

## UNDERGRADUATE CALENDAR

### Undergraduate Calendar Home

---

General  
Information

---

Student  
Support  
Services

---

Admission,  
Registration  
and Evaluation

---

Undergraduate  
Programs

---

Undergraduate  
Courses

---

Examinations  
and Grades

---

Undergraduate  
Fees and  
Refunds

---

Faculty

---

Student Code  
of Conduct and  
Right to  
Appeals

## 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](#)

Regulations

---

Glossary

---

Site Map

---

Search  
Undergraduate  
Calendar

---

## 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 2017-2018 Athabasca University Calendar was prepared by the [Office of the Registrar](#).

Editor: Laura Barakeris

Managing Editor: Helen Salzl

*Updated August 10 2017 by laurab*

**open. online.  
everywhere.**

Undergraduate  
Calendar  
Home

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## 1. General Information

---

Athabasca University offers students high quality, post-secondary education using online and print-based learning resources. 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?](#)

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

## General Information

---

### Contact Information

### Legal Version of the Calendar

---

### Recognition and Accreditation

---

### Protection of Privacy

---

### Undergraduate Student Orientation

---

### Student Code of Conduct

---

### myAU

---

### Ask AU

---

### Information Centre

---

### Student Identification Cards

---

### e-Letters

---

## General Information

---

### 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**

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

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](mailto: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](#)

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 26 2017 by laurab*

open. online.  
everywhere.

Undergraduate  
Calendar  
Home

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## General Information

---

### 1.2 Legal Version of the Calendar

---

Athabasca University's online Calendar is the official 2017-2018 Calendar, and is effective September 1, 2017 to August 31, 2018, 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](#).

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 26 2017 by laurab*

Undergraduate  
Calendar  
Home

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## General Information

---

### 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.

<b>Moodle</b>	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.
<b>Postal Service Interruption</b>	
<b>Important Dates</b>	
Student Support Services	<b>Membership</b>  Athabasca University is also a full member of the following organizations:
Admission, Registration and Evaluation	Alberta Council on Admissions and Transfer Association of Commonwealth Universities Association of Universities and Colleges of Canada BC Council on Admissions and Transfer*
Undergraduate Programs	Canadian Association for Distance Education Canadian Association for Graduate Studies Canadian Virtual University
Undergraduate Courses	Circumpolar Universities Association Inter-American Distance Education Consortium
Examinations and Grades	International Council for Open and Distance Education
Undergraduate Fees and Refunds	* 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)
Faculty	
Student Code of Conduct and Right to Appeals Regulations	<b>Information effective Sept. 1, 2017 to Aug. 31, 2018.</b>
Glossary	<i>Updated July 12 2017 by laurab</i>
Site Map	
Search Undergraduate Calendar	

Undergraduate  
Calendar  
Home

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## General Information

---

### 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](#).

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

Undergraduate  
Calendar  
Home

---

## General Information

---

Contact  
Information

---

Legal Version  
of the  
Calendar

---

Recognition  
and  
Accreditation

---

Protection of  
Privacy

---

Undergraduate  
Student  
Orientation

---

Student Code  
of Conduct

---

myAU

---

Ask AU

---

Information  
Centre

---

Student  
Identification  
Cards

---

e-Letters

---

## General Information

---

### 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](#)

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

Undergraduate  
Calendar  
Home

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## General Information

---

### 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](#)

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 26 2017 by laurab*

Undergraduate  
Calendar  
Home

---

## General Information

---

Contact  
Information

---

Legal Version  
of the  
Calendar

---

Recognition  
and  
Accreditation

---

Protection of  
Privacy

---

Undergraduate  
Student  
Orientation

---

Student Code  
of Conduct

---

myAU

Ask AU

---

Information  
Centre

---

Student  
Identification  
Cards

---

e-Letters

---

## General Information

---

### 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.

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

Undergraduate  
Calendar  
Home

---

## General Information

---

Contact  
Information

---

Legal Version  
of the  
Calendar

---

Recognition  
and  
Accreditation

---

Protection of  
Privacy

---

Undergraduate  
Student  
Orientation

---

Student Code  
of Conduct

---

myAU

---

Ask AU

---

Information  
Centre

---

Student  
Identification  
Cards

---

e-Letters

---

## General Information

---

### 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.

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

Undergraduate  
Calendar  
Home

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## General Information

---

### 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.

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## General Information

---

### 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.

Moodle

---

Postal Service  
Interruption

---

Important  
Dates

---

Student  
Support  
Services

---

Admission,  
Registration  
and Evaluation

---

Undergraduate  
Programs

---

Undergraduate  
Courses

---

Examinations  
and Grades

---

Undergraduate  
Fees and  
Refunds

---

Faculty

---

Student Code  
of Conduct and  
Right to  
Appeals  
Regulations

---

Glossary

---

Site Map

---

Search  
Undergraduate  
Calendar

---

## 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.

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 26 2017 by laurab*

Undergraduate  
Calendar  
Home

---

## General Information

---

Contact  
Information

---

Legal Version  
of the  
Calendar

---

Recognition  
and  
Accreditation

---

Protection of  
Privacy

---

Undergraduate  
Student  
Orientation

---

Student Code  
of Conduct

---

myAU

---

Ask AU

---

Information  
Centre

---

Student  
Identification  
Cards

---

e-Letters

## General Information

---

### 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.

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

Undergraduate  
Calendar  
Home

---

## General Information

---

Contact  
Information

---

Legal Version  
of the  
Calendar

---

Recognition  
and  
Accreditation

---

Protection of  
Privacy

---

Undergraduate  
Student  
Orientation

---

Student Code  
of Conduct

---

myAU

---

Ask AU

---

Information  
Centre

---

Student  
Identification  
Cards

---

e-Letters

---

## General Information

---

### 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](#)

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

Undergraduate  
Calendar  
Home

---

**General  
Information**

---

**Contact  
Information**

---

**Legal Version  
of the  
Calendar**

---

**Recognition  
and  
Accreditation**

---

**Protection of  
Privacy**

---

**Undergraduate  
Student  
Orientation**

---

**Student Code  
of Conduct**

---

**myAU**

---

**Ask AU**

---

**Information  
Centre**

---

**Student  
Identification  
Cards**

---

**e-Letters**

---

## General Information

---

### 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](#).

**Information effective Sept. 1, 2017 to Aug. 31, 2018.**

*Updated July 12 2017 by laurab*

## General Information

---

### General Information

---

### 1.14 Important Dates

---

<b>Contact Information</b>	2017		
<b>Legal Version of the Calendar</b>	Aug. 7	Civic holiday	University closed
<b>Recognition and Accreditation</b>	Sept. 4	Labour Day	University closed
<b>Protection of Privacy</b>	Oct. 9	Thanksgiving Day	University closed
<b>Undergraduate Student Orientation</b>	Nov. 13	University closed in lieu of Remembrance Day	University closed
<b>Student Code of Conduct</b>	Dec. 23/17 – Jan. 1/18	The University will close at 4:30 p.m. Friday, December 22, 2017 and will reopen at 8:30 a.m. Tuesday, January 2, 2018.	
<b>myAU</b>	2018		
<b>Ask AU</b>	Feb. 19	Family Day	University closed
<b>Information Centre</b>	March 3 – April 2	(inclusive) Easter break.	University closed
<b>Student Identification Cards</b>	April 30	Deadline to apply for June 2018 Convocation.	
<b>e-Letters</b>	May 4	All final grades must be received by the Office of the Registrar for June	

<b>Moodle</b>		Convocation.	
<b>Postal Service Interruption</b>	May 21	Victoria Day	University closed
<b>Important Dates</b>	June 7, 8, 9	Athabasca University <u>Convocation</u>	
Student Support Services	July 2	University closed in lieu of Canada Day	University closed
Admission, Registration and Evaluation	Aug. 6	Civic holiday	University closed
Undergraduate Programs	Sept. 3	Labour Day	University closed
Undergraduate Courses	Oct. 8	Thanksgiving Day	University closed
Examinations and Grades	Nov. 12	University closed in lieu of Remembrance Day	University closed
Undergraduate Fees and Refunds	Dec. 25/18 – Jan. 1/19	The University will close at 4:30 p.m. Monday, December 24, 2018 and will reopen at 8:30 a.m. Wednesday, January 2, 2019.	
Faculty			
Student Code of Conduct and Right to Appeals Regulations		<b>Information effective Sept. 1, 2017 to Aug. 31, 2018.</b>	
Glossary		<i>Updated July 26 2017 by laurab</i>	
Site Map			
Search Undergraduate Calendar			