

2019-2020 Graduate Calendar

The information published in this Graduate Calendar outlines the rules, regulations, curricula, programs and fees for the 2019-2020 academic year, including the Summer Semester 2019, Fall Semester 2019 and the Winter Semester 2020.

For your convenience the Graduate Calendar is available in PDF format.

If you wish to link to the Graduate Calendar please refer to the [Linking Guidelines](#).

The University is a full member of:

- Universities of Canada

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The logo for the University of Guelph, featuring the text "UNIVERSITY of GUELPH" in a stylized font.The tagline "CHANGING LIVES IMPROVING LIFE" in a bold, sans-serif font, positioned on a yellow background.

Disclaimer

The Office of Graduate and Postdoctoral Studies has attempted to ensure the accuracy of this on-line Graduate Calendar. However, the publication of information in this document does not bind the university to the provision of courses, programs, schedules of studies, fees, or facilities as listed herein.

Limitations

The University of Guelph reserves the right to change without notice any information contained in this calendar, including any rule or regulation pertaining to the standards for admission to, the requirements for the continuation of study in, and the requirements for the granting of degrees or diplomas in any or all of its programs.

The university will not be liable for any interruption in, or cancellation of, any academic activities as set forth in this calendar and related information where such interruption is caused by fire, strike, lock-out, inability to procure materials or trades, restrictive laws or governmental regulations, actions taken by the faculty, staff or students of the university or by others, civil unrest or disobedience, Public Health Emergencies, or any other cause of any kind beyond the reasonable control of the university.

The University of Guelph reaffirms section 1 of the Ontario Human Rights Code, 1981, which prohibits discrimination on the grounds of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, handicap, age, marital status or family status.

The university encourages applications from women, aboriginal peoples, visible minorities, persons with disabilities, and members of other under-represented groups.

Introduction

Collection, Use and Disclosure of Personal Information

Personal information is collected under the authority of the University of Guelph Act (1964), and in accordance with Ontario's Freedom of Information and Protection of Privacy Act (FIPPA) http://www.e-laws.gov.on.ca/DBLaws/Statutes/English/90f31_e.htm. This information is used by University officials in order to carry out their authorized academic and administrative responsibilities and also to establish a relationship for alumni and development purposes. Certain personal information is disclosed to external agencies, including the Ontario Universities Application Centre, the Ministry of Advanced Education and Skills Development, and Statistics Canada, for statistical and planning purposes, and is disclosed to other individuals or organizations in accordance with the Office of Registrarial Services Departmental Policy on the Release of Student Information. For details on the use and disclosure of this information call the Office of Registrarial Services at the University at (519) 824-4120 or see <https://www.uoguelph.ca/registrar/>

Statistics Canada - Notification of Disclosure

For further information, please see Statistics Canada's web site at <http://www.statcan.gc.ca> and Section XIV Statistics Canada.

Address for University Communication

Depending on the nature and timing of the communication, the University may use one of these addresses to communicate with students. Students are, therefore, responsible for checking all of the following on a regular basis:

Email Address

The University issued email address is considered an official means of communication with the student and will be used for correspondence from the University. Students are responsible for monitoring their University-issued email account regularly.

Home Address

Students are responsible for maintaining a current mailing address with the University. Address changes can be made, in writing, through Registrarial Services.

Name Changes

The University of Guelph is committed to the integrity of its student records, therefore, each student is required to provide either on application for admission or on personal data forms required for registration, their complete, legal name. Any requests to change a name, by means of alteration, deletion, substitution or addition, must be accompanied by appropriate supporting documentation.

Student Confidentiality and Release of Student Information Policy Excerpt

The University undertakes to protect the privacy of each student and the confidentiality of their record. To this end the University shall refuse to disclose personal information to any person other than the individual to whom the information relates where disclosure would constitute an unjustified invasion of the personal privacy of that person or of any other individual. All members of the University community must respect the confidential nature of the student information which they acquire in the course of their work.

Complete policy at <https://www.uoguelph.ca/secretariat/office-services/university-secretariat/university-policies>.

Learning Outcomes

Graduate Degree Learning Outcomes

On May 27, 2013, the University of Guelph Senate approved the following five University-wide Learning Outcomes as the basis from which to guide the development of graduate degree programs, specializations and courses:

1. Critical and Creative Thinking
2. Literacy
3. Global Understanding
4. Communication
5. Professional and Ethical Behaviour

These learning outcomes are also intended to serve as a framework through which our educational expectations are clear to students and the broader public; and to inform the process of outcomes assessment through the quality assurance process (regular reviews) of programs and departments.

An on-line guide to the learning outcomes, links to the associated skills, and detailed rubrics designed to support the development and assessment of additional program and discipline-specific outcomes, are available for reference on the [Learning Outcomes website](#)

Critical and Creative Thinking

Critical and creative thinking is a concept in which one applies logical principles, after much inquiry and analysis, to solve problems with a high degree of innovation, divergent thinking and risk taking. Those mastering this outcome show evidence of integrating knowledge and applying this knowledge across disciplinary boundaries. Depth and breadth of understanding of disciplines is essential to this outcome. At the graduate level, originality in the application of knowledge (master's) and undertaking of research (doctoral) is expected.

In addition, Critical and Creative Thinking includes, but is not limited to, the following outcomes: Independent Inquiry and Analysis; Problem Solving; Creativity; and Depth and Breadth of Understanding.

Literacy

Literacy is the ability to extract information from a variety of resources, assess the quality and validity of the material, and use it to discover new knowledge. The comfort in using quantitative literacy also exists in this definition, as does using technology effectively and developing visual literacy.

In addition, Literacy includes, but is not limited to, the following outcomes: Information Literacy, Quantitative Literacy, Technological Literacy, and Visual Literacy.

Global Understanding

Global understanding encompasses the knowledge of cultural similarities and differences, the context (historical, geographical, political and environmental) from which these arise, and how they are manifest in modern society. Global understanding is exercised as civic engagement, intercultural competence and the ability to understand an academic discipline outside of the domestic context.

In addition, Global Understanding includes, but is not limited to, the following outcomes: Global Understanding, Sense of Historical Development, Civic Knowledge and Engagement, and Intercultural Competence.

Communication

Communication is the ability to interact effectively with a variety of individuals and groups, and convey information successfully in a variety of formats including oral and written communication. Communication also comprises attentiveness and listening, as well as reading comprehension. It includes the ability to communicate and synthesize information, arguments, and analyses accurately and reliably.

In addition, Communication includes, but is not limited to, the following outcomes: Oral Communication, Written Communication, Reading Comprehension, and Integrative Communication.

Professional and Ethical Behaviour

Professional and ethical behaviour requires the ability to accomplish the tasks at hand with proficient skills in teamwork and leadership, while remembering ethical reasoning behind all decisions. The ability for organizational and time management skills is essential in bringing together all aspects of managing self and others. Academic integrity is central to mastery in this outcome. At the graduate level, intellectual independence is needed for professional and academic development and engagement.

In addition, Professional and Ethical Behaviour includes, but is not limited to, the following outcomes: Teamwork, Ethical Reasoning, Leadership, Personal Organization and Time Management, and Intellectual Independence.

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VIII. Fees

University Academic Fees

Tuition Fees

Tuition fees for full-time, part-time or special (non-degree) students may be found at the Student Financial Services website at <https://www.uoguelph.ca/registrar/studentfinance/fees/index>

Changes to Fee Assessment

International students who are studying on study permits and whose immigration status changes, or those who may be eligible for the regular tuition fees but are charged the international student tuition rates, must present acceptable official documentation to the Office of Graduate and Postdoctoral Studies. To effect a change of fees in a particular semester, the documentation must be presented not later than the last working day prior to June 30 (Summer semester), November 1 (Fall semester), or February 1 (Winter semester).

Senior Citizens

Senior citizens, who are Canadian Citizens or Permanent Residents, are aged 65 years and over as of the first day of the month in which a semester commences, and who are admitted for registration, will be exempt from paying domestic tuition, student organization and other fees. Course material fees may apply for some courses

Other Academic Fees

A complete listing of these fees may be found under Miscellaneous Fees at the Student Financial Services website at <https://www.uoguelph.ca/registrar/studentfinance/fees/index>

University Non-Academic Fees

Required only of full-time graduate students, unless otherwise indicated. Full-time students living more than 200 km. from Guelph who apply for "full-time distant" status may be exempted from some of these fees. See the Office of Graduate and Postdoctoral Studies for details. A complete listing of university non-academic fees may be found at the Student Financial Services website at <https://www.uoguelph.ca/registrar/studentfinance/fees/index>

Student Organization Fees

The Constitution of the University of Guelph Graduate Students' Association provides (Art. III, Sec. 1.) for all graduate students of the University of Guelph to be Members of the Association. These fees are collected as a service to the Association and may be found at the Student Financial Services website at <https://www.uoguelph.ca/registrar/studentfinance/fees/index>

Payment of Fees

The fees for a semester are due and payable as indicated on the financial statement issued/posted by Student Financial Services for that semester.

Tentative registration may be granted to students who make arrangements with Student Financial Services for the deferred payment of their university accounts. Students who are expecting to use OSAP funds to pay their semester account are advised to apply for this assistance at least eight weeks in advance of the first day of semester so that the funds will be here by the beginning of the semester. Students wishing a deferral of fees based on anticipated OSAP/government funds must receive approval from Student Financial Services.

Please note that Student Financial Services will apply all internal awards against outstanding balances on students' accounts unless prior arrangements have been made.

Cohort Year

Cohort year refers to the academic calendar year for your first admission to the university OR the calendar year for subsequent readmission to the same program or a new program. Tuition fees are assessed based on this assigned year.

Account Deferment Fee

If a deferral of fees is granted, the student will be assessed an account deferment fee of \$60.00

Academic Sanction

An academic sanction may be applied to students who have not made payment of their university accounts. Such sanction may involve one or more of:

1. withholding of semester course standings and reports,
2. withholding of transcripts,
3. withholding of degree or diploma,
4. denial or cancellation of registration for a subsequent semester.

Refund of Fees

Upon the authorization of the Assistant Vice-President (Graduate Studies) a graduate student who withdraws from the university may be eligible for a refund of part of the fees, to be effective as of the date upon which the withdrawal notice is received in the Office of Graduate and Postdoctoral Studies. Outstanding Library fines and charges are deducted from the calculated refund.

If the withdrawal results in a credit balance in your fees account, i.e. payments are greater than charges, a refund is produced. Allow approximately four weeks before refunds are issued from Student Financial Services. **The University has been directed by the Ministry of Advanced Education and Skills Development to return refunds to the National Student Loans Service Centre in instances where assistance was received through a Government Student Loan.**

Refunds of tuition fees will be calculated according to the effective date and schedule found at: <https://www.uoguelph.ca/registrar/studentfinance/fees/refunds>

Refunds of University Non-Academic fees and Student Organization fees (including Bus Pass but excluding medical insurance premium and dental insurance premium) will be made in full up to and including the 10th class day following the semester payment deadline. No refund of University Non-Academic fees and Student Organization fees will be made after the 10th class day following the semester payment deadline. Room charges will be refunded on a pro rata basis for the period in residence, but cancellation of the residence contract will also result in forfeiture of all or part of the residence deposit. Refer to the Residence Contract Terms and Conditions for further information.

Early Completion Rebate

In certain circumstances, those students who complete the requirements for their degree programs early in a given semester may apply for a partial rebate of tuition fees paid for that semester. The rebate is pro-rated according to the date of final completion (see refund schedule in the [Refund of Fees](#)). For more information regarding this option, contact the Office of Graduate and Postdoctoral Studies. In order to qualify for the rebate, the student must have been registered in the immediate preceding semester.