persons of Aboriginal descent. Applicants of Aboriginal descent will compete within this category, not against the entire applicant pool. Applicants must meet all the academic requirements specified above. Applicants qualifying for this admission category should identify themselves as Aboriginal on the application for admission.

For further information regarding admission requirements and application procedures, consult the School of Physical Therapy section of the *Calendar*.

## VETERINARY MEDICINE

Applicants wishing to enter the four-year veterinary medicine program are required to have completed two years (60 credit units) of full-time pre-veterinary medicine studies. These studies may be undertaken in the Colleges of Arts and Science or Agriculture. To complete the courses required in the pre-veterinary medicine years, applicants will normally need to have credit for the following high school subjects: Mathematics B30 and C30 (or, under the old mathematics curriculum, Algebra 30 and Geometry-Trigonometry 30), Biology 30, Chemistry 30 and Physics 30. The pre-veterinary medicine program consists of the following university courses in the following subject areas or their equivalents:

- (1) English or Literature (6 credit units)
- (2) Chemistry (6 credit units)
- (3) Organic Chemistry (3 credit units)
- (4) Biochemistry (6 credit units)
- (5) Physics (6 credit units)
- (6) Mathematics or Statistics (6 credit units)

- (7) Biology (6 credit units)
- (8) Genetics (3 credit units)
- (9) Introductory Microbiology (3 credit units)
- (10) Electives (15 credit units, sufficient to complete two full years).

At the University of Saskatchewan, pre-veterinary medicine course requirements may be met by the following courses.

- (1) ENG 110.6 or any two of ENG 111.3, 112.3, 113.3, 114.3
- (2) CHEM 111.3, 251.3 plus 3 additional credit units in chemistry at the 200-level
- (3) MATH 101.3 and STATS 103.3 or 110.3 and 3 additional credit units in mathematics or statistics
- (4) PHYS 111.6
- (5) BIOL 110.6 and 211.3
- (6) BIOCH 200.3 and 211.3
- (7) AP MC 212.3 or MICRO 214.3
- (8) Sufficient electives to meet the additional 15 credit unit requirement

It is the applicant's responsibility to ensure that the pre-veterinary medicine courses are acceptable as prerequisite courses for admission to the D.V.M. program. Ordinarily, pre-veterinary medicine advisors at other universities in western Canada know the appropriate pre-veterinary medicine courses which can be taken in their institutions.

For further information regarding admission requirements and application procedures, see the Western College of Veterinary Medicine section of the *Calendar*.

## Aboriginal Applicants

With the approval of the Saskatchewan Human Rights Commission, the Western College of Veterinary Medicine recently introduced an Educational Equity Program for Aboriginal Students. In this program, a defined number of seats have been allocated for self-identified applicants of Aboriginal descent. These applicants will be ranked among themselves and not against the general applicant pool.

Proof of Aboriginal ancestry will be required and must be provided at the time of application. For the purpose of admission, the documents that are accepted as proof of Aboriginal ancestry are listed in the General Information section of the *Calendar*.

If you wish to be considered under this program, please enclose a letter of intent with your completed application form as well as proof of ancestry.

## UNCLASSIFIED STUDIES

*Note: The Unclassified Studies Faculty Council Academic Policy Committee intends to review Unclassified Studies admission requirements.*

Admission to Unclassified Studies is available to applicants who do not wish to enter a degree program or who do not meet the admission requirements of a degree program. Students in Unclassified Studies are not admitted to or committed to a degree program. However, they are admitted to the university to take courses for degree credit. Unclassified Studies gives applicants an opportunity to complete

selected courses and meet the competitive admission transfer average to a degree program.

At their initial U-STAR access date for the Regular Session (September to April), students in Unclassified Studies are eligible to register for on-campus classes in the evening, for off-campus daytime or evening classes or for courses offered through distance education (independent studies, televised, multi-mode or on-line delivery). Beginning August 3, 2001, students in Unclassified Studies may register for available selected Regular Session on-campus daytime classes. Students in Unclassified Studies are also eligible to register for courses for credit during the Spring and Summer Session.

## Regular Admission Requirements for Unclassified Studies:

Complete secondary level standing in Saskatchewan or equivalent with a minimum overall average of 65% in the following subjects:

- (1) English A 30\* (1 credit)
- (2) English B 30\* (1 credit)
- (3), (4) & (5) Three electives numbered 30 from Lists A, B, C or D (3 credits)
- (6) & (7) Two electives numbered 20 or 30 from Lists A, B, C or D (2 credits)

\*Beginning in 2000, applicants who complete the Fransaskois or French Immersion programs are required to have completed two 30-level language arts subjects, of which one must be English A30 or B30 or English Language Arts A30 or B30. Any two of the following will fulfill requirements (1) and (2): English A30, English B30, English Language Arts A30 or B30.

No deficiencies are permitted.

Certain 30-level (Grade 12) subjects are required prerequisites for some courses. Adult Basic Education (ABE) subjects and General Equivalency Diploma (GED) are not acceptable prerequisites for any credit courses or programs at the university, nor can they be used to meet admission requirements. However, Saskatchewan Adult 12 subjects are acceptable.

Students in Unclassified Studies who later seek admission to a college or school must reapply and meet the admission criteria in effect at the time of application.

## Special (Mature) Admission and Open Admission to Unclassified Studies:

Saskatchewan residents 21 years of age or over who do not meet the Regular Admission requirements may apply for Special (Mature) Admission. Alternatively, applicants who lack Regular Admission or Special (Mature) Admission qualifications may be admitted on the basis of Open Admission and register in a restricted number of credit units. For detailed information on eligibility, application procedures and enrolment restrictions related to Special (Mature) and Open Admission, please refer to the Admission Categories section of this *Calendar*.

*Note:* The regulations, assessments and procedures in the following sections on



### Application Deadlines

The dates below are fixed dates, unless otherwise noted. When a date occurs on a Saturday or Sunday, the deadline automatically becomes 16:30 p.m. the previous Friday. Applications for September or January admission to direct entry programs received after the deadline will be considered if space is available. Applicants applying for admission to Dentistry, Graduate Studies, Law, Medicine, Nursing, Pharmacy and Nutrition, Physical Therapy, Veterinary Medicine and College of Agriculture Diploma programs should obtain their application forms from the College or School concerned and submit them directly to the Co School by the date indicated below.

Programs		To begin in September 2001		To begin in January 2002	
		Application Forms Due	Documents Due	Application Forms Due	Documents Due
<b>Agriculture</b>	Early (Conditional) Admission*	May 15	May 15	No Admission	No Admission
	Other First Years and Transfers (Upper Years)	May 15	June 15	No Admission	No Admission
	Returning and Visiting Students (Upper Years)	August 15	September 1	December 15	January 1
	International Applicants (In Canada)	May 15	June 15	No Admission	No Admission
	International Applicants (Outside Canada)	April 1	May 31	No Admission	No Admission
	Diploma in Agriculture	September 30	Contact College	No Admission	No Admission
<b>Arts and Science (All Sites)</b>	Early (Conditional) Admission*	May 15	May 15	December 15***	January 1
	Other First Years and Transfers (Upper Years)	May 15	June 15	December 15***	January *
	Returning and Visiting Students (Upper Years)	August 15	September 1	December 15	January 1
	International Applicants (In Canada)	May 15	June 15	November 1***	December 15
	International Applicants (Outside Canada)	April 1	May 31	September 1***	October 15
<b>Commerce</b>	Early (Conditional) Admission*	May 15	May 15	No Admission	No Admission
	Other First Years and Transfers (Upper Years)	May 15	June 15	No Admission	No Admission
	Returning and Visiting Students (Upper Years)	May 15	June 15	No Admission	No Admission
	International Applicants (In Canada)	May 15	June 15	No Admission	No Admission
	International Applicants (Outside Canada)	April 1	May 31	No Admission	No Admission
<b>Dentistry</b>	All Applicants	January 15	February 15	No Admission	No Admission
<b>Education**</b>	Early (Conditional) Admission*	May 15	May 15	No Admission	No Admission
	Other First Years	May 15	June 15	No Admission	No Admission
	Post Academic Programs	March 15	May 15	No Admission	No Admission
	Returning and Visiting Students (Upper Years)	May 15	September 1	December 15	January 1
<b>Engineering</b>	Early (Conditional) Admission*	May 15	May 15	No Admission	No Admission
	Other First Years and Transfers (Upper Years)	May 15	June 15	No Admission	No Admission
	Returning and Visiting Students (Upper Years)	August 15	September 1	December 15	January 1
	International Applicants (In Canada)	May 15	June 15	No Admission	No Admission
	International Applicants (Outside Canada)	April 1	May 31	No Admission	No Admission
<b>Graduate Studies and Research</b>		See Graduate Studies and Research section of the Calendar			
<b>Kinesiology</b>	Early (Conditional) Admission*	May 15	May 15	No Admission	No Admission
	Other First Years and Transfers (Upper Years)	May 15	June 15	No Admission	No Admission
	Returning and Visiting Students (Upper Years)	August 15	September 1	December 15	January 1
	International Applicants (In Canada)	May 15	June 15	No Admission	No Admission
	International Applicants (Outside Canada)	April 1	May 31	No Admission	No Admission
<b>Law</b>		February 1	Contact College	No Admission	No Admission
<b>Medicine</b>	Saskatchewan Applicants	January 15	Contact College	No Admission	No Admission
	Out-of-Province Applicants	December 1	Contact College	No Admission	No Admission
<b>Nursing Education Program of Saskatchewan</b>					
	First and Second Year Applicants	Contact SIAST	Contact SIAST	No Admission	No Admission
	Third and Fourth Year Applicants	May 15	June 15	No Admission	No Admission
<b>Nursing (Post-Registration B.S.N. Program)</b>		July 1	July 15	November 1	November 15
<b>Pharmacy and Nutrition</b>	All Applicants	February 1	June 30	No Admission	No Admission
<b>Physical Therapy</b>		January 15	Contact College	No Admission	No Admission
<b>Veterinary Medicine</b>		January 3	Contact College	No Admission	No Admission
<b>Unclassified</b>	First and Upper Years (New U of S Applicants)	September 1	September 15	January 3	January 16
	International Applicants (In Canada)	May 15	June 15	November 1	December 15
	International Applicants (Outside Canada)	April 1	May 31	September 1	October 15
<b>Deadlines for:</b>		<b>Application Forms Due</b>	<b>Documents Due</b>		
<b>Spring and Summer Session (Term 1 May - June)</b>				The effective date of application is the final date upon which the application form and all required documentation is complete.	
Saskatchewan and Out-of-Province Applicants	May 1	May 15			
International Applicants (In Canada)	March 1	April 15			
International Applicants (Outside Canada)	January 1	March 1			
<b>Spring and Summer Session (Term 2 July - August)</b>					
Saskatchewan and Out-of-Province Applicants	June 15	July 4			
International Applicants (In Canada)	April 15	June 1			
International Applicants (Outside Canada)	February 15	April 15			

Unclassified Studies status is available to applicants who do not wish to enter a degree program at this time or who do not meet the admission requirements of a degree program. Students in Unclassified Studies are admitted to or committed to a degree program, however, they are admitted to the university to take courses for degree credit. Unclassified Studies gives applicants an opportunity to complete available selected courses meet the competitive transfer admission average to a degree program. Students in Unclassified Studies are eligible to register for classes offered in the evening, off-campus or distance education (independent studies, televised, multi-mode or online delivery). Beginning August 3, 2001, students in Unclassified Studies may register for available selected daytime classes on campus between September and April.

Applicants wishing to enrol in Independent Studies courses must apply well in advance of the August 15 registration deadline for these courses.

Applicants for the music programs should contact the Department of Music by March 15 to arrange for auditions and placement examinations to be held March 3, April 21 and May 12, 2001.

\*Early (Conditional) Admission is available to applicants who are currently in Grade 12 and will have complete secondary level standing in Saskatchewan (or its equivalent elsewhere) by June 2001. Averages will be calculated the final marks for the first semester and estimated or projected marks of all subjects being taken in the second semester. Final acceptance depends on receipt of final marks by August 1 and maintenance of the required average.

\*\*Direct entry (from high school) is not available for the elementary, middle and secondary programs. Direct entry is available for the Practical and Applied Arts program (majors in Home Economics, Industrial Arts or Vocational

## GENERAL INFORMATION

Transfer Applicants from Other Post-Secondary Institutions and Transfer Students from a University of Saskatchewan College will not come into effect until the commencement of admissions to the 2002-2003 Regular Session. They are included here to inform future applicants of the coming changes which will result once the Unclassified Studies Progression Standards are operational at the end of the 2001-2002 Regular Session.

### Transfer Applicants from Other Post-Secondary Institutions

Upon application for admission, students who have successfully completed 18 credit units or more of post-secondary studies transferable to the University of Saskatchewan will be admitted to Unclassified Studies if the cumulative average on all transferable courses attempted, or the last year's average (over be at least 18 credit units of transferable courses) is at least equivalent to the progression standards for Unclassified Studies.

In the case of a failed transferable course which has been repeated successfully, only the most recent mark achieved will be used in calculation of an admission average. In the case of repeated failures in the same course, i.e. a course for which the student has never received a passing grade, the highest mark achieved will be included in the calculation.

The admission average is based on the total number of transferable credit units attempted (including failures but excluding retakes as noted above).

Students who have attempted 18 credit units or more, but successfully completed less than 18 credit units, will be considered for admission on their post-secondary average if they have taken courses in the immediately preceding regular session. If a year or more has passed since they last attempted post-secondary study, then they will be considered for admission on the basis of their high school marks.

Students with 18 credit units or more who do not meet admission requirements will be admitted to Unclassified Studies if they satisfy one of the following requirements:

1. they have not taken any post-secondary studies in the 12 months prior to their intended registration; OR
2. they have been required to discontinue within the last 12 months from another post-secondary institution and their grades do not meet the Unclassified Studies Progression Standard, in which case their registration status will be within the Probation 2 category. (See Progression Requirements in the Unclassified Studies section of this *Calendar*.)

Students who have completed 18 credit units or more of post-secondary studies and who have been required to discontinue more than once from another post-secondary institution will not normally be considered for admission to Unclassified Studies for at least three years following their most recent faculty action by another post-secondary institution. All such applications for admission to Unclassified Studies must be accompanied by:

- written explanation of past performance
- documentation verifying any extenuating circumstances; and
- a letter of intent.

### Transfer Students from a University of Saskatchewan College

Students who have previously attended the University of Saskatchewan and subsequently wish to enter Unclassified Studies must contact the Office of the Registrar to request registration access to Unclassified Studies. No formal application to Unclassified Studies is required.

A student who has been required to discontinue from a program of studies in a University of Saskatchewan college may not register in that college until a full academic year has elapsed. However, during that academic year of rustication, such a student may:

- make formal application to transfer to another College through Admissions, Office of the Registrar and must meet that college's required transfer average on acceptable courses. (Acceptance of academic credit earned during a period in which a student has been required to discontinue is at the discretion of the receiving college); OR

• register in Unclassified Studies during their year of rustication. Students who wish to enrol in Unclassified Studies must contact the Office of the Registrar to request registration access to Unclassified Studies. Students who have successfully completed 18 credit units or more at the University of Saskatchewan will be admitted to Unclassified Studies if:

- the cumulative average on all courses attempted, or the last year's average (on at least 18 credit units) is at least equivalent to the progression standards for Unclassified Studies.

In the case of a failed course which has been repeated successfully, only the most recent mark achieved will be used in calculation of an admission average. In the case of repeated failures in the same course, i.e. a course for which the student has never received a passing grade, the highest mark achieved will be included in the calculation.

Students who have attempted 18 credit units or more, but successfully completed less than 18 credit units, will be considered for admission based on their university average if they have taken courses in the immediately preceding regular session. If a year or more has passed, since they attempted post-secondary study, then they will be considered for admission based on their high school marks.

The admission average is based on the total number of credit units attempted (including failures, but excluding retakes as noted above).

University of Saskatchewan students with 18 credit units or more who do not meet these requirements will be admitted to Unclassified Studies if they satisfy one of the following requirements:

1. they have not taken any university-level courses in the 12 months prior to their

intended registration in Unclassified Studies; OR

2. they have been required to discontinue from a University of Saskatchewan college within the last 12 months and their grades do not meet the Unclassified Studies Progression Standard, in which case their registration status will be within the Probation 2 category. (See Progression Requirements in the Unclassified Studies section of this *Calendar*.)

Students who have completed 18 credit units or more at the University of Saskatchewan and who have been required to discontinue more than once from this University will not normally be considered for entry to Unclassified Studies for at least three years following their most recent faculty action by a University of Saskatchewan college. All such applications for admission to Unclassified Studies must be accompanied by:

- written explanation of past performance
- documentation verifying any extenuating circumstances; and
- a letter of intent.

The Extension Division is responsible for students in Unclassified Studies. For more information, please refer to the Unclassified Studies Advising section of this *Calendar*. To obtain an Extension Bulletin, contact Extension Credit Studies: Telephone: (306) 966-5563, Fax: (306) 966-5590, email: extcred@usask.ca.

### UNCLASSIFIED STUDIES ADVISING

A comprehensive advising service, including academic counselling, clarifying student responsibilities and obligations, administration of academic policies and procedures related to students in Unclassified Studies and facilitation of access to a variety of information and referral services, is available to on-campus and off-campus students in Unclassified Studies through Unclassified Studies Advising, Extension Division, 333 Kirk Hall. For more information, visit the web site at [www.extension.usask.ca/go/unclassified](http://www.extension.usask.ca/go/unclassified). To make an appointment or request information: Telephone: (306) 966-5607 Toll-free in SK: 1-800-667-4780 Fax: (306) 966-5590

Email: [sandra.ritchie@usask.ca](mailto:sandra.ritchie@usask.ca) or [lucille.otero@usask.ca](mailto:lucille.otero@usask.ca)

## APPLICATION PROCEDURES

### ADMISSION AND RE-ADMISSION

All new applicants must apply for admission.

Any student who has previously attended the University of Saskatchewan and

- (1) maintained college registration for less than one full term of the previous Regular Session; or
- (2) wishes to transfer from one college to another, or from Unclassified Studies to a college; or
- (3) was not registered in a college during the previous Regular Session; or
- (4) has completed a degree in the current academic year and wishes to take additional courses in a college; or

(5) wishes to continue as a non-degree student in a college; or

(6) was last admitted and registered under one of the following categories: a) open admission, b) for transfer of credit to another institution as a visiting student, c) as an auditor, or d) as an exchange student, must apply for re-admission.

All other students, including those continuing in Unclassified Studies, may register directly.

### APPLICATION FEE

Applicants for admission, re-admission or transfer to direct-entry colleges and programs are required to submit a non-refundable \$50.00 application fee. This should be in a form of a cheque or money order, in Canadian or U.S. funds, made payable to the University of Saskatchewan. The University also accepts payment by VISA or MasterCard.

### DOCUMENTS REQUIRED

An official transcript of the applicant's final high school (or equivalent) record must be forwarded by the appropriate Provincial Department of Education or other office maintaining such official records (outside Saskatchewan) directly to Admissions, Office of the Registrar. Applicants who have ever attended any other post-secondary institution(s), whether or not they have completed a full program of study there, must arrange for two final and complete sets of official transcripts of their academic record showing courses taken and grades obtained to be forwarded by the appropriate institution directly to Admissions, Office of the Registrar, University of Saskatchewan. Documents become a permanent part of the applicant's file and will not be subsequently released. Photocopies of transcripts are not acceptable. *Transcripts will not be accepted directly from students.*

If documents are in a language other than English or French, the applicant must submit an official notarized, word for word, English translation together with original documents. The applicant must also arrange for the submission of calendars and/or course outlines covering the completed courses.

Falsifying documents or withholding information requested on an application form are considered serious offenses by the University.

### APPLICATIONS FROM STUDENTS WHO HAVE BEEN REQUIRED TO DISCONTINUE THEIR STUDIES

Students who have been *Required to Discontinue* by the faculty of a college may not register in that college until a full academic year has elapsed. Students who have been required to discontinue may, however, apply to another college or register as students in Unclassified Studies. Students who wish to enrol in Unclassified Studies must contact the Office of the Registrar to have their record activated. Students wishing to transfer to another college must make formal application through Admissions, Office of the Registrar

and must meet the required transfer average.

Acceptance of academic credit earned during a period in which a student has been required to discontinue is at the discretion of the receiving college.

## TRANSFER OF CREDIT

The University of Saskatchewan accepts, for transfer of credit, courses from accredited institutions. Credit is awarded on a course-by-course basis for courses equivalent to those taught at the University of Saskatchewan. Official documents attesting to the post-secondary educational credentials of applicants, former students, and current students are routinely evaluated by the Admissions staff in the Office of the Registrar for consideration of possible transfer credit. Students will be advised if transfer credit is awarded. Authority for evaluation of transfer credit rests with the Office of the Registrar and is based on published transfer credit policy and an examination of published accreditation guides, transfer credit guides, calendar course descriptions, detailed course outlines, precedent, and the advice of colleges and departments.

The purpose of evaluating transfer credit is to give students and applicants fair and reasonable credit for academic work which has been undertaken at another institution, and to reduce the likelihood of a student's having to repeat academic work in which he or she has already demonstrated competence.

Students transferring to a degree program at the University of Saskatchewan from another post-secondary institution are responsible for obtaining program advice from their college prior to registering for courses.

*Normally, the University does not allow an individual to repeat a recognized degree obtained elsewhere.*

Students who wish to take a course(s) at another university for credit towards a degree program at this university must obtain approval from their Dean's Office for the course, in the form of a Letter of Permission, before registering in it. On completion of the course, students must arrange to have an official transcript forwarded directly to Admissions, Office of the Registrar by the institution concerned.

## Advanced Placement Program (College Board)

Transfer credit will be granted to students who complete certain Advanced Placement Program examinations with a grade of 4 or higher. For complete details, contact Applicant Services, Office of the Registrar or visit the AP Recognition Policy on the web at [www.usask.ca/registrar/ap/](http://www.usask.ca/registrar/ap/).

## International Baccalaureate Program

Transfer credit will be granted for some higher level subjects passed with a grade of 5 or higher. For complete details, contact Applicant Services, Office of the Registrar or visit the IB Recognition Policy on the web at [www.usask.ca/registrar/ib/](http://www.usask.ca/registrar/ib/).

## Institutes of Technology

Applicants with a diploma from a Canadian institute of technology or a college of applied arts and technology may be granted transfer credit based on a review of the diploma content by the appropriate departments at the University of Saskatchewan. In some cases credit may be awarded on a per course basis even if a diploma has not been awarded. For further details, contact Admissions, Office of the Registrar.

## Canadian or U.S. Bible Colleges

Applicants who have completed courses at a Canadian Bible college which is a member institution of the Association of Universities and Colleges of Canada (AUCC), or is accredited by the Accrediting Association of Bible Colleges (AABC), or have attended a U.S. Bible college which holds regional accreditation in the U.S., or is accredited by AABC, may be considered for transfer of credit.

## SPRING AND SUMMER SESSION, INDEPENDENT STUDY, EVENING, OFF-CAMPUS AND TELEVISED CLASSES

Applicants for Spring and Summer Session, off-campus and distance education programs must follow the same application procedures and meet the same requirements as on-campus applicants. Specific details on these courses and programs and on application and registration procedures and deadlines are available in bulletins published for each session and from the Office of the Registrar.

## ADMISSION TO PROFESSIONAL PROGRAMS FOR STUDENTS FROM THE UNIVERSITY OF REGINA

### Admission to Direct Entry Colleges

Applicants to the Colleges of Agriculture, Commerce or Engineering may take courses at the University of Regina which, upon successful completion and with the required transfer admission average, will allow them to apply for admission to the upper years of these programs at the University of Saskatchewan. Recommended programs of study are set out below.

Applicants should consult the University of Regina's *Calendar* for admission requirements for these programs.

## AGRICULTURE

### Core Courses

Biology 100 and 101  
Chemistry 102 and 240  
English 100 and 110  
Mathematics 110, 105, and 111  
2 social science courses (other than Economics)

## COMMERCE

Students who have completed the pre-administration year and/or the first year of the Administration program at the University of Regina and who wish to proceed to a Bachelor of Commerce degree may apply for upper-year admission to the College of Commerce.

## ENGINEERING

### Core Courses

Chemistry 103  
Computer Science 130  
ENGG 100  
ENGG 103  
ENGG 113  
ENGG 140  
ENGL 100  
Mathematics 110  
Mathematics 111  
Phys 105

## ADMISSION TO NON-DIRECT ENTRY COLLEGES

Applicants planning to apply for admission to one of the Colleges of Dentistry, Law, Medicine, Nursing (Post Registration), Pharmacy and Nutrition, Physical Therapy or Veterinary Medicine may complete the required pre-professional courses at the University of Regina. Consult the University of Regina's *Calendar* for admission requirements.

## DENTISTRY

Biology 100 and 101  
Chemistry 102 and 240  
English 100 and 110  
Physics 109 and 119, or 111 and 112  
Biochemistry 220 and Biochemistry 320  
Six credit units (full course equivalent) in social sciences or humanities

## Dental Aptitude Test

Applicants for the program in dentistry must take the Dental Aptitude Test administered by the Canadian Dental Association.

## LAW

Students completing the pre-law program at the University of Regina must have successfully completed 60 credit hours, including at least 12 credit hours in the humanities or social sciences, or have attained a Bachelor's degree.

See Admissions in the General Information and the College of Law sections of the *Calendar* for details regarding selection of applicants for the College of Law and the Law School Admissions Test requirement.

## MEDICINE

The admission requirements for the College of Medicine are two full years of 30 credit hours each (taken from September to April) and the Medical College Admission Test. Consult the College of Medicine section of the *Calendar*. Applicants from the University of Regina must have credit for the following courses:

Biology 100 and 101  
Chemistry 102 and 240  
English 100 and 110  
Physics 109 and 119  
Biochemistry 220 and 320  
Six credit hours in the humanities or social sciences  
The Standard First Aid Certificate must be obtained by June 15 of the year of entry. If accepted, a copy of this certificate is required.

The college urges potential applicants to select other courses in such a way as to work towards an alternative career, in case

they are unsuccessful in gaining admission to Medicine.

## NURSING

### Degree Program for Registered Nurses

Students may fulfill part of the Post Registration degree program while registered at the University of Regina. For further details, contact the College of Nursing.

## NUTRITION AND DIETETICS

Biology 100 and 101  
Chemistry 102 and 240  
English 100 and 110, or French 201 and 202  
Psychology 100 plus 3 more credit hours of Psychology or Sociology 100 and one additional 3-credit hour course in sociology  
Six credit hours of electives

## PHARMACY

Biology 100 and 101  
Chemistry 102 and 240  
English 100 and 110, or French 201 and 202  
Twelve credit units in humanities, social sciences or fine arts, of which six credits must be included from Psychology 100 and one additional 3-credit hour course in psychology; Sociology 100 and one additional 3-credit hour course in sociology; Philosophy 100 and one additional 3-credit hour course in philosophy; or Indian Studies 100 and 101

## PHYSICAL THERAPY

Students wishing to enter the three-year physical therapy program require two years of pre-physical therapy studies (60 credit units).

Biology 100, 101  
Chemistry 102 and 240  
English 100 and 110  
Physics 109 and 119  
Psychology 100 and one of 210, 220, 230, 255, 270  
Statistics 151 and 152  
Six credit hours of human physiology  
Nine credit hours in the humanities or social sciences  
Nine credit hours of academic electives

## VETERINARY MEDICINE

Biology 100, 101, 205 and 220  
Biochemistry 220 and 320  
Chemistry 102, 240, and either 210 or 230  
English 100 and 110  
Mathematics 110 or 105; and either Mathematics 111 or Statistics 151  
Physics 109 and 119 or Physics 111 and 112  
Five elective courses

## REGISTRATION

Registration, Office of the Registrar  
University of Saskatchewan  
105 Administration Place  
Saskatoon SK S7N 5A2  
Phone: (306)966-6725  
U-STAR Help line: (306)966-6739  
Fax: (306)966-6730  
Email: [registrar@usask.ca](mailto:registrar@usask.ca)  
[www.usask.ca/registrar/](http://www.usask.ca/registrar/)

Registration is the process of formally assigning and recording the enrolment of a student in a class or classes. Registration is open only to those who have already been



# GENERAL INFORMATION

admitted or re-admitted to the university, or who are eligible to re-register.

## STUDENT RESPONSIBILITY

### Registration

Students are responsible for the continuing completeness and accuracy of their registrations.

Students should ensure that courses selected are appropriate to their program, including the number of courses to complete requirements for graduation. Advice is available from college or departmental offices. Particular care should be taken with the sequence in which courses are taken to meet any prerequisite requirements.

Students who have not been officially registered in a class are not eligible to attend the class, and may not attend the class, with or without the knowledge of the instructor.

Students are responsible for any change of registration made necessary by the results of final grades at the end of a term or a session, and must follow approved procedures to add or drop classes.

### Prerequisites

Students may register in a course only when they hold the necessary prerequisites or have obtained a written waiver from the department. Prerequisites are stated in terms of the prior completion of certain specified courses. It is the responsibility of students to determine whether they possess the appropriate prerequisites for the courses they wish to take.

Misrepresentation may lead to disciplinary action.

### Academic Counselling

It is strongly recommended that students obtain academic counselling from their college advisors. This should be done as early as possible. Students need not wait for their registration materials before they obtain academic counselling.

### Change of Personal Information

Students are responsible for prompt notification to the Office of the Registrar for any change in address, telephone number, or name. Only one address will be recorded as the main contact address to which university mail will be sent. The address and name change information received by the Office of the Registrar is shared with all academic units, Alumni and Development, Financial Services, Human Resources Division, College of Graduate Studies and Research and the Library. An address/name change form for this purpose may be obtained from any of the above offices. Students are responsible for notifying other appropriate offices of any address and/or name changes.

The university is not responsible for delayed or misdirected mailings as a result of either the student's failure to report a change of address or the actions of an external delivery agent.

## REGISTRATION PROCEDURES

The following publications contain detailed information about registration procedures:

*Registration Guide* - a preliminary timetable of classes is available online in late March ([www.usask.ca/registrar](http://www.usask.ca/registrar)). The *Registration Guide* is available in print and online in late June ([www.usask.ca/registrar](http://www.usask.ca/registrar)); *Regular Session Extension Division Bulletin* - available late June; *Spring and Summer Session Bulletin* - available late February.

Students with disabilities who are registered with the Office of Students with Disabilities, may request a registration form or information sheet in large print or braille. Please contact the Office of the Registrar or the Office for Students with Disabilities (see page 2 for phone numbers).

Note: Students are not allowed to register, add or change classes if they have an outstanding account with the university. Classes can be dropped if there is an outstanding account.

### U-STAR Registration

U-STAR Registration for the 2001-2002 Regular Session is available to degree students, new and continuing, in Agriculture, Arts and Science, Commerce, Education, Engineering, Kinesiology, Nursing, Pharmacy and Nutrition, Physical Therapy, and to students in Unclassified Studies.

Beginning in late June, continuing students, newly admitted students and transferring and visiting students will be mailed registration materials detailing U-STAR registration procedures.

This package will give each student an access time which indicates the date and time that the student can begin to register. Students are strongly advised to register at the earliest authorized access time since class availability is subject to space limitations.

### Students Not Eligible for U-STAR Registration

Students in Dentistry, Graduate Studies and Research, Law, Medicine, and Veterinary Medicine, as well as students in most certificate programs, do not currently register using U-STAR. Registration information will be provided by the college or unit responsible for the program.

### Registration for Unclassified Studies

Former students not registered in the previous session who wish to register in Unclassified Studies must request that the Office of the Registrar activate their record before they will be sent a registration package and be able to register using U-STAR.

During Regular Session, students in Unclassified Studies are initially restricted to registering in evening, off-campus and distance education courses (independent studies, televised, multi-mode or online) listed in the *Regular Session Extension Division Bulletin*. Beginning **August 3** students in Unclassified Studies will be permitted to register in selected daytime on-campus classes for which they meet the prerequisite requirements and where space is available.

### Registration of First Year Students in Direct Entry Programs

Applicants who are accepted under Early

(Conditional) Admission will be forwarded registration information in late June and may register at their assigned access time.

The final date for receipt of high school final statements is August 1. Students who have not arranged for the submission of their Grade 12 marks by this date may have their registration cancelled. If the required admission average is not maintained, the registration will be cancelled.

### Registration to Audit a Class

If you wish to audit a class, registration and changes must be done by phone or in person at the Office of the Registrar. Audit registrations for a class with limited enrolment will not be accepted until the first day of lectures for that class, and then only if the class is not filled when the request for registration is made (within the stated deadlines). Written departmental approval is required for some courses; consult with either the department or the Office of the Registrar. Audit registrations after the deadline for adding classes (see "Important Dates" section) must have instructor and department head approval and will be subject to a \$35.00 Late Class Enrolment fee for each class.

Changes from audit to credit status must be made by the deadline for adding classes. Changes from credit to audit status must be made before the last day to withdraw without academic penalty.

If you are registered on an audit basis, you may attend lectures but are not entitled to have assignments corrected, or entitled to write mid-term or final examinations. Your record will reflect the audit status (AU) unless you drop the class using U-STAR or unless the instructor deems attendance insufficient to earn an audit grade, in which case a grade of withdrawal from audit (WAO) will be assigned.

*You are not permitted to attend a class without being officially registered.*

### Confirmation of Registration

Students who do not register using U-STAR will receive a copy of their Registration Form, or they may contact their college for their registration confirmation.

Students who register using U-STAR will not receive a printed copy of their class registrations. They should confirm their registration by selecting the "List Classes" function on U-STAR.

### CLASS OR SECTION CHANGES

"Class changes" refers to adding classes, dropping classes, or making section changes.

Students eligible to register using U-STAR must use U-STAR to make any changes to class registrations.

Students who are not eligible to use U-STAR must have a Class Change form approved by their Dean's Office. Approval of additions or section changes in classes is subject to availability of space. The date of change is the date that the class change form is received by the Dean's Office.

**Adding classes or making section changes will be allowed up to two weeks after the beginning of classes. The final date for adding a class or**

**making a section change in two-term classes and first-term classes is September 19 and for second-term classes January 16.**

For changes within allowable dates, fee charges will be the cancellation fee or the audit fee, whichever amount is greater. There will be no adjustment in fees (i.e., the student will be responsible for the full fee amount) when a student changes from credit to audit in a class that had, at any time, reached its maximum stated enrolment.

## DROPPING CLASSES

Students who have used U-STAR to register and who wish to drop any or all classes should do so immediately using U-STAR Registration. Students not eligible to use U-STAR Registration must have a Class Change form approved by their Dean's Office.

A student who ceases to attend classes without officially withdrawing will not be eligible for any refund of fees, nor exemption from fees in the event that he or she has not paid them. The student's record will show an absent/failure (ABF) in any class taken for credit from which the student has not officially withdrawn.

While students may drop a class at any time prior to the end of classes, the following deadlines for withdrawal without academic penalty should be noted.\*

- First-term classes November 15
- Two-term classes February 15
- Second-term classes March 15

A grade of withdrawal (W) will be assigned for students dropping a class after the change period but before the withdrawal without academic penalty deadline stated above. A grade of withdrawal/failure (WF) will be assigned for students dropping a class after the withdrawal without academic penalty deadline stated above.

\*A different schedule of withdrawal dates may apply for classes with non-standard start and end dates. Contact the Office of the Registrar for further information.

## LATE INITIAL REGISTRATION FOR A SESSION

A late registration fee of \$35.00 will be assessed for full-time and part-time students in colleges and programs that do not register using U-STAR if they register initially for the Regular Session after the first day of classes for the term. *The late registration fee is non-refundable.*

## LATE COURSE ENROLMENT FEE

(for students in colleges and programs that register using U-STAR Registration)

Late enrolment after the last day to add a class using U-STAR will be considered only with the written approval of the instructor and the head of the department offering the class. There is a \$35 fee for each class that is added after the deadline (after the last day to add or change classes). *These fees are non-refundable.*

## SPRING AND SUMMER SESSION

U-STAR Registration for Spring and Summer Session (May-August) is available to all undergraduate degree credit students. Details on registration deadlines, late fees, and regulations and procedures are

published in the *Spring and Summer Session Bulletin* available in late February from the Office of the Registrar.

**STUDENT IDENTIFICATION CARDS**

During the Regular Session, all part-time and full-time degree credit students on campus, upon completion of their first registration, are eligible for a Student Identification/ Library Card issued by Consumer Services. Continuing students cards are automatically revalidated when they register for subsequent sessions. In order to obtain a card, students who do not register using U-STAR may be required to present the confirmation copy of their Registration Form as proof of registration.

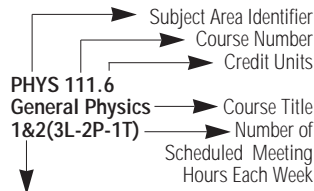
**COURSE OFFERINGS**

The university reserves the right to restrict enrolment in certain classes. The university also reserves the right to add or cancel classes as well as to alter the timetable, as circumstances require.

The university accepts no responsibility for the continuance of any course or program of instruction which may not be completed as a result of an act of God, fire, riot, strikes, lockout or any cause beyond the control of the University.

**KEY TO COURSE DESCRIPTIONS**

Throughout this *Calendar*, the following convention may be observed in course descriptions:



*The following term designations are used:*  
 1—Term 1 only  
 2—Term 2 only  
 3—Term 3 only  
 1&2—Term 1 and 2  
 1/2—Either Term 1 or 2  
 P—Phases (Medicine and Dentistry)  
 Q—Quarters (Veterinary Medicine)

*The following instructional code designations are used:*  
 L—Lecture  
 P—Practicum/Lab  
 S—Seminar/Discussion  
 C—Clinical Service  
 R—Reading  
 T—Tutorial

**Credit Units**

The credit unit is a number associated with a course that indicates its academic weight relative to other courses. Normally, courses completed in one term have a weight of 3 credit units while courses completed over two terms have a weight of 6 credit units.

**COURSE NUMBERING**

Courses at the University are numbered according to the following convention:

**Non-University Level**

001-089 Courses intended primarily for non-degree credit programs (e.g., Business Administration Certificate and Diploma in Agriculture courses).

**Undergraduate Degree**

• **Junior level**  
 090-099 Courses which do not require Grade 12 level preparation as a prerequisite. These numbers are used when a department also offers a junior level course in a subject for students with Grade 12 preparation.

100-109 General introductory courses not usually intended as preparation for more advanced study in the subject but designed to acquaint students with a field of knowledge in which they do not propose to specialize.

110-199 All other courses offered for junior undergraduate level credit.

• **Senior level**

200-699 Courses intended for the upper years of direct entry degree programs or for all years of non-direct entry programs. In direct entry programs the first digit will usually indicate the year of the program for which the course has been designed. For non-direct entry programs, first year courses are numbered 200-299, second year courses 300-399, etc.

**Graduate Degree**

• **Junior level**  
 700-799 Introductory courses, usually intended for graduate students who have not had the generally expected undergraduate preparation in the subject.

• **Senior level**

800-899 Courses which may be taken only by students who have completed the undergraduate level preparation generally expected for graduate level courses in the subject.  
 990 Graduate seminars.  
 992 Non-Thesis Graduate projects.  
 994 Master's Program Thesis.  
 996 Doctoral Program Thesis.

**UNDERGRADUATE TUITION AND FEES**

Undergraduate tuition and compulsory student fees are described below. There are different schedules for Canadian and International students.

Tuition and student fees for Graduate Students are published in the College of Graduate Studies and Research section of the Calendar.

Tuition and fees are those on record at time of printing and are subject to review and revision at any time by the Board of Governors of the University.

**SUBJECT AND TUITION CATEGORY\***

Tuition Subject Category	Tuition Subject Category	Tuition Subject Category	Tuition Subject Category	Tuition Subject Category	Tuition Subject Category	Tuition Subject Category	Tuition Subject Category
A E 2	BSCOM 1	EDCNT 1	GEOG <sup>4</sup> 1	LING 2	PEDS 4	SOC 1	
AB E 2	BTECH 1	EDCUR 2	GEOL 2	LIT 1	PHARM 2	SP EL 4	
ACC 1	BUSLW 1	EDEXC 2	GERM 2	LSC 1	PHCOL 2	SP ST 1	
AG EC 1	C E 1	EDFDT 1	GREEK 1	LUEST 1	PHIL 1	SPAN 2	
AGEXT 2	C&C D 4	EDIND 1	GSR N/A	M E 1	PHSIO 3	ST TC 1	
AGRIC <sup>1</sup> 2	CACE 1	EDMUS 2	HSC 2	MATH 1	PHYS 2	STATS 1	
AGRON 2	CH E 2	EDPRT 1	HCA 1	MBA N/A	PL SC 2	SURG 4	
AN SC 2	CH&EP 4	EDPSE 1	HEB 1	MECAG 2	POLST 1	TAX 1	
ANAES 4	CHEM 2	EDPSY 1	HED 2	MED 4	POM 1	TECH 2	
ANAT 4	CHIN 1	EDRES 1	HIST 1	MEDSP 4	PSIAT 4	TESL 2	
ANTH 3	CLASS 1	EDTEC 2	HLTH 1	MGT 1	PSY 1	TOX 4	
AP MC 2	CMPT <sup>2</sup> 1	EDUC 1	HMT 4	MICRO 3	PY SC 2	UKR 2	
APIC 2	COLSC 1	ENG 1	HORT 2	MKT 1	QUANT 1	VBMS 4	
ARAM 1	COMM 1	ENV E 2	HRM 1	MUSAP 2	RE SE 1	VT AN 4	
ARCH 1	CREE 1	EPIP <sup>3</sup> 1	INDRL 1	MUSIC 2	REHMD 4	VT IM 4	
ART 2	CTHST 1	EX PR 2	INTDL 4	NATST 1	RELST 1	VT MC 4	
ASTRO 2	DENT 4	FAMED 4	INTNL 1	NURS <sup>5</sup> 2	RUD 1	VT P 4	
BAC 1	DRAMA 2	FD SC 2	INTST 1	NUTR 2	RUSS 2	VT PA 4	
BD&SS 4	E E 1	FIN 1	INUK 1	OB 1	S AG 2	VTARS 4	
BIO E 1	E P 2	FINAR 2	KIN 2	OB&GY 4	SACS 4	VTINT 4	
BIOCH 3	ECON 1	FR 2	KINAC 2	ONCOL 4	SANSK 1	VTLAW 4	
BIOL 2	EDADM 1	G BUS 1	LACS 2	P TH 3	SEML 1	WGST 1	
BIORE 2	EDART 2	G E 2	LATIN 1	PATH 4	SL SC 2	XCHG 1	
	EDCMM 2	GEO E 2	LAW 3	PBIO 2	SL ST 2		

\* A separate Schedule of Tuition has been developed for zero-credit internship placements. See the Program Coordinator for details.  
 1. Co-operative Education Program in Agriculture placements are assessed on a per course basis. See Tuition Fees for Canadian Students section.  
 2. Computer Science Professional Internship placements are assessed on a per course basis. See Tuition Fees for Canadian Students section.  
 3. Engineering Professional Internship placements are assessed on a per course basis. See Tuition Fees for Canadian Students section.  
 4. Geography, Land Use & Environmental Studies, Rural & Urban Co-operative placements are assessed on a per course basis. See Tuition Fees for Canadian Students section.  
 5. Tuition for Nursing courses in the Nursing Education Program of Saskatchewan which are taken at SIAST area assessed at the NURS rate, but are assessed by and payable to SIAST.

# GENERAL INFORMATION

The Central Registry of Fees (CRF) is a complete list of fees that can be charged to students. Fees are charged in addition to tuition, and must be approved by the Board of Governors. The Central Registry of Fees is available on the web at:  
www.usask.ca/registrar/current\_fees/

## 2000-2001 SCHEDULE OF TUITION AND FEES FOR CANADIAN UNDERGRADUATE STUDENTS

### Course-based tuition

Tuition for Canadian students in Agriculture (degree programs), Arts & Science, Commerce, Education, Engineering, Kinesiology, Law, Nursing, Pharmacy and Nutrition, and Unclassified Studies is assessed on a per credit unit basis. In general, full (two-term) courses are 6 credit units and half (one-term) courses are 3 credit units. Each course is assigned to one of four tuition categories; the cost per credit unit for each category is indicated below:

Tuition category	cost per cu	cost per 3 cu class	cost per 6 cu class
Category 1	\$108.01	\$324.03	\$648.06
Category 2	117.70	353.10	706.20
Category 3	125.55	376.65	753.30
Category 4	133.61	400.83	801.66

Please refer to the "Subject and Tuition Category" chart to determine the category for each of your courses.

The maximum tuition for a Canadian student in these programs for the regular session is \$4,237.20 regardless of the number of credits in which the student is enrolled.

Audit fees are 50% of the credit class fee (if the class is not filled).

### Program-based tuition

Tuition for students in Dentistry, Medicine, Physical Therapy and Veterinary Medicine is assessed on a program basis. Where the student registers for more than a regular course load in colleges with a standard assessment, a per course fee will be charged for the additional courses. There is normally no reduction in the standard assessment for a reduced course load.

#### Dentistry

Students who entered in 1999	...30,000.00
Students who entered in 2000	...32,000.00
Continuing students:	
Years 4 and 5	..... 6,629.10

Consult the College of Dentistry about scholarship and bursary funds available.

#### Medicine

M.D.	.....6,629.10
B.Sc.(Med.)	.....4,008.30

Physical Therapy .....4,617.00

Veterinary Medicine.....5,679.48

### Exchange Programs:

For each four months' tuition at the host institution .....1620.15

## COMPULSORY STUDENT FEES: REGULAR SESSION

**Full-Time On-Campus Undergraduate Students (registered in 18 or more credit units)**

Student Union	.....38.02
Athletic Fee	.....56.64

Sheaf Fee	.....5.25
Student Services Fee	.....30.00
World University Service of Canada (WUSC)	.....0.80
<b>Total</b>	.....\$130.71

## Part-Time On-Campus Undergraduate Students (registered in fewer than 18 credit units)

Student Union	.....19.01
Athletic Fee	.....28.32
Sheaf Fee	.....2.63
Student Services Fee	.....30.00
World University Service of Canada (WUSC)	.....0.80
<b>Total</b>	.....\$80.76

## Off-Campus, Independent Study, Televised and Audit only (full- or part-time):

Student Union	.....19.01
Student Services Fee	.....15.00
<b>Total</b>	.....\$34.01

## COMPULSORY STUDENT FEES: SPRING AND SUMMER SESSION

Student fees are compulsory for full-time and part-time students, both on and off campus. Only those registered in off-campus Certificate programs or independent study Certificate programs are exempt. There is a \$9.51 student union fee and a \$7.50 Student Services Fee for each 7-week period of study during the summer months.

### COMPUTER LAB FEES

Some courses and programs require a computer lab fee. These fees are not part of your tuition or student fees. As described above, these fees are listed in the Central Registry of Fees.

## 2000-2001 TUITION AND FEES FOR INTERNATIONAL UNDERGRADUATE STUDENTS

### TUITION

Tuition for undergraduate international students will be assessed at 2.15 times the rate for Canadian students, except for international students in the College of Dentistry.

International students whose immigration status changes to "permanent resident" after they have been admitted must submit a copy of the Record of Landing to the Office of the Registrar.

For students who were assessed differential tuition, tuition fees will be reassessed if they become landed immigrants on or before September 30, 2001. Students who become landed immigrants after September 30, 2001 but on or before January 31, 2002 will have tuition reassessed for Term 2 classes and the Term 2 portion of classes extending over both terms.

### COMPULSORY STUDENT FEES

International students pay the same compulsory student fees as Canadian students. These fees are described above.

### International Student Fee

International students on a student authorization in the College of Graduate Studies and Research (and others not paying the differential tuition for

international students) will be assessed an annual International Student Fee of \$100.00 in addition to regular student fees.

International students whose immigration status changes to "permanent resident" after they have been admitted must submit a copy of the Record of Landing to the Office of the Registrar.

Students who were assessed the International Student Fee will have this fee waived if they become landed immigrants on or before September 30, 2001. There will be no reduction of this fee for students who become landed immigrants after September 30, 2001.

## TUITION FOR SENIOR CITIZENS

Tuition is waived for persons 65 years of age or over registering on a part-time basis. However, students are responsible for any materials or laboratory fees, student fees and other class costs. In addition, they must indicate whether they are registering as audit or credit students. Should a student in this category discontinue, they must officially withdraw in the manner indicated in the section *Dropping Classes*.

For a class with limited enrolment, senior citizens may register under this policy (i.e., without paying tuition fees) only between the first day of classes for that class and the deadline for adding classes in that term, and then only if the class is not filled when the student requests registration. This registration must be done in person at the Office of the Registrar.

If senior citizens wish to register prior to the first day of classes they may register using U-STAR Registration with the understanding they will be responsible for their own fees. They can request the waiver of their tuition fees at any time between the first day of classes for that class and the deadline for adding classes in the term of the class concerned. If the class is not filled at that time, the tuition fee will be waived.

Students applying under this category should state that they are applying under the senior citizen option and submit proof of age. In order to qualify, they must reach age 65 by the date the class starts.

This waiver does not apply to internships, co-operative placements, exchange programs, thesis or project supervision or maintenance of status for graduate students, programs where tuition is assessed on a program basis, or courses offered as part of a contract.

### MISCELLANEOUS FEES

The fee for supplemental and deferred examinations, including special supplemental and special deferreds, is charged when a student's application to write the said exam is granted. Thereafter, the student is liable for the fee regardless of whether he/she writes the exam.

Supplemental and Deferred Examinations:	
Supplemental – each course	.....\$25.00
Deferred – each course	.....15.00
Additional fee for off-campus centre – each course	.....25.00
Supervision fee for off-campus centre, payable at the time of writing, varies with institution.	

Special Supplemental & Deferred Examinations:

Special Supplemental – each course	..50.00
Special Deferred – each course	.....40.00
Additional fee for off-campus centre – each course	.....25.00

Supervision fee for off-campus centre, payable at the time of writing, varies with institution.

Invigilation Service for other Institutions:

Each candidate/session	.....35.00
Transcript of Record	.....5.00
Sessional Grade Certificate (see chart under "Transcripts and Student Records")	.....5.00

Application for Admission .....50.00

Replacement Identification Card .....10.00

Replacement Diploma.....50.00

Late Registration fee .....35.00

Late Course Enrolment fee.....35.00

Complete withdrawals after August 15.....(minimum) 60.00

Transcript Evaluation fee (non-applicants).....50.00

Re-read fee .....20.00

Returned cheque.....20.00

There will be no GST charged on tuition and lab fees, residence fees, meal-plans, and compulsory student society fees. Any other fees required to qualify for a diploma or degree, or for courses that are prerequisite to a credit course, will also be GST-exempt. It should be noted that some items, such as textbooks, are subject to GST.

## PAYMENT OF TUITION AND COMPULSORY FEES

*Subject to revision at any time.*

Employee and Student Accounts

Student Fees

E40-105 Administration Place

University of Saskatchewan

Saskatoon SK S7N 5A2

Telephone: (306)966-4601

Once a student has registered they are then responsible for the payment of any assessed fees. Fees are due upon assessment. A statement of tuition, student fees and other balances owing will be sent to students monthly, however payment is due regardless of whether or not a statement is received. Students should not wait to receive a statement of fees owing before making payment. To determine the current amount owing, please call U-STAR (306) 938-3900 and invoke the List Fees and Overdue Information function (option #4 on the U-STAR menu). This is particularly important if any class changes have been made. This function is available to ALL students except Graduate Students, regardless of method of registration.

**Payment Due Dates for Regular Session**

Term 1 September 28, 2001

Term 2 January 31, 2002

Fees for classes in the above terms are due on the dates specified above regardless of the day a specific class starts. Tuition for classes spanning both terms will be split



between the terms: half will be due on the Term 1 due date and half will be due on the Term 2 due date.

Student fees are due on the due date of first term in which a student is registered in a given session.

If payment is not received on or before these deadlines, a Late Payment Fee equal to 1.5% will be charged monthly on any past due balance. Amounts that remain past due will be charged the Late Payment Fee on a monthly basis until the balance is paid in full. Students who add a class after a payment deadline must pay their fees immediately for that class or risk incurring a Late Payment Fee.

Failure to make payment by the stated deadline will result in the withholding of future services by the university and in some cases may result in the termination of student status. Students will not receive grades or transcripts, will not receive their parchments upon graduation and are not eligible for re-registration until all overdue accounts have been cleared with the University. Non-payment of tuition and fees does not constitute an official withdrawal from the university.

### Method of Payment

The regular hours of business are 08:30 to 16:30, Monday through Friday.

Cash, Cheque, Interac Debit Card, Visa, Mastercard, telephone or internet banking, are all acceptable methods of payment. Students are strongly encouraged to make payment by telephone or internet banking service or at a financial institution in order to avoid line-ups.

If you have subscribed to your bank's telephone or internet banking service, you can pay your tuition using this method. The account number for the University of Saskatchewan is your student number. The University is registered with the following banks: Bank of Montreal, Bank of Nova Scotia, Canadian Imperial Bank of Commerce, Royal Bank of Canada, Toronto Dominion Bank and most Credit Unions.

If you have received a statement in the mail, it can be paid at any financial institution or ATM in Canada. The detachable portion of the statement has microencoding that will allow it to be processed by the financial institution. Bring the original statement along with a method of payment (cash, cheque, bank draft, money order) to the financial institution. Please note that financial institutions cannot accept payment by Visa or Mastercard without taking a cash advance which will result in interest charges on your Visa or Mastercard account. To pay at an ATM, include the stub portion along with the payment in the envelope provided by the ATM and follow the on-screen prompts. Payments will be considered to be received by the University on the day that payment is made at the financial institution or ATM as indicated by the bank stamp on the back of the payment stub.

If mailing fees, forward cheque or money order (on which the student number is clearly written) to Employee and Student Accounts, Student Fees. Cheques or money orders should be made payable to

"University of Saskatchewan". Cash should not be sent in the mail. Payments sent through the mail must be received by the payment deadline to avoid interest charges.

**Canada Student Loans** - To receive university confirmation of enrolment for a Canada Student Loan, students must present the approved Schedule 1 loan form\* if they have registered using U-STAR. Students not eligible to register using U-STAR must present the approved Schedule 1 loan form\* along with proof of registration (i.e., the confirmation copy of their Registration Form). It is university policy that total assessed fees will be deducted from Canada Student Loans, unless students are able to produce proof that fees have already been paid. Installment payments will not be allowed.

\*Student loan forms cannot be signed prior to 30 days before the start date of classes.

**Scholarships** - All scholarships administered through Employee and Student Accounts are first applied to total assessed tuition and student fees for the session. The remainder of the award, if any, is forwarded by cheque to the student after a waiting period intended to assure that any and all fees have been properly assessed. Students should allow 2-4 weeks for awards to be processed.

All administrative fees are continually subject to review.

### Payment Due Dates for the Spring and Summer ("O") Session

There are separate payment deadlines for Term 1 and Term 2. See the *Spring and Summer Session Bulletin* for the specific dates.

### INCOME TAX DEDUCTION INFORMATION

Students may claim the following as deductions on their Income Tax Returns:

- Tuition fees exceeding \$100.00
- An education credit for each month (excluding paid work placements) during which a student was in full-time or part time registration. Consult the current taxation guide for further details.
- Some ancillary fees (Consult the current taxation guide for further details).

A Tuition and Education Credit Certificate (T2202A) will be issued by the University. Students who were registered during the 2001 calendar year will have the certificate mailed to the most current address on file.

These certificates will be mailed approximately the last week of February following the taxation year for which they are being issued.

### FEE ASSESSMENT AND REFUNDS

Fees for students using U-STAR Registration are assessed and re-assessed based on the dates transactions are entered by the student.

Fees for students not eligible for U-STAR Registration are assessed at the point of registration. Re-assessments are based on the date Class Change forms, approved by

the student's college, are received in the college office.

Students will be charged for classes dropped according to the fee cancellation schedule (currently under review), and will be charged on a per class basis for any remaining classes. If the re-assessment totals less than the previous assessment, an assessment reduction will be authorized to Employee and Student Accounts for the difference.

Fee adjustments are done on an ongoing basis as classes are added and/or dropped.

The schedule for Spring and Summer Session is found in the *Spring and Summer Session Bulletin*.

A different schedule of fee refunds may apply for classes with non-standard start and end dates and for classes in Spring and Summer Session. Contact the Office of the Registrar for further details.

### Complete Cancellation and Minimum Registration

Students who drop all of their classes for the session by **August 15, 2001** will incur no financial penalty. Students canceling their entire registration, regardless of term, after **August 15, 2001** will be assessed a \$60.00 minimum registration fee or cancellation charges on an individual class basis, whichever is greater. Students who register after August 15, 2001 and then completely withdraw, regardless of term, will be assessed the \$60.00 minimum registration fee.

### Dropping Individual Classes (if not a complete cancellation)

The fee cancellation schedule is under review. Please refer to the *Registration Guide* (in print or online) or the online Calendar at [www.usask.ca/registrar](http://www.usask.ca/registrar).

### Audit Fees:

Cancellation fees for audit classes are subject to the cancellation fee schedule. Exception: the fee is non-refundable if a student switched to audit after the 50% cancellation period.

### ADJUSTMENT OF STUDENT FEES

Adjustments are made as follows for **Athletic and Recreation, Sheaf, and Student Union fees:**

- Full-time and part-time students who completely cancel up to the end of Term 1 change period (unless only registered in Term 2) – full refund.
- Full-time on-campus students who completely cancel between the end of the Term 1 change period and the end of the Term 2 change period – 1/2 full-time fee.
- Full-time off-campus students who completely cancel between the end of the Term 1 change period and the end of the Term 2 change period – no reduction in fee.
- Full-time students only registered in Term 2 who completely cancel up to end of the Term 2 change period – full refund.
- Full-time students who change to part time up to the end of the Term 1 change period – part time fee.

• Part-time students who completely cancel up to the end of the Term 1 change period and the end of the Term 2 change period – no reduction in fee.

• Part-time students only registered in Term 2 who completely cancel up to the end of the Term 2 change period – full refund.

• Part-time students who change to full time at any point in the session – full-time fee.

• On-campus students who become off-campus students up to the end of the change period are assessed the applicable off campus fee.

• Full-time on-campus students who become off-campus students between the end of the Term 1 change period and the end of the Term 2 change period are assessed half the full-time fee.

• Part-time on-campus students who become off-campus students between the end of the Term 1 change period and the end of the Term 2 change period – no reduction in fee.

• Off-campus students who become on-campus students at any time are assessed the applicable (full or part-time) on-campus fees.

• There is no reduction of the fee for complete cancellations or for changes in status or from on-campus to off-campus after the Term 2 change period.

Students registered only in Term 2 but who are in 18 credit units or more in the term will be assessed fees equal to those paid by a full-time student registered in both terms.

### STUDENT SERVICES AND WUSC FEE

These fees are non-refundable after the first two weeks of Term 1 or, for students who are only registered in Term 2, after the first 2 weeks of Term 2.

### ATTENDANCE

Regular and punctual attendance is expected of students in all their classes (including lectures, laboratories, tutorials, and seminars). Students who neglect their academic work may be excluded from final examinations.

Students must not attend classes for which they are not registered.

### EXAMINATIONS

Unless a college has decided otherwise, a final examination will be given in each course. Students (except those auditing courses) are required to write the final examination in order to obtain credit for a course.

Final examinations are scheduled by the Office of the Registrar. Final examinations may be scheduled at any time during the examination period; students should therefore avoid making prior travel or other commitments for this period.

Students are required to bring suitable identification to the final examination. Suitable identification is a Student I.D. Card

# GENERAL INFORMATION

or an alternative agreed to by the student and instructor prior to the examination.

Complete examination regulations are published in the *University Council Regulations on Examinations* section in the *Calendar* and on the web at [www.usask.ca/registrar/](http://www.usask.ca/registrar/).

*College Regulations on Examinations* are available in the college offices.

## SUPPLEMENTAL EXAMINATIONS

A student who fails an examination may be granted a supplemental examination under regulations established by each college. *At the time of publication, students in Unclassified Studies are not eligible for supplemental examinations.* Formal request for permission to write a supplemental examination must be made to most colleges *by the fourth Wednesday in May.* Supplemental examinations will be written in August.

The faculty may, by special action, grant a special supplemental examination to a student who submits satisfactory evidence of inability to be present at the August examinations.

Information on supplemental examinations for Spring and Summer Session can be obtained from the *Spring and Summer Session Bulletin*.

## DEFERRED EXAMINATIONS

A student who is absent from a final examination through no fault of his or her own, for medical or other valid reasons, may apply to the college in which they are registered. Students in Unclassified Studies apply to the Coordinator, Unclassified Studies Advising, Extension Division. *Such application must be made within three days of the missed examination* along with documentary evidence. Deferred examinations are written during the February mid-term break for Term 1 courses and in early June for Term 2 and full year courses. A college or the Coordinator of Unclassified Studies Advising may, under extenuating circumstances, grant a special deferred examination to a student who submits satisfactory evidence of inability to be present at the regular deferred examination sitting. In a case where a student is absent from a deferred examination, a grade of 'ABF' will be recorded.

Information on deferred examinations for Spring and Summer Session can be obtained from the *Spring and Summer Session Bulletin*.

## OTHER EXAMINATIONS

Information on the following examinations can be obtained from the Office of the Registrar.

- GMAT - Graduate Management Admission Test
- GRE - Graduate Record Examinations
- TOEFL - Test of English as a Foreign Language

Information on the CanTEST may be obtained from the Centre for Second Language Instruction.

Information on the Dental Aptitude Test, Law School Admission Test and the Medical College Admission Test may be obtained from the Colleges of Dentistry, Law and Medicine, respectively.

## FINAL GRADES

Students may access their grades through U-STAR at (306)938-3900.

For those who require a paper statement of grades, a sessional grade certificate is available for a charge of \$5.00 any time up until December 31 of the year in which the grades are reported. (See chart under "Transcripts and Student Records".)

## GRADING SYSTEM

A percentage system for reporting final grades was implemented by the University of Saskatchewan in the Regular Session of 1986-87. The university-wide relationship between literal descriptors and percentage scores for undergraduate courses is as follows:

### 90-100 Exceptional

A superior performance with consistent strong evidence of

- a comprehensive, incisive grasp of the subject matter;
- an ability to make insightful critical evaluation of the material given;
- an exceptional capacity for original, creative and/or logical thinking;
- an excellent ability to organize, to analyze, to synthesize, to integrate ideas, and to express thoughts fluently.

### 80-89 Excellent

An excellent performance with strong evidence of

- a comprehensive grasp of the subject matter;
- an ability to make sound critical evaluation of the material given;
- a very good capacity for original, creative and/or logical thinking;
- an excellent ability to organize, to analyze, to synthesize, to integrate ideas, and to express thoughts fluently.

### 70-79 Good

A good performance with evidence of

- a substantial knowledge of the subject matter;
- a good understanding of the relevant issues and a good familiarity with the relevant literature and techniques;
- some capacity for original, creative and/or logical thinking;
- a good ability to organize, to analyze and to examine the subject material in a critical and constructive manner.

### 60-69 Satisfactory

A generally satisfactory and intellectually adequate performance with evidence of

- an acceptable basic grasp of the subject material;
- a fair understanding of the relevant issues;
- a general familiarity with the relevant literature and techniques;

- an ability to develop solutions to moderately difficult problems related to the subject material;

- a moderate ability to examine the material in a critical and analytical manner.

### 50-59 Minimal Pass

A barely acceptable performance with evidence of

- a familiarity with the subject material;
- some evidence that analytical skills have been developed;
- some understanding of relevant issues;
- some familiarity with the relevant literature and techniques;
- attempts to solve moderately difficult problems related to the subject material and to examine the material in a critical and analytical manner which are only partially successful.

### <50 Failure

An unacceptable performance.

In May 1996, separate literal descriptors were approved for courses in the College of Graduate Studies and Research. See the College of Graduate Studies and Research section of the *Calendar* for these descriptors.

## GRADING ALTERNATIVES

In addition, and where approved and relevant, the following alternatives are used:

ABF	Absent-Failure
ABS	Absent
AEG	Aegrotat Standing
AU	Audit
CR	Completed Requirements
DE	Deferred Examination
F	Fail
INC	Incomplete
INF	Incomplete-Failure
IP	In Progress
N	Not accepted for credit in the College of Sessional registration
	Pass
SA	Supplemental Authorized
W	Withdrawal
WAU	Withdrawal from Audit
WF	Withdrawal-Failure

### Incomplete and Incomplete-Failure

A grade of INC is assigned if the student has been granted an extension of the deadline to permit completion of the term work. The student must apply to the instructor for this extension and give satisfactory reasons for this request. The extension must be approved by the Head of the Department and may exceed thirty days from the end of the examination period only in special circumstances. A grade of INF is assigned if the student has not completed the term work, has not been granted an extension, and the instructor considers it inappropriate to assign a grade.

### Absent and Absent-Failure

Any student who does not write the final examination is assigned a grade of ABS. If within thirty days of the end of the examination period, a student assigned a grade of ABS has not been granted a deferred examination (DE), the student will be assigned a grade of ABF.

## Average Calculations

Each college is responsible for assigning credit values to courses within its academic jurisdiction.

To distinguish whether these averages have been computed for the work performed by the student in a session, or in a year, or for his/her total program, the terms sessional, annual and cumulative, respectively, are frequently used.

## Academic Grading Standards

College regulations govern grading, promotion and graduation standards. Students should refer to the appropriate college sections of the *Calendar* for specific requirements.

## STUDENT AWARDS

Separate *Awards Guides* are published listing scholarships and bursaries available to students entering their first year of university study and scholarships, bursaries, prizes and medals available to students continuing undergraduate studies at the university. A copy of the *Awards Guide for Entering Students* and/or *Awards Guide for Continuing Students* may be obtained on request from the Office of the Registrar or on the web at [www.usask.ca/registrar/awardsguide](http://www.usask.ca/registrar/awardsguide). A separate guide of post-graduate awards is available from the College of Graduate Studies and Research. For further information contact:

Student Awards  
Office of the Registrar  
University of Saskatchewan  
105 Administration Place  
Saskatoon SK S7N 5A2  
Phone: (306)966-6748  
Fax: (306)966-6730  
Email: [awards@usask.ca](mailto:awards@usask.ca)  
[www.usask.ca/registrar/](http://www.usask.ca/registrar/)

## TRANSCRIPTS AND STUDENT RECORDS

Transcripts are complete and unabridged listings of students' educational records at the University of Saskatchewan. *Official transcripts are issued only upon the written request of the student.* Students requiring official transcripts of their educational records must make written application, containing their signature, either in person, by mail or by facsimile to:

Records, Office of the Registrar  
University of Saskatchewan  
105 Administration Place  
Saskatoon SK S7N 5A2  
Fax: (306)966-6730

All requests will be processed upon receipt unless the student or alumni indicates that the request is to be held until all grades are recorded for the current session, or until a degree is awarded.

The charge is \$5.00 for each transcript.

Classes dropped during the official class change period are not shown on the official transcript.

A student is considered to be in good standing unless otherwise noted. Notations

on student records such as "Advised to Discontinue" and "Required to Discontinue" are for academic reasons only. While these remain on a student's record, they are in effect for a period of one year unless otherwise specified.

Outstanding accounts must be cleared with Employee and Student Accounts before transcripts will be issued.

For instructions on ordering transcripts telephone (306)966-6729.

**Certification of Degree, Diploma or Certificate, Sessional Registration Certificate, Sessional Course Enrolment Certificate, and Sessional Grade Certificate.**

(See chart below.)

## THE GOLDEN KEY NATIONAL HONOUR SOCIETY

The Golden Key National Honour Society is a non-profit, academic honours organization founded in 1977. Since its founding, the Society has established chapters at more than 273 universities throughout Australia, Canada and Malaysia, in addition to the United States, Puerto Rico and the Virgin Islands. The University of Saskatchewan is one of the founding Canadian institutions, together with McMaster University, the University of Alberta, The University of British Columbia, and the University of Toronto.

Golden Key was established by undergraduate students to provide academic recognition, career development contacts, and scholarships to high achieving students. The Society establishes a network between academically talented students at universities, provides links between students from diverse academic backgrounds and reinforces students' contact with university administrators and academic staff. Golden Key also provides career assistance opportunities and scholarship support.

Students in the top 15% of undergraduate students in each College are qualified for membership. Membership is by invitation only and based solely on academic merit.

## GRADUATION

A student must pass the required courses for the degree and also obtain a sufficiently high standing before he or she is eligible for graduation. Further information is given in each college section of this *Calendar*. Students who are in doubt as to whether all academic requirements for graduation have been met should check with their college.

*All undergraduate and graduate students who expect to graduate at either the Spring or Fall Convocation must complete an "Application to Graduate" form from the Office of the Registrar or college offices. This form must be submitted by March 31 for Spring Convocation or by August 31 for Fall Convocation. Spring Convocation is held the last consecutive Wednesday and Thursday in May. Fall Convocation is held the fourth Saturday in October. Students who do not complete and submit this form will not be considered for graduation.*

Students who apply for graduation at a specific Convocation but do not qualify must subsequently submit another "Application to Graduate" form.

Students must settle all their financial responsibilities with the University. A student who has outstanding accounts with the university will be allowed to graduate and to attend the Convocation ceremony, but will not receive the diploma, or any other official documentation of the degree, or be able to receive transcripts, receive statements of standing or re-register until the account is cleared.

Students who have accumulated credits from another university to satisfy the requirements for their degree must arrange to have official transcripts of these credits

sent to the Office of the Registrar at least 12 calendar days prior to the first day of Convocation. Faxed transcripts will not be accepted.

For more information contact:

Convocation, Office of the Registrar  
University of Saskatchewan  
105 Administration Place  
Saskatoon SK S7N 5A2  
Phone: (306)966-6744  
Fax: (306)966-6730  
Email: convocation@usask.ca

## STUDENT RIGHTS, DISCIPLINE AND APPEALS

Following is a brief summary of University of Saskatchewan policies and procedures. For a complete set, students and faculty should consult the Office of the University Secretary or your college dean's office or [www.usask.ca/university\\_council/reports.shtml](http://www.usask.ca/university_council/reports.shtml).

### STUDENT APPEALS IN ACADEMIC MATTERS

A student who is dissatisfied with the assessment of their work or performance in any aspect of course work, including a midterm or final examination, should consult the University Council policy titled *Student Appeals in Academic Matters*. This policy was approved by Council on November 18, 1999 with revisions approved on September 21, 2000.

This policy describes the process to be followed in appealing the assessment. Appeals based on academic judgment follow a step-by-step process including consultation with the instructor and re-reading of written work or re-assessment of non-written work. Appeals involving only academic assessment do not go beyond the college or unit responsible for assessing the student involved. Appeals based on factors other than academic judgment (for example, where discriminatory treatment is

alleged that affected academic assessment) also follow a step-by-step process including review by the Bylaws Committee of University Council and establishment of a university-level appeal board.

### STUDENT DISCIPLINE

The University of Saskatchewan Act, 1995 gives University Council the responsibility for student discipline in matters of academic dishonesty, and gives Senate the discipline of students for any reason other than academic dishonesty. In addition, the Act gives the President of the University or his designate the right to suspend a student for unacceptable conduct in either area. A student has the right of appeal as described below.

**Student Appeals in Non-Academic Matters:** The university considers students to be responsible adults, who will comport themselves in a manner consistent with the University's objectives and values, and in accordance with community standards. The University has developed policies and procedures for the guidance and discipline. These rules reflect the policy of the University to not tolerate or denigrate its values nor condone student misconduct. Decisions made under these policies are held to standards of fairness, and the procedures allow for due process consistent with principles of natural justice.

The Senate policy on Non-Academic Student Discipline and Appeals was approved on October 20, 2000. The policy defines misconduct as "any conduct, other than academic dishonesty, that falls below a standard of conduct accepted in the community, consistent with an informed individual of reasonable intelligence, including, but not limited to, any disruptive or dangerous behaviour, unauthorized entry or presence, violation of University policies, and misuse of disciplinary procedures, or other inappropriate behaviour." This policy covers the conduct

## Types of Certificates and Related Cost

Name of document	What it includes	When available	How to order	Cost	Time to process
Transcript	<ul style="list-style-type: none"> <li>Complete record of all courses and final grades at U of S</li> <li>Any degrees/certificates awarded</li> <li>Any faculty actions assigned</li> </ul>	Any time	Transcript Request form	\$5.00 per copy	3 working days (5 working days for NEPS)
Certification of Degree or Diploma or Certificate	<ul style="list-style-type: none"> <li>Confirmation of awarding of degree/diploma or certificate</li> <li>Name of degree/diploma or certificate</li> <li>Date awarded</li> </ul>	Any time	Transcript Request form	\$5.00 per copy	3 working days
Sessional Registration Certificate	<ul style="list-style-type: none"> <li>Confirmation of full or part time registration in any session(s) (no classes or grades included)</li> </ul>	Any time	Enquire at the Counter	Free	Immediately
Sessional Course Enrolment Certificate	<ul style="list-style-type: none"> <li>Confirmation of courses in which a student is registered for the current session (no grades included)</li> </ul>	Until the end of the session for which it is being produced: <ul style="list-style-type: none"> <li>April 30 for Regular Session</li> <li>August 31 for Spring and Summer Session</li> </ul>	Enquire at the Counter	Free	Immediately
Sessional Grade Certificate	<ul style="list-style-type: none"> <li>Confirmation of courses and grades for one or more session(s) ending in the current calendar year</li> </ul>	Until December 31, 2001 for: <ul style="list-style-type: none"> <li>2000-2001 Regular Session</li> <li>2001 Spring and Summer Session</li> </ul>	Transcript Request form	\$5.00	3 working days



## GENERAL INFORMATION

of all U of S students in University-related activities or with respect to, and on, University property. University-related activities of any type operated under University auspices at any location. The policy establishes an appeal procedure which is designed to ensure fairness, consistency and equity.

**Academic Dishonesty:** "Academic Dishonesty" is essentially cheating. Types of cheating are listed in the *Student Academic Dishonesty Rules of the University of Saskatchewan Council* approved by University Council on September 16, 1999, with revisions approved on September 21, 2000.

To summarize briefly, the Rules list two procedures which can be followed when a professor believes a student has cheated. "Informal Procedures" are followed when a professor feels that a student has cheated inadvertently or without intending to do wrong. This can be handled between the professor and the student with a discussion and a warning. "Formal Allegations of Academic Dishonesty" are the procedures followed when a professor feels that the cheating requires a penalty, ranging from a mark of zero in an assignment to expulsion from the university. These procedures require that the student have an informal hearing within the unit involved. If the student is judged guilty of the offense, a penalty will be applied. The student may appeal to a university-level appeal board.

### Definition of Academic Dishonesty:

The following constitute academic dishonesty which may be the subject-matter of an allegation under Rule 2:

- (a) Providing false or misleading information or documentation to gain admission to the University or any University program;
- (b) Theft of lecture notes, research work, computer files, or academic materials prepared by another student or an instructor;
- (c) Using work done in one course in fulfillment of the requirements of another course unless approval is obtained from the instructor involved;
- (d) Passing off the work of someone else as one's own;
- (e) The supply of materials prepared by the student to another student for use by that student as the work or materials of that student;
- (f) Alteration or falsification of records, computer files, or any document relating to a student's academic performance;
- (g) Failure to observe any stated rule with regard to the procedure used in an examination or any other form of exercise undertaken for academic credit which could result in the student gaining relatively greater credit;
- (h) Altering answers on a returned examination;
- (i) When prohibited, removing an examination from the examination room;
- (j) Seeking to acquire or acquiring prior knowledge of the contents of any

examination question or paper with the intention of gaining an unfair advantage;

- (k) Using notes or other sources of information or devices in an examination not permitted by the course instructor;
- (l) Consulting or seeking the assistance of others when writing a "take home" examination unless permitted by the course instructor;
- (m) Providing false or misleading information with the intent to avoid or delay writing an examination or fulfilling any other academic requirement;
- (n) Failing to observe the terms of any undertaking of non-disclosure given in connection with an examination;
- (o) Misrepresenting or conspiring with another person to misrepresent the identity of a student writing an examination or engaging in any other form of assessment;
- (p) Knowingly doing anything designed to interfere with the opportunities of another person to have his or her contribution fully recognized or to participate in the academic program;
- (q) Preventing others from fair and equal access to University facilities;
- (r) Using or attempting to use personal relationships, bribes, threats or other illegal conduct to gain unearned grades or academic advantages;
- (s) Knowingly assisting another person engaged in actions that amount to academic dishonesty;

(t) **Plagiarism:** the presentation of the work or idea of another in such a way as to give others the impression that it is the work or idea of the presenter.

There is an onus on every student to become informed as to what does or does not constitute plagiarism. Ignorance of applicable standards of ethical writing is not an acceptable excuse. The critical consideration is the impression created in the mind of the others, not the subjective intent of the student. This determination involves an objective evaluation of the manuscript. No intent to deceive is required to establish plagiarism.

Adequate attribution is required. What is essential is that another person has no doubt which words or research results are the student's and which are drawn from other sources. Full explicit acknowledgement of the source of the material is required.

Examples of plagiarism are:

- (i) The use of material received or purchased from another person or prepared by any person other than the individual claiming to be the author. [It is not plagiarism to use work developed in the context of a group exercise (and described as such in the text) if the mode and extent of the use does not deviate from that which is specifically authorized].
- (ii) The verbatim use of oral or written material without adequate attribution.
- (iii) The paraphrasing of oral or written material of other persons without adequate attribution.

## DISCRIMINATION AND HARASSMENT PREVENTION SERVICES

The University of Saskatchewan is committed to providing all students and employees with an environment that is free of discrimination and harassment. Discrimination and harassment are illegal under the Saskatchewan Human Rights Code when they are based upon race, creed, religion, colour, sex, marital status, disability, age, nationality, ancestry, place of origin, family status, sexual orientation, and receipt of public assistance. Harassment is also prohibited under the Occupational Health and Safety Act.

The University endeavors at all times to provide a learning and working environment that is supportive of scholarship and fair in treatment of all its members. Behaviour that is likely to undermine the self-esteem or productivity of any student or staff member is not condoned. Human rights, in particular the rights of minorities, must be respected at all times on this campus.

The University considers sexual harassment in all its forms to be a serious offence affecting the University in general and has a policy to promote awareness of the inappropriateness of sexual harassment as well as procedures to provide a consistent, informed and fair means of investigating complaints. For information or to discuss a complaint, see Discrimination and Harassment Prevention Services, 44 Campus Drive (306)966-4936. The *Discrimination and Harassment Prevention Policy and Procedures* are available at: [www.usask.ca/dhps/policy.html](http://www.usask.ca/dhps/policy.html).

Services are available to students and employees and include:

- confidential consultation;
- information and advice on the options available to resolve a problem;
- assistance with resolution; and
- providing education on discrimination and harassment.

For appointments or information contact Carole Pond, Ph.D., Co-ordinator, at (306) 966-4936.

## STUDENT AFFAIRS AND SERVICES

### ABORIGINAL STUDENTS' CENTRE

All students of Aboriginal ancestry are encouraged to make use of the programs and services offered by the Aboriginal Students' Centre (ASC) which was created to assist the university increase in Aboriginal student enrolment and success rates.

The ASC provides a holistic approach to support programs and services, balancing the spiritual, physical, emotional and mental well being.

The ASC offers the following support services: *Aboriginal Student Handbook*, Aboriginal Student Registry, personal counselling and referral, tutorial assistance, cross-cultural workshops, student

advocacy, liaison with Aboriginal post-secondary counsellors, campus tours. In addition, the Centre offers the following programs: an Elders Program, TD Ambassador Program and a comprehensive Orientation for new students.

Further information can be obtained from the Aboriginal Students' Centre, Room 60, Place Riel Student Centre, University of Saskatchewan, 1 Campus Drive, Saskatoon SK S7N 5A3, telephone: (306)966-5790, or see the web site at [www.usask.ca/SAS/ASC](http://www.usask.ca/SAS/ASC)

### EMERGENCY/GOVERNMENT LOANS OFFICE

The Emergency/Government Loans Office is located in Student Affairs and Services, Room 60, Place Riel Student Centre. Emergency Loans provide assistance to students who encounter unexpected expenses and for whom other sources of funding are not available. The Government Loans office provides students with up-to-date information and advice on government-sponsored student financial assistance plans, and assists students with re-assessments and appeals. Hours of operation are 08:30 to 12:00 noon for Government Loans and 13:00 to 16:30 for Emergency Loans. Students are requested to make appointments when possible by calling the receptionist at 966-7273. To speak directly to the loans officer, telephone: (306)966-5767.

### INTERNATIONAL STUDENTS

Students from countries other than Canada are invited to make use of the International Student Office for assistance with problems that may be of concern to them.

Advice and information are available in the areas of finance, health insurance, personal problems, orientation, travel, housing, immigration, etc. Students will be met and assisted upon arrival in Saskatoon provided they have notified the Director well in advance of the exact time of arrival.

The University does not have funds available to assist students at the undergraduate level nor is housing assistance provided in advance. New arrivals should ensure that they have sufficient funds available to pay for temporary accommodation for a few days, and to pay for more permanent accommodation one month in advance.

Applicants for graduate programs are advised to write to the department in which they wish to study for applications for admission. Undergraduate applicants should contact International Recruitment and Admissions, Office of the Registrar. Other inquiries may be made by contacting the International Student Office, Room 60 Place Riel Student Centre, University of Saskatchewan, 1 Campus Drive, Saskatoon SK S7N 5A3, telephone: (306)966-4923, Fax: (306)966-5081. E-mail: [sas\\_isao@usask.ca](mailto:sas_isao@usask.ca)

### RETENTION SERVICES

Orientation is an informative and exciting 2-day program at the beginning of September designed to give first-year students the necessary survival skills needed to succeed at the University of

Saskatchewan. The University of Saskatchewan's Orientation program strives to present the perfect balance between the academic and non-academic aspects of a first-year student's university career. Informative sessions are professionally presented by experienced upper-year students, university professors, and experts at the University of Saskatchewan. These sessions are complemented by a wide array of social activities; including group bar-b-ques, dances, bands, and activities designed to give first year students the opportunity to meet numerous other first- and upper-year students.

## PARENT ORIENTATION

Coinciding with student orientation is a one-day Parent Orientation program designed to provide parents and guardians of new students information issues relevant to parenting the new university student.

## UNIVERSITY LIFE 101

University Life 101 is an exciting program at the University of Saskatchewan that assists new students during the first critical months of study. Some session topics include study skills, learning to think critically and how to set goals. Students participate in career planning, volunteer activities, and they learn about diversity issues, library access, health concerns and computing. University Life 101 extends and enhances the September Orientation Program.

For more information regarding Student Orientation, Parent Orientation or University Life 101, contact Student Affairs and Services at 966-7279.

## STUDENT COUNSELLING SERVICES

Counselling services are available to all registered students.

Individual, couple and group therapy programs are available for individuals experiencing personal problems. In addition, individual and group programs, including the University Study Skills Program and Study Skills Lab, are offered to assist students with their academic skills development. A Career Planning Program and a Career Resource Centre are available to assist students with their career choices.

The Student Counselling office is located on the main floor of Qu'Appelle Hall Addition. For appointments or information contact Student Counselling Services, University of Saskatchewan, 91 Campus Drive, Saskatoon SK S7N 5E8, telephone: (306)966-4920. Web site: [www.usask.ca/sas/scs](http://www.usask.ca/sas/scs).

## STUDENTS WITH DISABILITIES

Services are provided so that students with disabilities may have fair opportunities to achieve academic success. Services provided include advocacy, informing professors of disability-related needs, accessible classroom scheduling, specialized computer equipment in the library, examination accommodations, volunteer services, mentoring programs and a peer notetaking program.

Students with disabilities should contact the Director of Disability Services for Students at Student Affairs and Services,

telephone: (306) 966-5673 or Fax (306) 966-5081. New students are required to provide the Director with current and appropriate documentation of their disability and early registration with Disability Services for Students with Disabilities is encouraged. Students will be required to identify themselves to their professors with the Director's support.

## STUDENT EMPLOYMENT AND CAREER CENTRE

The University maintains a centre to assist graduates and undergraduates seeking permanent, summer or part-time employment and to assist employers wishing to hire University of Saskatchewan students. The Student Employment and Career Centre coordinates recruitment and student employment activity on campus. Students are advised to contact this office early in September to become acquainted with the employment posting and interview procedures. Employment interviews commence in October and continue throughout the regular University terms. The Centre also provides in-depth career search assistance through its Career Search Library, one-on-one consultations, and job search workshops. The Student Employment and Career Centre is located in Lower Marquis Hall and operates from 08:00 to 16:00 throughout the winter term and 08:00 to 12:00, 13:00 to 16:00 during the summer months. Further information can be obtained at Lower Marquis Hall, University of Saskatchewan, 97 Campus Drive, Saskatoon SK S7N 4L3, telephone (306)966-5003, or [www.usask.ca/sas/scsc](http://www.usask.ca/sas/scsc)

## STUDENT HEALTH CENTRE

The Student Health Centre provides confidential medical services to students and their dependents. Most services at the Student Health Centre are free to students with the presentation of a provincial health card. International students pursuing full-time studies at the University of Saskatchewan should apply to receive a provincial health card. For assistance in this application, contact the International Student Advisor's Office (306)966-4925.

The clinic is staffed by family physicians (male and female), psychiatrists, a dermatologist, an orthopaedic surgeon, registered nurses, a primary care nurse, a chiropractor, a health education coordinator, a social worker, a registered dietitian and reception staff.

A wide range of health services are offered including: general medical treatment; psychiatric consultation and treatment; obstetrical/gynecological services, a sports medicine/orthopaedic clinic; referrals to other specialists; chiropractic treatment; nutritional counselling; nursing services; social work services; birth control (contraception); pregnancy tests; sexually transmitted disease testing and treatment; pap tests; immunization and vaccination programs; annual, employment, childcare and athletic physical exams; urgent care/first aid, etc. In addition, a wide range of health promotion activities and health information is provided to students, free of charge.

Clinic Hours: September to April, Monday 08:30 to 12:00 and 13:00-16:30, Tuesday, Wednesday and Friday 08:30-16:30, Thursday 09:30 to 16:30 and May to August, Monday, Tuesday, Wednesday and Friday 08:30 to 12:00, 13:00 to 16:30, Thursday 09:30 to 12:00, 13:00 to 16:30.

Appointments should be booked in advance. Please telephone: (306)966-5768 or come by the Student Health Centre. A number of same day appointments are reserved for urgent medical problems.

Health information is available at the Student Health Centre or on the web at: [www.usask.ca/sas/shc](http://www.usask.ca/sas/shc).

## STUDENT ACCIDENT FUND

The University maintains a fund which will pay certain costs arising from accidents incurred while participating in authorized University activities. Items covered may include cost of ambulance, limited dental treatment, or repairs to broken eyeglasses. The fund will not pay for hospital and medical expenses that are normally covered under other private or provincial government plans. The fund only provides coverage for losses that are related to University activities. The fund will not cover losses arising from the use of alcohol or other mood-altering substances, or losses arising from the use of an automobile or other vehicle.

Accidents must be reported promptly to the Student Health Centre.

## SASKATCHEWAN HEALTH BENEFITS FOR STUDENTS

Students who are permanent residents of the province of Saskatchewan are eligible to receive benefits under all of the Saskatchewan Health Insurance Plans. All permanent residents of Saskatchewan should be in possession of a current Saskatchewan Health Services card. There are no personal premiums required to participate in the Saskatchewan Health Plans.

Students from other provinces or territories in Canada who are present in Saskatchewan for educational purposes are not eligible for benefits under the Saskatchewan Health Plans. Such students should maintain Health Care Insurance from their home province while attending university in Saskatchewan.

International students who are admitted to Canada through a Canadian Immigration Student Authorization and who take up residence in Saskatchewan will need to take steps to ensure provincial coverage. To be covered, they must establish residence in Saskatchewan before the first day of the third month following their arrival in Canada. To establish residence, they must register with the Health Insurance Registration Office. Once this registration is complete, the benefit period of Health Insurance will be for the period of their Immigration Authorization. The benefit period may be extended by presenting an authorization for a student extension from Canada Immigration.

International students who have previously resided in another Canadian province, and who move to Saskatchewan, are not covered

by the Saskatchewan Health Plan for a period of 90 days. Some of the provinces from which a student might transfer will continue their Health Insurance support program for these three months and others will not. Students who are not covered by a provincial plan must acquire private insurance for this period of time.

All international students should immediately contact the International Student Office regarding their eligibility for the Saskatchewan Health Plan.

Family members accompanying students are subject to the same health care considerations.

Eligible students may register at Health Insurance Registration, Sturdy-Stone Building, 122 - 3rd Ave. N., Saskatoon SK S7K 1W9, telephone: (306)933-6275 or International Student Office, Room 60, Place Riel Student Centre, University of Saskatchewan, 1 Campus Drive, Saskatoon SK S7N 5A3, telephone: (306)966-4925.

## CAMPUS DAY CARE

### CAMPUS DAY CARE CENTRE

Services are available to children, ages 2 1/2 to 5 years, whose parents are students, faculty or staff of the University. The centre is open year round from 07:45 to 17:30, Monday to Friday.

Application forms are available at the centre located in Room 1203 of the Education Building. Space is limited and there is a waiting list. For further information contact the Day Care Centre at (306)966-7807.

### U.S.S.U. CHILD CARE CENTRE

The University of Saskatchewan Students' Union has child care available in its licensed Childcare Centre. The Centre can accommodate children of University students year round from 07:45 to 17:45, Monday to Friday.

Application forms are available at the Centre, which is in the lower southwest wing of the Williams Building (formerly the School for the Deaf). There is a waiting list, so students are encouraged to apply early. For more information please contact the Centre Director at (306)343-7722.

## UNIVERSITY OF SASKATCHEWAN INTERNATIONAL

The office of the University of Saskatchewan International (USI) was established in February, 1993 to coordinate the international activities of the University. The office is responsible for managing all the international projects and contracts, initiating and implementing study abroad and reciprocal academic exchange programs, and promoting campus-wide internationalization of teaching and research activities.

The USI office has a variety of material including information on exchange programs on campus, and study abroad opportunities. The office also directs "Alternatives", an exchange resources centre, which provides information on study, work and volunteer options abroad for students and recent graduates. Students

## GENERAL INFORMATION

wishing to find out more information about the international activities on campus can contact: University of Saskatchewan International, University of Saskatchewan, 216 - 117 Science Place, Saskatoon SK S7N 5C8, (306)966-5903 or visit the web site at [www.usask.ca/us/i/](http://www.usask.ca/us/i/).

Inquiries regarding undergraduate admission for international students should be directed to International Recruitment and Admissions, Office of the Registrar. Graduate admission inquiries should be directed to the Head of the appropriate Department.

### WORK EXPERIENCE, EXCHANGE, AND STUDY ABROAD OPPORTUNITIES

#### Work Experience Programs

The College of Arts and Science offers work experience in the following programs:

- Computer Science Professional Internship Option.
- Cooperative Education Program for students in Geography, Land Use and Environmental Studies, and Regional and Urban Development.
- Practicum courses in the Aboriginal Justice and Criminology Program in Sociology, the Regional and Urban Development Program in Geography, and Women's and Gender Studies program.

For more information, see "Description of Courses and Programs" in the Arts and Science section of the *Calendar*.

The College of Agriculture and the College of Engineering also offer Co-op and Internship programs; for further information see the relevant college section of the *Calendar*.

#### Exchange and Study Abroad

The University of Saskatchewan offers a number of opportunities for students to undertake studies towards a University of Saskatchewan degree outside of Canada and at other Canadian universities.

Students may spend one or more terms as visiting students at another Canadian university for credit towards their University of Saskatchewan degree program. For details, contact your College Dean's office.

Exchange agreements allow students to spend up to a year at universities in Australia, Japan, Mexico, Thailand, Ukraine, the United States and the European Community, while obtaining credit towards their University of Saskatchewan degree program. Outbound students who are approved by the University for participation in an exchange program are considered to be full-time students of the University of Saskatchewan during the period of exchange. They are assessed a standard full-time tuition amount at the University of Saskatchewan for each four-month period of exchange, and are responsible for their own travel and accommodation costs. For further information, contact University of Saskatchewan International in Room 216, Kirk Hall.

Study Abroad opportunities exist in several colleges, and normally consist of one or more University of Saskatchewan courses offered overseas in such diverse locations as Guatemala, Ukraine, and Israel. For more information on study abroad opportunities, contact your college.

### ATHLETICS AND RECREATION

All students are encouraged to participate in activity and sports programs. The College of Kinesiology offers a variety of programs for all University students. Detailed information on these programs is available from the Campus Recreation Office, Room 120 in the Physical Education Centre.

The intramural program is under a men's recreation board and a women's recreation board in conjunction with a recreation director who is responsible to the two boards, as well as to the College of Kinesiology. The main objective of the program is to provide every student in the University with the opportunity to participate in some form of competitive or non-competitive recreational activity on and off campus. Combine this opportunity with the goals of maximum participation, sportsmanship, friendship, fellowship and enjoyment at all levels of skill, and one has an appreciation of the structure and function of this program.

There are a number of men's, women's and co-rec activities in the form of leagues, tournaments, special events or individual pursuits. The activity list includes: a canoe race, football, soccer, curling, hockey, basketball, badminton, floor hockey, volleyball, kayaking, kinball, broomball, weightlifting, slo-pitch, scuba diving, snow olympics, innertube water polo, 9-hole golf, racquetball, squash and tennis. In addition, there are clubs such as karate, yoga, kayaking, triathlon, rowing, and figure skating. Learn-to clinics are offered for students interested in increasing their knowledge of various sports and activities.

Huskie Athletics is the interuniversity athletic program provided for students from all colleges at the University of Saskatchewan. The College of Kinesiology administers this elite athletic program from the Williams Building (966-6500).

Huskie Athletic teams compete in the Canada West Conference, which includes twelve universities in the four western provinces of Canada. Teams compete for the opportunity to participate in National Championships hosted by the Canadian Interuniversity Athletic Union (CIAU).

The Huskie Athletic program offers 15 CIAU teams. These include football for men and men's and women's basketball, cross country, hockey, soccer, track and field, volleyball and wrestling. Student athletes may compete for a maximum of five years if they are in good academic standing as a full time student. Potential student athletes should consult the *Awards Bulletin* for possible opportunities regarding scholarships and athletic financial awards.

All Huskie Athletic teams conduct open tryouts for University of Saskatchewan

students. All students are encouraged to participate in Huskie Athletics as an athlete, manager, trainer, minor official, administrative assistant or fan. Many of these are paid positions.

*University of Saskatchewan students with a valid student card are admitted FREE of charge to all home Huskie Athletic league games.*

### MUSIC

All University students are encouraged to participate in one of the University bands, choirs, orchestras or chamber music groups and to attend concerts presented by the Department of Music.

The student performance program provides the opportunity for students to participate in one or more music ensembles during their time at university. The Greystone Singers, Music Theatre Ensemble, Wind Orchestra and Jazz Ensemble are intended for more experienced singers and instrumentalists and require an audition. Other ensembles, such as the University Chorus and Concert Band, do not require auditions.

All ensemble rehearsals begin the first week of classes.

Various campus concerts showcase outstanding student, faculty and guest performers. Student recitals are held Mondays and Wednesdays at 12:30 and Thursday and/or Friday evenings at 19:30 in the Quance Theatre and Emmanuel and St. Chad Chapel. There is no admission charge for students. The Faculty Artists Series features our own faculty and visiting artists. Tickets at special student prices are available for these concerts.

For more information about performing groups or campus concerts contact the Music Office at Room 1045 Education Building, University of Saskatchewan, 28 Campus Drive, Saskatoon SK S7N 0X1, telephone (306)966-6171 or visit the web site at [www.usask.ca/music](http://www.usask.ca/music)

### RESIDENCES

#### VOYAGEUR PLACE (DORMITORIES)

The University can accommodate 300 men and 270 women in this residence complex. Students who live here are obligated to contract for accommodation and meals.

#### MCEOWN PARK (APARTMENT ACCOMMODATION)

McEown Park consists of four high rise apartment buildings located about five blocks south of the Campus on Cumberland Avenue. It is about a five minute walk from the Campus and one block from a city bus line providing direct service to the downtown shopping area. An elementary school is located nearby. Each of the units is designed to accommodate students as follows:

- Souris Hall – Married students with children.
- Assiniboine Hall and Wollaston Hall – Married students without children and single students on a "sharing basis."
- Seager Wheeler Hall – Six students per unit on a "sharing basis."

### APPLICATIONS

Full-time students at the university have first priority for residence accommodation.

For application forms, brochures and rate information contact The Residence Office, 128 Saskatchewan Hall, University of Saskatchewan, 91 Campus Drive, Saskatoon SK S7N 5E8, telephone: (306)966-6775, Fax: (306)966-6911, or visit the web site at <http://adminsrv.usask.ca/csd>

### FOOD SERVICE

The Food Services department is responsible for Residence Dining, all of our retail food outlets, catering services and vending services.

*Retail Food Outlets* - Ten retail food outlets are located around campus in addition to a central dining facility in Marquis Hall.

*Catering* - Our Catering department provides a wide range of services including receptions, lunches, dinners and dances. More information is available from the Catering Office in Saskatchewan Hall at (306)966-8600.

*Off-Campus Meal Plans and Declining Cash Balance (DCB)* - Students living off-campus are able to purchase meal plans and/or DCB cards. DCB cards are available to faculty members and employees. More information is available from the Card Administration Office in Saskatchewan Hall at (306)966-2220, or visit the web site at <http://adminsrv.usask.ca/csd>

### THE UNIVERSITY OF SASKATCHEWAN STUDENTS' UNION (U.S.S.U.)

All full and part-time undergraduate students at the University of Saskatchewan are members of the Students' Union and pay an annual fee – \$38.02 for full-time students and \$19.01 (2000/2001) for part-time students – to finance the organization's operations.

The broad mandate of the Students' Union is best summarized in its mission statement: "The University of Saskatchewan Students' Union is a dynamic and progressive organization committed to meeting the academic and non-academic needs of undergraduate students through advocacy and services. We strive to lead consultatively and ethically while bolstering the image of our students and University."

To this end, the Students' Union runs or financially supports several on-campus businesses and operations committed to providing free or reasonably priced services to meet student needs. These include: Browsers used book store (in Lower Saskatchewan Hall); Louis' (a licensed pub which showcases bands and has great lunch specials); the Place Riel Information Centre which sells bus passes, computer accounts and more; Place Riel Theatre which is available to rent for functions; a childcare centre (at the Williams Building just off campus on Cumberland Avenue); a cross-campus fleet of photocopiers; a print shop (in Lower Place Riel) that provides, in addition to its long-standing essay-typing



and resume-writing services, top-notch tickets, posters, reports, presentations, publications and other materials; a Housing Centre (open during the summer months); and a number of registries including rental housing, old University of Saskatchewan exams, baby-sitters, typists, tutors, cross-Canada travel, and car pooling (beside the Help Centre in the Arts Tunnel).

Each year, the Students' Union sponsors and presents several special events, including the annual "Blue Monday" cabaret, and produces the very popular "Survival Calendar." The Students' Union also oversees the operations of campus clubs, and finances the operations of Campus Legal Services which provides free legal advice to students, and World University Services of Canada (WUSC), the on-campus chapter of the international development organization.

The Student Help Centre (in the Arts Tunnel), and Lesbian, Gay, Bisexual Centre (in the Memorial Union Building) are the Students' Union's primary outlets for information, referrals and support.

The members of the Students' Union Executive, a president and three vice-presidents chosen via a general election each February, keep regular business hours and are available for consultation on any issues of concern to students ranging from parking problems to academic grievances. If you feel that you are, in any way, being treated unfairly during your undergraduate years of study, the Students' Union can help. Remember, the Students' Union exists to meet student needs.

The Students' Union also has a number of volunteer and part-time work opportunities open to students. To find out more, drop by or call the office at:

The University of Saskatchewan Students' Union, Room 65, Place Riel Student Centre, 1 Campus Drive, University of Saskatchewan, Saskatoon SK S7N 5A3, Telephone: (306)966-6960, Fax: (306)966-6978, Email: [ussu.office@usask.ca](mailto:ussu.office@usask.ca) or visit the web site at [www.usask.ca/ussu](http://www.usask.ca/ussu)

## THE SHEAF

The Sheaf is a non-profit, autonomous and student-run newspaper at the University of Saskatchewan. Its mission is to inform and entertain students, to provide them with an opportunity to learn about journalism and the media and to provoke pluralistic discourse.

All undergraduate students pay an annual fee to support the newspaper; however, advertising revenues account for the majority of the Sheaf's operating budget.

Selected annually from among the full-time undergraduate students, the Sheaf staff and Directors are responsible for publishing a weekly newspaper during the Regular Session.

Students are encouraged to contact the Sheaf's editors about contributing artwork and writing, and undergraduate students may become part of the Sheaf Publishing Society's Collective. For further information, telephone: (306) 966-8688.

## UNIVERSITY OF SASKATCHEWAN ALUMNI ASSOCIATION

Membership in the Association is automatic and free of charge to all alumni of the University of Saskatchewan including those who have graduated from a degree, diploma or certificate program. An individual can also be eligible for membership if they have taken 30 credit units and the class they started University with has since graduated.

The Alumni Association fosters lifelong involvement of alumni with the university. The Association works with the Alumni & Development Office in providing a variety of alumni services and programs.

An Alumni Membership Card is available which provides opportunities for use of university facilities. Members receive the official publication of the Alumni Association, the *Green & White* twice a year as well as other pertinent materials.

The Alumni Association has contributed to many university initiatives such as the Memorial Gates, the Murray Memorial Fund, the Memorial Union Building Fund, the University of Saskatchewan Foundation, the Golden Jubilee Fund, the National Expansion/Excellence Fund, the University of Saskatchewan Annual Fund, the University of Saskatchewan Alumni Challenge, the Partners in Growth Campaign for the new Agriculture Building, the First and Best Campaign, and many other college specific scholarships, funds, trusts, chairs and endowments throughout the university.

The Alumni Office is located in Room 223 Kirk Hall, 117 Science Place, Saskatoon SK S7N 5C8. For information visit the web site [www.usask.ca/alumni/](http://www.usask.ca/alumni/) or contact the office, telephone: (306)966-5186, 1-800-699-1907, Fax: (306)966-5571, or through email: [alumni.office@usask.ca](mailto:alumni.office@usask.ca).

## THE UNIVERSITY BOOKSTORE

The University owns and operates a retail bookstore, located in Marquis Hall, to carry a complete stock of all books for use of students in all courses, departments, colleges and programs conducted on the campus. The stock includes all University independent study, extension and off-campus courses. It holds a large stock of trade and reference books in all fields of writing. Any book published anywhere in the world for which Canadian selling rights exist, may be purchased at or through the University Bookstore.

In addition, three sundries shops are operated by the Bookstore, selling stationery supplies, crested clothing and giftware, snacks and candies, etc. These are the Centre Shop in Place Riel, the Tuck Shop in the Arts Building, and the North Forty Shop in the Agriculture Building. All outlets are open year round.

Sales transactions may be settled with cash, cheque, Visa, Mastercard, or Debit Card.

The University Bookstore accepts telephone and mail orders. All orders are filled and shipped C.O.D. unless prepaid (including freight charges). All orders filled and shipped as ordered to registered Independent Studies students may not be returned unless written permission is obtained from the Bookstore within three weeks from date of shipment. All correspondence should be directed to: University of Saskatchewan Bookstore, University of Saskatchewan, 97 Campus Drive, Saskatoon SK S7N 4L3, telephone: (306)966-4468, Fax: (306)966-7416, or visit the web site at [www.uofsbookstore.com](http://www.uofsbookstore.com).

Requests for refunds, exchanges or returns should be made at the Bookstore Office within seven days of the date of purchase. All requests must be supported with University of Saskatchewan Bookstore cash register receipts. Contact the Bookstore for the more complete Return Policy.

## THE UNIVERSITY LIBRARY

The University Library system comprises the Main Library and seven Branch Libraries. There are approximately 1.744 million printed volumes, 13,275 periodical subscriptions (about 7,030 paid subscriptions), 440,876 government documents and pamphlets, over 2.98 million items in microform, and 33,718 slides, recordings, kits, etc. in the library collection.

The Libraries' public information systems are unified under the name of U-Search. U-Search offers access to the Libraries' online catalogue as well as an ever-expanding variety of bibliographical, statistical and full-text databases, other library collections on campus and around the province, and information resources throughout the world via the Internet. Users may access U-Search in any library location. U-Search is also available 24 hours a day all year from on and off campus locations using the appropriate communications links. The web site is <http://library.usask.ca>. Detailed information about remote access is available from the Library Systems Office (306)966-5937.

## THE MAIN LIBRARY - MURRAY BUILDING

The Main Library houses the major portion of the Humanities and Social Science resources, including such subject areas as language, literature, history, philosophy, psychology, geography, anthropology, fine arts and kinesiology. Also located here are some science materials, notably biology and agriculture.

The Main Library also houses the following specialized collections and public services:

- Access Services (including a Reserve Collection), (306)966-5958
- Government Publications, Maps and Microforms, (306)966-5986
- Reference Services, (306)966-6005
  - Online Searching, (306)966-5997
  - Interlibrary Loans, (306)966-5996
  - Orientation & Bibliographic Instruction, (306)966-6007

- Special Collections and University Archives, (306)966-6029

## BRANCH LIBRARIES

The seven Branch Libraries are subject specialized and their names indicate their specialization.

Each branch library offers the following public services: Circulation (including Reserve Collections), Reference, Online Searching, Interlibrary Loans, Orientation, and Bibliographic Instruction.

- Education Library (EDUC 2003), (306)966-5973
- Engineering Library (ENG 1B08), (306)966-5976
- Geology/Physics Library (GEOL 180), (306)966-6048
- Health Sciences Library (HEALTH B205), (306)966-5991
- Law Library (LAW 8), (306)966-5999
- Thorvaldson Library (Chemical Engineering, Chemistry, Nutrition and Dietetics, Pharmacy) (THORV 254), (306)966-4681
- Veterinary Medical Library (WCVM 3110), (306)966-7205

Library staff is available to assist all users with their information needs. Information about library hours, orientation schedules, borrowing regulations, library cards and all other services is available in each library and on the U-SEARCH home page <http://library.usask.ca>

## USE OF VEHICLES ON CAMPUS

Traffic and Parking Regulations are in effect on Campus. Parking is not permitted on campus roadways or in non-designated areas at any time. Maximum speed limit on campus is 40 kilometers per hour.

There are four student lots available for parking on campus. To park in one of these lots you must purchase a parking permit. These permits are limited and are sold on a first-come, first-serve basis. Check with the Parking Office for details.

**Visitor Parking Areas** – Pay Lots and meters can be used by anyone, providing the regulations pertaining to their use are adhered to. Meters operate Monday to Thursday, 07:00 to 22:00; Friday, 07:00 to 18:00. Hours for the Pay Lots and the Parkade under the Agriculture Building are as posted.

**Night Parking** – All lots are reserved 18:00 to 07:00 hrs., Monday to Thursday. Night permits can be purchased for any reserved parking lot. These permits can be purchased at the Parking Office or the Kiosk at Place Riel. Meters operate Monday to Thursday until 22:00 hrs.

All Traffic and Parking violations are enforced through the Provincial Court system. Charges for non-payment of fines are subject to issuance of summonses and followed by warrants for arrest.

The University assumes no liability for damage to, or theft from vehicles parked on Campus. However, you can help yourself and Campus Security by locking valuables

## GENERAL INFORMATION

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in the trunk and ensuring your car is locked. Report any damage or theft from your vehicle to Campus Security at (306)966-4506 (24 hour service).

For further information, telephone the Traffic and Parking Office at (306)966-4502. Hours of operation are Monday to Friday, 08:00 to 16:15.

### **COPYRIGHT COMPLIANCE**

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The University of Saskatchewan is committed to compliance in all copyright matters. *It is the responsibility of each individual to comply with copyright considerations.* Non-compliance is a violation of federal legislation. In addition to any actions that might be taken by any copyright owner or its licensing agent, the University will take any breaches of this policy very seriously. In the case of employees, disciplinary procedures may be applied. In the case of students, disciplinary action for non-academic misconduct may be applied.

#### **Audio Visual Media**

The main considerations of copyright relating to audio visual media are duplication and presentation: all copyrighted videotapes shown on campus must have public performance rights. For additional information contact the Division of Audio Visual Services Media Library at (306)966-4261.

#### **Computer Programs and Software Licenses**

All users of computer software are subject to the copyright law of Canada and individual licensing agreements as provided by each software supplier. Circumstances in which a copy of software

may be made are governed by the software licensing agreement. The University of Saskatchewan Computer Use Policy is available at [www.usask.ca/dcs/online\\_docs/computer\\_use\\_policy.html](http://www.usask.ca/dcs/online_docs/computer_use_policy.html). For additional information, telephone the Department of Computing Services at (306)966-4817.

#### **Published Works**

The reproduction of published works is governed by the Canadian Copyright Act and is subject to the terms and conditions of the licensing agreement between the University of Saskatchewan and the Canadian Copyright Licensing Agency (CANCOPY). For additional information telephone the Extension Division at (306)966-5570.

#### **Infringement of Copyright**

*Infringement of copyright is a very serious and indictable federal offense.* The law provides for greatly increased penalties in case of copyright violation. Selling, renting, distributing, exhibiting, duplicating or importing for sale any infringing copy of a work is an offense. On summary conviction an offender could face a maximum fine of \$25,000, six months in prison, or both. On conviction on indictment, an offender risks a maximum fine of \$1 million or up to five years in prison, or both.

### **COMPUTER USE POLICY**

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There are 3 policies relating to appropriate computer use. They can be found at the following web site: [www.usask.ca/policies/computers.html](http://www.usask.ca/policies/computers.html)

#### **Appropriate use of University Computing Facilities**

As an individual using University computing facilities, it is your responsibility to:

- Obey all laws, University policies, regulations and guidelines regarding use of University computing facilities.
- Use computing facilities for bona fide educational purposes, for purposes for which you have been authorized, and in support of University Goals and Objectives. Other uses, such as conducting commerce not authorized by the University, are not permitted.
- Use the facilities in a responsible manner. Do not waste resources, do not purposefully deny, or consume resources with the purpose of denying or restricting resources to others.
- Abide by the security measures and restrictions in place. Do not attempt to circumvent security measures. For example, do not share your account or give your password to anyone else unless you have permission from the computer's custodian or system manager.
- Respect the copyrights of authors and adhere to University policy AD 8-60.3, Copyright Compliance - Computer Programs and Software Licenses.
- Refrain from using University computing facilities in threatening, discriminatory, harassing, or obscene manner.
- Respect the policies of external networks and remote sites. Use only facilities for which you have been authorized.
- Respect the privacy of other users. Just because you can read someone's files does not mean that they were intended for you or that you have permission to do so.

• Provide proper and correct sender identification in all electronic correspondence within and leaving the University facilities.

• Report violations of this policy and possible security lapses to the appropriate laboratory or system manager, department head or dean, so that security of University computing facilities can be maintained.

### **TRADEMARKS**

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All uses of the University of Saskatchewan and University of Saskatchewan Huskie Athletics name, coat of arms, motto and logos (including all designs, trademarks, service marks, logo graphics, character logos and/or symbols that have come to be associated with the University) by colleges, departments, student clubs or organizations, intramural teams and commercial enterprises require approval of the President or designate(s).

University colleges, departments, student clubs or organizations and intramural teams wishing to reproduce the University's marks on goods for re-sale/distribution, signage, or University stationery and publications must first obtain University trademark approval.

An Office of Trade Marks and Licensing, presently associated with the Bookstore, has been created to control the commercial use of all University marks. This office will consider issuing a license to commercial firms to use the University's marks on items of merchandise that conform to criteria set down in the licensing agreement.

For further information, telephone the Trade Marks and Licensing Office at (306)966-4469; Fax: (306)966-7416.