

UNDERGRADUATE CALENDAR

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Welcome

Welcome to Athabasca University, Canada's leading distance learning and online university. Join more than 38,000 students worldwide who are acquiring their university education without attending a traditional campus.

Athabasca University is committed to excellence. The University offers 90 graduate and undergraduate degrees, diplomas, and certificate programs, and more than 700 university courses in the sciences, social sciences, humanities, interdisciplinary studies, business and administrative studies, nursing, and commerce.

This online Calendar is your official resource when referencing undergraduate program and academic regulations throughout your stay at Athabasca University. If you are a graduate student, please consult the [graduate program calendar](#).

Mission Statement

Athabasca University, Canada's Open University, is dedicated to the removal of barriers that restrict access to, and success in, university-level studies and to increasing equality of educational opportunity for adult learners worldwide. We are committed to excellence in teaching, research and scholarship, and to being of service to the general public.

Admission

Anyone 16 years of age or older is eligible for admission to Athabasca University, regardless of previous educational experience, with or without a high school diploma.

[Watch the video](#)

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Where do you want to be?

Watch the video and see how Athabasca University can help. The Athabasca University student experience is different from the student experience at traditional universities. As an AU student, you will probably take courses by distance education. Learn why students choose AU and learn how AU can help you accomplish your goals.

[About Athabasca University](#)

We're here to help. If you experience any difficulty accessing information, please email the [Calendar Coordinator](#).

Contacting AU

The University's IntelliResponse system will reply quickly to your questions.

[Ask AU](#)

Athabasca University, Central
Canada/US: 1.800.788.9041
Others: 1.780.675.6111

Athabasca University, Edmonton
1.780.421.8700

Athabasca, University, Calgary
1.403.263.6465

[Maps](#)

Legal Note

Athabasca University reserves the right to make additions, deletions, changes, or modifications to its policies, practice, procedures, tuition fees, course availability, delivery mode, schedules, or program requirements at any time without prior notice.

Athabasca University no longer produces a print Calendar, but does produce PDF versions of the online Calendar. In the event of any discrepancies between the PDF version and this official online version, the online version will apply.

The publication of information in the Calendar does not bind the University to the provision of courses, programs, services, or facilities as listed herein. Students are responsible for informing themselves of the University's procedures and policies and the specific requirements associated with the degree, diploma, or certificate sought.

Every student accepted for registration with Athabasca University shall be deemed to have agreed to be bound by the regulations and policies of the University and of the program in which that student is enrolled. Athabasca University specifically reserves the right to exercise its sole, absolute, and unfettered discretion in admitting individuals to the University, its programs, or courses.

Athabasca University shall incur no liability for loss or damage suffered or incurred by any student or third party as a result of delay, alteration, or termination of services, courses, programs, tuition, or fees by reason of: acts of nature, fire, strikes, lock-outs, damage to University property, inability to procure or produce materials, civil unrest or disobedience, financial exigency, or any other cause of any kind.

Athabasca University is not responsible for content found on external websites.

[PDF Calendar](#)

Credits

The 2018-2019 Athabasca University Calendar was prepared by the [Office of the Registrar](#).

Editor: Laura Barakeris

Managing Editor: Helen Salzl

Updated July 30 2018 by laurab

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1. General Information

Athabasca University offers students high quality, post-secondary education using online and print-based course materials. Course instruction centers on resources developed by a team of subject matter experts and enhanced by qualified tutors in a supportive distance learning environment.

At the heart of the University's philosophy is excellence, openness, flexibility, and innovation. Flexible learning means our students can start courses throughout the year, and study at home, work, or wherever they find themselves. Most of our students study year round. Athabasca University also has transfer arrangements with universities across Canada. This enables visiting students to transfer courses from Athabasca University to their home institution.

We encourage you to achieve your personal learning goals. Many of our undergraduate students go on to compete successfully with others for graduate level education at Athabasca University and other institutions across North America.

[What's it like to be an AU student?](#)

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Updated June 18 2018 by laurab

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1.1 Contact Information

For more information about specific programs, courses, admission, and registration requirements, please call the Information Centre, 1.800.788.9041.

You may also find answers to your questions at the following URLs:

Information Centre

[Website](#)

Office of the Registrar

[Website](#)

Departments and Centres

[Website](#)

Athabasca University Central

1 University Drive
Athabasca, AB
Canada
T9S 3A3
[Online map](#)

Athabasca University, Edmonton

Moodle	
Postal Service Interruption	Peace Hills Trust Tower 1200, 10011 -109 Street Edmonton, AB T5J 3S8
Important Dates	Serving the area north of Red Deer and the rest of Canada not served by the other learning centres. Online map
Student Support Services	
Admission, Registration and Evaluation	Hours of Operation Monday to Friday 8:30 a.m. to 4:30 p.m. MT Closed for most services on Saturday, Sunday, and holiday Mondays.
Undergraduate Programs	Services Please call for details of services available 800.788.9041 or direct dial Phone: 780.421.8700 Fax: 780.497.3411
Undergraduate Courses	
Examinations and Grades	Athabasca University, Calgary
Undergraduate Fees and Refunds	6th floor 345 - 6 Avenue S.E. Calgary, AB T2G 4V1 Serving the area in or south of Red Deer, British Columbia, and Saskatchewan. Online map
Faculty	
Student Code of Conduct and Right to Appeals Regulations	Hours of Operation Monday to Friday 8:30 a.m. to 4:30 p.m. MT Closed Saturday, Sunday, and holiday Mondays
Glossary	Services Please call for details of services available. 800.788.9041 or direct dial Phone: 403.263.6465 Fax: 403.298.2922
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Search Undergraduate Calendar	Faculty of Business

Athabasca University
201 13220 St. Albert Trail St. Albert, AB T5L 4W1
Telephone: 800.561.4650 or 780.459.1144
Fax: 800.561.4660 or 780.459.2093
E-mail: business@fb.athabascau.ca

Hours of Operation

Monday to Friday: 8:30 a.m. to 4:30 p.m. MT
Closed Saturday, Sunday, and holiday Mondays
[Online map](#)

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1.2 Legal Version of the Calendar

Athabasca University's online Calendar is the official 2018-2019 Calendar, and is effective September 1, 2018 to August 31, 2019, unless the specific regulation page says otherwise. Athabasca University no longer produces the print version of the Calendar—2014/2015 was the last year. If you require a PDF of the current Calendar or would like to see any past years' versions, they are stored in our [archives](#).

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Updated December 05 2018 by laurab

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1.3 Recognition and Accreditation

1.3.1 Recognition

Athabasca University has achieved the highest possible award each year for the Province of Alberta Performance Funding. Recently, the University received the Commonwealth of Learning Award of Excellence for Institutional Achievement.

Most recently, the International Council for Open and Distance Education recognized Athabasca University as one of the world's outstanding distance and open learning institutions.

AU is also recognized by the Government of British Columbia.

AU was awarded the 2010 Canadian Recognizing Learning Award by the Canadian Association for Prior Learning Assessment (CAPLA) in Ottawa on November 8, 2010.

1.3.2 Accreditation

Athabasca University is a publicly funded institution of the Province of Alberta that reports to the government through the Minister of Advanced Education. Pursuant to the Post-secondary Learning Act, SA 2003, Chapter P-19.5, and the Athabasca University Regulation, AR 50/2004, the government authorizes the Governors of Athabasca University (the Board) to govern its own affairs. Public members of the Board are appointed under orders-in-council of the Lieutenant Governor of Alberta.

Moodle	Athabasca University is the first Canadian university to be accredited by the Middle States Commission on Higher Education (3624 Market Street, 2nd Floor West, Philadelphia, PA, 19104, 267.284.5000). The Commission is one of six regional accrediting agencies in the U.S. recognized by the Council for Higher Education Accreditation.
Postal Service Interruption	
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Student Support Services	Membership
Admission, Registration and Evaluation	Athabasca University is also a full member of the following organizations:
Undergraduate Programs	Alberta Council on Admissions and Transfer
Undergraduate Courses	Association of Commonwealth Universities
Examinations and Grades	Association of Universities and Colleges of Canada
Undergraduate Fees and Refunds	BC Council on Admissions and Transfer*
Faculty	Canadian Association for Distance Education
Student Code of Conduct and Right to Appeals Regulations	Canadian Association for Graduate Studies
Glossary	Canadian Virtual University
Site Map	Circumpolar Universities Association
Search Undergraduate Calendar	Inter-American Distance Education Consortium
	International Council for Open and Distance Education
	* The term "University" is used under the written consent of the Minister of Advanced Education effective April 4, 2011 having undergone a quality assessment process and been found to meet the criteria established by the minister. (Reconfirmed March 27, 2014)
	Information effective Sept. 1, 2018 to Aug. 31, 2019.
	<i>Updated June 18 2018 by laurab</i>

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1.4 Protection of Privacy

Athabasca University collects and maintains personal information for the purposes of admissions, registrations, and other activities related to being a member of the Athabasca University community and attending a public post-secondary institution of the Province of Alberta.

You are advised that the information you provide, and any other information placed into your student record, will be protected and used in compliance with Alberta's Freedom of Information and Protection of Privacy Act. For more information, please refer to our [website](#).

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1.5 Undergraduate Student Orientation

The Undergraduate Student Orientation provides you with an overview of the services and resources available to you as an undergraduate student at Athabasca University.

[Undergraduate Student Orientation](#)

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1.6 Student Code of Conduct

Once you have completed and submitted the Undergraduate General Application Form, you have agreed to abide by the rules and regulations of Athabasca University. Your knowledge and acceptance of Athabasca University's academic regulations, policies, and procedures is your contract with the University, particularly the Student Code of Conduct and Right to Appeal Regulations.

Just as we expect your acceptance of our regulations, you may expect Athabasca University to provide you with a successful university experience. The "Expect the Best" brochure, issued when you are admitted, identifies the service standards to which you are entitled.

We're here to help. If you have difficulty accessing information or if you require clarification on any subject or regulation, please contact [the University](#) and your query will be forwarded to the appropriate department.

[Student Code of Conduct and Right to Appeal Regulations](#)

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1.7 myAU

To communicate with its students, Athabasca University uses a web portal known as [myAU](#), which offers quick access to information, forms, e-Letters, and services that are relevant to you.

Once you are admitted to the University, you will use myAU to access your course(s) and view personal information such as your AU Library account, assignment marks, and course grades. You may also take care of administrative matters, such as booking examinations, requesting course extensions, registering for courses, requesting course withdrawals, and ordering transcripts.

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1.8 Ask AU

Have questions? Start with our online service, [Ask AU](#). It provides quick answers to most general questions about Athabasca University. If the answer cannot be provided, your query will be forwarded to the appropriate department.

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1.9 Information Centre

Athabasca University's Information Centre provides one point of contact for all your telephone inquiries. If the Information Centre attendant can't answer your question, he or she will forward your call to the appropriate person.

Phone: 800.788.9041 toll-free in Canada and the US.

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1.10 Student Identification Cards

1.10.1 Active Students

If you are currently an active Athabasca University student, you can request a photo Student Identification (SID) card that will confirm your name, identification number, and the academic year in which the card was produced.

Student Identification cards are the property of Athabasca University. You will be issued one card only. It is valid for the academic year displayed on the front of the card. To update the card annually, you must be an active student, and request a date sticker from the Office of the Registrar, AU Edmonton, or AU Calgary.

[Request for Photo ID Card](#)

1.10.2 Nursing Students

Nursing students are now able to request a wearable ID card for identification purposes in healthcare facilities. It is available for Bachelor of Nursing students and Advanced Nursing Practice students.

The Nursing Student cards are valid for one year. It is valid for the academic year displayed on the front of the card. To update the card annually, you must be an active student, and request a date sticker from the Office of the Registrar, AU Edmonton, or AU Calgary.

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1.10.3 Photo Requirements

Student Identification (SID) cards are issued using a photograph taken by an Athabasca University staff member whenever possible. If this is not possible, you can supply your own digital photo accompanied by a copy of your driver's licence, or a passport photo. The back of either photo submitted must be signed by a guarantor who can attest to your identity. Examples of a guarantor are listed on the print and online SID forms.

Photos can be taken by staff at the Office of the Registrar in Athabasca, AU Edmonton, or AU Calgary. All ID cards will be mailed to the current address the student has on file with the University.

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1.11 e-Letters

As of September 2011, AU converted all print letters that were accessible via the e-Letter delivery method to the e-Letter format. If you would still prefer to receive these letters in a print format delivered via Canada Post, you will be able to choose that method of delivery and you will be assessed a one-time \$10 fee for this service. Additional information can be found on the [Office of the Registrar website](#).

Examples of documents that are available as e-Letters are: admission confirmation, course registration, course extensions, course withdrawals, tutor assignments, final grades, etc.

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1.12 Moodle

The name Moodle is an acronym that stands for Modular Object-oriented Dynamic Learning Environment—an open source software package for producing Internet-based courses and websites. Moodle is both a Learning Management System and a Virtual Learning Environment designed to support a social constructionist framework of education. It is an online place where you, as a learner, can have access to your tutor, to other learners, and to a variety of tools, features, and interactions that will enhance your learning experience at Athabasca University.

[AU Moodle Orientation](#)

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1.13 Postal Service Interruption

In the event that Canada Post mail service is disrupted due to a strike or work slowdown, Athabasca University posts daily instructions on its [website](#).

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1.14 Important Dates

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Legal Version of the Calendar	Aug. 6	Civic holiday	University closed
Recognition and Accreditation	Sept. 3	Labour Day	University closed
Protection of Privacy	Oct. 8	Thanksgiving Day	University closed
Undergraduate Student Orientation	Nov. 12	University closed in lieu of Remembrance Day	University closed
Student Code of Conduct	Dec. 25/18 – Jan. 1/19	The University will close at 12 p.m. Monday, December 24, 2018 and will reopen at 8:30 a.m. Wednesday, January 2, 2019.	
myAU	2019		
Ask AU	Feb. 18	Family Day	University closed
Information Centre	April 19 – 22	(inclusive) Easter break.	University closed
Student Identification Cards	April 30	Deadline to apply for June 2019 Convocation.	
e-Letters	May 3	All final grades must be received by the Office of the Registrar for June	

Moodle		Convocation.	
Postal Service Interruption	May 20	Victoria Day	University closed
Important Dates	June 7 and 8	Athabasca University <u>Convocation</u>	
Student Support Services	July	Canada Day	University closed
Admission, Registration and Evaluation	Aug. 5	Civic holiday; Heritage Day	University closed
Undergraduate Programs	Sept. 2	Labour Day	University closed
Undergraduate Courses	Oct. 14	Thanksgiving Day	University closed
Undergraduate Fees and Refunds	Nov. 11	Remembrance Day	University closed
Examinations and Grades	Dec. 25/19 – Jan. 1/20	The University will close at 4:30 p.m. Tuesday, December 24, 2019 and will reopen at 8:30 a.m. Thursday, January 2, 2020.	
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