2008-2009 Guelph-Humber Calendar

The information published in this University of Guelph-Humber Calendar outlines the rules, regulations, curricula, programs and fees for the 2008-2009 academic year, including Summer Semester 2008, Fall Semester 2008 and Winter Semester 2009.

For your convenience the Guelph-Humber Calendar is available in PDF format.

If you wish to link to the Guelph-Humber Calendar please refer to the Linking Guidelines.

The University of Guelph is a full member of:

- The Association of Universities and Colleges of Canada

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Disclaimer

University of Guelph-Humber 2008

The information published in this Calendar outlines the rules, regulations, curricula, programs and fees for the 2008-2009 academic year, including the Summer Semester 2008, the Fall Semester 2008, and the Winter Semester 2009.

The University reserves the right to change without notice any information contained in this calendar, including fees, 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 publication of information in this calendar does not bind the University to the provision of courses, programs, schedules of studies, or facilities as listed herein.

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 faculty, staff or students of the University or by others, civil unrest or disobedience, or any other cause of any kind beyond the reasonable control of the University. In the event of a discrepancy between a print version (downloaded) and the Web version, the Web version will apply.

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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 Training, Colleges and Universities, 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 http://www.uoguelph.ca/registrar/registrar/index.cfm?index.

Statistics Canada - Notification of Disclosure

For further information, please see Statistics Canada's web site at http://www.statcan.ca.

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.See Section I--Statement of Students' Academic Responsibilities for more information.

Home Address

Students are responsible for maintaining a current mailing address with the University. Address changes can be made, in writing, through the Registrar's office.

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, his/her 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 his or her 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 http://www.uoguelph.ca/policies.

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VIII. General Statements on Awards

The University of Guelph-Humber attracts a community of outstanding scholars to its programs. The Committee on Awards, established by the Senate of the University, is responsible for the supervision of the administration of awards in the gift of the Senate. In addition, this Committee formulates policies regarding the effective use of funds designated for awards and establishes the terms and conditions attached to the awards. Some scholarships and bursaries are open to all students regardless of degree or diploma program and others are restricted to students in particular programs. Students entering the 1st semester of their first undergraduate degree should consult the entrance sections for a listing of awards that may apply to them. Students that are registered at the University of Guelph-Humber should refer to the in-course sections for a listing of awards that may apply to them. Also refer to Section VII – Undergraduate Degree Regulations and Procedures, Academic Misconduct, Penalties, for additional regulations regarding scholarships and bursaries.

Eligibility

To be eligible for entrance awards, you should be a Canadian citizen or permanent resident entering the University of Guelh-Humber for the first time. To be eligible for in-course awards, all registered students are eligible for most awards, unless otherwise stated in the eligibility clause of the award. A minimum of 70% average is required for all scholarships. International Students: Financial Assistance Programs are available for International Students, including Entrance Awards, Work-Study and In-course Bursaries. In addition, many of the University of Guelph-Humber's scholarships for in-course students are available to enrolled international students and are based on high academic standing. Where applications are required, it is the student's responsibility to obtain an application from Registrarial Services – Registrarial and Financial Services Coordinator and to see that it is returned prior to the deadline date. In all cases, students must be registered full-time to recover any form of award (bursary or scholarship). Full-time registration is required for eligibility for all scholarships and awards.

Definitions

Awards

Generic term used to refer to a type of award that is not a scholarship. This category includes bursaries.

Bursary

An award provided to a student on the basis of financial need. Financial need is determined by the University of Guelph-Humber (Registrarial and Financial Services Coordinator) after an evaluation of the Financial Need Assessment Form has been submitted by the student. Academic merit is not a consideration in awarding a bursary. You must be a Canadian citizen or permanent resident of Canada to be considered for bursaries. International students are eligible to apply for the International Student Bursary only.

Scholarship

Awarded on the basis of academic performance and given for further study. Given that the merit component is normally academic, it may include such non-academic aspects as leadership, extracurricular activity, volunteerism, and community involvement. Scholarships can be monetary, prizes, or medals. Financial need is not a consideration of scholarships.

Scholarships with Financial Need

These are awarded based on the same criteria as scholarships, but financial need is a consideration.

Travel Grants

These grants are provided to students who wish to travel as part of their program of study. Examples of travel opportunities include: Exchange/Study Abroad programs, letter of permissions, field courses, and independent research projects.

Payment of Awards for In-course Students

Please note that all internal awards will be applied against outstanding balances on students' accounts.

Payment of Awards for Entrance Students

Awards will be applied directly to the student's financial account in two equal payments in the fall and winter semesters.

Students who receive an award and who withdraw from the semester in which the award is received, or change the number of credits in which they are registered, may have their award adjusted. This adjustment will be calculated up to the twentieth class day according to the rebate schedule in effect for that semester and the published terms and conditions for the award.

The University reserves the right to amend awards subject to the availability of funds.

Entrance Scholarships

All eligible students applying to the University of Guelph-Humber are automatically considered for a University of Guelph-Humber Academic Merit Entrance Scholarship. Ontairo secondary school applicants will be assessed for the Academic Merit Entrance Scholarship on the basis of results in six Grade 12, 4U and/or 4M courses in order to be eligible for scholarship consideration. Scholarship recipients will be mailed a formal scholarship offer if eligible with their offer of admissions.

DEGREE PROGRAM	ADMISSION AVERAGE	AWARD AMOUNT
Bachelor of Business Administration	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000
Bachelor of Applied Science, Justice Studies	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000
Bachelor of Applied Science in Early Childhood Services	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000
Bachelor of Applied Science in Family and Community Social Work	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000
Bachelor of Applied Science in Kinesiology	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000
Bachelor of Applied Science in Psychology	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000
Bachelor of Applied Computing Co-op	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000
Bachelor of Applied Arts, Media Studies	75.0% - 79.9% 80.0% - 89.9% 90.0% +	$1,000 $2,000 $4,000

Need-Based Entrance Awards

These awards have been designed specifically to assist students and their families with demonstrated financial need to meet the growing costs associated with a university education. Students must apply to be considered for these scholarships. Application forms for the Need-Based Entrance Scholarship are available on-line, and applications are due April 1, 2007.

Student Profile Scholarship

Twenty (20) Student Profile Scholarships valued at $500 are awarded each year to new incoming students who exhibit exceptional leadership and citizenship qualities. All applicants are encouraged to complete the Student Profile to be considered for this scholarship.

NOTE: All entrance scholarships and bursaries can be combined.

Conditions of All Entrance Scholarships

Full-time registration in the program of study indicated in the scholarship offer is required to receive the full amount of the award. Awards will be subtracted in two equal instalments from your student account at the beginning of each semester in your first year of study (September 2007 and January 2008).

Entrance Scholarships are conditional on a final admission average of 70%.

Awards and Bursaries for In-Course Students

University of Guelph-Humber Student Leadership Scholarships

The $1,500 scholarships were established to recognize outstanding student leadership contributions. They are awarded to students who have completed a minimum of two full-time semesters (minimum credit total of 4.0), have achieved a minimum cumulative average of 75% and who have made outstanding leadership contributions to the University of Guelph-Humber, the larger campus environment or their community.

Apply to the University of Guelph-Humber Awards Committee (GH 108) by July 10 with a one-page description of leadership contributions and two (2) letters of recommendation, one from an instructor and one from a member of the community served.

NOTE: This award may be held only once. Leadership may be demonstrated through involvement in activities such as student government, athletics, volunteer experiences and work in organizations outside of the campus. Leadership involvement will be the deciding factor in awarding scholarships.

University of Guelph-Humber Merit Scholarships

The $1,500 scholarships were established to recognize outstanding academic achievement by academic program. The scholarships are awarded to full-time University of Guelph-Humber students who have a minimum 80% cumulative average, calculated on the basis of the most recently completed two full-time semesters.

Recipients of the Merit Scholarship will be selected from students placing in the top ten percent (10%) of their program by year, based on credit total, as listed:

All students who have completed between 4.0 and 5.0 credits will be considered in the Year One cohort of their program for assessment of the merit awards.

All students who have completed between 9.0 and 10.0 credits will be considered in the Year Two cohort of their program for assessment of the merit awards.

All students who have completed between 14.00 and 15.00 credits will be considered in the year three cohort of their program for assessment of the Merit Award.

Note: No application is required for the Merit Scholarships. All students will be considered after final grades are recorded in late April. Winners of the Merit Scholarship will be informed in early June.

Note: Graduating students are not eligible for the Merit Scholarships

The J.P. Bickell Foundation Award

This award of $800 has been made available through a generous grant from the J.P Bickell Foundation. The award supports a student with great financial need in any of Guelph-Humber's social service programs (Family and Community Social Services, Early Childhood, or Justice Studies). Applicants must submit a one-page description of their volunteer work, a letter of reference from someone who can attest to the candidate's commitment to volunteerism, as well as a Financial Need Assessment Form provided by Registrarial Services. Application must be made by October 1. The successful candidate will be notified in December.

The Guss-Credit Union Bursary

This award of $1,500 is presented in honour of Jonathan Guss, retired CEO of the Credit Union Central of Ontario, by his colleagues, co-workers and affiliated credit unions across Canada. The award supports students with great financial need in their pursuit of an undergraduate education in any of Guelph-Humber's academic programs. Applicants must complete a Needs Assessment Form provided by Registrarial Services. Application must be made by October 1. The successful candidate will be informed in December.

The Guelph-Humber Student Association and Alumni Award

This award of $500 is presented on behalf of the University of Guelph-Humber Student Association, and Guelph-Humber alumni. The award supports students with great financial need in their pursuit of an undergraduate education in any of Guelph-Humber's academic programs. Applicants must complete a Needs Assessment Form provided by Registrarial Services by October 1, 2006. The successful candidate will be informed in December.

ALL OTHER UNIVERSITY SCHOLARSHIPS

Full-time registration in the program of study indicated in the scholarship offer is required to receive the full amount of any university award. Awards will be subtracted in two equal instalments from your student account at the beginning of each of the next two registered semesters.