

## Memorandum

**To:** Dr. Adam Baxter-Jones, Chair, Executive Committee of CGSR

**CC:** Dr. M. Shaun Murphy, Graduate Chair, Department of Educational Foundations  
Dr. Trever Crowe, Associate Dean, College of Graduate Studies and Research (CGSR)

**From:** Dr. Dionne Pohler, Chair, Graduate Programs Committee, CGSR

**Date:** June 13, 2016

**Re:** Implement Postgraduate Diploma (PGD) Requirements in Educational Foundations

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The Graduate Programs Committee met on June 9, 2016, and reviewed the proposal noted above.

It was noted that the CGSR had the authority to admit to a PGD program at any time on a special-case basis. The Department of Educational Foundations was partnering with northern communities to provide remote graduate-level training. To facilitate admissions and administration, the Department of Educational Foundations wanted to formalize the PGD requirements as many potential students had admission averages between 65 and 70 percent. It was noted that there would be opportunities for successful students to transfer to a master's program. It was noted that the admission and program requirements being proposed were consistent with approved CGSR requirements for PGD programs. The Graduate Programs Committee passed the following motion:

**Motion: *To approve the implementation of the Postgraduate Diploma in Educational Foundations.***  
**Waldner/Honaramooz CARRIED**

If you have any questions, please contact Kelly Clement at [Kelly.clement@usask.ca](mailto:Kelly.clement@usask.ca) or 306-966-2229.

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Dear Kelly,

Thank you for the information on PGD admission and program requirements. We would like to implement the standard CGSR requirements as indicated below. We are glad that there is opportunity for students to transfer to a master's program after completing 9 credits. We will make this clear to them. Our rationale for wanting this is to be able to admit people to graduate work when their application for Master's falls below the 70% requirement. Being able to do this will provide opportunity to students who would not otherwise be eligible. Thank you for your work on this aspect of our program.

best,

M. Shaun Murphy, Ph.D.

Graduate Chair

Department of Educational Foundations  
College of Education

## Postgraduate Diploma in Educational Foundations

### Admission Requirements

- Bachelor of Education (B.Ed.) or equivalent from a recognized university
- a cumulative weighted average of at least 65% (U of S grade system equivalent) in the last two years of study (e.g. 60 credit units)
- Language Proficiency Requirements: Proof of English proficiency may be required for international applicants and for applicants whose first language is not English. See the College of Graduate Studies and Research Academic Information and Policies in this Catalogue for more information

### Degree Requirements

- a minimum of 30 credit units (18 cu must be at the 800-level; up to 12 cu can be at the 300/400 level)