

Name: _____ ID: _____ Email: _____

Students are responsible for the accuracy of their own programs. Use this SELF-HELP GUIDE in conjunction with the University of Lethbridge Calendar, Program Planning Guide, and Timetable/Registration Guides.

2012/2013 Program Planning Worksheet

B.A. or B.Sc. - Single Discipline or Multidisciplinary Major

This worksheet has four sections (with instructions):

Degree Summary is an overview of degree and major requirements.

Progress Report: Degree-at-a-Glance helps you keep track of all of the courses you have taken.

Tracking Your Requirements shows how some of the courses you take fulfill specific degree requirements.

Frequently Asked Questions lists common questions, and answers, to help you during your university career.

Please remember that this is only a guide. It must be used in conjunction with the 2012/2013 University of Lethbridge Calendar, which contains detailed information on major, program, and degree requirements and is the final authority on all questions regarding the B.A. or B.Sc. degree program.

DEGREE SUMMARY

How to use this summary: When you have met a requirement, place a check mark beside it. When all the requirements have been checked, you should be ready to graduate. You are urged to have a program check done in your final year of studies.

A. To qualify for graduation with a B.A. or B.Sc., you must fulfill degree requirements:

- _____ 1. At least 40 courses with a minimum grade point average of 2.00.
- _____ 2. The General Liberal Education Requirement (see the 2012/2013 Calendar, p. 90).
- _____ 3. The appropriate number of non-Science (for B.A.) or Science (for B.Sc.) courses. See the 2012/2013 Calendar, p. 115, Divisional Course Designation, and p. 90 of the General Liberal Education Requirement for Lists I and II (non-Science) and List III (Science):
 - _____ For the B.A., at least 25 non-Science courses (see Lists I and II)
 - _____ For the B.Sc., at least 25 Science courses (see List III)
- _____ 4. At least 10 Arts and Science courses (30.0 credit hours) at the 3000/4000 level (Activity courses do not meet this requirement).
- _____ 5. Not more than five Independent Studies.
- _____ 6. Not more than 10 courses at the 1000 level (Activity courses do not count toward this limit).
- _____ 7. Not more than 20 courses from one Department.
- _____ 8. Not more than four Activity courses (that is, courses with a weighting of 1.5 credit hours) EXCEPT:
 - _____ Kinesiology majors - limit of 16
 - _____ Music majors - limit of eight
- _____ 9. Not more than four courses outside the Faculty of Arts and Science. (See the 2012/2013 Calendar, p. 103 and p. 105, for further information, and p. 115 for a list of Arts and Science major disciplines and supplementary courses of instruction.)

B. To qualify for graduation, you must also fulfill major requirements:

- _____ 1. All specific requirements for the major (see the 2012/2013 Calendar, Part 7, and refer to your Program Planning Guide).
- _____ 2. Not more than 20 courses from one department.
- _____ 3. At least half the courses required in the major (including cognates) must be completed at the University of Lethbridge.

C. To qualify for graduation, you must also fulfill the University of Lethbridge Residence Requirement:

- _____ 1. For the B.A. or the B.Sc. as the first degree: 20 courses completed at the University of Lethbridge, including the last 10 taken for credit toward the degree.

For academic advising, contact Arts and Science Student Program Services (SU060; tel. 403-329-5106; email artsci.advising@uleth.ca).

Current and past Program Planning Guides are available on the UoFL website at www.uleth.ca/ross/ppgs/ppg.html.

PROGRESS REPORT

Degree-at-a-Glance

List each course you complete on this page. Each course will be listed only once, either under 'Major' or 'Courses Outside the Major.' The total number of courses must be at least 40.

The minimum required number of courses (including cognates) is different for each major (see the 2012/2013 Calendar, Part 7 for details). The maximum number of courses allowed from one Department is 20.

To reach the minimum of 40 courses, you must add the required number of courses (including cognates) in your major plus enough courses either in the major discipline (to a maximum of 20) or outside your major, to total 40. For single discipline majors (e.g., English or History), if you choose to complete the minimum 13 courses in the discipline, you will complete 27 courses 'outside the major,' to total 40. Or, if you choose to complete the maximum 20 courses in the discipline, then you will complete 20 courses 'outside the major,' to total 40.

For multidisciplinary majors, which require 20-25 courses for the major, you will complete 15-20 courses 'outside the major,' to total 40.

Note: List all courses including transfer credit, both specified and unspecified. Unspecified credit is indicated on your transcript by the subject name and course level.

Major: _____

Courses Outside the Major

Number of Courses required (including cognates) _____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
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24. _____
25. _____
26. _____
27. _____
28. _____
29. _____
30. _____

**At least half the required number of courses in the major (including cognates) must be completed at the University of Lethbridge.*

TRACKING YOUR REQUIREMENTS

One course can meet more than one requirement. Therefore, a course may be listed under more than one heading.

For example, if you are a Philosophy major, the course Philosophy 3404 would count toward the major; it would count toward the senior course requirement; it would be listed as a non-Science course for the B.A.; and, it would be used in the General Liberal Education Requirement as a Humanities course. Philosophy 3404 would be listed four times, since it is part of four separate requirements.

General Liberal Education Requirement (GLER)

(See the 2012/2013 Calendar, p. 90.)

- | | | |
|----------------|-----|-------|
| Fine Arts and | 1. | _____ |
| Humanities | 2. | _____ |
| (List I) | 3. | _____ |
| | 4. | _____ |
| Social Science | 5. | _____ |
| (List II) | 6. | _____ |
| | 7. | _____ |
| | 8. | _____ |
| Science | 9. | _____ |
| (List III) | 10. | _____ |
| | 11. | _____ |
| | 12. | _____ |

Note: Not more than four courses from one department. Courses from your major are counted toward this requirement.

1000-Level Courses (numbered 0500 to 1990)

(See the 2012/2013 Calendar, p. 103 and p. 104. Activity courses do not count toward this limit.)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
- (max.) 10. _____

3000/4000-Level Arts and Science Courses

(A minimum of 30.0 credit hours. Activity courses do not meet this requirement.)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
- (min.) 10. _____

Divisional Course Designation

(See the 2012/2013 Calendar, p. 115 and Lists I, II, and III, p. 90.)

___ 25 Non-Science Courses for the B.A. (Lists I and II)

OR

___ 25 Science Courses for the B.Sc. (List III)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____
21. _____
22. _____
23. _____
24. _____
- (min.) 25. _____

Minor (Optional)

(See the 2012/2013 Calendar, p. 154, for eligible minors.)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

FREQUENTLY ASKED QUESTIONS (FAQs)

What is the General Liberal Education Requirement (GLER)?

The General Liberal Education Requirement is part of the liberal arts focus of the University. Every student must complete 12 Arts and Science courses including four courses from List I: Fine Arts and Humanities, four courses from List II: Social Sciences, and four courses from List III: Sciences. Required courses in your program can be used to meet the GLER. No more than four courses from any one department may be used to meet this requirement. For complete details about the GLER, see the 2012/2013 Calendar p. 90.

What is a cognate?

A cognate is a course from outside a defined discipline which complements and enhances the breadth of knowledge and skills found within the area of study.

What is a prerequisite, corequisite, and recommended background?

A prerequisite is a course that you must have completed with at least a 'D', 'Credit,' or 'Pass' before you are eligible to register in a given course. A corequisite is a course that you must take prior to or concurrently with the course in which you want to register. Recommended background is a course or courses that you are advised to take before you register in a particular course, but you are not required to do so. Prerequisites, corequisites, and recommended background are listed for each course in the Calendar and the Timetable and Registration Guide. Remember that you must follow the current Calendar for prerequisites, corequisites, and recommended background.

What is an Independent Study?

An Independent Study is a course that consists of individual study for course credit under the supervision of a professor and may be completed at the 2000, 3000, or 4000 level. Independent Study may take a variety of forms including library research, laboratory research projects, or field study. You may complete a maximum of five Independent Study courses. For further information, students should consult the Department or Faculty member under whom they wish to pursue an independent study.

What is an Applied Study?

An Applied Study course is an employment or volunteer arrangement for which students may be granted course credit. Students should see the Coordinator of Applied Studies for specific information (AH154 | phone: 403-382-7154).

Can I repeat a course?

You are allowed to repeat a course. The grades for both attempts are recorded on the transcript, but only the grade and credit hours for the most recent attempt are computed in the GPA. Students may not have grades and credit hours for more than one attempt calculated in the GPA. When you repeat a course, you must submit a *Repeated Course Form* to the Registrar's Office and Student Services (ROSS) so that your GPA will be recalculated using the new grade. A student may not use a Credit/Non-Credit designation to replace a previously earned grade.

What if I exceed course limits?

If you exceed any course limits (e.g., take too many Activity, Independent Study, or Introductory courses), or take two courses that are substantially similar, you will need to complete more than the minimum number of courses for your program. For example, if you happen to take 11 courses at the 1000 level you will need to complete a total of 41 courses for your degree. Please contact an Academic Advisor for more information.

What if I have more questions?

Most of your questions can be answered by reviewing Part 7 (Faculty of Arts and Science), and Part 4 (Academic Regulations, Policies and Program Requirements) of the University Calendar. If you have any further questions, you may want to consult with an Academic Advisor (SU060 | phone: 403-329-5106 | email: artsci.advising@uleth.ca).
