

Field course information session November 2023 (for courses in summer 2024)

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Introduction

Field courses are designed to get you doing research outside in the field. They are an alternative to on-campus research experiences (where you can also get credit by enrolling in IBIO4500/4510 or IBIO4521/22, or in courses IBIO4600 and BIOL4110).

The Integrative Biology Department website provides instructions and application forms for field courses: Department of Integrative Biology > Undergraduate program > Field Courses:

https://www.uoguelph.ca/ib/field_courses

There are three ways of taking field courses. The following criteria apply to ALL:

- You must be a registered student at the university of Guelph to gain academic credit. You must pay university of Guelph registration fees on top of the separate course fees (see note below on Fees).
- Fees vary by course, and do not include transportation fees to/from the field site.
- Registration ALWAYS includes a non-refundable deposit of 350\$ (except for verified medical or other compassionate circumstances)
- You DO NOT apply or register for field courses through WebAdvisor. Application procedures/forms at: https://www.uoguelph.ca/ib/field_courses
- Application and registration for all field courses is managed by the local UoG field course coordinator and IB staff member listed above.
- For international field courses (including to the US), students must take and pass the UoG *Depart smart* online course to prepare you for your international experience. See 'Other international academic travelers' at: <https://www.uoguelph.ca/cip/pre-departure-orientation>
- Prerequisites for most field courses (see specific course outlines):
 - BIOL*2060 Ecology (or equivalent)
 - Statistics, to design your study and analyze your data for an independent research project.

Three ways to take a field course for academic credit

If you are confused about how to do any of these options, consult the *Field course decision tree* at: https://www.uoguelph.ca/ib/sites/uoguelph.ca/ib/files/public/Field_Course_Decision_Tree_2019.pdf

1. **Field courses offered by Integrative Biology at UoG** (0.75 credits each). There can be up to three IB led field courses depending on instructor and resource

availability: Field Ecology (BIOL*4410), Marine Biology (ZOO*4300) and Arctic ecology (BIOL*4610 – will not be offered in 2024).

- a. each course has a specific informational meeting:
 - i. Marine Biology: Nov. 28.
 - ii. Field Ecology: Nov. 29.
 - iii. Arctic Ecology: Not offered in S24 – no meeting!
- b. University of Guelph students apply to and enroll in courses under their specific course numbers – but NOT using Web advisor.
- c. Preference is given to students enrolled in IB majors where these experiential courses can contribute to senior science electives.
- d. Get applications and follow instructions from the field course website at: https://www.uoguelph.ca/ib/field_courses

2. **Field courses at another Ontario university (OUPFB).** (0.5 credits each)

Guelph is part of a consortium of 16 ON universities that allow students the opportunity to take other field courses for academic credit back at the student's home university.

- The Ontario University Program in Field Biology (OUPFB)
- Apply to register in BIOL*4700/4800/4900 for one or more OUPFB courses. See application procedures/forms for the Ontario Universities Program in Field Biology (OUPFB) at: https://www.uoguelph.ca/ib/field_courses
- Review the 2023 OUPFB course list at: <http://www.oupfb.ca/index.html>.
- Course list changes about 20% from year to year and so is the best estimate of courses to be offered in the next year. The 2024 list will be available about mid-December.
- OUPFB field courses are available from February to December, but mostly between May-August.
- More registration details for OUPFB courses are given below.

3. **Field courses from other academic/research organizations/institutions (not IB or OUPFB).**

Many other academically rigorous organizations provide field course opportunities throughout the world. It is up to you to find these yourself, and apply to have these count for academic credit at Guelph. Evaluation of the course for academic credit at UoG must be granted before you sign up and take the course with the other organization. This evaluation assures that academic standards are met and that the organization/institution will provide grades in a timely fashion to UoG.

- a. In general, ANY field course for 4000 level credit must meet the following criteria:
 - i. Taught by faculty with an academic appointment at an accredited post-secondary institution.
 - ii. Course is offered through a post-secondary institution and is listed in their official calendar of courses

- iii. Or sponsored by a research center, station, and/or research-related institute whose primary function is scientific research (not education, outreach, tourism, etc).
- b. For example, summer field courses are available through the Bamfield Marine Sciences Centre on the west coast of Vancouver island (<https://bamfieldmsc.com/education>) and Bonne Bay Marine Station Newfoundland (<https://grenfell.mun.ca/academics-and-research/Pages/Bonne-Bay-Marine-Station/study.aspx>). Many similar centers exist in the US.
- c. Ecotourism type organization experiences are NOT acceptable for field course credit at the 4000 level. Don't ask.
- d. Additional details for registering for non-UoG and non-OUPFB field courses are outlined in the *Field course decision tree*:
[https://www.uoguelph.ca/ib/sites/uoguelph.ca.ib/files/public/Field Course Decision Tree 2019.pdf](https://www.uoguelph.ca/ib/sites/uoguelph.ca.ib/files/public/Field%20Course%20Decision%20Tree%202019.pdf)

Field course Fees

Your total direct costs = Field course costs + Transportation costs + standard UoG term registration (or co-op) costs.

Field course costs reflect the cost of mounting the course and include room, board, research facilities and materials.

Transportation costs reflect the cost of going to and from the course site and your home base.

UoG term registration costs reflect the standard fee applied to every student to be registered in a term.

Part time or full-time or co-op tuition applies in addition to field course and transportation costs.

Because work is completed both in the field and after the field experience, students have various registration options that will influence the additional university registration or coop fees.

- Registering in a term when you are already taking other courses will save you paying additional university fees.
- Typically, students register for the field course in the fall semester (ie., 1st term after the summer field component has occurred) when they are taking a full-time course load and already paying university registration. No additional registration fee is imposed above the regular full-time fall registration fee.
- If the student is taking a coop work term in the fall semester after the field component of the course, then they can register in the winter term when they continue academic work on campus (ie., 2nd term after the summer field component). No additional registration fee is imposed above the regular full-time winter registration fee.
- If the field component ends before mid-June, then students can choose to register in the summer semester but will have to pay the standard UoG

registration or coop fees for the summer semester depending on part-time or full-time status in that term.

Details about registering in OUPFB field courses (#2 above)

The OUPFB website shows the current years list of field courses at all universities: <http://www.oupfb.ca/index.html>. About 80% of the courses continue from year to year. Descriptions of the courses from the previous year indicate when, where, how much, academic and travel considerations, etc. You can contact the instructors for further information. BUT, instructors DO NOT sign you in, nor do they tell you if you are in or not.

Application and registration for OUPFB courses is managed by the local UoG field course coordinator and staff member above.

Access to OUPFB field courses is **HIGHLY** competitive because of limited seats and students from multiple universities. The key to a successful OUPFB application is to be organized and to register as early as possible because OUPFB allocation is first come first served based on a complete application and down payment.

Step 1: Start planning now. Review recent courses on the OUPFB website (<http://www.oupfb.ca/index.html>) and select up to 3 preferred OUPFB field courses and rank them.

Step 2: Before Dec. 7. Email the ranked course name and module number, your name and student number to Beren Robinson (berenrob@uoguelph.ca). I can try to reserve seats in courses preferred by you. No guarantee that I can reserve seats in advance.

Step 3: Mid-December. Review the updated 2024 list of OUPFB field courses on the website above and confirm your preferred course is offered in the coming year.

Step 4: January 1. Download the [BIOL4700/4800/4900 Application form](https://www.uoguelph.ca/ib/field_courses) from the Department of Integrative Biology > Undergraduate > Field courses website: https://www.uoguelph.ca/ib/field_courses

Follow ALL instructions, completing all related forms, and include your deposit check with your application.

Step 5: January 8 – February 2. Submit your completed registration forms and deposit check to Caitlin Brookbanks, SSC 2482 starting Monday Jan. 8 (applications submitted prior to this will not be considered). The application period ends Friday Feb. 2. Registration for OUPFB field courses will be first come first served and preferential to students registered in CBS majors. However, other seats frequently become available in modules and so we can find placement for additional students.

IMPORTANT OUPFB NOTES

1. The upcoming registration window is for OUPFB courses offered in 2024.
2. Registration is first come first served based on submission of your complete registration package including deposit. Register early.
3. Include second and third ranked field course choices and provide these on your application. If we cannot get you into your first choice, then we will try to get you into your other choices. Choose 1-2 back-up courses.
4. A 350\$ deposit is required for each course that you wish to take for credit. Deposits are not required for your back-up choices. This deposit is **non-refundable** except for significant verifiable medical or other circumstances, or if we can fill the vacant slot with another student. Field courses are expensive, competitive and cannot undersubscribed because students change their minds. Be certain you wish to register for a field course!
5. You can take up to 3 OUPFB courses for 0.5 credits each in most UoG programs. You can usually take up to 2 field courses over your normal course load in any registered term. So, this is a chance to get some serious field research science credits towards your academic program. Each course requires an additional 350\$ deposit fee.
6. To use an OUPFB course as a back-up in case you are not accepted into an IB field course above, requires you to apply separately for OUPFB course(s) and IB field courses, and providing separate deposits for each. The deposit for the IB field course will be returned if you are not registered in the IB field course.
7. Deposits are returned if you are not accepted into the field course for which the deposit applies. Rule number 3 about non-refundable deposits applies for students accepted into a field course who then back out.