

# 2016-2017 Undergraduate Calendar

The information published in this Undergraduate Calendar outlines the rules, regulations, curricula, programs and fees for the 2016-2017 academic year, including the Summer Semester 2016, the Fall Semester 2016 and the Winter Semester 2017.

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

If you wish to link to the Undergraduate Calendar please refer to the Linking Guidelines.

The University is a full member of:

- The Association of Universities and Colleges of Canada

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# Disclaimer

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## University of Guelph 2016

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The information published in this Undergraduate Calendar outlines the rules, regulations, curricula, programs and fees for the 2016-2017 academic year, including the Summer Semester 2016, the Fall Semester 2016 and the Winter Semester 2017.

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, public health emergencies, 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

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## Collection, Use and Disclosure of Personal Information

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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/index.html>. 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 Registrar Services Departmental Policy on the Release of Student Information. For details on the use and disclosure of this information call the Office of Registrar Services at the University at (519) 824-4120 or see <http://www.uoguelph.ca/registrar/registrar/index.cfm?index>.

## Disclosure of Personal Information to the Ontario Ministry of Training, Colleges and Universities

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The University of Guelph is required to disclose personal information such as characteristics and educational outcomes to the Minister of Training, Colleges and Universities under s. 15 of the Ministry of Training, Colleges and Universities Act, R.S.O. 1990, Chapter M.19, as amended. The Ministry collects this data for purposes including but not limited to planning, allocating and administering public funding to colleges, universities and other post-secondary educational and training institutions.

Amendments made to the MTCU Act, authorizing the collection and use of personal information from colleges and universities by the Minister of Training Colleges and Universities, which were set out in Schedule 5 of the Childcare Modernization Act, 2014, came into force on March 31, 2015.

The amendments strengthen the ability of the Minister to directly or indirectly collect and use personal information about students as required to conduct research and analysis, including longitudinal studies, and statistical activities conducted by or on behalf of the Ministry for purposes that relate to post-secondary education and training, including,

- i. understanding the transition of students from secondary school to post-secondary education and training,
- ii. understanding student participation and progress, mobility and learning and employment outcomes,
- iii. understanding linkages among universities, colleges, secondary schools and other educational and training institutions prescribed by regulation,
- iv. understanding trends in post-secondary education or training program choices made by students,
- v. understanding sources and patterns of student financial resources, including financial assistance and supports provided by government and post-secondary educational and training institutions,
- vi. planning to enhance the affordability and accessibility of post-secondary education and training and the quality and effectiveness of the post-secondary sector,
- vii. identifying conditions or barriers that inhibit student participation, progress, completion and transition to employment or future post-secondary educational or training opportunities, and
- viii. developing key performance indicators.

Information that the University is required to provide includes but is not limited to: first, middle and last name, Ontario Educational Number, citizenship, date of birth, gender, first three digits of a student's postal code, mother tongue, degree program and major(s) in which the student is enrolled, year of study and whether the student has transferred from another institution.

Further information on the collection and use of student-level enrolment-related data can be obtained from the Ministry of Training Colleges and Universities website: <http://www.tcu.gov.on.ca> (English) or <http://www.tcu.gov.on.ca/fre/> (French) or by writing to the Director, Postsecondary Finance and Information Management Branch, Postsecondary Education Division, 7th Floor, Mowat Block, 900 Bay Street, Toronto, ON M7A 1L2.

An update on Institutional and MTCU Notice of Disclosure Activities is posted at <http://www.tcu.gov.on.ca/pepg/publications/NoticeofCollection.pdf>

Frequently Asked Questions related to the Ministry's enrolment and OEN data activities are also posted at: <http://www.tcu.gov.on.ca/pepg/publications/FAQs.html>

### Authority to Disclose Personal Information to Statistics Canada

The Ministry of Training, Colleges and Universities discloses student-level enrolment-related data it collects from the colleges and universities as required by Statistics Canada in accordance with Section 13 of the Federal Statistics Act. This gives MTCU authority to disclose personal information in accordance with s. 42(1) (e) of FIPPA

## Notification of Disclosure of Personal Information to Statistics Canada

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

## Address for University Communication

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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 Enrolment Services.

## Name Changes

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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

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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 <https://uoguelph.civicweb.net/document/68892/ORSInfoReleasePolicy060610.pdf?handle=FF982F8A9AEA4076BE4F3D88147172B8>.

# Learning Outcomes

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On December 5, 2012, the University of Guelph Senate approved five University-wide Learning Outcomes as the basis from which to guide the development of undergraduate degree programs, specializations and courses:

1. Critical and Creative Thinking
2. Literacy
3. Global Understanding
4. Communicating
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](#).

## 1. Critical and Creative Thinking

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Critical and creative thinking is a concept in which one applies logical principles, after much inquiry and analysis, to solve problems in 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.

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

## 2. Literacy

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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.**

## 3. Global Understanding:

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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.**

## 4. Communicating

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

## 5. Professional and Ethical Behaviour

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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.

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

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## V. International Study

### Study Abroad Programs

University of Guelph study abroad programs consist of two types: semesters abroad and exchange programs.

Semesters abroad offer a structured group experience where a Guelph faculty member accompanies students abroad. Students take Guelph courses and pay tuition to the University of Guelph.

Exchange programs offer students an opportunity to take courses at a university abroad for up to a year and get credit toward their degree at Guelph. In return, students from the host university may study at Guelph. Tuition is paid to the student's home university.

Participants in a University of Guelph study abroad program may qualify for a travel scholarship, see Section IX--Scholarships and Other Awards for details.

For information on these or other work or study abroad options, please see the Centre for International Programs <http://www.uoguelph.ca/cip/> or visit the Information Centre, University Centre, Level 3.

### Exchange Programs

A variety of exchange programs exist for **undergraduate students and graduate students** who wish to study at an overseas institution for a period of time. Regulations about exchange programs are shown in Exchange Programs of Section VIII--Undergraduate Degree Regulations and Procedures. For further information on any study abroad program, visit the InfoCentre, Centre for International Programs, Level 3, University Centre. The University of Guelph has official student exchange agreements with the following institutions:

#### Argentina

[Universidad de San Andres](#)

#### Australia

[Curtin University](#)

[Deakin University](#)

[Edith Cowan University](#)

[Griffith University](#)

[James Cook University](#)

[La Trobe University](#)

[University of Adelaide](#)

[University of Canberra](#)

[University of Sydney](#)

#### Brazil

[Federal de Vicosa](#)

#### Austria

[Universität für Bodenkultur Wien \(BOKU\)](#)

[Management Centre Innsbruck](#)

#### China

[Jiangnan University](#)

[Jiangsu University](#)

[Changzhou University](#)

[Nanjing Arts Institute](#)

[Nanjing Normal University](#)

[Nanjing University](#)

[Nanjing University of Astronautics and Aeronautics](#)

[Nantong University](#)

[Soochow University](#)

[Xi'an Jiaotong-Liverpool University](#)

[Yangzhou University](#)

[Southwestern University of Finance and Economics](#)

#### Denmark

[University of Copenhagen](#)

#### England

[Keele University](#)

[Oxford-Brookes University](#)

[Royal Agricultural University](#)

[University of Essex](#)

[University of Birmingham](#)

[University of Exeter](#)

[Hertfordshire University](#)

[Loughborough University](#)

[Nottingham Trent University](#)

[University of Southampton](#)

[University of East Anglia](#)

#### Fiji

[University of the South Pacific](#)

#### Finland

[Lahti Polytechnic](#)

#### France

[France Business School](#)

[Universite Claude Bernard \(Lyon 1\)](#)

[Universite Lumiere \(Lyon 2\)](#)

[Universite Jean Moulin \(Lyon 3\)](#)

[Ecole Centrale de Lyon](#)

[Ecole Normale Superieure de Lyon](#)

[INSA de Lyon](#)

[Universite Joseph Fourier \(Grenoble 1\)](#)

[Universite Pierre Mendes France \(Grenoble 2\)](#)

[Universite Stendhal \(Grenoble 3\)](#)

[Grenoble Institute of Technology](#)

[Universite de Savoie \(Chambery\)](#)

[Universite Jean Monnet \(St. Etienne\)](#)

#### Germany

[University of Freiburg](#)

[University of Tübingen](#)

[University of Ulm](#)

[University of Karlsruhe](#)

[University of Heidelberg](#)

[University of Konstanz](#)

[University of Mannheim](#)

[University of Stuttgart](#)

[University of Bremen](#)

[University of Hohenheim](#)

#### Ghana

[University of Ghana](#)

#### Hong Kong

[Hong Kong Polytechnic](#)

[Lingnan University](#)

#### Iceland

[University of Iceland](#)

[University of Akureyri](#)

[Holar University College](#)

[Agricultural University of Iceland](#)

#### Ireland

[Dublin Institute of Technology](#)

#### Italy

[University of Udine](#)

#### Japan

[Kwansei Gakuin University](#)

#### Malaysia

[Universiti Sains Malaysia](#)

#### Malta

[University of Malta](#)

#### Mexico

[Instituto Tecnologico y de Estudios Superiores de Monterrey \(ITESM\)](#)

[University of Guadalajara](#)

[Universidad Nacional Autonoma de Mexico \(UNAM\)](#)

#### Netherlands

[Wageningen University](#)

#### New Zealand

[Lincoln University](#)

[Massey University](#)

[UNITEC](#)

#### Norway

[UMB: Norwegian University of Life Sciences](#)

#### Scotland

[University of Dundee](#)

[University of Aberdeen](#)

[University of Stirling](#)

[University of Strathclyde](#)

Singapore

[National University of Singapore](#)

South Africa

[University of KwaZulu-Natal](#)

Spain

[University of Alcalá](#)

[University of Málaga](#)

Sweden

[Swedish University of Agricultural Sciences](#)

[Linköping University](#)

[Lund University](#)

[Malmö University](#)

Turkey

[Koc University](#)

Wales

[Aberystwyth University](#)

## **International Letter of Permission--L.O.P.**

The University of Guelph has established several programs under the Commonwealth Universities Study Abroad Consortium (CUSAC) whereby the University of Guelph students may study overseas on a Letter of Permission. Students participating in these programs pay tuition to the host institution and not to the University of Guelph. The Centre for International Programs administers all CUSAC, LOP programs.

For more information, visit the InfoCentre, [Centre for International Programs](#), Level 3, University Centre.

## **Semesters Abroad**

Students registered in a Semester Abroad are recognized as University of Guelph students and thus fall under the rules and regulations of the University of Guelph. It should be noted however, that many study abroad semesters involve the employment of sessional faculty from abroad. While every attempt is made to fully inform these faculty of the Senate regulations concerning academic procedures and evaluation of student work, there may be times when appeals by students are not handled in a fashion that would be appropriate under the University of Guelph guidelines. It is therefore recommended that any student who wishes to submit an appeal to Academic Review or request a grade reassessment should first contact the semester abroad coordinator for advice.

It will be the responsibility of the coordinator to refer the matter through the appropriate channels. In some cases this might be to a department chair, in others, through a dean. At all times the University of Guelph's rules and procedures will be adhered to. Given the distance between the University of Guelph and the host institution, the time deadlines in place for processing requests for academic review or grade reassessments will not be enforced. Students studying on an exchange should normally expect to abide by the rules and regulations of the host institution.

The University offers the following semester abroad programs, however, **not all semester abroad programs are offered every year**. Contact the [Centre for International Programs](#), University Centre, Level 3, for information on current offerings.

### **India Semester**

The India semester offers a unique opportunity for up to 25 students to take University of Guelph courses on site at the University of Rajasthan in Jaipur. The India semester allows students to combine academic pursuits with the exploration of the rich historical and cultural resources of one of the world's oldest civilizations.

### **Krakow Semester**

The Guelph/Krakow semester provides the opportunity for up to 25 University of Guelph students to study on the grounds of Jagiellonian University (the alma mater of Copernicus) for the fall semester. Students, who will have completed 4 semesters with a 70% average, in all undergraduate university programs are encouraged to apply (an association with the Agricultural University in Krakow provides OAC students with a unique opportunity to learn about Polish agriculture). Courses are taught by Polish faculty in English and are accredited at either the 3000 or 4000 level. Survival Polish lessons will be provided. In addition to the experience of living in a Krakow university residence and learning formally and informally about Polish art, culture, history, political systems, etc., there are a number of trips to areas and place of interest in Poland. The semester is co-ordinated by a Guelph faculty member who may also teach a course in Krakow. More detailed information about academic requirements, bursaries, courses, etc. can be obtained from the [Centre for International Programs](#), University Centre, Level 3.

### **Latin America Semester**

Organized with the University of Saskatchewan, this semester-long academic program in Guatemala offers Spanish-language training and local home stays to complement our humanities and social science courses. In the future, the Latin America Semester may rotate among other countries in the region. For more information, contact Dr. Kris Inwood, Department of Economics.

### **London Semester**

Students may take a full-time semester in Britain by going on the London Semester. While the courses offered are in Arts and/or Social Science, all students are eligible to apply. The Senate regulations governing the London semester, application forms, deadline dates, and details concerning the selection of students are available at the [Centre for International Programs](#), University Centre, Level 3.

### **Nice Program**

Guelph students have many opportunities to enrich their academic French studies through varied programs. They may choose to spend semesters 5 and 6 in Nice, France, with the **Canadian Third Year in Nice** program, sponsored in part by the University of Guelph. In this program, Guelph students take courses at the University of Nice along with regular French students. Another possibility is spending one or more semesters at a university in Quebec.

### **Paris Semester**

Up to 25 students may take advantage of this unique semester abroad experience. Courses are taught in English and are offered in the Arts and/or the Social Sciences. All students are eligible to apply. Information, application forms and further details are available from the [Centre for International Programs](#), University Centre, Level 3.

### **Shanghai Semester**

The Shanghai Semester offers students the opportunity to study in one of China's most vibrant cities, a sophisticated metropolitan centre which boasts a rich culture and history. Students will take courses taught in English by faculty from East China Normal University, and there are organized field trips to areas around Shanghai. All students are eligible to apply. Further details and application information are available from the Centre for International Programs, University Centre, Level 3.